

USITT@PSU

Minutes: Sunday, November 5, 2006

7:00pm 508 TAPS

Prepared by Rachel Harpham, Secretary

Present: President J. Jacobsen, Vice President E. Gast, Treasurer S. Riddle, IPP N. Gonsman, Historian J. Stasiw, PR Chair S. Rowland, Ad/Marketing Chair K. Kudrick, Programming Chair G. Ryan, THON Chair A. Radebaugh, Outreach Education Chair E. Hendrickson, Executive Assistants K. McNiff, J. Schlader + 13 General Members

- 1. Call to Order:** 7:05 PM
- 2. Roll call and Quorum**
- 3. Approval of Minutes**
 - a. Last week's minutes passed by acclimation.
- 4. Open Forum**
 - a. None
- 5. Reports**
 - a. **Officers:**
 - i. **Historian**
 - a. Pictures from Harner Farms are on the website.
 - ii. **Public Relations**
 - a. None
 - iii. **Advertising & Marketing**
 - a. Katie needs help making the Cloud Nine posters.
 - b. Ronda sent an e-mail to Katie thanking the conference volunteers.
 - vi. **Programming**
 - a. **Master Classes**
 - 1. First Aid & CPR**
 - CPR costs \$70- this is too expensive.
 - Greg is talking to the nursing department about a first aid class.
 - 2. Hearing Protection**
 - Greg is looking into this masterclass.
 - b. **Social Activities**
 - 1. Bowling**
 - Tuesday: free shoes for students
 - Wednesday: free pizza
 - Sunday night after our meeting would be best.
 - 2. Ice-Skating**
 - The November calendar for the rink will be out soon.
 - Free skate 1-3 PM on weekdays

-If we have a group of 15 or more we can get a group discount.

3. Other Ideas

- Themed movie night
- Trip to New York
- See Greg if you have any ideas.

4. Fundraising

- Show-Themed T-shirts
- We need more ideas!!

5. Concessions

- Concessions went very well for Urinetown. We made about \$500.
- Sign up for Cloud Nine concessions!

6. THON

- We have officially paired with the School of Theatre THON team!
- Greg went canning with members of the SOT team and collected over \$500!
- We will be having THON meetings before general meetings on Sundays.
- Amy is going to write letters to theatre companies about donations.

vii. Outreach Education

a. High School Workshop

1. Basics of Theatre

- Mock load-in, light hang, sound system
- Full day event
- Eric is working on pricing
- The pavilion would be the best space but due to insurance reasons we cannot have visiting students climb ladders.
- We will try to base the schedule on what interests the high school students have.

b. Executive Board:

i. Treasurer

- a. We have \$948.05 in our accounts. We have an additional \$700 to deposit.
- b. The T-shirt sale is officially over with all checks cleared.

ii. Secretary

- a. Pay dues!

iii. Vice President

- a. Next week's general meeting is mandatory so the body can discuss where the organization is going.

iv. President

- a. Please use the new document template for paperwork.

6. Old Business

a. Behind the Scenes Fundraiser

- i. We made approximately \$120 in donations.
- ii. We returned to the idea of USITT@PSU making a matching donation to Behind the Scenes.
 - a. A motion was made to match the amount and the motion was passed by acclamation.
 - b. We will make one lump donation at the end of each semester this year.
- iii. There are no plans yet for fundraising at future shows.

b. Conference

- i. Justin Stasiw researched costs for the conference:
 - a. National Member Dues: \$60
 - b. Conference Fees: \$185
 - c. Hotel: \$231/person for the week
 - d. Airfare: \$200-\$300 from either Philadelphia or Pittsburgh
 - e. Ground Transportation: \$18
 - f. Total: about \$700
- ii. 21-22 people were interested in going to conference.
- iii. Please know at next week's meeting if you are definitely going.

7. New Business

- a. None

8. Announcements

- a. None

9. Adjournment

- a. Our next MANDATORY general meeting is at 7:00 PM on Sunday, November 12th in TAPS.
- b. Meeting adjourned at 7:45 PM.