

# USITT@PSU

**Minutes: Sunday, October 5, 2008**

Prepared by Hanna Oravec, Education Outreach

**Present:** President M. Kokal, Treasurer A. Ciampi, Vice President G. Ryan, Programming E. Christian, Fundraising B. Clark, Concessions K. Proulx, Public Relations P. Cardona, Ad/Marketing M. Walsh, Education Outreach H. Oravec, Historian/Webmaster B. Kurtz + 14 General Members

1. **Call to Order:** 7:04 pm

2. **Roll Call and Quorum**

3. **Approval of Minutes**

a. Sept. 28<sup>th</sup> passed by acclimation

4. **Open Forum**

5. **Reports**

a. **Executive Board**

i. **Fundraising**

1. Fall apparel sale

a. Ben would like to sell long-sleeve t-shirts, hooded sweatshirts, a sports pack, custom printing is available), and beanies.

boxers (if water bottles,

b. We discussed selling dress shirts vs. polo. Ben is still waiting on information about customizable they are.

how

ii. **Concessions**

1. Kate passed around the sheet, which is also available as a Google doc.

2. Remember, every time you sell, you increase your chances to win money!

iv. **Public Relations**

1. We want to get the newsletter out quickly, because we will be selling apparel to the alumni

2. If you are interested in helping, talk to Trish!

v. **Advertising/Marketing**

1. Get designs to Meredith!

2. Meredith is looking for people to help, especially with Photoshop. Talk to her if you are

interested.

vi. **Philanthropy**

1. We're still waiting to hear back from companies about donations for the basket.

2. Capture the Flag tonight for SOT THON. 9:00pm Arts Building, \$3, bring friends!

3. This Wednesday, there is a blood drive at Alumni Hall, if you mention SOT THON team we get spirit points
4. This Monday, fundraiser at Coldstone 6:00pm-9:00pm, if you mention SOT number (255) we get spirit points.
5. Save your cans, but don't crush them!

**vii. Education Outreach**

1. Talk to Hanna if you want to help!

**viii. Webmaster/Historian**

1. Brian was able to update the member database, so it doesn't show empty fields.
2. Please check your info for the member database, and e-mail Brian with any changes or updates!

**b. Officers**

**i. Treasurer**

1. We have \$2233.99 in our account right now.
2. If you need a receipt saying you paid your dues, let Adam know.

**ii. Secretary**

1. Pay your dues!
2. Fill out a membership form if you haven't already!
3. Hanna is awesome for taking notes for Amy tonight!

**iii. Vice President**

1. If you haven't been getting e-mails, talk to Greg
2. Everyone should be able to see the USITT@PSU Google calendar. Make sure the invite got sent to the right e-mail address.
3. If you want to get added, e-mail [usittpennstate@gmail.com](mailto:usittpennstate@gmail.com)

**iii. President**

1. Next meeting will most likely be longer because of fundraising and conference discussions.
2. Keep in mind conference expenses and money, if you plan on going.

**6. Old Business**

**7. New Business**

**8. Announcements**

- a. Capture the Flag tonight, 9:00pm Arts Building, \$3, bring friends

**9. Adjournment: 7:18 pm**