

Pearland HS Theatre Booster Meeting Minutes

Date of Meeting: September 5, 2023

Meeting called to order at 6:34p by Dustin Anderson.

***In Attendance.**

PISD Staff: David Barker, Ryan Simpson

Executive Board Members: Dustin Anderson (President), Pam Van Maaren (Vice President), Anitra Frederick (Secretary), Becky Warfield (Treasurer)

Board Members: Sara Jones (Banquet), Kathryn Alamia (Membership), Audra Anderson (Musical), Melissa Washington (Community Outreach), Audie Johnson (Sponsorships), Renee Nichols (fan grams/spirit nights)

Student Thespian Officers: Julia Frederick, Emily Van Maaren, Tayla Sanders

Other(s) in attendance: Doris Quinonez, Juan Trevino, Tsz Christy Chan, David Harrison, Nicole Hernandez Cindy McBane, Stinway?, Stacey Godwin (volunteered for student fundraising spreadsheet role) , Ericka Stensguard, Hayley Thompson, John Campo

***Approval of Minutes.**

Previous meeting – 8.8.2023 full board meeting. Motion: Pam Van Maaren motioned to approve the minutes from August 8th booster meeting. 2nd by Audra Anderson. Discussion: None. Minutes approved by unanimous consent. Approved minutes will be posted to the website.

***President Report.**

Dustin Anderson (Booster President) – Inside Scoop & Mandatory Parent Welcome Meeting good turnouts. Cain's Spirit night a success (awaiting total \$)! Discussion: Have signs for spirit nights outside the building to remind folks to say they're with Pearland Theatre. Change the Oct 10 Booster Meeting and Musical Meeting to Oct 17.

Booster will be setting up & managing student fundraising accounts. Students will be able to use these monies for events, activities, merchandise, outings. Request for a parent to head managing this new student fundraising account. Stacey Godwin volunteered to head the effort and will work closely with Becky Warfield (Treasurer).

***Thespian Officer Report. Julia Frederick (President).**

Welcoming Party – Items are needed from the booster, will send list to Audra Anderson to determine who will shop. Booster stated there is a \$500 budget for the welcome party. A \$5 entry fee will be collected from students who attend. Student Officers are planning teams with colors and games.

Décor for Barker/Simpson's room – How much do they have for that? Becky Warfield states: \$500 is available from display cases and students could use remainder of the line item.

Halloween Party – Thursday, Oct 26, 6-8:30p. Out the door 9p. Considering showing a movie in the auditorium & a costume contest. Will supply a list of items needed to booster.

Big/Little Social Event – Pairings to be announced Tues, 9/12. Mon., Sept 25 Student Officers will hold a social event after school from 3-4pm. Anticipating 60-ish students.

***Director's Report. David Barker (Director).**

Welcome Party - \$5 charge, sign-up and posters will go out shortly.

TUTS – Beetlejuice TUTS evening show: about 90 persons showed interest in attending. Barker & Simpson will be taking two groups on two different nights. Parents/Students be able to buy tickets (first come first serve (40)) through an email link to be sent ASAP. Dates of the show: March 5 & 6. Other TUTS/Social Events (future trips) to be held in Oct & Dec.

Night of the Living Dead - \$65 fee for students. Watch for email from Barker. Don't let the fee be a deterrent for participation. Talk to Barker directly if finances are a concern.

ThesFest – Info coming out soon. Deposit required soon after. Student cost is roughly \$450/quad room. Parents can chaperone. If student fundraising accounts are ready, students can use that money toward ThesFest costs.

Fundraising: Fundraising monies to be divided as follows: 15% to fundraising organization (textathon), 25% goes to booster, 60% goes to student.

Night of the Living Dead – Need booster to provide lunch between shows on 10/7 (Sat).

***Old Business.**

None

***New Business.**

Night of the Living Dead – Kathryn Alamia will head concessions for this night. Please send Audra # of volunteers slots needed for the shows. Renee Nichols to provide needs to fam gram shifts/volunteers. Costumes to be obtained through costume closet search and thrifting. Costuming dates: 10/19 @ 2:45-

4:30p & 10/21 @ 2:45p until done. Costuming help needed! ***Place request for parent help on GroupMe (1 week in advance (10/12))***

***Committee and Officer's Reports.**

Executive Reports:

Pam VanMaaren (Vice-president) – None

Anitra Frederick (Secretary) – None

Becky Warfield (Treasurer) – IRS form 99-M (non-profit <\$50,000) filed today. Action to rewrite bylaws to come. No big spending yet.

Budget Update:

Beginning Balance: \$26,336.97

Ending Balance: \$27,415.12

Committee Report:

***Co-Chairs needed!**

Melissa Washington (Community OutReach) – Sept 23 @ New Hope 288. Dream dinners rice packing event. She will text parents the night before.

Wendee DeLano (Costumes) –

Renee Nichols (Fan Grams) – Candy Donations needed by Fri, 10/22 for Night of the Living Dead. Barker will send announcements to students to request donations.

Renee Nichols (Spirit Nights) – Dates/locations set. Communication reminders sent via fb, Instagram, tic tock.

Audie Johnson (Sponsorship) – Plans to go business to business, maintaining a spreadsheet. Potential for larger donors in discussions. There is a sponsor would like to advertise in playbill for Fall show.

Kathryn Alamia (Memberships) – Does not have the report yet. Will need to determine who has obtained their associated items with memberships. Becky Warfield (Treasurer) noted: \$2600 in memberships thus far. Slightly behind last year's membership money (\$3600 22-23 at this time).

Audra Anderson (Musical) – Musical is its own entity. There is a board for musical. Requesting executive board meeting to work out details before first musical board meeting (To be held on Welcome Party Day 9/12 – 5p). First Musical Board meeting is 9/19 – all are welcome.

Monica Mejia (Senior Recognition) –

Kathryn Alamia (Concessions – Fall Show) –Kathryn will chair concessions for the Fall Show. Stocked and ready.

Sara Jones (banquet, May 18, 2024) – Saturday is \$1000 more than last year without some of the add-ons we had last Friday. For 150 with catering from outside = about \$3800 as initial estimate, \$1000 down payment. She will be meeting with the Houston Garden's rep this week to discuss details and pricing.

James Frederick (Webmaster, At-Large Executive Officer) – 31 members joined online thus far. 4 merchandise sales online (send to Audra). Needs help determining 23-24 sponsors and sponsorship levels. Audra Anderson: Leave all spirit night logos, Ace Hardware, Hometown Bank, Mike Fox, First Cup, Pearland Parks, (remove: TJ Kiem & Mak J?, chic-fil-a).

Audra Anderson & Pam Van Maaren (Merchandise) – Need a new order. Very low stock on Mediums. Keep this in mind for musical orders (Mediums and child sizes needed).

Monica Mejia (Student Mentor Program) – Notes above from Student Report.

Kathryn Alamia (Scholarships) – Parents must be members by December 2023 for child to be eligible to apply for booster scholarship

***Voted on and approved since last meeting.**

*Note: Aug 29, 10:11am – Melissa Washington commented in GroupMe asking about the purchase of CanvaPro edition for Theatre booster to create marketing posters and files. Motion and discussion pending.

Discussion during meeting: Cost <\$119.99/1 theatre account. Booster agrees and will use administrator line funds from budget. No vote needed.

***Adjournment.**

Dustin Anderson adjourned the meeting at 7:57 pm

Signed – *Anitra Frederick*; PHS Theatre Booster Club Secretary

Date of minutes editing and completion Sept 10, 2023.