

**Wisconsin Association of Community Theatre
Board of Directors' Minutes
August 25, 2007 – La Crosse, Wisconsin**

Board Members Present: President Bob Kafka, Vice President Frank Peot, Treasurer Dee Baldock, Secretary Lynn Ruhl, Member at Large Jeannie Pitsch, Member at Large Allen Ebert, Member at Large Donna Thompson

Board Members Absent: Member at Large Mark Holten, Member at Large Darrell Wagner, Member at Large Carla Gallun

Guests Present:

I. Call to Order

President Bob Kafka called the meeting to order at 1:19 pm.

II. Approval of Minutes

Moved the July 21st meeting minutes be approved as corrected.
(Jeannie Pitsch/Dee Baldock – Passed)

III. Financial Report

Dee discussed the financial position of the group and will e-mail the report due to printing problems. Deposits totaled \$1,150.00, 15 Org Dues at \$750.00, 22 Ind Dues at \$330.00, and donations of \$70.00. The only payment was our AACT Dues at \$55.00. The checking account balance is \$3,531.83 and the CD balance is \$5,204.30.

The group's laptop is starting to break down. Jeannie said she had an old laptop that should work for our needs that could be used by the group. Allen also said we could get a laptop from Tech Soup for approximately \$200.00. We will try Jeannie's laptop first.

A copy of the year end financial report will be sent to our insurance company with the premiums.

IV. Administrative

All we got for potential promotional items this month was calendars.

Dee found the canvas bags and auction plastic bags from the festival but not the rest of the auction items. Allen will call Sandi to see if she knows anything about where the items might be.

Jeannie will be in the Barron area this fall and will try to visit the Barron groups at that time.

V. Committees Reporting to the President

A. Off Year Festival – 2008 – Bob and the Barron groups have been sending information back and forth. They already have a preliminary schedule and have asked for help finding leaders for some of the workshops. The schedule includes:

- a. **Friday** – Registration, a showcase production, and a welcome gathering
- b. **Saturday** – Continental breakfast, workshops, dinner, another showcase production and a party
- c. **Sunday** – WACT membership meeting and brunch

It was mentioned that the festival would be more informative for new groups if we also had adjudicators for the showcases. Both Frank Peot and Allen Ebert volunteered their services. Bob will check with the groups in Barron to see if they would be interested.

Please look over the list of workshops from Barron to see if you know of anyone that may be interested in leading one of the workshops.

The front page of the next newsletter will be all about the upcoming festival in Barron and the registration form will be included.

B. History – We still need photos from all of last year's festivals. Allen will see if he can get some for the group.

Website – Discussed the 'click for money' or affiliate concept, all are to go out and find companies that are willing to do this.

There are still some committee descriptions needed. Bob will send a listing to all of the missing descriptions. These should be brought to the next meeting.

C. Newsletter – Bob will send the September newsletter to Jeannie next week for proofing and the newsletter should be out in another week. Frank will send an article to Bob about the International Festival in Korea.

Send your bio's to Jeannie as soon as possible. We need these for the newsletter and the website.

VI. Committees Reporting to the Vice President

A. AACTFest – An out of state entry directive is still in the process of being created.

B. Bylaws/Operations Manual – Frank distributed a suggestion for a By Law change that would allow votes by the board via e-mail and the use of proxies for votes. All board members are to review and this will be discussed at the next meeting.

C. Awards – No Report

D. Nominating Committee – Frank asked that something be put in this quarter's newsletter asking for nominations and awards.

VII. Committees Reporting to the Treasurer

A. Finance – Dee will send a copy of the amended proposed budget to all board members.

Dee will get a flash drive so that the group's data can be backed up on a regular basis.

The CD will be renewed in October, 2007.

The IRS 8734 form is due this year, 90 days after fiscal year end (July 31st). Dee is working on it now.

VIII. Committees Reporting to the Secretary

A. Membership – Lynn distributed a list of the current members for the year and those that haven't renewed yet. There was a typo in the list that will be corrected. The membership packets and the membership reminders will be sent out throughout the month of September.

B. Publicity – No Report.

VIII. Other Reports – La Crosse still hasn't gotten the regional traveling trophy, Bob will check on this.

IX. Old Business – None

X. New Business – None

XI. Other – None.

XII. Next Meeting

The next meeting will be held on Sunday, October 21st, at 11:00 am, in Verona. Directions will be sent by Dee.

XIII. Adjournment

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

The meeting was adjourned at 2:30 pm

Respectfully submitted,

Lynn Ruhl, Secretary, WACT