

USITT@PSU

General Meeting Minutes: November 25th, 2007

8:00 PM, 507 TAPS

Prepared by Rachel Harpham, Secretary

Present: President S. Riddle, Vice President E. Gast, Secretary R. Harpham, IPP J. Jacobsen, Historian J. Mansker, Ad/Marketing Chair A. Radebaugh, Programming Chair G. Ryan, Public Relations Chair P. Cardona, Conference Delegation Chairs A. Ciampi & J. Stasiw, Education Outreach Chairs R. Fields & E. Hendrickson, A. Radebaugh, Philanthropy Chair Michele Kokal, Executive Assistants: E. Christian, H. Oravec, M. Walsh + 5 General Members

I. Meeting called to order at 8:09 PM.

II. Last week's minutes were passed by acclimation.

III. Reports

A. Executive Board

1. *Historian*

a. Josh is re-working the website soon.

2. *Webmaster*- not present

3. *Public Relations*

a. The Behind the Scenes letter will be finalized soon.

b. Patricia needs help sorting through the alumni list that is over 300 pages.

4. *Advertising & Marketing*

a. Justin and Meredith have only received Bob's costumes submission for the AYLI design board.

b. There will be a Marquee announcement for the apparel sale.

5. *Programming*

a. We will have a pizza/study night before finals week.

6. *Concessions*

a. Sign up for AYLI!

7. *Fundraising*- Not present

8. *Philanthropy*

a. Magazine Sale

1. Meet after tonight's meeting.

b. No raffle basket update

9. *High School Outreach Education*

a. We received one more response with 8 kids.

b. They will be e-mailing teacher/helper e-mails soon.

10. *Conference Delegation*

a. Adam sent out an e-mail about payments.

b. \$151 due next week

c. Flights ranging from \$211 to \$300

B. Officers

1. *Treasurer*- not present

2. *Secretary*

a. None

3. *Vice President*

a. None

4. *President*

a. None

IV. Old Business

A. Apparel Sale

1. Josh not present

2. Turn in your order form!

V. New Business

A. None

VI. Announcements

A. We are the only student chapter with a website!

B. See Emily Reeder if you can help with Charlie Brown Christmas load-in or crew.

C. Sign-up for Concessions!

D. Vote online for William!

VII. Adjournment

A. Our next meeting is at 7:00 PM on Sunday, December 02, in 507 TAPS.

B. Meeting adjourned at 8:23 PM.