

ICTA November Minutes

Vice-President John Olson convened the Iowa Community Theatre Association board meeting at 11:10 A.M. on Saturday, November 12. Present besides John were Helen Beneke, Loween Getter, Molly Ketchum, Jason Paull, Gerard Schwicherath, Donna Smithson, Norman Ussery, Mel Wilson, and Cheryl Zieringer; absences: Carol Brehmer, Bobbi Lutzen, Rick Meyers, Pam Ratliff, Christine Wolf.

Donna read the September minutes. Mel moved, Jason seconded to amend the minutes to indicate each goblet costs \$35.00, not \$75.00. Carried.

Gerard presented the treasurer's report. Within a week he will be able to reinvest the Boutin monies at 2% interest. Two recipients of the 2015 Boutin grants have not submitted evidence of completion of projects. If they are not received by the end of the year, the amount awarded will be forfeited. Consensus was that recipients know a report is due and should act without having a reminder from the ICTA treasurer.

Only one 2016 grant application was received, and it was incomplete with a note that they had no financial information available as was required. Board members indicated that this information could have been downloaded from the IRS site since they are a non-profit organization. (GuideStar.org) Jason moved; Molly seconded that a precedent not be set by accepting an incomplete application form and awarding that theater a Boutin grant. Carried.

Norman asked Gerard to publish in Center Stage and on the ICTA website a list of pointers pertaining to treasury questions that would be helpful to theaters in Iowa.

Mel reported for the committee researching methods of fund raising that would furnish more money in the L. K. Boutin fund so that either more or larger grants could be awarded:

- A \$5.00 50/50 raffle during state festival; half to winner and half to Boutin fund
- Involving ICTA member theaters in a raffle whereby they would sell tickets. Have one large prize available. She contacted the theaters to see which ones would donate two free tickets for a raffle funding.
- Incorporate PayPal into a funding system. PayPal keeps about 2% of the donations.
- Have an online auction.
- Use AmazonSmile for people who are purchasing shopping items. The buyer pays the listed amount. Amazon gets a percentage of the sales.
- Establish a foundation.

Too many ideas were being suggested without information to make intelligent decisions. For example, a raffle license is restricted to one state so a scrutiny of purchases would be necessary. A foundation is not very beneficial until the organization has at least a six-digit bank account.

Gerard moved, Jason seconded that if a report is an agenda item, the necessary information must be e-mailed to every ICTA Board Member at least four days prior to the next meeting date. Carried.

Loween noted that Center Stage would be published very soon after this day's session.

A concern was voiced regarding information, especially pertaining to the Awards in Excellence Program, that is stored in a computer for which only one person has access. Gerard agreed to set up an account for ICTA whereby at least three board members would have access. These three would be Pam, Mel, and Gerard. A password could be provided for every board member's access. Loween's signature will be placed along with Gerard's per the bank accounts.

Mel announced that the adjudicators confirmed for the 2017 Festival in March are Jim Walker of Aberdeen SD, former Region V representative, and Steve Taft, currently a drama professor at UNI. Kristi Quinn is not eligible nor available. Two other considerations are Julianna Skluzacek, Artistic Director of The Merlin Players in Faribault MN and Mary Beth King from Dakota Fine Arts.

Rick, liaison with Marshalltown for Festival, was not present to report. There was concern about information not having been provided through a mailing, on the web, through Center Stage, nor on Marshalltown's web site to detail the process for entering a production. Prices need to be determined in a co-ordinated effort by ICTA and the host, and the general public also needs to be made aware of this upcoming event. John related how he approved of what Nebraska did at their state festival in that they told the adjudicators which trophies they wanted awarded, and the adjudicators' tasks were then to decide who would receive each trophy. John will write an article on festival awards.

The Awards in Excellence Program was discussed regarding a complaint of misspelled names. Cheryl stated that she sent a list of the participants' names to each of the involved theaters and asked them to return the lists. Some theaters never responded. Some did send corrections, but they were still wrong in the final print.

Should musical and drama productions be separated in regard to awards? Helen moved, Norman seconded having two categories. Carried. More goblets will be needed for prizes.

Should there be a separate category for children's productions? After a short discussion as to children appearing as characters in a play as opposed to an entire children's production, no decision will be made. Gerard moved, Jason seconded that a sub committee needs to provide information for consideration. Carried.

General comments:

- Loween lifted up the Des Moines event, showing pictures of Mel and Sue as audience.
- John approves of workshops at festival, especially for the networking possibilities
- What about holding state festival in the year preceding the regional? Donna said that had been a topic of conversation a few years ago, but she thought the decision was reached without asking the participating theaters. Poll the participants in March for an opinion.
- Loween said their sponsored trip to England was a good fund-raiser for Webster City.

The next ICTA Board Meeting will be held in Webster City on December 17 at 11:00 AM. Loween will have lunch prepared.

John asked who is the board member that is a liaison with the webmaster to make certain that all information is current and accurate. There currently is none. Gerard moved, Jason seconded adjournment at 12:58 P.M. Carried.

Respectfully submitted,

Donna Smithson, Secretary