

MEETING MINTUES - APPROVED

USITT Board of Directors

Board Meeting No. 122

Tuesday, December 13th, 2022, 4:00PM – 5:30PM EST

Online

Present

Board of Directors [first initial, last name]: C. Satter, A. Bellet, J. Streeter, T. Hausman, P. Brunner, D. Krajec, J. Jacobs, A. Tripathi, T. Huston, D. Taylor, D. Fitzgerald, A. Casey, A. Duggan, K. Corbett-Oates, D. Sherrer, N. Queenan, C. Gillet, Y. Williams, , K. Williamson, K Allee-Foreman, T. Hardin

Excused Absent: E. Rouse, K. Scott, M. Mitchell

Unexcused Absent:

Board Fellows: B. Rangell

Non-Voting Staff: L. Asbell-Swanger

Guests: Jean Montgomery

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

1. Call to Order & Agenda Approval (5m) **Meeting called to order, by C. Satter, 4:01pm, EST**
 - 1.1. Announcements & Introductions
 - 1.2. Call for New Business
2. Corrections and Approval of Minutes from Previous Meeting (2m)
CORRECTIONS TO MINUTES: T. Hausmann spelling, strike D. Krajec from attendance, add T. Harden to absent list.
PASSED unanimously
3. Consent Agenda items (2m)
Architecture Awards - **PASSED unanimously**
4. Governance Education & Transition Topic (15m)
 - 4.1. Board Self-Analysis & Vision Statement – Paul
Paul presented information on best practices for effective Boards, first steps in Board self-analysis, and vision versus mission statements.
5. Governance Reports & Action Items
 - 5.1. President's Update – Satter (10m)
 - 5.1.1. Executive Director Search Committee Update
 - 5.1.2. General updates
 - **Roberts Rules – Martha's Rules, group unable to meet. Update in January 2023**
 - **Vision Statement Review Team: D. Taylor, D. Sherrer, T. Hausmann, Anita Tripathy**
 - **Director of IDEAS/Inclusion: position search is on hold until a new Executive Director is appointed and a job description and search process can be developed.**
 - 5.2. Treasurer's Update- Scott (3m)
 - 5.2.1. Report- **K. Scott to present a written report via Basecamp in the coming days, to include**

information about application fees for Student Volunteer program.

5.3. Secretary Update – Brunner (2m)

5.3.1. Report – VERBAL report given. Elections open January 25, 2023, and nominations for the next election cycle will open soon after the National Conference.

6. Operational Reports – Asbell-Swanger (5m)

Written report stands as submitted.

7. Executive Session **ENTERED session at 5:06PM**

8. Adjournment

Motion to EXIT Executive Session, and adjourn at 5:21 p.m.

Motion approved.

Respectfully Submitted, P. Brunner, 1/6/2023