

ExCom Meeting
January 10 & 11, 2014
SOUTHEASTERN THEATRE CONFERENCE, INC.
Joseph S. Koury Convention Center
Greensboro, NC
Minutes

Friday, January 10, 2014

ExCom Members in Attendance: President Jack Benjamin, Programming VP Tiza Garland, Administrative VP Steve Bayless, Treasurer Duke Guthrie, Divisions Representative Bill Murray, Past President Chip Egan. Secretary Lynn Nelson and States Representative Mike Hudson were late in arriving due to flight delays.

Also in Attendance: Executive Director Betsey Baun, Bylaws Committee Chair David Thompson, and Finance Committee Chair David Wohl

- Meeting called to order at 4:00 p.m.
- Announcement of taping
- Postponed approving the minutes from the previous meeting until all are present
- Reviewed the agenda
- Observed a moment of silence in memory of Ray Horne. Related that SETC had made a contribution in his memory in accordance with his family's wishes.

Discussion of recommended changes to the bylaws

President Jack Benjamin asked David Thompson to lead the group through the Bylaws Committee recommendations for changes to the bylaws and rules as a result of the proposed restructuring. David led the group through the committee's document section by section. All changes and corrections will be evidenced in the document to be distributed in February for consideration before the meeting during the convention in March 2014. Discussion of all articles in the bylaws was completed. All agreed to discuss changes to the rules when the meeting reconvened the next morning.

President Jack Benjamin suspended the meeting at 6:30 to resume at 9:00 the next morning.

Saturday, January 11, 2014

ExCom Members in Attendance: President Jack Benjamin, Programming VP Tiza Garland, Administrative VP Steve Bayless, Treasurer Duke Guthrie, Divisions Representative Bill Murray, Past President Chip Egan, Secretary Lynn Nelson, and States Representative Mike Hudson

Also in Attendance: Executive Director Betsey Baun, Bylaws Committee Chair David Thompson, and Finance Committee Chair David Wohl

- Meeting reconvened at 9:00 a.m.
- Announcement of taping
- Roll call

Continued discussion of recommended changes to the bylaws

A short discussion of changes to the rules was held. Jack requested that David complete the document with all discussed edits incorporated. Jack will distribute to board by February 1 and then will be distributed to membership for consideration before March meeting.

Review of the proposed budget

- Discussed necessity of budgeting a transfer from reserves as has been the practice. In reality, we have not had to do so – need to practice doing a proposed budget that is balanced rather than deficit. Use reserves for capital items only.
- Salary discussions – discussed how to articulate COLA and merit increases for employees. Perhaps look at methodical system or using bonuses for completion of goals to supplement or replace merit increases. Betsey was requested to work on this issue with Personnel Committee.
- Request for a waiver of registration and membership fees for the Sara Spenser awardee was granted.

David Wohl and Betsey Horth will incorporate all edits discussed to finalize the budget.

Adjourned for lunch at 12:30 – Reconvened at 2:00

A short discussion was held about logistics for the March convention.

Action Items

Programming VP Tiza Garland – none

Past President Chip Egan – none

Administrative VP Steven Bayless – none

Secretary Lynn Nelson – Presented September 2013 minutes for approval. Chip Egan made the motion to accept and seconded by Duke Guthrie. Passed

States Representative Mike Hudson – none

Divisions Representative Bill Murray – none

Treasurer Duke Guthrie – none

Items for Discussion

Executive Director Report

- Reviewed the convention by numbers – increase in registration already
- Undergrad numbers are trending down. Steve suggested looking for ways to help students AND schools to navigate and participate better.
- Discussed funding of Irene Ryan award – William Ivy Long is three years in arrears paying.
- Discussed ways of encouraging participation in master classes.
- Discussed ways to improve Friday luncheon. Consensus was to keep it at current venue very near the keynote speaker. However, we may change time to 12:30 from 1:00. Also discussed ways to increase attendance of State Reps at the banquet – perhaps ask them to introduce their constituents.
- Discussed recognizing people who have been involved for a long time with SETC.
- Introduced SETC News marketing plan as well as a new social media and internet marketing plan developed by Tracy.

Programming VP Tiza Garland – discussed programming for upcoming convention and ways to increase quality as well as quantity of workshops. She noted that we do not have an Administration and Management committee or interest group to vet workshops. ExCom suggested that we look at that during convention. She recommended discontinuation of the Out of Region interest group. She reported that we only had four applications for Fringe Festival. She also asked for input on better ways of vetting workshops and ways of increasing variety.

Past President Chip Egan – none

Administrative VP Steve Bayless – encouraged all ExCom members to talk to constituents about filing their semi-annual reports.

Secretary Lynn Nelson – none

States Representative Mike Hudson – none

Divisions Representative Bill Murray – encouraged all to share things like scholarship information on their Facebook page since it really helps spread the word.

Finance Committee Chair David Wohl – none

President Jack Benjamin – discussed the Promotion and Tenure Packet document. He will appoint a task force to review and make any recommendations. The board did discuss if this is something SETC as an organization needs to publish and if there could be legal ramifications. Consensus was that since the need for the resource was brought forth by a division that we need to honor looking at their request.

President Benjamin then asked for States Reports:

- Steve Bayless attended Georgia – wonderfully pleased. Very well organized and planned. Lots of special guests, including Lance Culpepper from Lost Colony.
- Mike Hudson attended the Alabama Trumbauer Festival in Troy – very energetic weekend. Only secondary. They have IE's. Not all events were theatrical, some were forensic in nature. All students passed on from regional. In addition to competition, also had "studio" shows, which were very well attended.
- Lynn Nelson attended Virginia – this festival was only secondary. 44 schools participated with college reps there and SETC auditions. Energy level high.
- Bill Murray attended Florida – he is now moving to Florida. Had a great time...went shortly after surgery. Impressed with "dramature" program with older adults.
- Duke Guthrie attended Tennessee – smaller festival than he had thought. Had really good discussions with several people who would like to get involved in SETC.
- Chip Egan – did not attend a state
- Jack Benjamin – will attend Mississippi next week
- ND Seibel represented SETC in South Carolina and Harry Culpepper represented SETC in Kentucky.

Unfinished Business – None

New Business – None

Announcements -

Dinner will be served at Betsey's house at 6:30. All need to meet in front of elevators in the hotel lobby at 6:15.

Jack thanked all for their hard work this weekend.

Adjourned at 5:10

Respectfully submitted,

Lynn Nelson, Secretary