

USITT@PSU

General Meeting Minutes: February 18th, 2007

7:00 PM, 508 TAPS

Prepared by Katie McNiff, Executive Assistant

Present: President J. Jacobsen, Vice President E. Gast, Treasurer S. Riddle, IPP N. Gonsman, Historian J. Stasiw, Ad/Marketing Chair K. Kudrick, Programming Chair G. Ryan, Concessions Coord. P. Cardona, Executive Assistants A. Ciampi, K. McNiff, Josh Schlader + 14 General Members

I. Meeting called to order at 7:07 PM.

II. Justin Stasiw brought up a change that needs to be made to the General Meeting Notes from February 11th. The website is up to date concerning the General Meeting Notes. Otherwise the minutes were passed by acclamation.

III. Open Forum

A. None

IV. Reports

A. Officers

1. Historian

a. Please give photos from THON to Justin asap.

2. Public Relations

a. None

3. Advertising & Marketing

a. Katie would like help preparing the *Parade* board.

- Katie also needs design work from the *Parade* designers.

4. Programming

a. Conference Master Class

-There will be a faculty overview of conference info before the 2/25 meeting. The time is TBA but most likely be 5:00 or 5:30 PM

-Attendance at this master class for those going to conference is mandatory.

b. Hearing Protection Master Class

-Curtis will host this master class before the 3/25 meeting at most likely 5:00 PM. More details coming soon.

c. Fundraising Ideas???

5. Concessions

a. There are still opening for *Parade*.

b. There was a discussion of the amount of money left in the cash box. Steph explained that she had not had time to make a deposit but would be doing so soon.

6. THON

a. A bunch of people were able to attend and Rachel appreciated it very much.

7. Outreach Education

a. None.

B. Executive Board

1. Treasurer

a. Still missing two people's payments for the hotel. Needs the money by Tuesday.

b. Hotel checks will be deposited in next week to week in a half.

c. Steph still needs missing dues.

2. Secretary

a. None.

3. Vice-President

a. None

4. President

a. Go and see *Parade!*

V. Old Business

A. Conference

1. Katie K. is still looking for people's production work.

a. She has not yet informed the body of what they are to do with the entries. That information will be coming soon.

2. Swag

a. We will be ordering the slightly more expensive and wider bottle openers.

b. We will order 500 in quantity.

3. Tech Olympics

a. Everyone who is interested will stay after the meeting.

VI. New Business

A. None

VII. Announcements

A. Eric very much needs help with the Outreach Program and anyone who is able to help is strongly urged to do so.

VIII. Adjournment

A. Our next general meeting is at 7:00 PM on Sunday, February 25th in 508 TAPS.

B. Meeting adjourned at 7:30 PM.