

MEETING MINUTES - APPROVED
USITT Board of Directors
Board Meeting No. 123
Tuesday, January 10th, 2023, 4:00PM – 5:30PM EST
Online

Present

Board of Directors [*first initial, last name*]: C. Satter, A. Bellet, J. Streeter, T. Hausmann, 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, Y. Williams, K. Williamson, K. Allee-Foreman, T. Hardin, E. Rouse, K. Scott, M. Mitchell, L. Asbell-Swanger (Interim ED)

Excused Absent: C. Gillet

Unexcused Absent:

Board Fellows: B. Rangell, J. Gonzalez, K. Jensen

Staff:

Guests: J. Montgomery, C. Lefko, T. Honesty

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, 4:02pm, EST**
 - 1.1. Announcements & Introductions
 - 1.2. Call for New Business

Corrections and Approval of Minutes from Previous Meeting (2m) **PASSED unanimously**
2. **CORRECTIONS TO MINUTES: for the Dec 2022 meeting minutes, correct spelling for Hausmann, Corbett-Oates. Harden was in attendance, Allee-Foreman was in attendance.**
3. Consent Agenda items (2m) **PASSED unanimously**
 - 3.1. Rising Star Award
 - 3.2. Young Designers, Managers, and Technicians Awards
4. Governance Education & Transition Topic (0m)
 - 4.1. No topic here
5. Governance Reports & Action Items
 - 5.1. President's Update – Satter (10m)
 - 5.1.1. General updates
 - 5.1.2. Martha's Rules of Order Update - **Update in February 2023**
 - 5.1.3. Vision Statement Team Update – **group unable to meet - Update in February 2023**
 - 5.1.4. St. Louis Meeting Agenda and Board Workshop - **Satter is securing the services of Shelly Gardeniers to lead the Board through additional leadership and governance training, with a focus on Board composition and recruitment.**
 - 5.2. Treasurer's Update- Scott (3m)
 - 5.2.1. Report- **K. Scott posted a written report just after the meeting, and presented verbally surrounding the topic of Student Volunteer fees.**

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.

Bylaws – the committee continues to meet every-other week and plans to present updated policies for Commissions, Research Activities, and Publications in the near future.

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

Written report stands as submitted.

7. Executive Session **ENTERED session at 4:49 p.m.**

PASSED unanimously – a request for Board action was read into the record from the Executive Director Search Committee that reads as follows:

The Executive Director Search Committee unanimously recommends the USITT Board of Directors charge President, Carolyn Satter to work with Carl Lefko, Chair of the Search Committee, to immediately begin contract negotiations to hire _____ as the Executive Director of USITT.

The name was read in the meeting and has been omitted in these notes for confidentiality.

8. Adjournment

Motion to EXIT Executive Session, and adjourn at 5:03 p.m.

Motion approved.

Respectfully Submitted, P. Brunner, 1/18/2023