

Pearland HS Theatre Booster Meeting Minutes

Date of Meeting: July 11, 2023.

Meeting called to order at 6:30pm by Dustin Anderson.

***In Attendance.**

PISD Staff: None

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

Board Members: Kathryn Alamia (Membership), Audra Anderson (Musical), Sara Jones (Banquet), Renee Nichols (Fan Grams), James Frederick (Webmaster – on zoom), Melissa Washington (Community Outreach)

Student Thespian Officers: Julia Frederick (Student Officers President)

Other(s): Delmas Jones

***Approval of Minutes.**

None.

***Executive Reports.**

Dustin Anderson (President) – No report

Pam VanMaaren (Vice-president) – No report

Anitra Frederick (Secretary) – No report

Becky Warfield (Treasurer) – No report. Fiscal year begins July 1.

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

Inside Scoop Aug 14 (6-8p). Orientation for freshmen. Supplies needed from booster for Inside Scoop – sodas, ice cream (½ vanilla & ½ chocolate). Table cloths, cups.

Discussion: Booster or Barker will speak to parents of freshmen parents. Memberships to be taken at that time. Barker will have the numbers of the incoming freshmen class of theatre/tech.

Market Days Sign-Up for students will be created. Julia F (Student President) will be out of town for Market Days, but has asked the student Vice-President to take charge that day.

Students are requesting a GroupMe account with all student officers and booster board and directors. Dustin A (Booster President) will follow-up.

Sept 20 – First Thespian Officers Meeting. Students will publicize.

***Director's Report.**

None.

***New Business.**

1) Bylaws change discussion. Add one more Executive Board Member (At-Large Executive position) to the Booster Board giving a total of 5 executive members. Currently, Executive Board positions are President, Vice-President, Secretary, Treasurer. Adding an additional position to the Executive Board will allow for no split-votes. Suggestion for President position to only vote in situations of a tie-vote of the other 4 executive members.

Motion: Becky W (Treasurer) motioned to add an At-Large position to the Executive Board. 2nd – Pam VM (Vice-President). Discussion: This at-large position would have to be a member of the booster board in good standing. The At-Large position will not be tied to a particular chairperson or role. This will allow for flexibility when choosing a member to serve. Vote: Four (4) Executive Members voted FOR. No one (0) voted Against. No abstentions. The motion passes.

Motion: Pam VM (Vice-President) motioned to add James F (Webmaster) as the At-Large member to the Theatre Booster's Executive Board for 2023-2024. 2nd – Sara J (Banquet).

Discussion: Webmaster position is vital for communications and webmaster function. Vote: 9 Booster Board members voted FOR. No one (0) voted Against. James Frederick (1) Abstained. Julia F (Student Pres) did not vote. The motion passes.

2) Summer Workdays – Monday, July 17th (10a-5p) & Tuesday, 18th (10a-5p or until done). Goals = 1) Clean and organize theatre closets, 2) Moving chairs from blackbox to the balcony, 3) Build shelves to place in the concession closets, 4) Organization of the concessions closets, & 5) If time: Organize other additional prop and costume closets. Becky W. suggested offering pizza for who attend.

3) Market Days – July 25 (8a-3p) & Oiler Training Camp (for Freshmen) July 25 (5-7p). Discussion of selling memberships at market days. Would collect the membership fee & have the new member fill out a form. Kathryn Alamia (Membership): Gathering contact information is important for future outreach. Ways to join: 1) Online store to complete form & submit payment, 2) Online store to complete form and pay with square in-person, or 3) Paper form and note method of payment. Decals, yard signs, lanyards to be given at Market Days for new members when they join then.

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

Need Co-Chairs!

Melissa Washington (Community OutReach) – August: No event. Sept: *Dream Dinners Feed the Hungry* rice-packing event at NewHope (Sept 23, 9a). Student can work in groups. This is about a 3-hr commitment. Goal for Community Out Reach this year is to hold 1 event per month or 1 event every other month.

Wendee DeLano (Costumes). No report.

Renee Nichols (Fan Grams) – Will have fan grams for Night of the Living Dead.

Audie Johnson (Sponsorship) – No report (per Audra A).

Kathryn Alamia (Memberships) – James F (Webmaster) will provide the membership lists from the website to Kathryn A. Kathryn will attend Market Days and collect all paper forms and other documentation. A membership list will be created, with theatre student name(s), and contact information for future outreach needs.

Audra Anderson (Musical) – Musical committee will hold first meeting Sept 19, 5p. Anyone welcome to attend. Mandatory musical meeting student/parent interest night is planned for Oct 24. Goal is to fill any open musical committee chair positions the evening of the musical interest meeting.

Monica Mejia (Senior Recognition). No report.

Renee Nichols (Spirit Nights) – Several dates for 23-24 have been filled. Taking suggestions for remaining open spirit night dates. Sara J suggested Spicy Panda on Pearland Parkway. Melissa W suggested Grace's Pizza or Magnolia's. Tecas was suggested. CFA no longer doing spirit nights. Awaiting callbacks from Chilis, WingStop, & Kelly's.

Sara Jones (Theatre Banquet) – Recap of May 2023 banquet with discussion. "Amazing!" "Inside of the facility was so nice." Attendees liked that the colors can be easily changed to match a theme. Consensus – keep the venue for next year. Will book for Saturday next year due to calendar constraints. Note: Saturday evening bookings are a little more expensive. Move the food out of the back corner for better flow. Request multiple water stations. Room size was good – likely keep that room. Can change the caterer if students desire different type of food. Invite same DJ and Mike Fox Photography. Décor team suggestion: Be there earlier for set-up. Security suggestion: Hire additional security.

James Frederick (Webmaster) – Will make requested edits to the website. Will post the 1-pager of all 2023-2024 important dates after receiving additional edits from Audra A.

Audra Anderson & Pam Van Maaren (Merchandise) – Night of the Living Dead (Fall show). Relatively short show with no intermission. Suggestion: Sell tshirts as merchandise. Julia (Student Pres) will ask students to submit tshirt designs. Potential to do a Monster Mash party after the show where booster could sell pizza, drinks, play music, sell merchandise and more. Suggested theme: Dress as a zombie & play various games.

Scholarships (not a senior parent) – Kathryn Alamia agreed to head the scholarships committee.

Open Committees:

Concessions – #1 need

Hospitality/Social Events

Student Mentor Program – Goal is to have Bigs & Littles meet up at the Inside Scoop or Welcome Party.

***Old Business.**

None.

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

None.

***Adjournment.**

Dustin Anderson adjourned the meeting at 8:14p.

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

July 14, 2023