



Meeting Minutes
Round Rock High School Theatre Booster Club
Date: December 9, 2024

Attendees: Monica Welch, Kelly Condon, Kelly Gumbert, Kayleen Sokol, Shelley Nelson, Brett Nelson, Johanna Whitmore, Paige Heer, Reece Clark, Brent Irwin, Jennifer Green, Kristen Wallace, Tim Wallace, Burke Crosby, Paige Morgan, Deanna Mateo-Mih, Sarina Mih, Paula Ferrigno, Charles Hobby

Call to Order: President Shelley Nelson called the meeting to order at 7:02pm

Approval of Minutes: Approval of minutes dated November 12, 2024. A motion was made by Kristen W. and a second by Brett N. to approve the minutes as presented. The minutes were unanimously approved.

President Report: - Shelly Nelson

- Holiday Party - Took place on December 5th. Huge thanks to Paige H for planning, everyone had lots of fun.
- Musical
 - Logo pack received - Shelley, Monica, & Kelly have it
 - Playbill - Kelly Condon playbill should be between 16 to 20 pages
 - Layouts for tribute ads best done in canva, we had 11 tribute ads last year expect a similar number this year. (note there are ~43 actors and ~17 crew in this years production)
 - Still need cast and crew list from Irwin and Hobby, add the tech theatre classes to give credit in Playbill
 - As long as tributes are paid for by the 20th we will have a plan for space in the Playbill
 - Sponsor ads (due Dec 20) - Deanna Mateo Mih & Paula Ferrigno
 - Deanna's Team is a \$1000 Sponsor
 - Silent Auction (items ideally due by Dec 31 & Jan 10 at the latest): Paula, Deanna, Kayleen, Shelley and Shawn
 - Deanna is still working on donations from Kalahari, TX Stars, and from her work partners
 - Working on an auction site to list all items, more info to come
 - T-Shirts & Posters - Monica Welch
 - Shirts will be cream with banner logo on front and back will have a tomato splat watermark with cast & crew list
 - We are hoping to have shirts by January 13th. Still calculating number of shirts to order.



- Shirts will have sponsors, likely Santiagos (if they donate tech meal), P&B Printers, Deanna's Realty Team, and Bush's Chicken
- Posters- traditional image for this production with cast & crew on the bottom
- Tech Rehearsal and meal on Saturday January 18th: Shelley - Something Rotten shirts and posters will be sold. Dessert and drinks provided by Boosters.
 - Snacks/Waters for Monday and Tuesday of tech week - Shelley and Paige M will handle
 - We have a budget of \$1000 but we are trying to get meal donated. Shelley is currently speaking with Santiago's for donation. Bush's will donate Sweet and Unsweet Tea and cups. We will acknowledge donor as a sponsor in the Playbill & on shirts
 - Paige M. is also going to inquire with Urban to see about donation for tech meal. Her husband works for them and the owners had 2 children that have gone to RRHS
 - Tech meal will be served at 4pm
- Concessions - Nicole from last year will be helping provide cookies and brownies for concessions. We will have Something Rotten! cookies and Black Death (death by chocolate) brownies. We will pay \$2 each and will sell for \$5. We are also ordering Egg pops (egg shaped cake pops) They are \$3.25 each and we will sell for \$5.
 - We had 230 pies last year and sold out. So we will order 125 cookies, 125 brownies and 50 cake pops
- Decorations: We will decorate lobby January 18th
 - Shelley and Kayleen will co-chair . Monica Welch, Paige H, Kelly G, Paige M and Jennifer G will help with planning and organizing.
 - Schedule a planning meeting in early January
 - We are planning for a photo ops. Ideas are pic with an Elizabethan ruffle collar, something with tomato splay and maybe omelet. Possible backdrop with Tudor house or a theatre. Deanna has a backdrop with brick or stone we can use. Monica will make a balloon arch.
 - Discussing starting decorating at 10am, a sign up genius will be sent out to helpers. Students can get Dragon Force hours for helping
- Headshots (due Dec 31) - Michelle Cantu
 - Photos were taken at the rehearsal on December 7th, approximately 59 done of ~ 65. 2 professional images turned in.



Special thanks to Kelly Rogers for help with hair and makeup and to Shelley for her help in keeping it organized and running smoothly

- Bios (due December 31st) - Paige Heer and Kristin Wallace
 - Samples and instructions will be sent to students via google classroom via Reece Clark.
 - Paige and Kristen need velcro stickers to hang the bios on the wall and for shout out wall. (idea to make egg and tomato shaped papers for shout out wall)
- Box Office and Guest/HAYA Judge passes - Shelley
 - Tickets going out through Hometown ticket app after January 1
 - HAYA judges need reserved seats (teachers will handle this), we will make some kind of cards for judge tickets.
 - Teachers will need around 8 comp tickets per show
 - Student ushers will scan tickets
 - Tickets sales will be communicated to boosters and musical cast first and then announced to public.
 - Something Rotten! is not on the calendar on the ticketing website, Mr Irwin is working on getting it on the calendar

Troupe Report: -

- Thespian State - lots of state qualifiers, Ryan Crosby performed on the main stage. Well done all around
- Holiday Party - lots in attendance (~40 people), karaoke singing, many did a polar plunge in the pool in 57 degree pool water, lots of fun for everyone
- UIL announcement - done on Instagram
- Upcoming Dates:
 - Production Shows - Ford's Theatre at 7pm see below
 - Musical Review - Monday January 16th. 7pm in Ford's Theatre. Will be about an hour and 20 mins with duets, solos and Ryan's solo dance
 - UIL auditions on January 6th from 1-4 in Ford's Theatre
 - Next meeting January 9

Treasurer Report - Paige Morgan

- No report was given, a copy of the budgeting/spending was distributed

Director Report: - Johanna Whitmore

- Thespian State - Directors are very proud of all the kids, everyone was well behaved and many performed beautifully
- Musical needs
 - costumes are being worked on by the costume shop
 - sharp shooters are booked for opening night



- Hobby will be at the school on Dec 27 & 28 and Jan 3 & 4 for most of the day for set builds
- UIL needs
 - Frankenstein was paid for by wire transfer from Paige M personal account (\$744.48). Shelley reimbursed Paige from booster account. We have a receipt that can be used to get reimbursement from the district.
 - Tobie Minor will come to help with fight choreo February 10 & 12. Boosters will pay him \$500 on the 12th.
 - We will have rehearsals at Cedar Ridge from March 4-8 and a possible parent preview on March 8th. Cost will be ~\$5 (time tbd)
 - Zone competition will be March 12th at Vista Ridge. District competition is March 28 at Cedar Ridge and Bi-District April 3 at Cedar Ridge

Fundraising Report: - Deanna Mateo Mih & Paula Ferrigno

- No spirit nights scheduled
- No sales at the productions shows
- Concentrating on silent auction and concessions at musical for now

Scholarship: - Paige Heer

- Whitmore sent info to seniors and a committee will be formed after the new year

Website: - Burke Crosby

- Page is up to date to accept \$5 donations for shows, a QR code will be printed and laminated for production performances.
- Something Rotten! images will be added

Upcoming Dates:

- Production Shows - Ford's Theatre at 7pm
 - A Doll's House Part 2 and Significant Other Dec 11
 - Significant Other and The Woman in Black Dec 12
 - The Woman in Black and A Doll's House Dec 13
- Next Meeting January 14, 2024 at 7pm
- Something Rotten! Show dates Jan 22-25 @ Stony Point PAC

Meeting adjourned at 8:35pm

Minutes prepared by Kayleen Sokol