

MEETING MINTUES - APPROVED

USITT Board of Directors

Board Meeting No. 124

Wednesday, March 15, 2023, 2023 9:00a-12:00 Central Time

St. Louis, MO, Convention Center, Rm 370.

Present

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

Excused Absent: K. Williamson

Unexcused Absent:

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

Staff:

Guests: J. Montgomery, T Shackleford

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, 9:02AM
 - 1.1. Announcements & Introductions **All persons present in the room, and online, introduced themselves**
 - 1.2. Call for New Business - **No items presented**
2. Corrections and Approval of Minutes from Previous Meeting (2m)
Minutes from the February 2023 Board meeting were accepted as submitted.
3. Consent Agenda items (0m)
No items presented
4. Governance Education & Transition Topic (0m)
No items presented in lieu of Tuesday's Board Training Workshop
5. Governance Reports & Action Items
 - 5.1. President's Update - Satter (60m)
 - 5.1.1. Discussion - Tuesday Training Workshop - **Satter requested each Board member send her their "top 3" of "what should the board concentrate on, what's important to us?"**
 - 5.1.2. Martha's Rules - Status Report - **Presented for Second Reading. Brunner to study whether this requires a Bylaws amendment.**
 - 5.1.3. Harassment & Anti-Discrimination Policy - **Everett presented a summary of the policy. More detailed discussion to take place at the August 2023 Board retreat.**
 - 5.1.4. Gateway - Report - **A report was given by Satter**
 - 5.2. Treasurer's Update- Scott (10m)
 - 5.2.1. Written Report - **Written report was highlighted. Debt service, budget structure changes to separate out the budget lines specific to the National Conference for visibility purposes were all discussed. Fees across the Institute will be reviewed this spring. Final budget will be presented in the June, 2023, Board meeting.**

A. Glover requested Membership data. Everett suggested this should be available for the May meeting.

5.3. Secretary Update – Brunner (15m)

5.3.1. Written Report

5.3.2. Action Item – Commissions Policy - **Approved as presented**

5.3.3. Honorary Resolutions

Three honorary resolutions were read into the record for: Ashley Bellet, Kasey Allee-Foreman, and Paul Brunner (enclosed)

International Exhibitions Travel Grants – Approved as presented

6. Operational Reports – Everett & Asbell-Swanger (15m)

6.1. Conference update

3,902 Institute members today. Registrations 4,443 (as of end-of-day, 3/14/2023), \$890k income, Laura Lee onboarding continues.

7. Executive Session (15m) **The Board voted to enter Executive session at 11:08am to discuss items, and voted to exit Executive Session, and Adjourn, at 11:25am. There were no action items presented.**

8. Adjournment (hard stop, 12:00noon)

Respectfully Submitted, P. Brunner, 5/1/2023