

Iowa Community Theatre Association

Regular Meeting Agenda – 2020 Quarter 3

Saturday, August 8th, 2020

Virtual – Zoom: Meeting ID: 863 9439 0206 Passcode: 791241

12:03PM

Mel Wilson, Cheryl Clark, Tammy Sposeto, David Kilpatrick, Aaron Kvale, Jason Paull, Helen Benecke, Norman Ussery, Tracy Rhodes, Gerard Schwickerath, Pam Ratliff, Cheryl Zieringer (absent John Olson, Loween Getter, Molly Ketchum)

Procedural Business:

Call to Order

Strategic Plan Review [**suspended due to COVID-19**]

Previous Meeting Minutes - unavailable

Treasurer's Report –

Gmail - Financial statements.pdf, 08.05.20 Iowa Community Theatre Association Balance Sheet.pdf, 08-05-20 Iowa Community Theatre Association Profit and Loss.pdf

President's Report

Committee Reports:

Awards – Board Packet: *Gmail - Awards Committee.pdf*

Gerard requested that a summary be provided of responses regarding this decision. Jason shared the email from John Olson

Events – No Report

No questions for Cheryl and the committee

Institutional Review – No Report

Norman: no additional information

Marketing –

DISCUSSION Committee Deployment and Activities

David: Originally planned to formulate at the March convention.

Gerard: Spending money to promote, individual family memberships, as individual awareness increases.

Norman: wants to wait Cheryl: business as usual behind the scenes. Tammy: Wants to see support for the theatres who are doing events and who are still attempting to keep their content relevant. ICTA could reach out to those theaters and ask for them to submit content to be posted to our Facebook page, especially if there is a live streaming component. Cheryl: Suggested asking other theaters to submit posts. Regarding motion: Tammy will formulate the letter and send to David. Cheryl Z will look into her notes to see if she can get the contact info for the original Facebook page.

MOTION: The marketing committee shall begin looking for a Facebook guru to help administer. And form a letter to be sent out to our member theatres to be included with the Boutin Grant information (to reduce postage) – before Labor Day. Girard moved, Helen seconded.

Vote: Approve, 11. Oppose, 0. Abstain, David.

Membership –

DISCUSSION Membership and fees for 2021

Nominations – No Report

Mel has nothing to add. Recommends fees be same for all theatres. Gerard recommends to waive all fees for those who paid in 2020. New theaters get first year free anyway. So anyone who joins in this year benefits. Tammy: Any donation could allow individual membership. All theatres registered in 2020 are automatically registered in 2021 and individual memberships are offered for any donation.

MOTION: David so moved, Norman seconded

Vote: Approve, 12. Oppose, 0. Abstain, 0.

Organizational Business:

Nominations: Cheryl wants to consider skipping this year for term designation. Those nominated in March haven't been voted in. We have a legal responsibility. We could suspend all bylaws but that sets a precedent that may necessitate an advisory committee. Mel supports investigation. Norm has experience extending the fiscal year, which brought them around to the appropriate time. Gerard indicated that we have larger hurdles as we have Iowa laws that hold us to our bylaws. Whatever we do here allows future boards to do this as well so it must be thoroughly documented. Norm: Regarding Pandemic Economic Collapse, the theatre announced that State of Emergency necessitated zoom meeting, did it, moved on. Helen agrees with Norman to try to stay on track in a less difficult way.

Old Business : reimbursement for zoom and url for website for Jason

New Business

• Handling of 2020 Awards

Executive committee authorized joint annual meeting/awards ceremony in June.

Mel said she thought we should recognize those who've already been reviewed but add them to the 2021 season. Combine. If there's a show that comes up for review, Mel can't see that we'd not have someone review it. Helen requested a list of reviews that haven't been submitted. Cheryl wants to assure that there are two reviewers. Objects to only one reviewer. Tammy doesn't want to wait two years for awards. Whatever we do, it must be fair, but that isn't to say that we delay awards for two years. Even if we announce the winners via Facebook, the awards should be announced in a timely manner. Gerard feels as though we lose the group dynamics if we do the awards other than in person. Mel can let the already reviewed theatres know that they'll be awarded two years from now. Tracy: local director opinion was good with combining awards (2019-2020) so that 21 begins fresh. Cheryl: a discussion about proposed September event will happen after this point. If we're not going to do anything with shows nominated in first three months of 2020, let's not after. Jason: Last request was March 12. Mel wants to point out that the 2019 awards have already been selected. They need to be communicated. Gerard: Redoing the calculations would prevent combining 2020 – 2021. Mel read the email from the packet notes. Norman: suggested putting 19 aside and looking at 20. Wants a way to recognize shows that are already reviewed. Not interested in reviews. For 2021, recommends some recognition of the 2020 shows and possible some recognition for reemergence efforts.

MOTION for recognition celebration in March of 2021 recognizing shows that did take place and honoring unique ways to keep theaters alive. Cheryl moved. Norm seconds

Discussion: Helen and Mel wants separated.

MOTION amendment: (Separate out) No further reviews for 2020. Helen moves, Gerard seconds.

