

Kennedale Wildcat Theatre Booster Club
Meeting Minutes
6/9/2021

I. Call to order

Joelle Silva called to order the regular meeting of the KHS Fine Arts Booster Club at 6:30 pm on 06/09/21 on Zoom Meeting.

II. Roll call

The following persons were present: Khristy Hullett, Joelle Silva, Kristina Harbster, Adrian Silva, Mike Jennings, Donna Jennings, Michael Strait and Chrislon Snell.

III. Approval of minutes from last meeting

A motion was made by Mike Jennings to approve the meeting minutes from June 2, 2021. The motion was seconded by Kristina Harbster. Motion carried and meeting minutes were accepted.

IV. Open Issues

1. Adrian Silva provided the 501c3 update. The 501c3 application was submitted to the Texas Secretary of State and is awaiting review. There was no EIN update.
2. Ms. Hullett provided a summer camp update. As of 6/9 there were 32 registrations. T-shirts will be ordered on June 11th and will be ready by June 18th. If volunteering, please provide information to Ms. Hullett prior to next week. (June 14). Ms. Hullett stated that there would be no COVID restrictions, however students and counselors were encouraged to wear masks and social distance.
3. Final camp performance is scheduled for Friday, June 18th at 1:00 PM in the PAC. All are welcome to attend. The performance will also be live streamed on Facebook or You Tube Live.
4. Ms. Hullett reached out to Maggie Inloe in hopes of contacting the previous booster treasurer, Nicole Cook to schedule a meeting. The meeting would be to transfer the names of the booster account over to the newly seated officers. At the time of the meeting, Ms. Inloe was in Alaska.
5. A motion was made by Joelle Silva, President to approve \$150.00 to Ms. Hullett for the immediate use on theatre camp supplies. The motion was second by Kristina Harbster. Motion carried with all in favor. Camp supplies also included money for pre-packaged, nut free snacks.

V. New Business

1. Ms. Hullett provided a KISD Theatre Update. Ms. Croft, KJHS Theatre Teacher has left the district and a search for a new theatre teacher is underway.
2. Adrian Silva, Vice President of Communications provided the board with a website update. The update included the pricing structure for the domain name and associated web page functions. The price of the services is \$350.00 for a one-year subscription to

Wix.com. The domain name for the booster club will be: www.kwtbc.org

3. In consideration for time, a motion was made by Joelle Silva, President to table the next 4 items of the agenda to reserve time for the Dance Camp concessions. Motion was seconded by Mike Jennings. Motion carried and agenda items were tabled for the June 23rd meeting.
4. Dance Camp concession discussion began with the hours of operation and the items that would be sold. The time frame for concessions would be June 21 thru June 27. After discussion it was decided that two shifts would be scheduled. The first shift will be from 11:00 AM to 3:00 PM. The second shift will be from 4:00 PM to 8:00 PM. Each shift will need to have at least one adult and three students per shift.
5. Adrian Silva stated that he had created a sign-up sheet for the concession stand and linked it to the booster website.
6. The following items were addressed concerning the concession stand:
 - a. Inventory
 - b. Sales/Pricing
 - c. Supervision
 - d. Accounting
7. Inventory and cleaning the concession stand will begin Friday morning, June 18th. Maria Douglas will be purchasing product and will be reimbursed when receipts are turned in. The adult shift supervisors will count the till when opening, at shift change and at the end of the night.
8. Adrian Silva recommended that a Square be purchased for the implementation credit card transactions. Initial cost of the square would be no more than \$60.00 as the software was a free download. More details will be gathered and a vote would be put out to the board upon access to the booster checking account.
9. An initial budget of \$500.00 will be allocated for the first round of snacks/drinks for the concession stand.

VI. Future Business

1. Fall Calendar of Events
2. Committee Formation Process
3. Membership Structure
4. Summer Meeting Dates (July/August)
5. Possible Field Trip to The Plaza Theatre in Cleburne

VII. Adjournment

1. A motion was made to adjourn by Adrian Silva, motion was seconded by Kristina Harbster. Motion carried.

Joelle Silva adjourned the meeting at 7:22 PM.

Minutes submitted by the Secretary: _____
Robert Green Date

Minutes submitted to the President: _____
Joelle Silva Date

Minutes presented to and approved by: