

ATCA EXECUTIVE COMMITTEE MEETING January 22, 2018 | Telephone Conference

MEMBERS PRESENT: Charles Giuliano, Lou Harry, Brad Hathaway (Vice Chair), Teddie Hathaway (Treasurer), Bill Hirschman (Chair), Kerry Reid, Frank Rizzo, Ed Rubin, Simon Saltzman, Martha Stekete

GUESTS: Jay Handelman (Foundation ATCA), Jonathan Mandell, Robert Sokol (Operations Manager)

ABSENT: Barbara Bannon (Secretary)

MOTION: Approve the minutes of the November 2, 2017 meeting in New York. (M: Reid, 2: Harry, Unanimous)

COMMITTEE REPORTS:

EXECUTIVE: Bill Hirschman reported:

- The Diversity Committee has been formed. It will be co-chaired by Martha Stekete and another member to be appointed. They will have their first meeting in the next four weeks.
- An ad hoc Website Committee is being formed to oversee upgrading the website and should be in place within a week or two. In addition to modernizing the look of the site, the committee will work on discerning and deploying increased content that will be useful to members. It will consist of members of the Communications Committee and other interested parties.
- It is expected that the Membership Committee will have a recruitment campaign in place prior to the renewal cycle that begins July 1 and the ATCA-WI18 conference in Spring Green.
- BroadwayCon takes place the Weekend of January 26-28. Bill will coordinate with Jose Solis, moderator of the "Critics of Color" panel to ensure ATCA is recognized for its support of the panel.
- A committee needs to be formed to facilitate further development of the Glenn Loney design award process.
- The ATCA-WI18 conference in Spring Green is progressing well and conversations about program content have begun. The conference runs from July 11-14. The Executive Committee will meet on July 11.
- A weekly management update call has been implemented for the chair, vice chair, and operations manager.
- Milwaukee Rep has guaranteed \$10,000 in underwriting for travel and accommodations for members of the executive and diversity committees to attend their Intersections conference in March 23-25. Additionally, the Rep will facilitate meeting space for both groups the day before the conference for us to conduct ATCA business. The Executive Committee meeting will focus on long-term planning and members are encouraged to submit topics for discussion. It is also essential that those who accept the Rep's hospitality be able to commit to stay for the full conference. Participation in conference panels by ATCA representatives is being explored. Complimentary guest (spouse) registration availability for the conference needs to be confirmed.
- Mischa Berson has suggested Seattle as the site for national conference. She is willing to help facilitate a conference but is unable to be the sole conference chair. Gemma Wilson was suggested as a possible committee member. It was also suggested to possibly partner with LMDA, which has a presence there.

MEMBERSHIP: Absent representatives of the membership committee, Robert Sokol reported:

- The 2016-2017 membership year ended with 256 members and 230 or 88.8% have renewed for the 2017-2018 cycle.
- As of this meeting there are fourteen members or 5.4% confirmed as non-renewing. Range of reasons include moved out of country, stopped writing, too busy, switched to other affiliations, with one person seeing no value in ATCA membership and one person deceased.
- As of this meeting fifteen members or 5.8% were involuntarily terminated due to insufficient or no response to group emails, direct emails, and phone calls. Some have since written to state that wish to renew. Anyone who has not paid their dues by January 31 will need to re-apply as a new member.
- Due to changes in the member application vetting process last fall, roughly a dozen applicants have been delayed into the new year. It is suggested that dues for applicants in this status who are accepted now be waived for the current year (2017-2018) and the initial payment cover membership through June 30, 2019. (M: Hathaway, 2: Rubin, Unanimous) It was also noted that existing ATCA policy is that payment for memberships beginning January 1 to June 30 cover are effective through the subsequent June 30 (up to eighteen months).
- Charles Giuliano inquired about the status of past members of the Membership Services Committee who indicated a desire to continue serving. Robert Sokol reported that the vetting-the-vetters process was actively underway.

NEW PLAYS: Lou Harry reported:

- 21 plays from ten different cities are being read by 21 committee members including three new participants. Group participation on the Slack website has been vigorous.
- The first ballot is February 5 and the second ballot is February 12. The winner will be chosen by February 14. It has been emphatically stressed to the contenders that the winner must attend the award granting ceremony at Humana.
- The presentation format has changed. Humana is no longer presenting a ten-minute play festival. There will still be a reception and the award will take place prior to the keynote address by Anne Bogart.

In an unrelated matter, Lou also reported the ATCA-OH18 weekend conference in Cincinnati has eleven registrants so far and the program is set. Kerry Reid confirmed that invoices for the expenses should be sent to her attention at the Foundation.

OLD BUSINESS: Bill Hirschman raised the outstanding issue of determining what constitutes emeritus status. A motion was made by Brad Hathaway via email and amended by Martha Steketee as shown below. (M: Hathway, 2, Reid, Unanimous)

"It may occasionally happen that a member of ATCA who has made extraordinary contributions to both the organization and the profession will retire or announce a significant reduction in intended writing on theater. In those instances, Emeritus member status may be conferred on that member by a vote of the Executive Committee in recognition of no less than twenty years of the member's contribution to the profession and service to ATCA. Care should be taken to avoid conferring the honor so often that it belittles its importance. Lifetime Emeritus members do not pay dues but retain all the rights and privileges of Full Membership except the right to run for the election to the Executive Committee."

The list of candidates proposed by the prior Membership Services Committee was considered. It was noted that Emeritus candidate should ideally be current members. It was also recommended that future candidates be submitted with a brief résumé highlighting accomplishment and contributions to ATCA similar to the Regional Tony submission process.

Dan Sullivan was nominated as an emeritus candidate. (M: Steketee, 2: Rizzo, 8 in favor, 1 opposed) Bill Hirschman will contact Dan with the news. It was suggested that there be some form of installation at the Spring Green conference if he can attend.

NEW BUSINESS: Bill Hirschman brought the following topics for discussion:

- **BUDGET:** The projected 2018 income and expense budget was reviewed. Discussion of revenue centered on whether or not projecting expanded membership was realistic. Discussion of expenses included:
 - Overhead conference expenses will decrease since Teddie Hathaway is no longer seeing reimbursement for conference travel due to operations picking up the bulk of general accounting labor.
 - Website expenses will decrease as those services are now being provided by the operations manager.
 - Membership expenses in the past included a printed directory, now reserved for recruitment efforts.

The budget was adopted as presented. (M: Hathway, 2: Rubin, Unanimous) Sokol noted the \$50,000 threshold for changes in IRS tax return filing and that crossing that margin may incur tax preparation expenses.

- **SLACK:** Robert Sokol reported on the deployment of the Slack platform as the primary communications and discussion center for ATCA leadership.
- **BOOK IDEA:** Lou Harry suggested exploring publishing a book or some other format of content containing theatre criticism by women.
- **REGIONAL EVENTS:** Kerry Reid and Nancy Bishop are interested in creating an event for Chicago-area members.

Minutes recorded by Robert Sokol.
Submitted February 26, 2018