



Meeting Minutes
Round Rock High School Theatre Booster Club
Date: October 21, 2025

CALL TO ORDER at 7:03pm

ATTENDEES: Kayleen Sokol, Kelly Gumbert, Shelley Nelson, Erik Luther, Paige Morgan, Shannon Ludyjan, Jennifer Green, Shelby Crownover, Spencer Crownover, Brett Nelson, Dipa Kodukula, Heather Berggren, Kelly Condon, Mike Condon, Burke Crosby, Tilly Crosby, Brooke Crosby, Michelle Cantu, Melissa Stryjewski, Brent Irwin

Approval of Minutes: Approval of meeting minutes dated September 9, 2025. A motion was made by Erik L. and a second by Paige M. to approve the minutes as presented. The minutes were unanimously approved.

PRESIDENT REPORT.....Shelley Nelson

- Fall show: Ticket sales are completely sold out! If you have a ticket that you won't be able to use feel free to post it in our Facebook group. Thank you to those you donated items and helped decorate
- Fall show t-shirts: we have a few extra that will be available for \$15 at the shows.
- Dragon Sweatshirts and t-shirts are in, many have been handed out. If you haven't received it yet they will be available to pick up at the Fall performances.
- Homecoming Parade – thank you Crownover Family for donating and pulling the trailer.
 - A couple of notes for next year: decorating could have used more organization and help from a parent to lead the group. It would also be beneficial to start collecting decorations earlier and the Crownover family offered to have the trailer available earlier or to store decorations beforehand. Shoutout to Evan Welch for going above and beyond in helping with set up and take down before and after the parade.
- Behind the Scenes Parent Tour – The tour of the Stony Point PAC highlighted a few of the things that are available to other schools, because they use the PAC as classroom space, that we don't have access to at RRHS. They have a workshop, costume closet, prop room and regular access to studio lights, sound and other tech available as part of their classroom. The big take away is that we are encouraging parents to join any groups that help advocate for theatre (and arts in general) as the district moves forward with the bond planning. If we hear of groups that are looking for parent input we will be sure to share those with our members. Kelly Gumbert and Jennifer Green have joined the Parent Advisory Committee to be sure that arts are represented in discussions concerning RRHS.

DIRECTOR REPORT.....Brent Irwin



- Fall Show
 - Decorating has been done and looks amazing. Thanks to the students and parents that made that happen.
 - Ushers have volunteered for most of the days. Still need one for Friday and Saturday.
 - There will be volleyball games in the gym on Thursday and Friday of the shows so the parking lot closest to that area will likely be quite full and the gates to our hallway will be closed. Parents can park in the back area closest to the band pad and enter through that back door. We will try to have signs out back.
- Thespian State Updates
 - 30 students will be attending, participating in 15 events. Some are duos, some individual and 7 in the tech relay.
 - There will be an information night for Mr Irwin to go over expectations with the kids while they are at the competition. He will share any other info they need at that time. Date it TBD after the fall show, after school. He will send an email to parents with schedules and hotel information when he gets it. He also encourages parents to follow their kids' Google Classroom updates to get information as it comes out.
- Musical Needs
 - District has a magician that is helping to build some illusions into the play, we may look for additional resources to help with this as need arises.
 - Irwin has a fight choreographer to help with a couple scenes, same person we used for Death of a Salesman.
 - Regular rehearsals will start right after the fall show finishes. They have already had a couple dance rehearsals.
 - We purchased the logo pack to use for posters and online posts but Irwin would like to create something more specific to our show. He will reach out with ideas to see if we can help him execute. Monica W. may be able to help with original art and Michelle C can help with design
- Custodial fees are \$35 per hour, with a 4 hour minimum, for use of the facilities on Saturdays. We will adjust the budget to be sure we cover these costs.
- HAYAS have asked for a student and parent liaison this year and Ryan and Tilly Crosby volunteered.

