

**USITT Board of Directors
Web Board Meeting No. 114
June 15, 2021
Liverpool, NY**

Present:

Board of Directors: K. Allee-Foreman, A. Bellet, P. Brunner, D. Culhane, C. Gillett, T. Hardin, M. Hefter, T. Honesty, B. Huneycutt, R. Jaen, J. Kenyon, D. Krajec, A. Lyons, B. Martell, K. Rigdon, E. Rouse, C. Satter, K. Scott, V. Scott, T. Shackelford, D. Sherrer, D. Stewart, J. Streeter, Y. Williams, K. Williamson

Excused: A. Bilkey, D. Fitzgerald, J. King, N. Queenan, J. Sheehan,

Non-Voting Staff: M. Blackmon, C. Carrigan, D. Grindle, T. Lavonas, L. Quimby

Guests: L. Asbell-Swanger, A. Casey, C. Garrity, A. Glover, J. Jacobs, J. Montgomery, K. Ross-Clausen, A. Sores

I. CALL TO ORDER AND INTRODUCTIONS

The President called the Board of Directors meeting to order at 3:00 p.m. Dan also made an announcement that the chat function was disabled for this Zoom meeting.

II. CORRECTIONS AND APPROVAL OF MINUTES OF PREVIOUS MEETING

Motion: Approve the Board meeting minutes dated May 18, 2021, as submitted.

Seconded.

Motion approved.

III. CONSENT AGENDA

There were no consent agenda items for this meeting.

IV. REPORTS

A. President – Dan Culhane

Dan announced that this was his last Board meeting as President. He thanked the Board for their time, effort, and support of the Institute.

B. Secretary - Paul Brunner

Nominations Committee – Paul reported that the Nomination Committee has compiled a preliminary slate for elections and ballot information is currently being collected to be made public to the membership by July 1st.

Bylaws Committee – The Secretary reported that the Bylaws Committee continues to meet at least once a week and have met with 7 focus groups thus far. The Executive Director was one of the focus group the committee met with where they talked about governance, the role of the Board, and the forward-looking vision for what our governance can look like. The committee is also working on a high-level organization chart regarding the relationship between the Board and standing committees. Paul also mentioned that the committee is working to meet with Christopher Green who is part of the legal council group for USITT. Mr. Green specializes in non-profit governance in New York State and will provide guidance to the committee.

C. Treasurer– Kim Scott

Budget Presentation – Kim presented the Board with the FY22 Budget and noted that the Budget stands as submitted showing a potential positive. Kim also updated the Board that the Finance Committee will shift back to meeting once per month versus once a week and she would like to invite new members to the Finance Committee to grow the committees’ potential nominees. Kim also touched upon setting KPIs for the Institute that came out of a focus meeting with the National Office.

The Treasurer presented the following action item:

Motion: Move that the Board approve the FY2022 Budget as proposed.

Motion Approved.

D. Executive Director – David Grindle

Covid Compliance Course – David touched upon the CCO training that is being offered through a partnership with Arts and Science. There are currently 221 individuals registered for the classes and 17 of those individuals are non-members.

Collier Wood Scholarship – The Executive Director announced that the Collier Wood Scholarship closes today. There are currently 13 completed applications, and the recipients will be announced sometime in August.

Director of Finance – David informed the Board that a job posting has been placed on Indeed as well as ASAE for the Director of Finance position. The posting did include a salary range to comply with USITT’s core values. 25 applications have been received, both remote and local candidates, and out of the 25 there were 8 viable applicants. A Search Committee has been developed and comprised of Kim Scott, Matt Conover, Tony Hardin, Lea Ann Quimby, and David Grindle.

Staff Continuing Education – David mentioned that the staff will all be participating in conflict resolution continuing education with a company named Propel and to do so the office will be closed for an hour or two a couple times throughout the month of July. There will be additional continuing education opportunities for the Board, Commissioners and Staff that David will post to Basecamp.

V. NEW BUSINESS

Last Board meeting for Directors: Mitch Hefter, Jenny Kenyon, Beth Martell, and Jay Sheehan. Officers: Andi Lyons and Vicki Scott. Honorary Resolutions for outgoing Officers were read. Jim Streeter presented Vicki Scott with her Resolution and Kasey Allee-Foreman presented Andi Lyons with hers. Please see attachments.

Motion: Move that the Board approve the two Honorary Resolutions for Andi Lyons and Vicki Scott.
Motion Approved.

