



AGENDA FOR USITT BOARD OF DIRECTORS BUSINESS MEETING

March 5th, 2025, 8:30-11:00 AM Eastern, In-Person

Join Zoom Meeting:

<https://us02web.zoom.us/j/81784381504?pwd=NYwT5aQ2j2bePHqSy6U8bmCS6OFdYp.1>

Meeting ID: 817 8438 1504

Passcode: 846541

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.

8:00 AM Breakfast Provided

Attending: K. Allee-Foreman, J. Baldwin, A. Bellet, K. Corbett-Oates, P. Estell, L. Everett (Ex Officio), C. Gillett, T. Hausmann, T. Honesty, T. Houston, S. Kelly, M. Mitchell, C. Satter (Ex Officio), F. Sellers, J. Streeter, D. Taylor, Y. Williams, K. Williamson

Board Fellows: D. Ranisate, F. Charles, J. Scheier

Staff:

Absent:

Excused:

Guests: E. Alguire, C. Anderson, J. Bazemore, L. Bennett, R. Chikar, H. D'Amico, A. Glover, K. Jensen, T. Mays, D. Sherrer, J. Sherwood

Begin: 8:31

MEETING AGENDA

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

1.1 Announcements & Introductions

Update on the USITT Office Fire

Three weeks before the conference

No injuries; extensive smoke damage

Plans to find a new office space will commence after the conference

Thank you to Syracuse Stage and Shepherd for their generosity and assistance with conference logistics

All mail is currently being forwarded to a PO Box

Please be visible and accessible to the members throughout conference

1.2 Amendments to the Agenda (New Business)

None

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

Approved

3. Governance Reports

3.1 President's Report – Allee-Foreman (20 min)

Following up on August retreat, the March retreat was unifying

Highlights from August: Board communication with staff

New Google doc that will be maintained so Board members can regularly (view only) access current institute registrations, numbers, stats, dates, talking points, events, etc

3.2 Treasurer's Report – Honesty (10 min)

All records are safe from the fire, etc as they were stored on the Cloud– the fire did cause a small interruption in the current financial processes.

3.3 Secretary's Report – Bellet (5 min)

Bylaws continued work on PPC; please ask if you need access to the document

Governance is working on self assessment, specifically as it will affect future nominations and Board slates

Recruitment for future leadership– please

4. Operations Reports

4.1 Executive Director's Report – Everett (10 min)

*Registration is up and running; yesterday at 6 AM: 5783
Over 1 million in booth sales; \$243+ sponsorship
295 exhibitors; goal was 300
Passed registration # goal, on track for registration financial goal
On track to pass 6000 registration*

4.2 IDEAS Committee Report – Gillett (10 min)

*Work is being done on the makeup and goals of the committee
Commission representation and members-at-large
Major shift: from conference focus to membership conversations/needs
3 thing to emphasize:
 Launching 365 programming
 Examination of internship practices
 Onboarding and hiring/job posting
Launch of Access Backstage: Hannah Bailey, Peter Royston
Gateway has separated from IDEAS– it is built into the budget and marketing plan as a separate entity
IDEAS conversation with Mark Shanda: how do we work with Development/asking for financial support for future endeavors
Last year for Cary to chair; looking for replacement*

4.3 Research and Creative Endeavors Committee Report – Hausmann

(Attached)

4.4 International Activities Committee Report – Rizzotti

(Attached)

4.5 Publications Committee Report – Jaen

(Attached)

5. New Business

None

End: 9:35 AM

6. Executive Session (30 min)

End: 10:10 AM

NEXT BOARD MEETING:

May 21st, 4:00 PM Eastern