

**Board of Directors' Meeting**  
**Sunday, March 11, 2012**  
**SOUTHEASTERN THEATRE CONFERENCE, INC.**  
**Tennessee River Room, Marriott Hotel**  
**Chattanooga, TN**  
**Minutes**

Executive Committee Members in attendance: President, Jack Benjamin; Programming Vice President, Steve Bayless; Administrative Vice President, Dawn Larsen; Secretary, Lynn Nelson; Treasurer, Duke Guthrie; States Representative, Michael Hudson; Division Representative, Bill Murray; Past President, Chip Egan

Board Members and Division Representatives in attendance: AL State Representative, Neil David Seibel; FL State Representative, Donna White; KY State Representative, Kathi E. B. Ellis; MS State Representative, Joe Frost; SC State Representative, Leslie Dellinger; TN State Representative, Darren Michael; WV State Representative, Jeff Ingman; GA State Representative, Dean Slusser; Theatre for Youth Chair, Aime Kisling; College and University Chair, Karen Brewster; Professional Division Chair, Dewey Scott-Wiley

Also In attendance: Executive Director, Betsey Baun; Sam Sparks; Jeremy Kisling; Freddy Clements; Chris Rich; Alan Litsey; Community Theatre Division Vice Chair, Susan Smith; Porterfield Award Chair, Patrick Gagliano; Undergraduate Auditions Committee Chair, John Friedenber, Ballew Award Chair, Tiza Garland; Tony Haigh, John Spiegel; Auditions Committee Chair, Mike Murphy; Bylaws Committee Chair, David Thompson; Stage Management Committee Chair, Patty Crite; Long Range Planning Committee Chair, Dennis Wemm; Denise Halbach

- Meeting called to order at 10:13 a.m.
- Taping of minutes announced, parliamentarian appointed (Chip Egan), and scribe appointed (Leslie Dellinger)
- Announced that Executive Committee minutes for March 7, 2012 will be approved at the next meeting.
- Roll Call
- Jack thanked Alan Litsey for his service to the organization.

**EXECUTIVE DIRECTOR REPORT**

- 348 people registered on site
- 272 people registered for job contact on site
- Jack Benjamin thanked Betsey Baun and her staff for a great convention.

**ACTION ITEMS:****President –**

Appointed a Strategic Planning Task force: Chair – Alan Litsey, with members Betsey Baun, Mark Charney, Tiza Garland, Patrick Gagliano, Mike Murphy and Chris Rich. Dennis Wemm and Jack Benjamin were appointed to serve in an advisory capacity for the task force, but will not have a vote. The appointment starts immediately. Task force will present their recommendations to Executive Committee at their next meeting on May 11, 2012. Executive Committee will then report any recommendations to the board at the fall meeting in September 2012. Executive Committee will conduct additional discussions at the board meeting in January 2013 and make a presentation to the entire board during the March 2013 convention.

**Treasurer –**

The 2012-2013 budget was unanimously approved.

**ITEMS FOR DISCUSSION:****President –**

Committee appointments – all appointments will be determined in early April. Jack asked board members to send him an e-mail if they have an interest in serving on a certain committee. They may also let him know if they would like to nominate a person for a committee.

**Programming Vice President –**

Steve Bayless is working on Louisville convention. Since Kathi Ellis has been very helpful with this, he would like to officially thank her. Steve reminded the board that the deadline for proposing new festivals or new programming was in early June. He explained that it is too late to introduce a new line of programming at the September board meeting. It was clarified that new ideas for the committees need to be discussed with him as soon as possible.

**Past president –**

Chip Egan chaired a session during the convention to examine the future of SETC in terms of inclusion and growing the organization geographically or in other ways. “How we can serve other constituencies better?” was the question at hand in this session. Chip collected names of people who were interested in serving on a task force to further explore this idea.

Jack appointed an Out of Region Task Force: Chair – Darren Michael, with members Chip Egan, Dewey Scott-Wiley, Tony Haigh, Paul Crook, Rick St. Peter,

and Amy Fritsche. Their charge is to research the benefits and feasibility of SETC inclusion. The task force is also to develop a recommendation for a path for inclusion (including possible new stages of membership) and approval timeline that candidate states (or a consortium of interests) can pursue. The task force's findings will be reported at the September 2012 board meeting in Atlanta.

