



Association for
Performing Arts
& Entertainment
Professionals

usitt.org

**United States Institute for
Theatre Technology, Inc.**

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MINUTES FOR USITT BOARD OF DIRECTORS MEETING

Tuesday, March 19th, 2:00 PM - 6:00 PM PDT, Metro Ballroom A

Wednesday, March 20th, 8:00 AM - 11:00 AM PDT, Metro Ballroom A

Seattle, WA, In-Person

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.

2024 Board Goal

Promote and increase the visibility and the year-round value of the Institute membership in the performing arts and entertainment industry.

TUESDAY MEETING MINUTES

Land acknowledgement

Carlton Ford & Emily Grand (1 hour)

Tiffany Soricelli (1 hour)

Break (30 min)

Board Contract Discussion

WEDNESDAY MEETING MINUTES

Attending:

Board of Directors: A. Bellet, K. Corbett-Oates, P. Estell, C. Gillett, A. Glover, T. Hardin, T. Hausmann, T. Houston, N. Queenan, C. Satter, K. Scott, J. Streeter, D. Taylor, A. Tripathi, Y. Williams, K. Williamson; K. Allee-Foreman (Ex Officio), L. Everett (Ex Officio)

Excused Absence: J. Baldwin, A. Duggan, J. Jacobs-Evans, M. Mitchell

Unexcused Absence:

Board Fellows: J. Gonzalez, K. Jensen, D. Ranisate (Incoming)

Staff:

Guests: L. Asbell-Swanger, D. Epstein, C. Ford, E. Grand, E. Kazle, T. Mays, P. Rizzotti, M. Shanda, D. Sherrer

Start: 8:01

1. Call to Order & Agenda Approval (10 min)

1.1 Announcements & Introductions

1.2 Amendments to the Agenda (New Business)

Cary Gillett– I.D.E.A.S. Report

2. Corrections and Approval of Minutes from January Meeting (5 min)

Audit Report– Legal terminology corrections

3. Consent Agenda items (10 min) There

3.1 Clarification of Rules of Order

3.2 Updated Publications Section for PPC

3.3 Update to Wording in Policies in PPC

3.4 Bylaws Committees of the Corporation Revision

*3.4 on hold for May meeting's discussion
3.1-3.3 Passed*

4. Governance Reports

4.1 President's Report – Satter (20 min)

4.2 Treasurer's Report – Scott (10 min)

Coming out of conference Finance will comb through numbers, post that to BC for the Board, please look over for our next meeting.

4.3 Secretary's Report – Bellet (5 min)

Both Bylaws and Governance have been working on the two documents for revision

Will make sure there is a working version of the PPC available for the Board's reference

5. Operations Report – Everett (10 min)

*Key features: some concern over having a conference in the PCNW
As of yesterday at 8 PM; 450% increase in non-corp USITT growth in PCNW*

Conference Net Rev: \$927,142

350 PDWs and Events, 3 exhibitor training studios, 10 labs, Sold out 16 PDWs

120% over sponsorship goals

Break: 9:31

6. Nominations Committee Report – Hardin (10 min)

Report attached

A. Casey has resigned to pursue professional work

We are required to replace according to the Bylaws and the state of NY; Onboarding would have to happen if the person has not served on the Board before.

Discussion

The Board will move forward with the Nominations Committee's proposal: S. Parker will fulfill A. Casey's term

Motion passes

7. Development Committee Report – Shanda (10 min)

Conference strategy: text to give challenge
Days of Giving
Arbor day in April
IDEA Efforts in June
USITT Founding Anniversary in October
End of Year Giving
Loft Block Society
Total Giving: \$120,024

8. International Committee Report – Rizzotti (10 min)

PQ review
Working on transparency for more membership involvement
Asking for more conversation and involvement on the part of the Board with International Activities

9. Membership Committee Report – Epstein (10 min)

Highlights: Bridge Program, Highschool Program, Student Chapter Roundtables
Working on Regional Section Programming and Organization
Membership Committee Proposal: From 10 to 12 members

10. Research Activities Report – Queenan (10 min)

Will be meeting April/May to begin planning for the next grant cycle: targets and goals; July will tell what funds will be made available for awards
Working on transparency and what will be available to the membership

11. New Business

I.D.E.A.S. Report – Gillett (10 min)
Focus on bringing in new voices
10th anniversary of Gateway Program
Learning and Community Efforts at Conference

End: 11:02

12. Executive Session (10m) *No Executive Session*

NEXT BOARD MEETINGS:

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