



Association for
Performing Arts
& Entertainment
Professionals

usitt.org

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MINUTES FOR USITT BOARD OF DIRECTORS MEETING

Tuesday, November 14th, 4:00 PM - 5:30 PM EST

USITT Core Values

Inclusion- Acknowledging the inequitable structures established by the dominant culture, and the industry's conscious or unconscious participation in these unjust systems, USITT commits to the ongoing struggle to create equitable spaces, to embrace diverse experiences, and to uplift and encourage multiple perspectives.

Excellence- Recognizing the need for continuous pursuit of the very best in our profession, our industry, and our Institute, USITT cultivates innovation in education, research, and safety.

Responsibility- Embracing a long-standing imperative to serve, USITT provides value through year-round activities, elevates the work of individuals and organizations, and heightens accountability to our members and the industry.

Attending:

Board of Directors: K. Allee-Foreman (Ex-Officio), J Baldwin, A. Bellet, A. Casey, K. Corbett-Oates, A. Duggan, P. Estell, L. Everett (Ex-Officio), C. Gillett, A. Glover, T. Hardin, T. Hausmann, J. Jacobs-Evans, M. Mitchell, C. Satter, K. Scott, J. Streeter, D. Taylor, A. Tripathi, Y. Williams, N. Queenan

Excused Absence:

Unexcused Absence:

Board Fellows: J. Gonzales

Staff: M. Blackmon, S. Everett, K. Greenfield, J. Harris, J. Shuron, F. Taylor

Guests: L. Marqua

MEETING Minutes

1. Call to Order & Agenda Approval 4:02 PM Eastern

1.1 Announcements & Introductions

1.2 Amendments to the Agenda (New Business)

Addition: Discussion on unfinished Board Action May 2020

2. Corrections and Approval of Minutes from October Meeting (5m)

January 26th corrected to January 16th for next meeting

Moved and Passed

3. Consent Agenda items (5m)

3.1 Golden Pen and Herbert Greggs Awards

3.2 Architecture Award

3.3 Fellows of the Institute

3.4 Bylaws: Student Chapter Wording

Moved and Passed

4. Governance Reports & Action Items

4.1 President's Update – Satter (20m)

Travel Policy for Board Members

Policy is as follows: Housing covered, travel ½ covered

Has passed Board job descriptions on to Governance for review.

Travel Policy for Commissioners

Discussion

*What has it been: full travel, shared housing; no more shared housing—
liability for USITT*

*More clarity may be needed on what the financial commitment means
prior to commitment to the Board*

*Why are there three commissioners per commissions? We need more
info—*

Why are we doing a retreat?

What is the cost/benefit of a hybrid situation?

We will revisit this conversation in January

4.2 Treasurer's Report – Scott (20m)

Report Attached

4.2.1 Action Item for Discussion: Investment Fund Policy

*In future, Funds named for people will have a minimum of \$50,000 base
Investment*

Current wording requires USITT to match 5% investment

4.3 Secretary's Report – Bellet (10m)

Report Attached

4.3.1 Action Item for Discussion: Student Chapter Policies

Wording Changes; Motion and Approval

4.3.2 Action Item for Review: Student Chapter Procedures

Wording Corrections

4.4 Audit Committee Report – Corbett-Oates (10m)

Full Audit Report will come at the January Board Meeting

5. Operational Reports – L. Everett (20m)

5.1 Executive Director's Summary (10m)

Seattle Video posted

Regional Section Update

Membership Survey: roughly 25% completed (roughly normal)

New Staff Members

Looking for new ETCP certified instructors

New Business

Discussion on unfinished Board Action May 2020: Two funding requests:

13984 Small Grants

45000 UC Long Beach Collections Project; Postponement to May of 2020

Need for followup and completion of grant expectations

6. Executive Session (10m) None required

7. Adjournment 6:34

NEXT BOARD MEETINGS:

January 16th, 2024; 4:00-6:00 PM via Zoom

March 19th, 2024; Seattle, WA, *IN PERSON*

May 14th, 2024; 4:00-5:30 PM via Zoom

(June 2024 only as needed - will be determined by the March mtg)