



Association for
Performing Arts
& Entertainment
Professionals

usitt.org

**United States Institute for
Theatre Technology, Inc..**

290 Elwood Davis Road | Suite 100
Liverpool, NY 13088

T 800.938.7488 or 315.463.6463

F 866.398.7488 or 315.463.6525

info@usitt.org

USITT Bylaws Committee (fill in name of group meeting)

Minutes

Date and Time of Meeting: Thurs. Sept 30, 2021, 4:00p-5:30p

Attending: Brunner, Culhane, Montgomery, Scott, Hefter, Queenan, Satter, Asbell-Swanger,

Topics discussed:

- Reviewed and discussed recommendations to change USITT Bylaws, with significant discussion about USITT election procedures and compliance with NY state law
- The committee met with USITT's legal counsel, Raymond McCabe, of Barclay Damon, to gain clarity on key points in the bylaws. Ray confirmed election schedule, definitions for new committee structure, and answered the committee's questions concerning recommended updates he's made to the bylaws.
- Committee agree to move much of the language regarding Regional Sections and Student Chapters out of the bylaws and into the PPC. Remaining language will describe the definition and authorization of sections and chapters, but, all operational language will move to PPC.

End time: 5:30

Next scheduled meeting is: 4:00p, October 7, 2021. The Bylaws Committee is meeting weekly, Thursdays, 4:00p-5:30p, until further notice.