

WACT Board of Directors meeting
October 18, 2003

- I. Meeting called to order at 2:30 pm (because of Badger game) at the residence of Bob Kafka, Wauwatosa, Wisconsin.
- II. Approve minutes of the September 6, 2003 meeting. Moved by Frank Peot, seconded by Carla Gallun. Approved unanimously.
- III. Treasurer's report. Better, but still need more individual memberships. Dick asked about temporary memberships and Sandi will be asked about what they are. Moved by Frank Peot and seconded by Dick Jellings. Approved unanimously.
- IV. Administrative
 - A. Checking account signatories. New cards are being completed with Bob and Sandi.
 - B. Tax exempt status. Forms submitted and awaiting approval.
 - C. Permanent 501 © (3) status. Still awaiting word back, most communication is slow.
- V. Committee Reports
 - A. Off-year festival – La Crosse. March 5-7, 2004. No report on further progress, a registration has been received.
 - B. History. Elaine presented a book containing old documents and pictures from the history of WACT and groups that existed prior. Pictures may be scanned in to be added to the website. Elaine will continue to collect information from her stash of stuff. Frank is also collecting stuff. Elaine will write an article for December newsletter.
 - C. Regional AACT Fest 2003 – Ft. Atkinson. Frank has talked with the group and will need to visit them in person to get things straightened out. A festival report, Region III book, and possibly some money is expected to come forward.
 - D. State AACT Fest 2005. Frank contacted Sauk Prairie and they would bring it up at their board meeting. Elaine will contact Lodi group and a person in Oconomowoc. Bob will talk to Brookfield group. Don will contact Jeanie Pitsch in Marshfield. Bon will contact in Marshfield as well. Elaine will contact Middleton. Frank will contact Green Bay. Carla will continue to work on Beaver Dam.
 - E. Awards. Lunt Fontaine award. Was give to La Crosse twice. Nobody remembers it. Need to contact Ten Chiminies in Wausau and the Lunt Fontaine foundation. Will continue to work on re-establishing the award. Frank suggested a corporate award or senior volunteer award. Frank will continue to work on criteria for each award and when they will be given. The

Mary Dwyer award given each year should included a permanent trophy to be given when the traveling trophy is moved each year.

- F. Nominating. Frank will write article for newsletter to advertise nominations for board.
- G. Bylaws/Operations Manual. Work continues redoing many of the bylaws and getting them put onto the website.
- H. Finance. Financial report was presented. Grant writing will begin soon. Possibly look for a friendly accounting firm to provide a certified audit in order to qualify for some grants.
- I. Membership. Report is low, we must encourage more. Dick and Elaine are continuing to work on form.
- J. Website. Nothing to report except for the bad link. To be fixed. Bylaws and newsletter to be added to the site.
- K. Newsletter. Don has begun to layout the next newsletter for December 1st. Articles and membership form to be added to the next issue. Frank will send mission statement for inclusion on the newsletter.
- L. Publicity. Media list is nearly complete and Carla will help compile list for press releases. Elaine will contact costume shops for the feasibility of putting membership forms at their location.

VI. Other Reports

- A. Logo Merchandise. Carla will investigate water bottles, frisbees, lapel pins, name tags and canvas bags.
- B. Lending Library. Bob presented Ohio Community Theatre Association's script lending library example. Project consideration will continue. Don will write an article for the newsletter.

VII. Old Business

- A. Bob presented new committee list to board members.

VIII. New Business

- A. Bob handed out state statutes for non-profit groups.
- B. AACT handbook discussion about paperwork for another meeting.
- C. Add a AACT Fest rules workshop for the WACT Fest 2004 in La Crosse was suggested.

IX. Other

X. Next Meeting

- A. January 17, 2004 in Sun Prairie (Odd Couple)

XI. Adjournment

Meeting adjourned at 5:30. Elaine moved, Dick seconded. Motion approved unanimously.

- A. 4:49 pm Dick Jellings moved and Frank seconded. Motion approved unanimously.