

Charger Theater Boosters, Inc.

Meeting Notes

May 22, 2017

The meeting was called to order at 7:45pm.

Those in attendance:

Adam Delka, Charger Theater Director
Karen Dailey
Amy Dismore
Sarah Fults
Kim Smith
Molly Adames

Kim Smith recommended that the booster club be named "Charger Theater Boosters, Inc. All present were in agreement. The use of this name is subject to availability.

Discussion regarding using Parent Boosters of America to set up club began by Molly Adames. Parent Boosters of America are able to provide non-profit status, free origination document filing, free tax filing up to \$50,000 in collected revenues. Four things have to be accomplished before beginning to use Parent Boosters of America. #1 Fill out Parent Boosters of America application. #2 Establish officers and their roles for Charger Theater Boosters, Inc. #3 Open a bank account for the Charger Theater Boosters, Inc. #4 Approve By-Laws for Charger Theater Boosters, Inc. The initial fee to start up with Parent Boosters of America of \$495 was donated by Elaine Lippincott. Special thanks will be printed on upcoming playbills. Molly Adames recommended that an August General Membership meeting be held so that the By-Laws and officers could be officially approved by the members and all documents could be filed prior to the start of school.

Discussion regarding the By-Laws. A draft copy of the By-Laws were reviewed by all in attendance. Several changes were suggested. Molly

Adames will make the suggested changes to be presented to the Board and General Membership.

Discussion regarding membership fee for Charger Theater Booster, Inc. Sarah Fults expressed uncertainty of charging a membership fee based on previous booster club memberships. Molly Adames took time to explain the necessity of a membership fee for a small club such as this. Sarah Fults motioned to approve \$20 membership fee per family per year for Charger Theater Booster Club. Molly Adames second. All were in favor. The \$20 membership fee for Charger Theater Boosters, Inc is accepted.

Discussion began regarding Officers and Roles of Charger Theater Boosters, Inc. Sarah Fults expressed a desire to be the Secretary. Molly Adames nominated Sarah Fults for the position of Board Secretary. Kim Smith seconds. All were in favor. Sarah Fults nominated Molly Adames for the position of Board President. Kim Smith seconds. All were in favor. Discussion regarding the roles and responsibilities of the position of Board Treasurer followed. Sarah Fults nominated Amy Dismore for the position of Board Treasurer. Karen Dailey seconds. All were in favor. Molly Adames nominated Karen Dailey for the position of Board Vice President. Kim Smith seconds. All were in favor. Molly Adames nominated Kim Smith for the position as Member at Large (Junior High Liason). Amy Dismore seconds. All were in favor. It was decided to leave the board position of Second Treasurer (Fundraising & Sponsorship Officer) open with the possibility of Jane Ritterbush being interested in this position. The Charger Theater Boosters, Inc. board is accepted as follows:

- Molly Adames ~ President
- Karen Dailey ~ Vice President
- Amy Dismore ~ Treasurer
- Sarah Fults ~ Secretary
- Kim Smith ~ Member at Large

Discussion regarding regular meeting dates began. It was decided to tentatively set the third Tuesday of every month as the meeting day, pending verification of the Athletic Boosters and Band Boosters meetings so there are no conflicts. The Board would meet at 6:30pm followed by the General Membership meeting at 7:30pm.

Discussion regarding committees began. It was decided there was no need for a Publicity Committee at this time. Adam Delka expressed a need for a Costume Committee and a Set Design Committee.

Discussion of Fundraising options began. Sarah Fults spoke of the Coke Fundraiser and Ottis Spunkmeyer Fundraiser she'd experienced with other booster clubs. Both sound like good options. Junk Food sales days were also discussed. Adam Delka expressed that he would need volunteers to operate the concession stand during school hours. Adam Delka also expressed a desire to host a Gala and/or an EOY Awards Banquet.

Discussion regarding the upcoming performance of The Wizard of Oz began. Adam Delka stated that the cast would be determined before the end of the school year. Actors would have their scripts over the summer break. There would be approximately 50 cast members utilizing both High School and Junior High School students. The performance will be in January 2018.

Discussion of bank options began. Karen Dailey suggested Comerica off of Cinco Ranch Blvd and Hwy 99. Amy Dismore suggested using a bank closer to the area such as Fulshear Bank (might be another name, unsure). Amy Dismore will check into banking options and gather information to share at the next Board meeting.

The next meeting was set for July 6, 2017 at 6pm meeting at La Finca on FM 1093 and Westheimer Lakes North Blvd.

Sarah Fults motioned to call the meeting to a close at 9:20pm. Molly Adames seconds. All were in favor.