



Meeting Minutes
Round Rock High School Theatre Booster Club
Date: November 11, 2025

Call to order at 7:04pm

ATTENDEES: Brent Irwin, Kelly Gumbert, Kayleen Sokol, Shelley Nelson, Anna Nelson, Dipa Kodukula, Jennifer Green, Burke Crosby, Brooke Crosby, Brett Nelson, Jessica Mitchell, Kelly Condon, Monica Welch, Michelle Cantu, Paige Morgan

Approval of Minutes: Approval of meeting minutes dated October 21, 2025. A motion was made by Kelly C. and a second by Brett N. to approve the minutes as presented. The minutes were unanimously approved.

PRESIDENT REPORT.....Shelley Nelson

- Fall Show: The show was a huge success and Anna gave a huge thanks to boosters and volunteers for decorations and concessions. We would also like to recognize Kelly G and give a big thanks for the popcorn machine and hot cocoa pitcher.
- Sweatshirts have all been distributed
- Goodie Bags for all participants of Thespian State: Dipa bought drawstring bags and Kelly G personalized them with our Troupe logo and name. Snacks, water bottles, bobby pins, \$20 per student for food, etc have been purchased for bags. They will be filled at Dipa's house and Kelly will bring them to school the morning of departure.

TROUPE REPORT.....Anna Nelson

- TOTSKE October 31: be sure to turn your form for Thespian points
- Can Sorting and Delivery November 8th: after sorting out anything that was expired we had 391 items that were delivered to the Round Rock Serving Center.
- Troupe Flag will be ready before Thespian State.
- Upcoming Events:
 - Thespian State November 14th-17th: each student going has been put into a group and will have a Thespian Officer as a group lead for workshops and as a general contact
 - Thespian Meeting December 4th after school in Ford's Theatre
 - Holiday Party, Saturday December 13th 5-8PM: bring something to share, Nelson's will probably have Chic-fil-A nuggets as well. This date may need to change due to a Zach Theatre performance that day, there are several kids from



RRHS in that show. **Additional note: this date was changed after the meeting to Sunday December 7 from 6 to 8:30pm at the Nelson home.

- Other Updates
 - Anna asked for reimbursement for Halloween expenses and HOCO parade float expenses. This was paid from the \$600 budget.

DIRECTOR REPORT.....Brent Irwin

- Thespian State
 - Students will meet in the Black Box at 9:15am for departure.
 - The hotel information for the kids is in the Google Classroom. It is 6 miles from the convention center (this hotel was the overflow hotel) and there will be a shuttle back and forth to transport the kids safely.
 - Hotel will provide breakfast and the kids will be given 2 vouchers each for other meals from the convention center.
 - The kids will take a mini bus to Corpus and a full charter bus home.
 - Guidebook is up and has the full schedule for Thespian State.
 - Final day award ceremony is at 2pm and the shuttle will pick up at 4pm. Plan to be home by 8:30pm on Monday night
 - Irwin is picking up the check from the ISD financial office the morning of departure. Boosters will reimburse the Theatre department \$620 for competition fees from the line item in the budget. This fee is paid by boosters annually.
- Pippin Updates
 - Three Vegas Stage Illusion Blueprints for Pippin– request for Boosters to pay for this (\$92.50) and order it, Shelley will order from the booster budget.
 - Winter break is 1 week earlier this year and that leaves less rehearsal time, there are 2 Saturdays in December between Thanksgiving break and Winter break. One of them will be an all call rehearsal and Michelle Cantu will be there to take cast and crew headshots. (**This date was decided after the meeting and communicated to students in Google Classroom and to parents on social media. December 6th rehearsal from 12 to 5pm.) There will also likely be another rehearsal on either December 19th or January 5th, likely a dance rehearsal. Please have your students watch Google Classroom for this update.
 - Mr Irwin will be doing graphic design over Thanksgiving break and will get us the poster design so we can start to make planning decisions for decorating the lobby and we can use graphics for Playbill and website.

