

Executive Committee Meeting **Sunday, March 7th, 2010**
 SOUTHEASTERN THEATRE CONFERENCE, INC.

Minutes

Hilton Hotel, Salon D—Lexington, Kentucky

ExCom Members in attendance: President, Alan Litsey; President-Elect, Steve Bayless; Administrative, Vice-President, Jack Benjamin; Secretary, Mark Charney; Treasurer, Chris Rich; States Representative, Kathi Ellis for Leslie Dellinger; Divisional Representative, Lynn Nelson; Past President, Beth Harvey

Also in Attendance: Executive Director, Betsey Baun; FinCom Chair, Jack Benjamin; North Carolina State Rep., David Schram; Georgia State Rep., Dean Slusser; Florida State Rep., Donna White; Alabama State Rep., Michael Howley; Chair of History/Theory/Criticism/Literature, Dawn Larsen; Mississippi State Rep., Tom Booth; Chair of Theatre for Youth, John Spiegel; Chair of C/U Director, Lesley Preston; TN State Rep, Anna Filippo; Stage Management Chair, Patricia Crotty Chair of Cultural/Diversity Issues and KEAP, M. J. Etua; Design/Tech Chair, Jennifer Matthews; Vice Chair of Design and Tech, Michael Barnett; WV State Representative, Greg Mach; Long Range Planning, Dennis Wemm; Chair of Publications Committee, Chris Hardin; Chair of Exhibits and on KEAP Counsel of Endowment, Ginger Willis; Past Secretary, Tiza Garland; Chair of By-Laws, David Thompson; Chair of Community Theatre, Lynn Nelson; Kentucky State Rep., Kathi Ellis; Chair of College and University Theatre, Pat Gagliano; Chair of Professional Theatre, Dewey Scott-Wiley

Also present: MJ Etua, Tiza Garland, Chris Hardin, Patricia Crotty, David Giambroni, Freddy Clements, Ginger Willis, Greg Mach, Anna Fillippo

1. Pre Meeting: Watermelon Candy Toss
2. Executive Committee Meeting called to order at 9:40 a.m.
3. Announcement of Taping (Secretary: *Mark Charney*)
4. Appointment of Parliamentarian: (Immediate Past President *Beth Harvey*)
5. Floor given to Glen Gourley, “Noble” Chair of the Nominations Committee
 - a. Handed out two sheets, one to nominate officers for next year. Wants board members to add names to the nomination sheet.
 - b. Also distributed the Suzanne Davis Award Nomination Sheet.
6. Betsey Baun requested committee members to be written down. See attached.
7. Introductions and new positions (see attached)
8. Thanks given to David Thompson for his good work as Chair of By-Laws. Some discussion about budgetary issues, prioritizing funding, working more closely with Betsey and FinCom to make policy decisions, and the need to collaborate with Betsey to advocate for SETC. Changes in By-Laws must be made by March. Alan Litsey offered his support.

9. Action Items

President: No action items
 President Elect: No action items
 Past President: No action items
 Administrative VP: No action items

Treasurer: No action items

Secretary: No action items

State Representative (Kathi Ellis for Leslie Dillenger)

Divisions Representative: No action items

10. Report from Executive Director Betsey Baun
 - a. Banquet: 880 some odd tickets sold. Remarkable evening with wonderful energy. Thanks to Beth Harvey for a beautiful flow to the evening. Thanked City of Lexington, the Convention and Visitors Bureau.
 - b. Discussed all three venues for the convention and the festivals as almost perfect this time. Thanked the Opera House and the University of Kentucky.
 - c. Missed specifying parking for this Community Theatre Festival, so there was some confusion about the best places for conference attendees to park, but will do better next time.
 - d. Thanked her fabulous Central Office Team. Will miss Hardy Koenig. Special thanks to Chris Chandler, Mark Snyder, Quiana Clark-Roland (first year out of the gate), Cheryl Lynn Roberts, April Marshall.
11. Thanked on site folks who come every year, including Connie Smith who has been coming from University of S Alabama since the conference at Mobile. Thanked Chad McDonald, Production Manager; Operations Manager Sam Sparks (who will not be with us in the same capacity but will move on and contribute in a bigger level); and Dream Team staff: Jasmine S. Faison, Jenn Flaherty, Keone Fuqua, Benjamin McCarthy, Justin Scholl, Jordan Crenshaw, Claire Wisniewski, and the Job Squad: Kenan Burchette, Lori Chavers, Andrew Turner. Michael Howley also thanked the hotel staff for their good work, especially citing the table added for food at 2:00 in the morning. Betsey suggested handwritten notes or emails. Jack Benjamin pointed out that hotels survive on our good recommendations, to which Betsey responded that the Head of Hilton lost the Presidential suite to Beth Harvey.
12. Betsey thanked David Schram for contributing his students to the Dream Team. Steve Bayless commended the hotels on their reasonable prices, and the group commented on even the reasonable prices for wine and food.
13. Betsey reported on numbers before the conference and those who registered on site:

