



# BOARD MEETING MINUTES

## LHS Theatre Booster Board 2023 - 2024

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November 8, 2023 | Meeting called to order at 6:12pm by Sean McIntyre - President

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### Board Members

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- Present:
  - President: Sean McIntyre
  - Vice President: Laurie Davis
  - Secretary: Shannon Williams
  - Treasurer: Matt Turner
  - Publicity/Communications: Amelia Palmer
  - Volunteer Coordinator: Darci Allen
- Absent:
  - Concessions/Hospitality Chair: Terri Domenech and Beverly Young
- Non - Board Members Present:
  - Ms. Holt (Director)
  - Ms. Rojas (Asst Director)

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### Secretary Report/Outstanding Items – Shannon Williams

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- October Board Minutes were approved by the Board

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### Treasurer's Report – Matt Turner

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- October 2023 Financial Report
  - Beginning Balance: \$10,903.79
  - Income: \$8,988
  - Expenses: \$4,591.71
  - Ending Balance as of 09/30/2023: \$15,300.08
- Fright Fest ended up costing more than estimates due to rate increase in ticket prices. In the future should but further in advance
- Received \$100 from Chick-fil-a for Spirit Night. Still waiting on other payments (Darcie to check on them)
- Sean to followup on The Grand donation

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## New Business - Sean McIntyre

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- President's Report – Sean McIntyre
  - Bylaws:
    - Bylaws updates have been made by Darcey/Sean/Matt and sent to board for review/feedback
    - Feedback to make sure scholarships are also available for accredited Trade Schools
    - Plan to vote at the next meeting on adoption
  - Program Calendar reminder that it's still available on the website and helping a lot
  - Next Booster Night Out: Nov 16, 7-9pm at Sullivan's BBQ
  - Lessons Learned from previous events:
    - Fright Fest:
      - Buy tickets earlier (price goes up)
    - Haunted Mansion:
      - Email sent to the whole school was excellent and should try to get that for every event
      - Want to make it bigger next year
      - Should keep the groups smaller
      - Might do 2 separate Houses at the same time (lots of kids wanted to participate).
      - Need adults inside the event to ensure things go smoothly
    - Puffs:
      - Better ticket table closer to the door
      - Need to build a bigger audience
        - Give away free tickets to organizations like Big Brother/Big Sister, Retirement homes, Halfway houses
      - Look into doing posters for advertising
  - Thespian Convention:
    - Need to have dinner (pizza) brought in both nights to offset the expensive cost of meals
    - Will look for students to donate money on the square site to cover

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## Director's Report - Ms. Holt

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- Puffs was a success
- Middle School clinic on Monday
  - Need to feed judges (Ms Holt will pay and turn in receipts)
- Seaquest Field Trip - Dec 6
- Parents Night Out - Dec 15
  - 5-12 year old kids
  - \$20/kid
- Camping Trip
  - Still researching options
  - Looking for late April/May

- ~\$100/kid estimate + some scholarships

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## Show Report

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- Freshman Showcase on Friday at Harmon
  - Science Fair-style for Tech kids
  - Need tickets/concessions setup
  - \$5 tickets
  - Estimate to be done by 7:15/7:30
- SpongeBob the Musical
  - Discussed possibly using Card your Yard at the Main Campus to advertise
  - Planning to have a Brunch with the Charters Event

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## Fundraising Report

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- Goal for the end of the fiscal year to have \$20K-\$25K in the bank to support more expensive shows for next year
- Panda Express Spirit Night tomorrow
- Texas Roadhouse rolls moved to Easter
- Nothing Bundt Cakes fundraiser being led by students

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## Communications Report - Amelia Palmer

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- Discussion on artwork for SpongeBob Musical (what can and can't be used/overall theme)
  - Neon Electric theme

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## Hospitality Report - Terri and Beverly

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- No update

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## Volunteer Report - Darcie Allen

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- Upcoming Spirit Nights:
  - Panda Express - Tomorrow
  - Fuzzy's - December

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## Adjournment

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Meeting was adjourned at 8:02pm

Next Board Meeting: December 5, 2023 at 6:00 pm