VOTE: (on amendment) Approve, 12. Oppose, 0. Abstain, 0.

MOTION: No further reviews for 2020. Cheryl moved, Norm seconds.

VOTE: (Amended Motion) Approve, 8. Oppose, 4. Abstain, 0.

Gerard thinks encouraging people to go to shows but not review is hypocritical. Aaron: before we discuss liability it would be wise to determine feasibility. If there aren't enough board members willing to review. Gerard: "We" doesn't include all of us. Cheryl agreed. Norm's theatre is open and doesn't want reviews. Five members are willing to review. Cheryl C is unable to review due to auto immune system. Mel if I went out to review, I wouldn't hold ICTA liable. I do it for ICTA, but I don't push it to sue. Gerard: would your spouse, partner, family sign off that they would not sue? Mel: I'm out in public four days a week. I've taken precautions for months. Tam: I volunteer for the risk and take my own precautions. I also want to know if any organization/business has been sued or held responsible. Norm: Insurance companies have identified COVID as force majeure and all business imply that patrons take the risk.

MOTION: To recognize all shows that took place and will take place in 2020, recognize the creativity that theatres demonstrate in alternative methods. No awards. All shows. Cheryl moved, Norman seconded

VOTE: Approve, 12. Oppose, 0. Abstain, 0.

(Referred to committee: Awards; what this looks like, as well as verbiage from Marketing to be sent out to our member theatres.)

Incoming requests will be notified.

- Joint Annual Meeting/Awards – proposed for September

Cheryl: combined annual meeting awards event on Monday September 21, virtual event. On behalf of John: he and Jason have secured someone to do a video montage of nominees and then a presentation. Jason: approached via president inbox by an active member who volunteered. She provided examples, sent out to committee chairs, reviewed, everyone in favor.

David on behalf of Marketing committee moves to hold joint Annual Meeting/ Awards presentation on September 21. Helen: how will the word get out. Jason we'll use Facebook, email, direct mail, center stage. Gerard: logistically will we be physically mailing them. Jason when we resume awards, they'll be handed off at that time. Cheryl brought up region assignments which might be a vehicle for delivery. Mel would be willing to delivery Helen too. Jason indicated that it's a mixed message if we do not review but deliver awards. Gerard: does winner get to acknowledge? Jason: it's live. Cheryl: we don't allow winners to speak at events live. Helen: can the awards be kept at a central location to pick up? Jason logistics of award delivery can be left to the committee.

MOTION: David (on behalf of Marketing committee) moves to hold joint Annual Meeting/ Awards presentation on September 21.

VOTE: Approve, 9. Oppose, 3. Abstain, 0,

- 2021 Convention/Festival – discussion

Jason: It will be an Invitation based competition, deadline is December 1. Newton is planning to do something. Cheryl: Committee still discussing Red Oak hosting. They have great facilities for full convention and might suggest a different locale for that. AACT is set for 3rd week in June in Louisville, KY, parallel plans for virtual involvement. Girard: suggests not March but later. May is better than March if vaccination plans. Jason: These issues are an opportunity for the events committee to discuss. More info in November meeting. Cheryl: Festival will be postponed to 2023. 2021 will be whatever unique plans are implemented. Back on track by 2023.

- Diversity & Inclusion

David wasn't asking for a statement, but was merely hoping to begin the process of perhaps recruiting for our board in a more diverse way. Norman suggested a round table on the subject. That would help bring the conversation to the fore. Cheryl AACT has a training coming up August 20 on fostering inclusive theatre. Check out the website for more details.

- Boutin Award

David: We need more clarification on what can be expected for those who receive the award. Suggesting rather than confining it to a calendar year, indicating 365 days after theatre reopens. Aaron second

Gerard suggests amend Dec 31, 2021 makes it more logistically easier for him. Recommend reevaluation for theatres for special situations. Mel seconded.

Tammy wants to define live Issue is moot.

MOTION: Change Term of Boutin Award from confining it to a calendar year, to indicating 365 days after theatre reopens. David Moved, Aaron second

MOTION AMENDMENT: Extend Term of 2019 Boutin Awards to December 31, 2021. Gerard Moved, Mel Seconded

VOTE: (To Amend) Approve, 12. Oppose, 0. Abstain, 0.

VOTE: (Amended motion) Approve, 12. Oppose, 0. Abstain, 0.

- Jason: approval of reimbursement for expense for URL ownership \$28.16 Second invoice for zoom service for one year \$136.33.

Helen moves for reimbursement. Gerard seconds.

VOTE: Approve, 12. Oppose, 0. Abstain, 0.

- Jason recommends that November meeting be virtual (Zoom).

Move to adjourn: Gerard, Mel seconded.

Meeting Close:

Upcoming Dates:

When What Who Where

21 SEP 20 Awards Ceremony, Zoom

14 NOV 20 Q4 Board Meeting Board of Directors, Zoom

ADJOURN

Recorded by Tammy Sposeto, Secretary

(Formatted on 11/14/20)
(Proof by Jason on 11/14/20)
(Approved by Board on 11/14/20)