

# USITT@PSU

## General Meeting Minutes: February 24<sup>th</sup>, 2008

7:00 PM, TAPS

Prepared by Rachel Harpham, Secretary

Present: President S. Riddle, Vice President E. Gast, Secretary R. Harpham, Treasurer K. Kudrick, IPP J. Jacobsen, Historian J. Mansker, Webmaster B. Kurtz, Ad/Marketing Director J. Couchara, Programming Director G. Ryan, Concessions Coord. A. Radebaugh, Fundraising Chair J. Hackett, Philanthropy Chair M. Kokal, PR Director P. Cardona, Conference Delegation Chairs A. Ciampi & J. Stasiw, Outreach Education Chair E. Hendrickson, Executive Assistants E. Christian, H. Oravec, M. Walsh + 15 members

I. Meeting called to order at 7:11 PM

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

### III. Reports

#### A. Executive Board

##### 1. *Historian*

a. None

##### 2. *Webmaster*

a. None

##### 3. *Public Relations*

a. We have an alumni network!

b. Patricia has received about 20 responses. She will continue to e-mail recent alumni who did not respond and ask people if they are planning on attending conference.

c. Patricia will make a Facebook group for alumni.

1. Invite people if you notice they have not been invited.

d. Josh M and Patricia need to meet to discuss how to put the alumni network information on the website.

##### 4. *Advertising & Marketing*

a. Thank you to everyone who has submitted work for the conference booth.

b. Word Up! Deadline 4/13

##### 5. *Programming*

a. None

##### 6. *Concessions*

a. PUSH made \$568.

b. We have made about \$180 in profit.

##### 7. *Fundraising*

a. Josh read his proposal for Poker Night

1. Date: March 25<sup>th</sup> at 7:30 PM in North Commons

2. Prizes

a. 1<sup>st</sup> Prize- \$35

b. 2<sup>nd</sup> Prize- \$15

c. 3<sup>rd</sup> Place- \$5

b. Budget: \$100 for prizes, cards, chips and advertising

c. We need 20 people to break even.

d. Vote:

1. 27 yays, 1 nay, 0 abstentions

8. *Philanthropy*

a. Coldstone fundraiser is this Wednesday!

b. Sign-up to volunteer.

9. *Conference Delegation*

a. Later

B. Officers

1. *Treasurer*

a. We have \$2,634.74 in our account, excluding check requests and Behind The Scenes: about \$1,700.

b. All expenses.

2. *Secretary*

a. See Rachel if you are not an official member.

3. *Vice President*

a. Turn in your resume to Emily for the Conference binder. Anyone can turn one in, not just conference people.

4. *President*

a. Interested in being an officer or learning more about an officer position? See the person who you are interested in replacing for more info.

**IV. New Business**

A. Behind The Scenes donation

a. Michele read her proposal

b. We will match what we make at Coldstone up to \$250, in order to make a total of \$1,000.

c. We will present a check to Behind The Scenes at Conference.

d. Vote- unanimous

B. T-Shirts

a. Submit ideas by 5:00 PM tomorrow!

**V. Announcements**

A. \$6.6 million at THON!!!!

B. Meeting adjourned at 7:52 PM.