

USITT Board of Directors

Board Meeting No. 128

Tuesday, May 9th, 4:00p – 6:00pm, EASTERN Time

Online

Present

Board of Directors [*first initial, last name*]: K. Allee-Foreman, A. Bellet, P. Brunner, A. Casey, K. Corbett Oates, D. Fitzgerald, C. Gillet, A. Glover, T. Hardin, T. Hausmann, T. Houston, J Jacobs, D. Krajec, M. Mitchell, C. Satter, K. Scott, D. Sherrer, J. Streeter, D Taylor, A. Tripathi, Y. Williams, K. Williamson, L. Everett (Executive Director).

Excused Absent: A. Duggan, N. Queenan, E. Rouse.

Unexcused Absent:

Board Fellows: B. Rangell, K. Jenson

Staff: M. Blackmon, L. Quimby, J. Harris, K. Greenfield, C. Troscher, F. Taylor, T. Lavonas, L. Nyanzi.

Guests: J. Montgomery, L. Asbell-Swanger,

The discussions and deliberations among Board members are not documented within the meeting minutes.

1. Call to Order & Agenda Approval (3m) – **CALL TO ORDER, 4:04pm**
 - 1.1. Announcements & Introductions
 - 1.2. Call for New Business
2. Corrections and Approval of Minutes from Previous Meeting (2m) – **ACCEPTED as presented.**
3. Consent Agenda items (3m) – **ACCEPTED as presented.**
 - 3.1. Added name to International Activities grant
 - 3.2. Action Item: Nominations Committee Chair
4. Governance Education & Transition Topic (0m)
 - 4.1. Please review the documents from the Board Training in St. Louis on Basecamp
5. Governance Reports & Action Items
 - 5.1. President's Update – Satter (20m)
 - 5.1.1. Commission Conference Report – Bellet – **stands as submitted**
 - 5.1.2. Martha's Rules – final proposal - **APPROVED to take effect, July 1, 2023.**
 - 5.1.3. Review list of Board priorities – set a course
 - 5.2. Treasurer's Update- Scott (30m)
 - 5.2.1. Finance Report – Budget report and process update – **Fran Taylor presented notes on USITT's financial position and forecasts. The Audit Committee Chair (Deb Sherrer) announced that the Audit Committee has selected a new firm to provide financial audit services in 2023-2024. Final drafts of the FY2024 budget will be shared with the Board in advance of the June**

meeting. The June board meeting will include a detailed presentation and discussion of the proposed budget.

5.3. Secretary Update – Brunner (2m) - **APPROVED, new Nominations Committee chair, Tony Hardin.**

6. Operational Reports – Everett (30m)

6.1. Conference Report – 2023 St. Louis. **The National office staff presented several metrics. J. Harris reported significant increases in exhibitor sales. M. Blackmon presented a detailed and data-driven presentation about the 2023 National Conference.**

7. Executive Session (10m) **ENTERED 6:09 pm – Laura Lee presented a report regarding a confidentiality issue. No motions were raised. EXITED AND ADJOURNED 6:16 pm**

8. Adjournment

NEXT BOARD MEETINGS:

- June 20, 2023, 4:00pm - 6:00pm Online
- August TBD, Board Retreat and Business Meetings, Indianapolis, IN