

Pearland HS Musical Meeting Minutes/Notes

Date of Meeting: September 26, 2023

Meeting called to order at 5:00p by Audra Anderson.

*In Attendance.

PISD Staff: David Barker and Ryan Simpson

Musical Board Members: Audra Anderson (Chair), Pam Van Maaren (Chair), Anitra Frederick (Secretary), Dustin Anderson (Parade Float Build), Kathryn Alamia (Fan Grams), Sara Jones, Melissa Washington (Community Event)

*Approval of Minutes.

Previous meeting – 9.19.2023 musical board meeting. Motion: Pam Van Maaren motioned to approve the minutes from Sept 19th booster meeting. 2nd by Sara Jones. Discussion: None. Minutes approved by unanimous consent.

*Chair Report. Audra Anderson

1) Musical Interest Meeting, Oct 3 at 6:30p

*Review of QR and **Canva interest form**. Presentation slides (14) reviewed for content and clarity. Requirements and expectations for students and parent/guardians reviewed. Audition week is Oct 16-20.

2) Mandatory Musical Meeting, Oct 24 at 6:30p

*This meeting is for the cast, crew, and parent/guardians of the Musical after casting determined. Review of QR and **Canva contracts** for both Cast and Crew. **Checklist Form / Stations** reviewed: 1. Costumes (Measurement form), 2. GroupMe & Band Apps, 3. Committees & Volunteer Opportunities (Committee chairs will sit at the table to share committee duties), 4. Library for Payments & Background Checks, 5. Cognito Forms, 6. Ticket Table (car wash tickets only) & Checklist Turn-In. Info Table in the center with Barker and Simpson. Review of presentation slides for content and clarity. Presentation slides remaining = explanation of stations per slide. **Concessions contributions**: students will receive their expected donation option expected. No amazon wishlist. All items must be individually packaged. **To be added**: Slides for volunteer hours, rehearsal expectations, etc. All will be released to visit the stations after presentation is complete.

3) Other Discussions

*Consider: Yard signs for musical! For personal and business distribution and advertising.

*Upcoming Musical Board Meetings to start at 6p. If musical agenda isn't complete by the start of a Theatre Booster meeting 6:30p start, the musical agenda will be completed during the Theatre Booster meeting during the Musical Report.

4) Musical Class shows - during the day

*Dates: tentative Jan 31 or Feb 1

*Are meals needed? Yes. Planning for JH 8th grade shows and HS SPED days.

*Help needed? Yes, would be helpful to have a couple of booster volunteers to assist that day.

Next Musical Board Meeting: Tuesday, October 3, 5pm. Will be held before the Musical Interest Meeting.

***Adjournment.**

Audra Anderson adjourned the meeting at 6:14pm

Signed – *Anitra Frederick*; PHS Musical Board Secretary

Date of minutes editing and completion October 3, 2023.