VI. FINAL ANNOUNCEMENTS

The incoming President, Carolyn Satter, thanked Dan Culhane for his leadership as President the last three years and thanked him from the Board for his service.

Next Board Meeting is scheduled in-person, August 13-14, 2021, at the National Opera Center in New York City, NY

The Board went into Executive Session at 3:36 p.m. The session ended at 4:13 p.m. and the meeting adjourned.

Next Board Meeting:

Friday, August 13th – Saturday, August 14th, 10 a.m. to 6 p.m. EASTERN each day IN PERSON, National Opera Center, New York, NY



Association for
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usitt.org

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Whereas, Vicki Scott has served twice on the USITT board of Directors first as a Director, 2014-2017, and most recently as the Vice President of Exhibitions from 2018-2021.

Whereas, Vicki's first recorded contribution to USITT was in 1981 at the conference in Cleveland, OH as a student volunteer.

Whereas, she served as Lighting Commissioner from 2009-2014, first as Jr and then as the Sr. Commissioner, having served an array of Vice-Commissioner roles for Education, Design, and Programming.

Whereas, she served as Chair for the Light Lab Committee from 1996 to 2003, and during her first Light Lab load-in, she was the only one that had ever done a show outside a resident theatre. She was the only one that knew how to unpack and repack a roadbox, and she was the only person who thought enough to actually write down the license plate of the truck the gear came off of.

Whereas, As Lighting Commissioner and Member of the Board, Vickie Scott was a leader in shepherding the commission into a more inclusive group that was representative of all members of the industry and supported an environment that welcomed, nurtured, and advocated for all the members.

Whereas, Vicki is affectionately known as Ma, to Dave Borron's, Pa, within the lighting commission and has served in that role for all commissioners since.

Whereas, Under her leadership the Lighting Commission created the first Vice Commissioner for Equity Diversity and Inclusion for any commission, and proposed the nomination of Shirley Pendergast to the Distinguished Achievement Award, the first African American to light a show on Broadway.

Whereas, Vicki is an accomplished writer, co-author of Spotlight On Women in Lighting, and the Lighting Job Descriptions Project, Lighting portfolio guidelines, Lighting Design Graphic standards, as well as a current project on lighting for dance.

Whereas, Vicki's passion for service extends well beyond USITT as Chairperson of the Advisory Board for The California Arts Project (TCAP), Production Coordinator, Ojai Playwright's Conference, Executive Producer for Dramatic Women, and lighting numerous international theatrical, dance and themed productions. Oh, and in her spare time teaches full time at the University of California, Santa Barbara

Therefore, be it resolved, that the Board of Directors of USITT, acknowledge and commend the breadth of these efforts with many thanks for her selfless leadership, mentorship, and unwavering dedication to the Institute and industry as a whole.

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Whereas, Andi Lyons joined USITT in 1982, she began her impactful service by participating in the inaugural Tech Expo at the Minneapolis Conference of 1987, and

Whereas, she noticed that she was often the only woman in the sessions she attended in Seattle in 1992, and so, decided she might be able to do something about that, and

Whereas, that decision led to the first Networking for Women session in 1994, which begat the Gender Issues Caucus, which begat the Human Issues Caucus and the People of Color Networking Project, and

Whereas, she continues to moderate the Queer Nation Roundtable with wisdom, empathy, and grace, and

Whereas, she uses her innate ability to incorporate humor as she asks the exactly right question to call out bias, but immediately follows up with the type of compassion that leads the person to reconsider long held ideas and beliefs, and

Whereas, making remarks about "warmth" is probably too easy a joke, Andi is one of the most welcoming and inclusive people in the Institute, and

Whereas, Andi has never been one to "toot her own horn" and is genuinely uncomfortable with the notion that she does anything that deserves a lot of fanfare, and

Whereas, that did not stop her colleagues from finding her worthy of both the Joel E Rubin Founder's Award and Fellows status, and

Whereas, no one can tell a story like Andi – just ask the Magical Express bus driver at Disney World, who actually believed Andi was visiting Florida in August from Sitka, Alaska, and

Whereas, she is a force that is difficult to deny, but it is her capacity to create changes in perceptions by building respect without confrontation that is her superpower.

Therefore, be it resolved that the Board of Directors of USITT, commend her commitment to the Institute and especially to her Equity, Diversity, and Inclusion work which has brought many overlooked and neglected constituencies inclusion, representation, and a voice within the Institute. By championing these forums, she has enriched the membership from within and changed the perception of the Institute both within the profession and the world at large.

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