

MINUTES
TOWSON HIGH SCHOOL THEATRE BOOSTERS MEETING
TUESDAY, MARCH 12, 2024

- **Treasurer's Report:** Bank account has \$6,644.80. In good shape since we don't have to pay for t-shirts or props for the show. We have left over concessions from fall we can use for the spring show. Also will make \$\$ from clothing to cash and at least two tech week meals should be paid for. *We should send out membership emails to cast and crew of Hairspray given emails from Mr. W.*
- **Red Carpet Party:** Someone will reach out to Terri Dwyer to see if she'd be interested in chairing. Event will have a red carpet where students come in like paparazzi, senior gifts and cards, senior superlatives. *Need to find a date that works;* assume May will not work since the school will be busy with senior events and concerts.
- **Scholarships:** Will be announced at Senior ceremony. Setting due date for applications of APRIL 19, 2024. *Mr. W will post in Schoology; Pamela will look at last year's application.* Dani, Addie, Terri, Chris Coleman, Michelle Case, and Margaret Bell all offered to read applications.
- **Playbill Update:** Margaret has a production schedule; 8 bios still needed. Headshots for crew still needed. Friday doesn't work due to New York LPP and art program field trip; Mr. W may have to call students out of class for photos. Margaret will include acknowledgements in the program for Red Pepper, Raising Cane's, Seasons Pizza, and (tentatively) Music Boosters. We'll include our ads for Boosters, Spirit Wear, Concessions, etc. Playbill will be sent to the printer on APRIL 2, 2024.
- **T-Shirt Update:** Mr. W ordered t-shirts and will distribute them. Only three people paid for shirts and all agreed to donate the funds.
- **ITS Update:** Assume cords will be handed out at the Senior ceremony. Still need to figure out how to order cords; assume ITS dues go towards the cord. ITS wants to do a social/karaoke at Round 1 and is requesting the funds from Theatre Boosters. Suggestion made for a drama club which could include theater games and trips to different shows.
- **Sign-Up Genius:** Tracey has updated the sign-up genius; it will be sent out soon to get volunteers for tech week and the show. Suggestion to use Key Club, ITS or NHS students as ushers or other help. Non-run crew could also help on show nights. Senior class could possibly sell concessions (blonde Ms. McCusker is sponsor). We need two

kids per night for concessions to be runners and 3-4 kids per night to be ushers. Dani will be doing the Green Room. The kids really liked the Made Good snacks; fruit can get messy. Also need sharpies for water bottles and coolers with water bottles in the wings during the show so the kids can stay hydrated.

- **Tech Week Meals:** Raising Cane's, Red Pepper, and THS Music Boosters (still need to ask if willing to donate funds for meal). There are about 105 people who will need to be served (50 cast, 30 crew, 20 pit).
- **Stars Update:** Tom has most of the headers ready for Stars. Margaret has the stars cut out; starting stars were written during the meeting. Stars could be done APRIL 10 since there's no school that day.
- **Photography Update:** Headshots for crew still needed. Friday doesn't work due to New York LPP and art program field trip; Mr. W may have to call students out of class for photos. Headshots already taken are on the website.
- **Publicizing the Show:** Cast and crew should wear t-shirts every Wednesday once receiving them to publicize the show; the week of the show, there is no school on Wednesdays so t-shirts should be worn Thursday or Friday. Posters should go up around the community including at Towson U, library, retirement homes, Whole Foods, etc. The elementary schools and middle schools that feed into Towson should be notified and we need to make sure it's in the PTA and Towson High newsletters.
- **Textile Truck:** The truck will be at Towson on SATURDAY, APRIL 6, 2024 from 10am-2pm. Publicize to anyone you know who may want to get rid of clothes/shoes/sheets/etc. Remember to include heavy items like towels, comforters, sheets, and boots.
- **Positions for Next Year:** All positions are up for grabs next year. Shelly suggested that we should meet with people one on one to ask whether they'd be interested. Suggestions also include invites handed out at the show for a social to get more members/fill positions for Boosters and/or going to the feeder middle schools to get parents and kids interested in theater. Mr. W offered to make a pre-show announcement. Our May meeting could be more of a social event to talk about Boosters. We also need to make sure we have a table at Back to School night with a volunteer list; we could also have a list for the shows.
- **501c3:** Paperwork has been filed. We can backdate any donation after MARCH 1, 2024.