

Iowa Community Theater Association - August Minutes

President Rick Myers convened the Iowa Community Theater Board into session at 12:16 P.M. on August 19, 2017, at Newton Community Theatre. Other members present were Loween Getter, Cheryl Zieringer, John Olson, Mel Wilson, Bobbi Lutzen, Cheryl Clark, Gerard Schwicherath, and Donna Smithson.

Gerard moved the acceptance of the May minutes as printed and distributed to board members; John seconded; carried.

Before the treasurer's report was presented, Rick explained the procedure used by the ICTA Board as to the reception of information. Gerard then presented the financial data which separates the general account from the L.K. Boutin account, delineates the number of theater members and individual members, and specifies all income and disbursements since the last board meeting. Gerard is also endeavoring to find the highest rate of interest through reliable agencies in order to have more money that can be spent for the sustaining and enlargement of community theater within the state. Various investment plans were laid out which depict their stability, ease of retrieval of funds, and interest trends. After much discussion Cheryl C. moved acceptance of Gerard's proposed plan; Mel seconded; carried.

Rick presented a \$300.00 check which was the receipts of the 50/50 project at Festival. This money will be placed as a part of the L. K. Boutin fund which was specifically endowed as a support for the advancement of new or small community theaters. The principal may not be spent; only the generated interest is used. Liability insurance was a large topic of interest. Gerard has been soliciting information from individual theaters to discover which company and plans they are using, the article from "Spotlight" was referenced, incidences of local law suits were cited, and Gerard will contact AACT for input and bring that information to the next meeting.

Rick had received a box of archival information regarding this state theater organization and was asking for suggestions as what to do with it since ICTA does not have its own structure. It was noted that several boxes of historical theater artifacts are housed in the Iowa State Historical Society in Iowa City. Cheryl C. volunteered to get the material electronically preserved since much of it was produced on a mimeograph machine. Loween had a list of theater and individual members for whom she was needing e-mail addresses. It would be another cost-saving venture, and more expedient, if the Center Stage newsletter could be sent via e-mail rather than U.S. Postal Service.

Webster City is hosting the 2018 ICTA Convention so Loween listed topics of workshops which she was suggesting and asked the board members to suggest others. Her committee will investigate the availability of the numerous suggested speakers and topics and have a plan laid out by the next board meeting. The ICTA committee in charge of conventions and festivals is comprised of Jason, Cheryl C., and Bobbi.

Jason was not present to explain the computer program he decided might best fit the organization, and it was noted that the board members had not received the needed information to make a relevant decision. This will be an item for the next meeting.

There was much discussion over the request for nominations, reviewer results, the form to be used, and recruitment of board reviewers. Mel suggested that, for the ease of making a reservation, the form for reviewers should include the name and e-mail of the nominator plus the name and address of the theater. John stated there definitely needed to be an ICTA account and personal accounts should never be used for this very important function of the Awards in Excellence Program. Immediately following the discussion, Gerard created an e-mail account that is to be used for asking for a show's nomination: ICTAreview@gmail.com. Pam will be the primary responder; Mel will be the secondary in case Pam is unavailable.

Gerard and Cheryl C. reported on other awards programs that were conducted within the state of Iowa. They saw a positive impact of the ICTA awards committee (Mel, Pam, John, Cheryl Z.) meeting to share information with these other awards committees in order to improve this constantly-evolving project. Communication is always productive.

Gerard moved providing a free one-year membership to Timothy Rose in order to make a connection between his listing of productions in Iowa along with the ICTA's web page of productions; Mel seconded; carried. It is vitally important that the information on the ICTA web (<http://www.iowacommunitytheatreassociation.com>) be kept by current. All people are responsible for adding their theater's information to the webmaster whose address is listed on the site.

Gerard moved that 1000 business-sized cards be created to provide information about how to contact ICTA. The board's services cannot be utilized unless the people are aware of them. New theaters or members, or those who have not belonged for awhile, would receive one year of free membership which would acquaint them with various opportunities. The goal of the board is to serve all people, not just a select few. John seconded; carried.

Cheryl C. suggested it would be to everyone's advantage to have meetings set farther in advance. Gerard moved the second Saturday of the months of February, May, August, and November; Cheryl seconded;

carried.

The next business meeting was set for November 11, 2017, at a site to be announced. One important item on the agenda will be the L. K. Boutin grant applications.

Meeting adjourned at 3:08 P.M.

Respectfully submitted,
Donna Smithson, Secretary