

# USITT@PSU

## Minutes: Sunday, November 2, 2008

Prepared by Amy Radebaugh, Secretary

**Present:** President M. Kokal, Vice President G. Ryan, Secretary A. Radebaugh, Treasurer A. Ciampi, Programming E. Christian, Fundraising B. Clark, Concessions K. Proulx, Public Relations P. Cardona, Ad/Marketing M. Walsh, Philanthropy S. Shoffner, Education Outreach H. Oravec, Historian/Webmaster B. Kurtz, + 29 General Members

1. **Call to Order:** 7:01 pm

2. **Roll Call and Quorum**

3. **Approval of Minutes**

a. Oct. 19<sup>th</sup> passed by acclimation.

b. Oct. 26<sup>th</sup> passed by acclimation.

4. **Open Forum**

5. **Reports**

a. **Executive Board**

i. **Concessions**

1. Kate still needs people to sign up for Wednesday, Friday, and Saturday's matinee.

ii. **Philanthropy**

1. THON

a. Capture the flag is November 16<sup>th</sup> at 8pm.

b. There are two canning spots left for this upcoming weekend.

c. THON Night Out at "Once Upon a Mattress" is Thursday night and tickets are only \$6.

2. Behind the Scenes

a. There are five types of holiday cards, although two are already sold out.

b. Sam will be putting order forms for them in 116 arts.

c. Sam is working on getting coupon cards to sell and on setting up another Cold Stone Fundraiser.

iii. **Programming**

1. Eric proposed having pizza night!

a. It will take place right after the meeting.

b. USITT will pay no more than \$150 for pizza and drinks.

c. 27members voted in favor, 0 declined, 2 members abstained.

2. We will be having a bowling night sometime after Thanksgiving break.

3. We will also be having Thanksgiving dinner on Nov. 16<sup>th</sup>, and sign ups will take place next week.

iv. **Fundraising**

1. Ben has set up the survey fundraiser, so everyone

should have received an email from the organization. You must follow the directions in the email to set up your account.

2. Order forms for the apparel sale are on the web and in 116 arts. Please send them in!

**v. Public Relations**

1. The newsletter will be sent to the members before it is sent to the alumni, so everyone can approve it.

**vi. Ad/Marketing**

1. Smokey Joes designs are due to Meredith by this Wednesday.

2. Texas Girls' designs are due November 24<sup>th</sup>.

**vii. Education Outreach**

1. There are roughly 150 kids coming to high school outreach, which is 3 times as many as last year!

2. Student and chaperone forms will be sent out this week.

3. Teachers, if you haven't talked to Hanna in the last few days, then please do so.

**viii. Webmaster/Historian**

1. Things are up to date on the website!

2. If you have pictures from any USITT functions, please send them.

3. Brian will be adding a show section for pictures, so designers please send him some!

**b. Officers**

**i. Treasurer**

1. We've made \$271 from concessions so far.

2. We have about \$1300 in the account.

**ii. Secretary**

1. Pay your dues before pizza night.

**iii. Vice President**

1. Greg had no new announcements.

**iv. President**

1. Michelle had no new announcements.

**6. Old Business**

**7. New Business**

a. We will be trying to get a room in Arts next week to have a meeting. We will see how it works out, and we may continue our meetings up there.

having

**8. Announcements**

a. Come see Cherry Orchard!

b. Don't forget to vote!!

**9. Adjournment: 7:21 pm**