

**Wisconsin Association of Community Theatre
Board Of Directors' Minutes
September 11, 2004 – Sauk City, Wisconsin**

Board Members Present: President Bob Kafka, Vice President Frank Peot, Member at Large Dee Baldock, Member at Large Dick Jellings, Member at Large Elaine Jellings, Member at Large Carla Gallun

Board Members Absent: Treasurer Krista Berggren, Secretary Don Nelson, Member at Large Thom Yarnal, Member at Large James Nelson

Guests Present: Mark Holten

I. Call to Order

President Bob Kafka called the meeting to order at 2:05 PM

II. Approval of Minutes

Minutes from the June 20, 2004 meeting were presented.

Motion – To approve the minutes of the June 20, 2004 meeting as presented.
(*Frank Peot/Dee Baldock – Passed*)

III. Financial Report

No financial reports were available

IV. Administrative

Committee assignments were presented by Bob Kafka and accepted by the individuals listed:
Dee Baldock – Financial Committee and the Off Year Conference Committee;
Tom Yarnal & Jim Nelson – Publicity Committee; Elaine Jellings – Nominating Committee

The general liability insurance premium has been paid to R&R Insurance as of this week.

V. Committee Reports

Off Year Festival – 2006 – Beaver Dam may be interested in hosting the festival; Carla Gallun will be following up with them. Everyone is to continue looking for a venue for 2006 in case Beaver Dam does not work out.

Bylaws/Operations Manual – A proposed bylaw change was presented to the board for their review.

Article 6 – Board of Directors

Present Wording:

Nominations: The Nominating Committee, appointed by the President, shall nominate candidates to the Board of Directors. The method of nomination and election shall be determined by the Board of Directors and set forth in the Manual of operations.

New Wording:

Nominations: The Nominating Committee, appointed by the President, shall nominate Candidates to the Board of Directors. **To be nominated a candidate must be a member in good standing for no less than sixty days (60) prior to the Membership Meeting at which elections shall take place.** The Board of Directors may set forth additional qualifications which shall be set forth in the Manual of Operations.

Bob Kafka suggested the number of days be changed to thirty (30) to match the number of days of membership to qualify to vote at the annual meeting. With this change, the proposed law change will be acted on at the next board meeting, and if approved, presented to the membership in February.

History – Nothing new to report

Regional AACTFest 2003 – Bob shared a letter he intended to send to Fort Atkinson Community Theatre regarding the \$500 donation they had obligated to make to WACT. Frank shared information he had received from Gary Thom, Fort Atkinson Community Theatre treasurer, that Fort Atkinson would donate \$500 towards the 2005 AACTFest to fulfill their obligation. Bob will hold off sending the letter until we know what will happen with this compromise. We will ask that the AACTFest books be corrected and not reflect the donation.

State AACTFest 2005 –Frank Peot handed out updated committee assignments as follows:

Elaine-Adjudicator host; Dick-AACT rep host

Dee, Dick and Elaine-timers

Lynn and Dee-Registration table

Jim and Carla-House Chairs

Bob-program & name tags

Thom-Onstage coordinator; Dale-Sound; Mark-Lights

Carla (Saturday), Dee (Friday)-socials

Sandi and Krista-silent auction and logo merchandise

Adjudicators-Alan Ebert has confirmed, JoAnne Nissen has not, Dennis Yslas was taken off the list and Kay Armstrong was suggested for the final position. Bob Kafka will contact Kay about adjudicating.

Frank presented a preliminary AACTFest budget to the board. There were changes and corrections made to the budget and the revised budget will be presented at the next board meeting.

Potential groups for the festival so far are: Beaver Dam, Columbus, Village Playhouse of Wauwatosa, Racine Theatre Guild, and Brookfield Players.

A People's Choice Award was discussed. AACTFest participants could vote for their favorite show with cash. The money from the boxes could be distributed in the following ways

- All of the cash would go to the group who produced the show
- Half of the cash would go to the group who produced the show and WACT would keep the remainder
- The proceeds would be used to help defray the costs for the winning group to go on to regionals. (In total or in part)

Two suggestions were made on the silent auction, one, that some of the items be a secret auction, two, that the cut off time for the silent auction be better enforced.

Regionals will be held April 8-10, 2005 in Grosse Point, MI. For more information go to www.GPT.org. Nationals will be in Kalamazoo, MI June 14-18, 2005.

Awards -- New badges for board members will cost \$7.00 a piece. It was agreed that individual Board members should pay for the badges. Traveling award plaques will cost \$15.00 a piece.

Finance – The annual budget for WACT was reviewed, suggestions and corrections were made and the revised budget will be brought before the board for action at the next meeting.

Membership – For individual members we went from 30 to 25 between last year and this with 12 non-renewals and 7 new members. For organizations we went from 21 to 17 with 5 non-renewals and 1 new member. Board members in arrears were notified. Also, a new membership brochure was distributed with instructions to push all friend, family, and total strangers to become members of WACT.

Website – Sandi is working with Dick Davies to change the website so we can change it easier or control it outright.

Newsletter – It is in the works, it was supposed to be finished today. The newsletter is not to the printer yet but MUST be done before September 30th. Lynn will send the labels to Frank electronically.

Publicity – No report

VI. Other Reports

Logo Merchandise – The Showbits merchandise original inventory was at a \$360 retail value (\$270 cost to WACT), we have sold \$292.50 and have \$67.50 of inventory left.

All should think of a new logo item for the festival.

VII. Old Business

None

VIII. New Business

Bob Kafka brought up the fact that WACT has not yet paid its membership fee for AACT for the year.

Motion – That WACT pay the AACT membership fee of \$55.00.
(*Frank Peot/Lynn Ruhl – Passed*)

Bob Kafka handed out the AACT Region III By Laws and the Board Meeting minutes from September 5th. The board then discussed the \$25.00 suggested fee for State ACT organizations within the region.

Motion – That WACT pay the fee for the coming year.
(*Frank Peot/Carla Gallun – Passed*)

Don Nelson has resigned as Secretary of WACT. Bob Kafka asked for a volunteer to fill the post until elections in February, Lynn volunteered.

Motion – Lynn hold the position of Secretary until the election in February.
(*Dee Baldock/Dick Jellings – Passed*)

The above change left a vacant Member at Large position on the Board. It was suggested that Mark Holten be appointed. He agreed to be appointed.

Motion – That Mark Holten be appointed as a Member at Large position on the WACT board until elections in February.
(*Frank Peot/Elaine Jellings – Passed*)

IX. Other

None

X. Next Meeting

The next meeting will be held on November 13, 2004 at 1:00 PM in Fall River. There is a production of Wizard of Oz at 7:30 that evening for all who are interested.

XI. Adjournment

Motion – That the meeting be adjourned.
(*Lynn Ruhl/Frank Peot – Passed*)

The meeting was adjourned at 5:05 PM

Respectfully submitted,

Lynn Ruhl, Secretary, WACT