

**Wisconsin Association of Community Theatre
Board Of Directors' Minutes
June 20, 2004 – Verona, Wisconsin**

Board Members Present: President Bob Kafka, Vice President Frank Peot, Treasurer Krista Berggren, Member at Large Dee Baldock, Member at Large Dick Jellings, Member at Large Elaine Jellings, Member at Large James Nelson

Board Members Absent: Secretary Don Nelson, Member at Large Carla Gallun, , Member at Large Lynn Ruhl, Member at Large Thom Yarnal

Guests Present: Mark Holten

I. Call to Order

The meeting was called to order by President Bob Kafka at 5:35 PM

II. Approval of Minutes

There were minutes from several meetings outstanding

Motion – To approve the minutes of the January 17, 2004 meeting
(Frank Peot/Dick Jellings – Passed)

The following additions/corrections were made to the minutes of the March 7, 2004 meeting. The meeting was called to order by President Bob Kafka. Frank Peot moved to close nomination.

Motion – To approve the minutes of March 7, 2004 as amended
(Dick Jellings/Frank Peot – Passed)

Motion – To approve the minutes of the April 17, 2004 meeting.
(Elaine Jellings/Krista Berggren – Passed)

III. Financial Report

No financial reports were available

IV. Administrative

Board members were reminded to do their Conflict of Interest statements if they haven't already done so.

Lynn Ruhl has been appointed chair of the Membership Committee.

We've received 2 quotes for general liability insurance. Summit Global Partners' quote is \$450 and R&R Insurance's quote was \$423.

Motion – To accept the quote for general liability insurance from R&R Insurance
(*Frank Peot/Jim Nelson – Passed*)

V. **Committee Reports**

Off Year Festival – 2006 – There are no prospects for 2006 but Verona may be interested in hosting AACTFest 2007.

Bylaws/Operations Manual – Article 5 needs a minor clarification to specify that it refers to the annual meeting. We will also examine what constitutes a quorum for a board meeting.

History – Nothing new to report

Regional AACTFest 2003 – Bob will contact Fort Atkinson yet again in regards to the \$500.00 from the festival.

State AACTFest 2005 – A contract has been signed with the Cedarbury Inn reserving 30 rooms. The 3 adjudicators' rooms will be comped. A letter was written to Culvers' franchise asking for \$1000.00 to underwrite WACTFest 2005 and a brochure has been sent to local businesses asking for financial assistance. Sample registration forms were also passed around. Frank Peot handed out committee assignments as follows:

- Elaine-Adjudicator host
- Dick-AACT rep & timer host
- Dee, Dick and Elaine-timers
- Lynn and Dee-Registration table
- Jim and Carla-House Chairs
- Bob-program
- Don-Sound
- Thom-Onstage coordinator
- Carla, Don, Dee-social
- Sandi and Krista-silent auction and logo merchandise

For adjudication the following names were suggested:

- Joann Nissen from Racine
- Tim-state wide coordinator for 4-H arts

Awards -- We will need new badges for board members

Finance – Bob asked that board members try to come up with some way to alter our silent auction procedures to prevent everyone waiting till the last minute which keeps the bids down.

Membership – No report

Website – No report

Newsletter – No Report

Publicity – No report

VI. Other Reports

Logo Merchandise – We discussed an AACTFest logo T-shirt and using Showbits merchandise at WACTFest 2005.

VII. Old Business

None

VIII. New Business

None

IX. Other

None

X. Next Meeting

The next meeting will be held on September 11, 2004 at 2:00 PM at the Sauk City River Arts Center in Sauk City.

XI. Adjournment

The meeting was adjourned at 7:10 PM

Respectfully submitted,

Krista Berggren, Treasurer, WACT