FUNDRAISING.....Jennifer Green and Michelle Cantu

- Updates - Tammy Kay's brought in \$202 (Jennifer is picking up a check) and P Terry's hasn't given us a total yet. They need info for direct deposit. Bush's typically sends a check at the end of the year.
- Sponsorships and Ads for Pippin: we currently have no sponsorships. We will send an email with info for how to purchase both.



- Upcoming events: Kendra Scott Spirit Night is December 7th, we need some items to put on the table they provide and 2 kids that can help Jennifer and Michelle man the table. We collected a few posters from older shows and will find photos of the kids throughout the year to display as well. Anna and Maddie volunteered to help.
- Suggested Spirit Nights for the future, possibly Wendy's and Jason's Deli

TREASURER REPORT.....Paige Morgan

- Beginning balance is \$14,821.78
- Currently have \$21,000 in planned expenses and \$16,000 in planned income. The projected leftover to carry over would be \$7,574. Scholarship amount is currently \$2,753 based on operating expenses, per bylaws
- Fall Show Concession Sales: Square sales were \$1,379.00 and \$793 cash. This does not account for the cost to boosters for items sold.
- Updates - a copy of financial report and yearly budget have been filed with the minutes and is available upon request by members.

WEBSITE.....Kelly Condon

- Updates- performance dates added.

UPCOMING BUSINESS..... Shelley Nelson

- Booster Holiday Party on December 11th from 6-9pm (9-10pm cleanup) at the Oaklands Community Center. There will be games (if you would like to participate in the White Elephant gift exchange please bring a wrapped gift worth about \$20. An invite and sign up genius will be emailed and posted - Dipa needs some help with set up: Kayleen and Jessica volunteered
- Musical Planning
 - Tech rehearsal – Saturday January 24th at noon
 - Lobby decorating - committee: Shelley, Dipa, Kelly G, Monica, Kayleen, Paige. Please let us know if you are interested in being part of the committee and watch for information to sign up to help decorate on Tech Day. We will meet after Winter Break
 - Tech Meal (plus desserts and drinks): Urban will cater the meal for about 65 kids. Michelle will get tea from Bush's chicken. Nicole with Perfectly Imperfect Bakery will provide cookies.
 - Headshots for Bios will be done by Michelle Cantu on December 6th during rehearsal. Shelley and Kelly G will be there to help. Jessica M. had a friend offer to take pictures at dress rehearsals as well
 - Sponsorships and ads: forms are up on the website and Kayleen will email information to boosters. If anyone knows of a company that would like to Sponsor please send them to our website for information on levels and benefits for each.
 - Concessions - Shelley, Jennifer and Michelle will meet to discuss. Shelley will reach out to Tim to inquire about selling baked goods. *Note: TX laws now allow the use of commercial home kitchens for baking/selling.



- Silent Auction – Jennifer, Shelley, Kayleen, and Michelle
- Logo pack: Irwin will get this to us for use on the website and to design shirts.
- Box office and Guest/HAYA judge passes – Shelley Nelson
- TShirts and Posters– Monica Welch will work on this after we get designs from Mr Irwin.
- Playbill - Kelly Condon
 - Shout outs are needed by December 20th so Kelly can work on Playbill over Winter Break. She will need a cast list and detailed logo pack and images as well. We are working on compiling a parent email list for cast and crew to send more info about shout outs, bios, and other information as needed.

UPCOMING DATES/ EVENTS:

- Thespian State- November 14-17
- Next Booster Meeting – December 9th
- Booster Club Holiday Party December 11th
- Pippin- January 28th-31st at Stony Point PAC
- Mr Hobby will offer a tour of our facility after the musical for parents to see what we have available and what will be part of the demolition with the upcoming bond changes to campus. Watch for the date in the future

Adjourn at 8:28pm