

Pearland HS Musical Meeting Minutes/Notes

Date of Meeting: December 19, 2023

Meeting called to order at 6:07p by Audra Anderson.

*In Attendance.

PISD Staff: Simpson

Musical Board Members: Audra Anderson (Chair), Dustin Anderson (float build), Pam Van Maaren (Chair), Melissa Washington (Community Events), Anitra Frederick (Secretary), Anea Isom (Dance Camp), Wendee DeLano (Costumes), Sara Jones, Kathryn Alamia (Concessions), James Frederick (Webmaster), Lisa Maxwell (Sets)

*Approval of Minutes.

Previous meeting – 12.12.23 musical board meeting minutes reviewed and approved. Motion to approve Pam Van Maaren. Seconded Sara Jones.

*Committee Business

1) Costumes

Picked up (Ryan Simpson & Melissa Washington) on Dec 17. Concerns with costume quality for the cost and cleanliness of what was obtained from the vendor. Will need to get an itemized list prepared of who will be wearing what.

All mermaids need to have their midriff covered per the administration. Idea is for all of them to wear dance leotard.

KBP & Parkwood Players costume storage is open for borrowing.

Will meet 12/21 (Thurs) at 5p to lay out all costumes and make a plan.

***Motion:** Theatre Booster will pay an amount not to exceed \$300 for Julia Frederick (Ariel) to have her hair dyed red for the musical performances in lieu of wearing a wig. 1st by Audra Anderson. 2nd Pam Van Maaren. Motion passes by unanimous consent.

2) Set (Lisa Maxwell and Ryan Simpson)

District insurance will cover the set requirement. Set insurance has been cleared per Tom Bell, Fine Arts Director of Pearland ISD. To be **delivered Jan 8, 2024** (estimated date).

Will need a forklift and driver. The set company is sending an employee and we will need (approx. 10) volunteers to put it all together who are experienced with tools. Assuming we will need hand-tools and lifting/holding abilities.

Putting together a large ship – Eric’s ship. Will be somewhat flat and will be artistically painted to look three-dimensional.

3) Concessions drop-off, Jan 11 & 12.

1/11 (2:45-4:45p): Kathryn Alamia (head on this), Candace Kurek, Aimee Denman

1/12 (2:45-4:45p): Kathryn Alamia (head), Candace Kurek, PamDeMartino

Track and put away concessions that are turned in.

4) Dance Camp, Jan 13. Kids will dance at Jan 27 (2p) performance. (Amea Isom)

Current count – 42.

Songs for the campers: Les Poissons (2nd act 4th song) & Kiss the Girl (2nd act 6th (ish) song)

Will need volunteers to help choral the campers. Students to assist: Devon (Sebastian) will assist and MerSisters dressed up and Raelyn/Sara (Flotsum/Jetsum) for ‘dark side.’

Merchandise: What is the deadline to order? *Audra Anderson will call Darrel to find out. Will order same bags as last year: maroon canvas with PHS theatre logo. Place order for 75.

Room reserved: Cafeteria

Craft: Coming up with an idea. Share thoughts with Amea Isom.

5) Part of Your World Party, Feb 3. (Melissa Washington)

Tickets to be turned in by Dec 20 by students. As of now, 19 students not submitted theirs to Audra.

As of 12/19 at 7:30a, 23 ticket stubs and 2 unsold tickets returned.

Current needs: Nothing at this time. Will be placing orders for vases, centerpieces, décor in the near future.

6) Budget and Payments.

Becky Warfield (Treasurer) shared a payment list via email with student outstanding payment costs for musical. Payment amounts not contained as an increment listed on the website will be paid via square to booster. Simpson will need to touch-base with students who still owe to request payment or understand student needs.

7) Fan Grams (Renee)

All materials obtained. Will create dates for putting things together. Would like to use the school for a couple of meetings to put bags together. Please provide dates that will work. Will reach out to volunteers.

8) Items needed

Kessler (choir director) spoke to Audra to request: 3 stereo DI boxes (\$199.99 each). Directional headset microphones (needs three for leads: Ariel, Eric, & Ursula) (\$955 each). \$4500 max for all. Can be seen as an investment in the department.

***Motion:** To purchase 3 DI boxes for the department. First = Audra Anderson. 2nd = Sara Jones.
Vote: Passed by unanimous consent. DI box = Radial ProD2 2-channel Passive Instrument Direct Box (\$199.99 each).

Lisa Maxwell (sets) has a few requests for set-building. After budget review, she will be able to purchase what she needs and will be reimbursed by the booster.

9) PlayBill (James Frederick & Audra Anderson)

Playbills are printed through life-skills print-shop. They are short on money for ink. Last year it took 10 black, 2 magenta, 1 cheyenne, and 1 yellow large toner cartridge. They are requesting us to purchase the ink. Tabled: Mr. Maxwell (AP SpEd) contacted to request an update to booster regarding ink needs and options.

Completed playbill needs to be **submitted for printing by Jan 15.**

Deadline to submit ads: December 22.

10) Sponsorships

Need clarification with Becky Warfield and Audie Johnson to determine sponsorships, monies donated, for student or musical/general, etc... Audra Anderson and Pam Van Maaren will work with Becky and Audie on this.

11) Long-Term Sub for Tech

Former Asst Director at Dawson, David Smith, will take the long-term sub position. As a long-term sub he isn't required to help with extracurriculars. Booster could contract him to assist the department as needed. His expertise is lighting as is Simpson's. He could assist with rehearsals, tech week, and show days. Paid at the end of the show as other contractors.

***Motion:** Pay long-term sub, David Smith, a contracted amount of \$1000 to attend daily called rehearsals, tech week, and performance days in their entirety and to perform duties as assigned by Mr. Simpson to aide in the production of the show. 1st: Melissa Washington. 2nd: Pam Van Maaren. **Vote:** Passes by unanimous consent.

12) Seniors

Can we recognize the seniors after curtain call at the last show? Or have a special senior recognition night, maybe 2p on the last Sat (2/3)? Yes, Simson agrees to recognize seniors. Choice of show where they will be recognized still TBD.

13) Musical Meals

Mejia Family— Sponsoring a meal: Dominican pork and chicken with Dominican rice and plantains.

Other nights ideas: BBQ baked potatoes. Deli sandwiches. Fajitas.

***Motions since last meeting:**

01/04/24: GroupMe Exec board discussion and vote: Theatre booster to pay the \$1500 refundable damage deposit for the set delivery. The deposit is due before the set can be delivered and the PISD business offices are closed. Theatre department monies tied up through the district. Majority of theatre executive board voted to cover these costs so sets to allow for timely delivery of sets.

Next Musical Board Meeting: Tuesday, Jan 9, 5:00pm

*There is also a Theatre Booster club meeting that day.

***Adjournment.**

Audra Anderson adjourned the meeting at 7:52pm.

Signed – *Anitra Frederick*; PHS Musical Board Secretary

Date of minutes editing and completion 01/09/2024.