

ICTA Minutes - May of 2019

President Jason Paull convened the Iowa Community Theatre Association board members on May 11, 2019, at Rich Heritage Theatre in Cedar Rapids. Deidra Benser conducted a tour of their building which previously was a church and quickly explained what they had done to the lower levels rooms to convert them into a working theater.

The business meeting convened at 12:09 P.M. Attending besides Jason and Deidra were Tammy Sposeto, Mel Wilson, Pam Ratliff, Helen Beneke, Gerard Schwickerath, John Olson, Norman Ussery, Tracy Rhodes, Cheryl Clark, and Donna Smithson. Connected by phone were Cheryl Zieringer and Aaron Kvale. Absent with prior notice were David Kilpatrick and Molly Ketchum.

Mel moved acceptance of the minutes as previously distributed; Helen seconded; carried.

Gerard presented the treasurer's report. Questions were fielded, i.e. two bills for plaques because a good opportunity came up and plaques were purchased to be saved for the 2021 festival. Gerard pointed out the amount of unspent money from this festival and also provided a comparison sheet of annual income and expenditures beginning with 2015. Norman moved accepting the treasurer's report; John seconded; carried with 1 abstention.

Jason warmly congratulated Ankeny (Cheryl C.) and Red Oak (John) on their placements at the Iowa Festival which sent them on to Region V competition in Aberdeen. Kansas had the winning production in Aberdeen which advances them to the AACT Festival as a representative for Region V. Ankeny was the alternate winner.

Jason had each board member sign a "Code of Conduct; Conflict of Interest" form which would be filed. He read it in its entirety so the people on the phone would know its content. Copies will be sent to the absent board members, and all copies are to be renewed annually.

Awards Committee: Mel reported that the people nominated appreciated the recognition of receiving a certificate plus being asked to stand and be recognized at the Gala.

Events Committee: Cheryl C. stated the evaluation form provided a lot of information for the committee to consider when planning the upcoming convention and festival. In the comments areas there were exact opposite opinions in some areas, but all comments will be discussed. Addressed by the board was the lack of information provided by the ICTA Board that never reached the attendees: food, dress, prior registration, et cetera. Because of the number of unregistered people who arrived, the site was unprepared for the amount of seating, food, acoustics, and staff. There needs stronger communication from ICTA through the theater's nominator to the potential attendees. It's not good to have people have to be turned away at the door after they have driven many miles for the event, but it causes a big problem in the planning when the attendance is perhaps doubled without any prior notification.

Cheryl said she has been working with David Kilpatrick in regard to the 2020 Convention because the Des Moines Playhouse is the host theater. Orientation for new board members is being considered. The length of the convention may be extended in order to include more opportunities for the preferences of more members. (In former years the convention ran from Friday evening through the Sunday noon's meal. It evolved into a one-day event because fewer people started arriving on Friday and more began leaving on Saturday after the host theater's production which was included.) [D.S.'s history]

Institutional Review: Jason noted this is an ad hoc committee, but he would like for it to continue to function. Norman was thanked for completing an update of the by-laws which will now be placed on the web. More of the organization's rules will be scrutinized to see if updating is necessary.

Membership Committee: Loween was the chair, and she is no longer on the board so a new chairman will be selected.

Jason distributed a list of suggested chairmen and committee members for this 2019 - 2020 year. All those in attendance agreed to accept the choice: John for Awards, Norman for institutional review, Mel for membership, and these five members - in the middle of their three-year term - will take care of nominations: Molly, Jason, Pam, Donna, Tammy. Jason would also like to get the executive committee (Jason, Helen, Donna, Gerard) to hold a telephone conference before each of the regular meetings just to make sure that relevant communication is presented. Cheryl C. was asked if she would like to continue as Events Committee chair. Mel moved nominations close after Cheryl C.'s nomination; Helen seconded; carried. Gerard moved that by acclamation chairs be elected; John seconded; carried with 1 abstention.

Gerard introduced the topic of goblets as prizes for the Gala winners. Nineteen will be needed in 2021. The goblets have been unique, and it is nice they are individualistic and artistic, but they also are expensive. In 2019 8% of the Festival income was spent on goblets, and the price will be higher in 2021 because of an increase in the number needed. Suggestions were offered of similar, but less expensive, awards, and of various sources of awards. This was turned over to the awards committee to research.

A discussion followed the question, "Since we had a net profit on the Festival, how shall that money be designated?" Suggestions were for a public relations campaign to increase ICTA membership and involvement; a strategic planning session; purchasing goblets; reimbursing Newton for their losses; and aiding theaters that may have had significant damage in all of the 2019 flooding.

John moved that Newton be reimbursed for the \$490.64 which they had spent as hosts; Norman seconded; carried with two abstentions.

Helen moved that an ICTA board member retreat be planned as a strategic planning session so that topics and policies could be discussed in a greater length; Pam seconded; carried. This could possibly be a Friday night through Sunday noon retreat with board members required to attend. Perhaps this could include the November 9 board meeting. Helen was asked to research appropriate sites.

A question arose about the nominations for review made by local theaters. John's awards committee was given the philosophical question, "Who/What should we be asked to review?"

Norman invited the board to meet at Waterloo for their August 10, 2019, meeting.

Mel moved adjournment at 2:10 P.M.; Cheryl Z. seconded by phone; carried.

Respectfully submitted,
Donna Smithson, Secretary