

**LBHS Theatre Troupe 9051
Booster Meeting Minutes
Monday, February 13, 2023**

LBHS Black Box Theater

Attendance:

Cheryl Endruschat
Sharon Smith
Tyler Raulston
Ty Carter

Joanna Williams
Kasi Adams
Denise Larsen

Meeting called to order at 6:43 pm by Cheryl Endruschat.

- Approval of January 23, 2023 booster meeting minutes.
 - Joanna Williams moves for approval, Cheryl Endruschat seconded. 5 ayes, 0 nays. **Motion passed.**
- Financial Update
 - \$1,018.33 currently in the bank account
 - Check from Freddy's fundraiser (\$182.47) received and deposited. \$5 in cash also received from Freddy's fundraiser; added to cashbox.
 - Joanna Williams moved for approval of applying for tax exempt status. Filing fee will be \$275. Cheryl Endruschat seconded. 5 ayes, 0 nays. **Motion passed.**
 - Discussion of electronic payment program (Venmo, CashApp, Zelle, SquarePay). General consensus was Venmo would be best. Joanna mentioned having PayPal is a condition for Venmo and more research for signing up is needed.
- UIL One Act Play Concessions
 - March 2, 2023. Director's Meeting is set for 9-9:45 with shows starting at 10:00. Each show is expected to have 7 minutes for set up, 40 minutes runtime and 7 minutes for take-down.
 - Tyler Raulston has been in contact with multiple pizza shops regarding possible donations and discounts. Pizza Hut looks to be the most flexible and willing to work with us. Joanna broke down time frames for pizza pick-ups, stating 11:00 and 1:30 would be best with the ability to order more if necessary around 4:00. She estimated 15 pizzas per trip should be adequate. General agreement of pizza selection should be cheese and pepperoni.
 - Joanna Williams has created a Sign-Up Genius to ask for volunteers and donations for concession items.

- Clarity for End of Year/2023-2024 Goals
 - End of Year Awards Ceremony is set for May 11, 2023.
 - Joanna Williams shared her idea of creating memory books for seniors as an end-of-year gift from boosters. All agreed. Denise Larsen will send pictures digitally.
 - Ideas for the end of year party were discussed. The general agreement was for the students to discuss what they would prefer.
- Upcoming Fundraisers
 - Sonic, March 8, 2023
 - Tyler Raulston mentioned creating stickers to sell. He will speak with Kristie Shepherd regarding the process of creating these for resale.
- Open Floor
 - Tyler Raulston mentioned the immediate need for a trailer to transport the set for UIL on February 21, 2023. The trailer needs to be 8 ½ to 9 feet tall to accommodate doors. Renting a UHaul truck looks to be the best option. It was agreed boosters would help with any needed fees. Denise Larsen stated acquiring a trailer for the theatre department is a priority. General consensus was boosters should raise funds to purchase a trailer in the future.

Meeting Adjourned at 8:00 pm.

Respectfully Submitted,

Kasi Adams