



## RP THEATRE BOOSTER CLUB MEETING NOVEMBER 27, 2023

- I. Call to Order / Presence of Quorum - 6:36 pm
  - Board Members in Attendance: Madelon McGrenera, Marcy Cashion, Melissa Bland, Michalyn Porter, Amanda Anderson & Kim Janak
  - Teachers in Attendance: Alexandria Novia
  - Committee Chairs in Attendance: Molly Brogan & Kathy Jones
  - Committee Chairs via Zoom: Crissy Daniel, Melissa Jackson, Tamisika Smith & Kelly Wilmot
  - Other Booster Members in Attendance: Morgan McMorris & Heather Tito
  - Other Booster Members via Zoom: Michelle Bermudez & Janeca Malveaux
  - Students in Attendance: TJ Saenz
  - \*Sign In sheet attached\*
- II. President's Report - Madelon
  - a. Requested that Novia share Mamma Mia needs
  - b. Nominating Committee will be discussed in the January meeting, to be in place by February for the 2024 – 2025 Board. Noted that Marcy, Kim & Amanda are current Board Members whose children will still be in the program next year.
  - c. Ad Hoc Committee/Future Board Position – Financial Secretary
    - i. Madelon proposes to add an Ad Hoc Committee Chair immediately: Financial Secretary (\*List of Duties Attached\*). This may be a permanent role, added to the Board, to share responsibilities for financials. Leslie Jones, Freshman parent, initially volunteered to assist Michalyn at first parent meeting of year. Try to find a second person ASAP so Madelon & Michalyn can train both and find the best division of duties, so they can



be in place for 2024 – 2025 school year. Bermudez considering volunteering as this second person.

1. Madelon asked for a motion to approve this Financial Secretary (ad hoc committee) for the remainder of the school year. Motion by Marcy, 2<sup>nd</sup> by Melissa Bland, all in favor.

III. Vice President's Report – Marcy Cashion

- a. Next fundraiser is Sun. 12/10 at 6 pm – Sugar Land Lights & Leashes; \$2 per ticket will be donated; must sell at least 50 tickets
- b. Fundraisers through the end of the year?
  - i. Mamma Mia: Silent Auction (yoga, liquor basket, etc). Heather Tito has volunteered to help procure items for auction; Madelon will update the form for auction donations and post it in our shared drive. Minute to Win-it & Signed Posters to raise money for ITF
  - ii. Socks
  - iii. Car Wash
  - iv. Kendra Scott

IV. Treasurer's Report – Michalyn

- a. Review October Financials and motion to approve. Motion by Marcy, 2<sup>nd</sup> by Melissa Bland, all in favor
- b. Motion to approve to pay TTF Fees that were approved via email on 11/6/2023. Check #1123, \$25,107.50 payable to Texas Thespians Festival. Motion by Marcy, 2<sup>nd</sup> Kathy Jones, all in favor
- c. Motion to approve Taco Cabana meal for \$604.26 that was paid on 11/17/2023. Motion by Madelon, 2<sup>nd</sup> by Kathy Jones, all in favor
- d. Motion to approve Mamma Mia musical items needed from Amazon from email vote on 11/12/2023 for \$1,264.54. Motion by Melissa, 2<sup>nd</sup> by Marcy, all in favor

V. Publicity Report – Amanda Anderson & Kim Janak



- a. Master Class & Mamma Mia submitted in Sienna Newsletter; Bermudez handling posting to Elementary & Middle School PTO newsletters (\$50 per child/cap number of kids - waitlist).
  - b. Trojan Women (JV play) advertised at middle schools
- VI. Teacher Report – Ms. Novia (Mr. Weir not in attendance)
- a. TTF recap (13 events; 15 students qualified to attend ITF in June; can also submit virtually, but must pay & submit)
  - b. Momma Mia filming this week; film Thurs, submit Fri. May need more overhead lighting (keep eye out for expense request); need Wedding Arch from Ms. O'Brien; need 9 different (patio-type) chairs to stand on.
  - c. Holiday social – this Sat from 6 – 9 in Black Box; white elephant gift exchange (\$25 value); watch Polar Express, drink hot chocolate; wear pj's
  - d. Next Thurs 12/07 Nutcracker at Houston Ballet (45 students) – students can buy Chick Fil A boxes for lunch, to be delivered by Booster members
  - e. Trojan Women – shows Fri 12/7 at 7, Sat 12/8 at 2 & 7 in Black Box; selling fan-o-grams & concessions; tickets on sale today (13 sold so far). Amy creating SUG.
  - f. Next fundraiser is Sugar Land Lights on Sun 12/10 – flyer has been posted (make sure code works)
  - g. Freshmen/Sophomore responsible are for drinks & concession items this semester
- VII. Student Report – TJ
- a. Working hard on getting Honor Troupe status for next year (TJ explained what it is)
  - b. Patrick has updated the Troupe website; Grace is in the process of getting officer meeting notes added
  - c. Student Board is placing a Suggestion Box in Black Box & digitally for anonymous suggestions or issues



- VIII. Secretary – Melissa Bland
  - a. Motion to Approve Oct. 23, 2023 Minutes Motion made Michalyn, 2<sup>nd</sup> by Amy, all in favor
  - b. Next Club Meeting
    - a. Mon. Jan. 8 at 6:30 pm with Zoom option
- IX. Committee Reports/Discussions
  - a. Spirit Nights – Molly Brogan
    - i. Wed. Dec. 6<sup>th</sup> – Brandani’s Burgers & Tacos
    - ii. Thurs. Jan. 18<sup>th</sup> – Ramble Creek
    - iii. For the Spring: Brandani’s, Chicken Salad Chick, Chipotle, Cane’s (not doing Panda Express again), Cava, Olive Garden, Mod Pizza

Meeting adjourned 7:32 pm

*Minutes approved at the 1/8/2024 meeting.*