

USITT@PSU

General Meeting Minutes: April 20, 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, PR Chair P. Cardona, Ad/Marketing Director J. Couchara, Programming Dir. G. Ryan, PR Director P. Cardona, Concessions Coord. A. Radebaugh, Fundraising Chair J. Hackett, Philanthropy Chair M. Kokal, Conference Delegation Chairs A. Ciampi & J. Stasiw, Outreach Education Chair E. Hendrickson, Executive Assistants E. Christian, H. Oravec, + 14 members

I. Meeting called to order at 7:27 PM.

II. Last week's minutes were approved as amended by acclimation.

III. Open Forum

A. Justin Couchara made an announcement regarding elections.

III. Reports

A. Exec Board

1. *Historian*

a. Overall we had a successful year with the website remodel. Some features still need to be updated but Josh will keep the next Historian informed.

2. *Webmaster*

a. The member database has been updated and is online.
b. There are several successful changes to the website. Some are still waiting for updates but everything is easy to update for future years for future webmasters.

3. *Public Relations*

a. The Alumni Contact Network finally exists! We reached out to several alumni who are very excited about the project and possible connections. Hopefully the Network will continue to grow.
b. Patricia needs information about Outreach to include in the Newsletter.

4. *Programming*

a. End of Year Picnic: Sunday, April 27th at 12:30 PM.
1. E-mail Greg if you can't open the Google document to sign-up.
2. Meet at 12:30 PM at TAPS to get to Whipple Dam by 1 PM.
b. Overall Programming had a good year. Greg would like to see more master classes next year.

5. *Advertising & Marketing*

- a. Justin will create an e-invitation and send it to Emily to send out. Amber has a full list of faculty.
- b. Good year!
- c. The design boards have not been hung up yet. Downtown shows design boards may have been thrown out.

6. *Concessions*

- a. Raffle at the picnic!
- b. Word Up! Fundraiser: Buy one bottle water and get anything for fifty cents.
 - 1. Katie will get some quarters at ASA with cash.
- c. The year went really well- Amy didn't have final numbers but it was a great fundraiser. She has a list of how much was sold to pass on to someone next year.

7. *Fundraising*

- a. The Spring Apparel Sale wasn't as successful as usual but we made about \$186.
- b. We had a good year with fundraising.

8. *Philanthropy*

- a. We will receive pins for everyone that Michele will give out at the picnic.
- b. We had a great year and made a lot of money for a great cause.

9. HS Outreach Education

- a. Hanna has a binder that will be finalized by the end of the year along with digital copies.

9. *Conference Delegation*

- a. We had 32 members attend the Conference. It was the third year in a row that we received full UPAC funding. Despite the airport problems it was a great week and William would like 50 people to attend this year!

B. Officers

1. *Treasurer*

- a. Final report coming soon.
- b. Turn in receipts

2. *Secretary*

- a. Good two years!

3. *Vice President*

- a. Good two years as well!

4. *President*

- a. It's been a great year! Steph needs someone to inherit all of the USITT@PSU items that she has accumulated that is property of the organization. We have been pretty successful with what we have accomplished. Our President is graduating!

5. *Immediate Past President*

- a. We had a great year and kept great momentum up. John looks

forward to seeing what the future brings, especially with Behind The Scenes.

IV. Old Business

- A. Constitution and By-laws changes
 1. The new constitution and by-laws were passed by acclamation.
 2. They will be taken to the Center for Student Engagement and any changes based on university policy will be announced.

V. New Business

- A. Elections
 1. Steph appointed Justin Couchara to escort nominees out of the room.
 2. President: Michelle Kokal
 3. Vice-President: Greg Ryan
 4. Treasurer: Adam Ciampi & Hanna Oravec
 5. Secretary: Amy Radebaugh
- B. Open Discussion about 2007/2008 academic year
 1. Steph thanked everyone for their hard work in accomplishing everything that we did this year. We have a lot of friends within this organization and it makes it easier to back each other up and hopefully we will continue to bring in more people next year.
 2. Eric H is happy with the amount of fundraising that happened this year. He would like planning for Outreach to happen during the summer.
 3. Greg thinks this has been our best year yet. Everyone needs to speak up more.
 4. Josh M: We have accomplished more this year than ever. Josh would like to see the alumni database become incorporated in the website.
 5. Katie K: We have 70% more in our account than we did coming in! We were very financially successful.
 6. Have a rave next year!
 7. Eric C: Not reaching all of our goals is not a disappointment and we should be very proud of what we accomplished. Hopefully next year we will have more freshmen and non-exec board members.
 8. Adam: We built upon ideas like Behind The Scenes and Outreach and have more ideas like Ohio Valley to build on next year.
 9. Sarah R thinks we need to motivate non-members next year. Get involved in national next year!
 10. Steph: give the underclassmen a reason to be a part of the organization. Sometimes we have unfocused energy but we need to focus on what is important, where things will go next year and beyond. Get the word out!
 11. Hanna would like us to get more involved with the other departments .
 12. Katie K said this is where she has met most of her friends and developed her love of theatre. Carry on the tradition and keep the organization going.
 13. Emily G said this is a great place to find your place in the department.

14. Ideas for next year?

- a. Include other departments next year besides technical/design/SM
- b. Try to have more money go towards conference because it's a great opportunity. Try to have more fundraisers for the organization.
- c. Greg talked to the BA's about working together.
- d. John brought up other organizations that we could work with
- e. Push to involve the grad students

VI. Announcements

A. Election Results

1. President: Michelle Kokal
2. Vice-President: Greg Ryan
3. Treasurer: Adam Ciampi
4. Secretary: Amy Radebaugh

B. The Exec Board meeting this week is open to everyone this week: Thursday at 4:30 PM.

C. Vote on Tuesday in the Primaries!

D. Babes in Arms in this week! Monday, Tuesday, Wednesday at 7:00 PM.

E. See Word Up!

F. Picnic next week!

G. Eric H needs help with Movin' On.

VII. Adjournment

A. Our next meeting is next year!

B. Meeting adjourned at 8:43 PM.