

**Wisconsin Association of Community Theatre
Board of Directors' Minutes
January 22, 2006 – Beaver Dam, Wisconsin**

Board Members Present: President Bob Kafka, Vice President Frank Peot, Treasurer Dee Baldock, Member at Large Carla Gallun, Member at Large Marie Peterson, Member at Large Mark Holten, Member at Large Elaine Jellings, Member at Large Russ Stetler,

Board Members Absent: Secretary Lyn Ruhl, Member at Large Jeannie Pitsch, Member at Large Dick Jellings

Guests: Executive Secretary Sandi Weber, Allen Ebert, JamesSteffen

I. Call to Order

President Bob Kafka called the Wisconsin Association of Community Theatre Board of Directors' Meeting to order at 2:15 PM.

II. Approval of Minutes

Dee Baldock had one correction to the December 4, 2005 minutes. Section IX. B. states Dee attended the 'Future of Community Theatre Forum.' This should state Katie Monk a member of Verona Area Community Theatre attended the meeting. Dee had presented a brief report on the meeting.

MOTION: Holten/Peterson Mark Holten moved and Marie Peterson seconded a motion to approve the minutes of the December 4, 2005, meeting with the above correction. The motion passed.

III. Financial Report

Treasurer Dee Baldock reviewed the financial reports dated January 22, 2006. Several memberships have come in since preparing the report and are not represented in it. The Balance on hand is \$6,639.20

MOTION Jellings/Stetler The motion was made by Elaine Jellings and seconded by Russ Stetler to approve the Financial Reports as presented.

IV. Administrative

President Bob Kafka reported he has reviewed our insurance policies with Mary Breitrick. We need to review our coverage for liquor liability and non-owned autos. Mary will check to see if these can be included in our policy and keep Bob updated. Mary has been an insurance professional for many years and has been working with us on insurance issues.

Only four people have signed up for our Yahoo Group. All board members should do this.

President Kafka reviewed the AACT's slate for the 2006 election. Frank Peot is running for secretary. Most of the candidates are from the West where AACT is trying to increase representation.

V. Committees Reporting to the President

- a. **Off Year Festival** Carla Gallun reported only one group has signed up for performance. They will still accept another group. Sandi will send out an e-mail to all WACT members to remind them of the festival and asking for another representative. Elaine Jellings commented because of the merchandise we already have on hand and low registration numbers, she will order only approximately \$300 in merchandise rather than the originally approved \$500.

President Kafka presented a sample pen to be a give away.

MOTION Peot/Holten The motion was made by Frank Peot and seconded by Mark Holten to purchase one hundred fifty pens at approximately \$0.39 each with WACT's LaCrosse Address and our new Website address. The motion passed.

- b. **History** Elaine Jellings reported no new developments. She will have an article for the next newsletter on WACT History.
- c. **Website** Executive Secretary Sandi Weber reported we have a new website which is <wactweb.org>. Each board member has an individual e-mail address with this site. We are still working on getting the old site down and have no contact with the old site administrator. We need to work diligently to let people know about our new website. We could do this by changing the information for any site that has a link to our site and send a post card to everyone on our large mailing list.

MOTION Baldock/Gallun The motion was made by Dee Baldock and seconded by Carla Gallun to send a post card to everyone on our large mailing list. The postcard should contain our new website address, information on the Off-Year Festival, and notice of our annual meeting. The motion passed.

VI. Committees Reporting to the Vice President

- a. **AACTFest 2005** Vice President Frank Peot reported the final financial report on AACTFest 2005 has been completed. We realized a profit of \$1,024.48.
- b. **AACTFest 2007** Dee Baldock reported on AACTFest 2007. Verona is still working on logistics with the school system. They may be able to have the festival in conjunction with their move-in weekend or possibly a weekend in March. They are interested in doing the festival but still need to work on many areas before making a definite commitment. If someone else volunteers in the meantime we could accept them. Dee further reported there is a new hotel just outside Verona that would work as a festival hotel.
- c. **By Laws and Operations Manual** There are no additions to the By Laws or Manual of Operations.

MOTION Baldock/Jellings The motion was made by Dee Baldock and seconded by Elaine Jellings to table a vote on the 'WACT Elections Procedures' until the next meeting. The motion passed.

- d. **Awards** Frank Peot reported we are thinking about beginning awards presentations at AACTFest 2007. We are looking at one individual award and one group award. Details and names for these awards need to be worked out in the coming year prior to the festival.
- e. **Nominating** Frank Peot reported we have a complete slate for the Board of Directors to be voted on at the annual meeting. Those on the slate are: Bob Kafka, Carla Gallun, Allen Ebert, and Heidi-rose Creuziger.

VII. Committees Reporting to the Treasurer

- a. **Finance** All financial reports have been presented under the treasurer's report and approved.
- b. **Membership** We presently have 38 individual members and 35 organizational members.

VIII. Committees Reporting to the Secretary

- a. **Newsletter** Mary Breitrack has agreed to write several articles on insurance issues for up coming issues of the newsletter.
- b. **Publicity** No report

IX. Other Reports

- a. President Kafka reported WACT is listed as a cosponsor for Arts Day Wisconsin.
- b. **Privacy Policy for WACT E-mails** The report sent by Lynn Ruhl was briefly reviewed. It offers to send our newsletter electronically to members as an option. It also includes the ability to opt out of receiving the newsletter. Executive Secretary Sandi Weber suggested we include a link to the newsletter on our website rather than actually send the file. This way those who want can download and print if they desire.

X. Old Business

None

XI. New Business

None

XII. Other

None

XIII. Next meeting

A tentative board meeting was scheduled for Friday, February 24, 2006, following the opening performance at the Off Year Festival. This meeting will only be held if necessary.

The New Board of Directors will meet following the brunch on February 26, 2006.

XIV. Adjourn

MOTION: Holten/Jellings The motion was made by Mark Holten and seconded by Elaine Jellings to adjourn. The motion passed. The meeting of WACT was adjourned at 3:33 PM.

Frank Peot, Acting Secretary