TROUPE REPORT.....Shelley Nelson (on behalf of Anna Nelson)

- Troupe Night on 9/11 at Penfold Theatre went well, all the students agreed the show was a 10/10. They are a small theatre that is very supportive of our program and we encourage everyone to check out their upcoming shows.
- Homecoming Parade 10/15: 300 flyers for fall show were passed out
- Halloween Party 10/19 – Thank you to Julia for hosting, everyone had a great time.
- Upcoming Events:
 - Fall Shows – call time for cast and crew will be 5:45.
 - Thespian Meeting - November 6th after school in Ford's Theatre



- TOTSKE, October 31st – Forms were sent via Google Classroom. They will meet at the school at 5:30. Cans will be dropped off at the Nelson house or Colin's house. Students can get volunteer hours and Thespian points for participating.
- Can Sorting and Drop Them Off at Round Rock Serving Center, early November – officers.
- Holiday Party at the Nelson's house, Sunday Dec 7th – tentative date as Sundays may not work

FUNDRAISING.....Michelle Cantu and Jennifer Green

- Fall Show Concessions will include t-shirts and totes. Hot cider, hot cocoa, fresh made popcorn, gingerbread cookies, sugar cookies, candy and water will be available for sale. Volunteers still needed.
- Tammy Kaye's Boutique – Sunday October 26th from 12-4 in person. We are encouraging people to come shop in person, they are not typically open on Sundays but she is opening just for us. You can also shop online at [Tammy Kay's Boutique](#) all day. Please feel free to share the link as well.
- P Terry's in RR on November 4th from 4pm to 10pm, they will send us a flyer to share soon. Paige needs to connect with them to set up a direct deposit afterward.
- Kendra Scott on Dec 7th on store from 2pm to 4pm. They will supply snacks and drinks and have a table set up for us to share information. You can also shop online all day and use the code GIVEBACK-JWUSC at checkout.
- Jennifer is taking sponsorships and accepting donations to the silent auction. Please reach out if you are interested in making a donation.

TREASURER REPORT.....Paige Morgan

- Beginning balance on 9/1/25: \$14,112.93 / Ending balance on 9/30/25: \$14,096.56
- We were able to support 2 students with the cost of Thespian State fees, using \$650 of the \$900 budgeted.
- We helped out with the ordering of the Fall play shirts this year. \$1 profit was made per shirt and was used to purchase a short for Mr Irwin and Mr Hobby.
- 3 budget considerations/requests:
 - Adding Wave Accounting Pro to the budget to allow for better tracking of financials that are tied to our bank account specifically. This will increase our operating budget by \$190. A motion was made to add this item to our annual budget by Kelly G and 2nd by Burke C. Unanimously approved
 - Boosters would like to continue to help the directors with the fall show shirt orders, this would add a budget line item for Fall Show Shirt Expenses in the amount of \$1,068 (will vary year to year.) A motion was made by Dipa K and 2nd by Heather B. Unanimously approved.
 - We would like to have 2 separate line items for decor for the Fall show and Spring Musical, instead of pulling funds for both shows from the same pool. Adding a budget line item for Fall Show Decor of \$300. A motion was made by Dipa K and 2nd by Jennifer G. Unanimously approved



- Other Updates: budget and treasurer's report were filed in our records and are available upon request.

WEBSITE.....Kelly Condon

- Please send update requests directly to Kelly. Things updated on Social Media do not get automatically added to the website.

UPCOMING BUSINESS..... Shelley Nelson

- Goodie bags will be put together for every student attending Thespian State: 30 students attending, budget of \$300. We also provide \$20 per student for meals. Dipa will head the committee. Kayleen and Jennifer volunteered to help. Paige has donations for bags.
- Booster Holiday Party: Need location and date. Tilly reached out to Paige H, she handled the party last year.
- Pre-planning for musical
 - Headshots for Bios – Michelle Cantu will take them the 1st Saturday of full rehearsal. Shelley will assist. Jennifer offered as well.
 - Bios – Kelly G will do bios, can reach out to Paige H for assistance.
 - Decorations for Lobby: Shelley will head this. Committee: Monica, Kayleen, & Dipa
 - Sponsorships, ads and concessions- Jennifer Green and Michelle Cantu
 - Silent Auction – Jennifer Green will head. Committee: Shelley, Kayleen, Michelle. We will use 32 auctions again.
 - Themed dessert to sell with concessions? – Shelley Nelson will meet with Tim Loeke
 - Logo pack – Mr Irwin will send this to Shelley Nelson
 - Tech Meal – Paige is checking with Urban for donation again this year. Michelle will reach out to Bush's donated tea.
 - Box office and Guest/HAYA judge passes – Shelley Nelson will work with the directors
 - TShirts and Posters – Monica Welch
 - Playbill - Kelly Condon: Shout outs are welcomed as soon as possible. Check website for more information

UPCOMING DATES/ EVENTS:

- Fall Show- Black Box Oct 23, 24, 25, 30 and Nov 1
- Next Booster Meeting: November 11th at 7PM
- Thespian State- November 14-17
- Booster Club Holiday Party – TBD
- Pippin – January 28-31 at Stony Point PAC

ADJOURN 8:28pm