Numbers: 3,282 registered before the conference
471 registered on site

People came even though Lexington is a bit out of the way
14. Other Business of General Interest
 - a. Beth Harvey thanked Betsey for her help this past year.
 - b. Letter read penned by Kenton Yeager about the quality of the site. Discussion about returning in 2014. Anna Filippo suggests we should. Ginger Willis talked about one vendor representative (Vari-Lite) who could not make it because it is not in his territory. Theatre for Youth loves the space but not two back to back in the same state. Never had back to back in the same state and Louisville will be the site of the 2013 Convention. Compromise: Betsey—will look for a different site but will have Lexington bid for the site for 2014/2015

Convention. The Convention will be at the Hilton in Atlanta next year. Group agreed to be supportive for the Lexington bid.

- c. Alan Litsey determined the May meeting would be the week of May 24th, probably Wed, May 25th through the 27th, most likely in Greensboro.
- d. Re: Strategic Planning, Per Bill Mitchell's suggestion—Alan will appoint a small task force to help us prioritize how we are going to get our goals around specific goals. Beth is chairing the task force, and Alan, Betsey and Beth will help to suggest members of the committee for strong and diverse voices. Alan asked for suggestions about members of the committee. Discussion followed of Bill's work and our new mission.

15. ITEMS FOR DISCUSSION

- a. Steve Bayless: Asked members to submit new, fresh, creative seminars. Talked about those who present proposals being the heart of the conference. Atlanta does not offer us the flexibility of space. Maybe more selective. Keynotes and Master classes are still being considered.
- b. Tiza Garland: stated that participants had made negative comments regarding the quality of some of the programming. Tiza suggested to all chairs of committees that provide programming for the convention to be diligent about reviewing the justification and qualification. Comments from attendees included feeling that people were teaching workshops without a good grasp of what they were teaching. The requirements on the program proposals this year has minimized the number graduate students sharing second year projects as programs/workshops. The limited number of spaces available in Atlanta will be a great opportunity to be more selective and improve the quality of workshops.
- c. Steve Bayless: Discussion of programming chair and how we select workshops. Short descriptions of program proposals are printed in the Convention program. Those submitting program proposals are encouraged to state the intended/target audience of the program. Alan wants to send template of Tiza's chart of programs offered through the Stage Movement committee over the past five years to all chairs so they have a way to examine process. Chairs were asked to go into sessions and check for quality. Deadline: April 15th for the on-line form for 2011 to be open.
- d. Committee chairs need to get a better pulse of their programming. They were encouraged to add comments, take numbers, get quotes about the quality of programming, perform some sort of qualitative assessment. State representatives were encouraged to do this too. Tiza created grid of programs with numbers and assessment of programs. Tiza made suggestions about improving programs.
- e. Administrative VP: Needs to adjust all manuals based on what we decided yesterday. Asks for changes sent to Jack Benjamin during the summer. Ready to go during the summer. Beth warned us about email addresses and spam/fire walls.
- f. Mark Charney: will review the secretary officer's manual. Jack will send this to him and with Tiza's help, will revise.

- g. David Thompson: ByLaws committee just reviews the document and makes sure that they do not offend the ByLaws. Make sure we note text that has been changed. Jack will connect with previous chair for information.
- h. Chris Rich: Reminded us to ask for budget considerations for the following year. Alan mentioned FinCom meetings are how we build budgets.
- i. Steve Bayless: New Chairs are supposed to be at the fall meeting. Pencil that in. Usually the first weekend after Labor Day: September 12/13. Citywide convention in Charlotte in NC may displace SETC, which has a nine-year relationship with Omni. Rooms sold. Looking at several locations in Atlanta, possibly the Hilton.

16. ITEMS OF INTEREST

- a. Alan thanked student Jordan Crenshaw and Executive Director, Betsey Baun. No other items of interest.
- b. No unfinished business.

Meeting Adjourned: 10:49