



BOARD MEETING MINUTES

LHS Theatre Booster Board 2024 - 2025

October 1, 2024 | Meeting called to order at 7:05 pm by Sean McIntyre - President

Board Members

- Present:
 - President: Sean McIntyre
 - Vice-President: Danielle Fitzgerald
 - Secretary: Shannon Williams
 - Treasurer: Matt Turner
 - Publicity/Communications: Amelia Palmer
 - Volunteer Coordinator: Carl Flusche
 - Concessions/Hospitality Chair: Beverly Young
 - Fundraising - Jennifer Whitaker
 - Musical Committee: Laurie Davis
- Absent:
 - Concessions/Hospitality Chair: Terri Domenech
- Non - Board Members Present:
 - Ms. Holt (Director)

Secretary Report/Outstanding Items – Shannon Williams

- September 2024 Minutes - motion was made to approve the minutes and the minutes were approved. Motion was made by Carl and 2nd by Amelia
- Will secure the library for the November Meeting - Crawford Meeting Room is Reseerved for 11/05/2024 meeting at 6:00 pm

Treasurer's Report – Matt Turner

- September 2024 Financial Report
 - Beginning Balance: \$12,214.51
 - Income: \$6,844.01
 - Expenses: \$8,890.67
 - Ending Balance as of 09/30/2024: \$10,167.85
- Pending \$1,200.00 from Wix

- Thespian Fees will need to be paid in November. 15 participants with 12 paying their deposit
- Six Flag Group Rate - \$42.00
- Calendar Fundraiser - made \$2,000.00
- The Theatre Department is now as insurance
- City Grant money will come in November/December (½) and in March we will receive the other ½
- For Beauty and the Beast right now we have \$163.87 in ticket sales

President Report - Sean McIntyre

- Two new members will be added to the Board
 - Danielle Fitzgerald - VP
 - Motion was made by Beverly and 2nd by Amelia
 - The board voted and motion passed - Danielle Fitzgerald is our new VP
 - Elizabeth Davis - Fundraising

Musical Report - Laurie Davis

- Needs volunteers - Holt will email her a list of those interested in volunteering
- Needs a sponsor to donate hot tea for the High Tea with Belle event
- Pre-Sale Flowers
- LHS Theatre "Be Our Guest" personalized gift
- Gift Bags for adults who attend the High Tea with Belle event with their child

Communications Report - Amelia Palmer

- Musical Seating Chart will be created and available for the musical
- Lane assignments for ticket purchase - need signs over our head and can be purchased on Amazon for about \$59.00
- For upcoming events, we need better crowd control
- Amelia will be available for the Haunted House build day on 10/20/2024
- Amelia would like someone to take pictures of the parade since she will not be available

Fundraising Report - Jennifer Whitaker

- Has a sponsor (landscaping company) who will donate \$500.00 if he can hand out flyers on the day of the shows.
- Another sponsor (\$1,500.00) - still pending; FrenchieBling.com
- Potential sponsors are confused by our website. Needs to be reviewed with possible adjustments.
- Ace Hardware is donating \$600.00 and supplies - Amelia needs the logo
- Haunted House - Raising Cane's will feed our students participating in the event along with having Benefit Nights each night of the Haunted House
- Stickers for the Haunted House - possible donation
- Nothing Bundt Cakes at each of the musical shows.

- Other ideas for fundraising
 - Raised 365 - may after the first of the year
 - Christmas Socks - Stocking stuffers
 - Maybe chocolate again

Hospitality Report - Terri and Beverly

- Concession Stand all 4-nights of the Haunted House
- Inventory needs to be completed in order to make a donation list and what will need to be purchased.

Volunteer Report - Carl Flusche

- Sign-Up Genius for the following:
 - Concession Stand Items for Haunted House
 - Volunteers to work at the Haunted House
 - Tech Week for Beauty and the Beast
- Float Build had 2 adults and several students who participated
- Walkie Talkies - to use during Haunted House due to limited cell phone service
- Laurie will share her list from the Farmerettes who donate to them

Director's Report - Ms. Holt

- Premier Sponsorship will not happen this year due to no availability but will look at it in January 2025 for next school year
- 2 Haunted Houses (75 students signed up to participate)
 - Dino Park
 - A Maze theme haunted house (Terror Alley)
- T-Shirts for Beauty and the Beast - pre sales only (\$20.00)
 - Order needs to be in before 11/01/2024

Show Report

- Dino Park - Haunted House - October 2024
- Beauty and Beast Musical - November 2024
- Dracula - February 2025
- UIL One Act - March 2025
- Miss Nelson is Missing - May 2025

Adjournment

Meeting was adjourned at 8:30 pm

November Board Meeting: November 5, 2024 at 6:00 pm. NEW LOCATION: LEWISVILLE LIBRARY