

**Wisconsin Association of Community Theatre
Board of Directors' Minutes
May 20, 2006 – La Crosse, Wisconsin**

Board Members Present: President Bob Kafka, Vice President Frank Peot, Treasurer Dee Baldock, Secretary Lynn Ruhl, Member at Large Carla Gallun, Member at Large Marie Peterson, Member at Large Mark Holten, Member at Large Jeannie Pitsch, Member at Large Allen Ebert, Member at Large Heidi-rose Creuziger

Board Members Absent: Member at Large Russ Stetler

Guests Present: Sandi Weber

I. Call to Order

President Bob Kafka called the meeting to order at 2:11pm.

II. Approval of Minutes

Moved that the January 2006 minutes be approved
(Frank Peot/Allen Ebert – Passed)

Moved the April, 2006 minutes be approved with corrections. The minutes were corrected to show Jeannie Pitsch, Member at Large was present.
(Lynn Ruhl/Frank Peot – Passed)

III. Financial Report

Presented the Year to Date Financial Report for FY06.

Motion – To approve the Year to Date Financial report for FY06
(Frank Peot/Heidi-rose Creuziger – Passed)

IV. Administrative

- A. There have been e-mail problems Sandi will reset everyone and resend the instructions.
- B. The conflict of interest forms are still needed from Marie, Heidi-rose, and Russ. Bob will resend the instructions.
- C. Bob hasn't seen any good pen deals yet but will keep looking.

V. Committees Reporting to the President

A. Off Year Festival – 2006 – Just had a post mortems earlier today. A report will be coming soon from Carla.

B. History – We are still looking for pictures from the 06 Fest.

C. Website – The domain name is still being a problem. It will expire in March 07. Sandi has gotten three bio's so far.

VI. Committees Reporting to the Vice President

A. AACTFest –

- a. Allen Ebert is working on a survey to be sent to member organizations.
- b. The 2007 Festival will be held February 9-11, 2007 in Verona. Dale Nichols is the chair. There are two hotels available for which there will be a cut-off date for registration of January 1st, 2007. All meetings will be off-site of the hotel, near the theatre. The contract is in the process of being finalized. The tech crew has been set-up as has the social committee. Bob Kafka passed out a letter that was sent to AACT regarding Kathy Maldonado being assigned to our festival.

B. Bylaws/Operations Manual – Corrections from the 2004 membership meeting were missing. Frank Peot will make the changes.

C. Awards – Please review handout/suggestions for awards and we will discuss at the next meeting.

D. Nominating Committee – No Report.

VII. Committees Reporting to the Treasurer

A. Finance

- a. **Grants** – Marie stated that in order to get a grant we must have a specific project to write for.
- b. **Newsletter Advertising** – Suggestions included MTI, ETC, Mainstage, MACS. Possibly we should have package deals for both the newsletter and the conference.

B. Membership – Lynn handed out the existing membership brochure for information and any suggestions for additions. A mock-up of the membership form to be sent out was also handed out.

- a. **Logo Co-Op Advertising** – Logo Co-op advantage, share cost and both logo's go on.

VIII. Committees Reporting to the Secretary

A. Newsletter – The due date for the September newsletter is August 15th. The due date for the June newsletter was May 15th. Should we have a contest to rename the newsletter? Yes.

B. Publicity

- a. **Display Board** – Will be worked on by Marie.
- b. **Promotional Video and Ambassadors** - Rick

- c. **Drop in Artwork** – Allen
- d. **Boiler Plate Press Releases** – Carla
- e. **Media Contact List** – Carla. Everyone should send media contact lists for their areas.
- f. **Magazine Ads** – Allen
- g. **Portal Wisconsin Relationship** – Frank will follow up on the Portal WI Dee believes WACT is already on the site. Dale will send information to Frank for Madstage.com. Dale will send information to newspapers. Heidi-rose works with cable and can get an ad aired if we get one together.
- h. **Website Links** – Jena
- i. **Opening night cards** – Samples were handed out. Carla will be sending these to member organizations starting with the new membership year.

IX. Other Reports - None

X. Old Business – None

XI. New Business – None

XII. Other – None

XIII. Next Meeting

The next meeting will be held on Saturday August 12th at 2:00pm in Verona at the theatre. Interim reports are due July 7th, 2006.

XI. Adjournment

Motion – That the meeting be adjourned.
(Lynn Ruhl/Allen Ebert– Passed)

The meeting was adjourned at 4:08 PM

Respectfully submitted,

Lynn Ruhl, Secretary, WACT