#### **Administrative Vice President –**

Dawn Larsen will send an e-mail to solicit semiannual reports and ask for submissions for manual revisions on April 27, 2012. She will then e-mail a reminder on June 1 with a final reminder to be e-mailed July 1. Semiannual reports and manual revision submissions are due July 27. She will e-mail all reports and submissions appropriately so that the Bylaws Committee may review all manual revision submissions and the board may review all reports and submissions before the September 2012 board meeting.

#### **Secretary –**

No items for discussion at this time.

#### **States Rep –**

The state reps voiced a concern about the lower number of professional companies at the SETC convention this year. Auditions Committee Chair Mike Murphy explained that April at the Central Office does a great job with the companies and that there are year-round efforts to get companies to participate. The companies that do participate are here because of what we offer and what SETC has to provide them.

Dewey confirmed that the number is lower and many of them are feeling the financial pinch, which is contributing to the low numbers. They may be going to places that are less expensive. However, Dewey thinks we should emphasize to them how many people went through job contact. This could really help get companies here. Discussion followed. Betsey emphasized that Professional Division is the lifeblood of our organization so it's important to stay aware of the economic issues facing companies. She added that it is important for every state rep to ensure getting the best of the best from each state by securing the right adjudicators. Discussion followed. As a resource for states, Betsey recommended Jose Simbulyan (19 year accompanist for SETC auditions) who is willing to do workshops at state conventions on getting students ready for their SETC auditions.

Mike Murphy suggested that SETC explore the possibility of finding an insurance provider to help serve insurance needs of individual artists and perhaps small professional companies. Betsey Baun will work with Mike on that and present

their recommendations to Executive Committee in May. Steve Bayless added that we need someone from Professional Division who can help the states by identifying their needs.

#### **Division Rep –**

Bill Murray reported that \$4,120 was brought in with festival session passes at the Secondary Festival. Lynn Nelson reported that the Community Theatre Division revived their discussion of moving the festival to a different time and place from the convention. State Community Theatre Reps are going to meet in a conference call soon to continue the discussion and make a decision. Betsey Baun clarified that this would not affect the 2013 convention. Steve Bayless cautioned that this could affect Community Theatre funding. When asked why the subject had come up, Lynn explained that the SETC convention is so large that people involved in the Community Theatre festival cannot really participate in the convention. It is sometimes hard to find a facility that meets the AACT standards in a city large enough to host the entire convention.

#### **Treasurer –**

No items for discussion at this time.

#### **Additional Items –**

Jack Benjamin would like to officially thank every sponsor of the convention, listed below.

D2 Flying Effects	Warehouse Theatre
Friends of Props	Open Jar Productions
In Honor of Irene Smart Rains	Atlanta Workshop Players
Dramatic Publishing	Norcostco-Atlanta Service
Magnum Companies	Chattanooga Theatre Centre
Vari*lite	The Show Hub
William Ivey Long	Dramatists Play Services, Inc.
Sculptural Arts Coating, Inc.	Arrowhead Conferences and Events
Samuel French	Chattanooga Convention and
Shure Inc.	Visitors Bureau
My Own Fringemaker	Rodney Van Valkenburg
TOMCAT USA	
Children's Theatre of Charlotte	

#### **Unfinished business –**

None

**New business –**

John Speigel had a question about the Professional Division audition form asking if the applicant is over 18 years of age. Employment law allows this question, but the form also requests the applicant's birth date and that is illegal. John believes this should be investigated. John also requested a ruling about controlling documents submitted to SETC so that personal information isn't unintentionally given out. Betsey said that unused forms/paper is shredded for Professional Division, but admitted that we should probably be more deliberate with instructions to all for ensuring any necessary paperwork is appropriately shredded.

Darren Michael suggested that leadership look into having an SETC application for smart phones. Denise Halbach added that Red Laser would be another application to possibly investigate.

Jeff Ingman reported that someone who has been attending the conference since 1971 communicated to him that he really hesitated about coming to the convention this year because he was upset about the location and the issues in the Tennessee legislature regarding discrimination. He suggested that perhaps the contractual agreement with the location of the convention should have a statement giving SETC the right to pull the convention from that site if that state passes laws that are discriminatory.

**Announcements**

Jack personally thanked everyone in the room for the work they do for the organization, and the time and care put into the organization. He is proud to be a part of it.

Executive Committee will meet May 11 –13, 2012.

The meeting adjourned at 11:15 a.m.