

## ATCA EXECUTIVE COMMITTEE Meeting Minutes | July 13, 2020 • 6:30 PM EDT

**PRESENT:** Mark Lowry, Cameron Kelsall, David John Chávez, Scott Bennett, Jeffrey Eric Jenkins, Ed Medina, Martha Steketee, Kelundra Smith, Jay Handelman, Chris Rawson, Nancy Bishop, Lou Harry, Brad Hathaway, Bill Hirschman, Elizabeth Kramer

**ABSENT:** Chris Jones, Amanda Finn

**SECRETARY REPORT** (Finn):

**TREASURER REPORT** (Bennett): The budget right now is about \$67,000. Total membership is down from 2019 renewals. People have either chose not to renew their memberships or have not gotten to it. Even with the money shortfall, estimated to be in the \$7k - \$8k range, there are plenty of resources to get through 2020. There is a huge reduction of major expenditures, considering there are not many events this year.

**FOUNDATION REPORT** (Handelman):

**COMMITTEE REPORTS:**

- **COMMUNICATIONS** (Finn):
  - **Website** (Bishop): Nancy Bishop, who has been a catalyst in the design of the new website, provided an update. The functionality of the site has been greatly simplified, which makes for a smooth navigation experience, which feels much more 21st century. The current process of preparing the website for migration involves updating copy, working intently with the web developer. Chris Rawson was working with the developer to transfer content. Preview is scheduled for Thursday, July 16th.
- **DIVERSITY & INCLUSION** (Smith-Chávez): Working on a series of virtual programming – sessions that address what is being brought up. Sessions were pitched on July 14th, and sessions are set for the rest of the year through June. The new newsletter had its first edition go out but only to a small number of people.
- **MEMBERSHIP** (Kelsall-Lowry): No report.
- **CONFERENCE** (Harry-Rizzo): This fall will be a virtual conference all day long across America. There will be breakout rooms and it can be low cost with some charge to participate.
- **PROGRAMS | Awards – Steinberg, Osborn** (Harry): Need to figure out how to handle both the Steinberg and Osborn awards. The tricky part is how to maintain the spirit of the award's intent while dealing with the pandemic. Since shows were scattered in March, there was talk of combining 2020 with 2021 and increasing the number of awards. Another option is to skip 2020 entirely and move directly to 2021.
- **PROGRAMS | Awards – Primus** (Reid):
- **PROGRAMS | Awards – Helbing** (Harry):
- **PROGRAMS | Awards – Loney** (Rizzo):
- **PROGRAMS | Awards – Tony** (Jones):
- **PROGRAMS | International** (Jenkins):

**CONTINUING BUSINESS:**

- **TOPIC:**

**NEW BUSINESS:**

- **TOPIC:**
  - Nominations for leadership positions
    - Martha Steketee was nominated by David John Chávez for ATCA chair
    - All votes unanimous – Steketee nomination accepted
    - David John Chávez was nominated by Cameron Kelsall for vice-chair
    - All votes unanimous – Chávez nomination accepted
    - Amanda Finn Haggerty nominated by Mark Lowry for secretary
    - All votes unanimous – Finn Haggerty nomination accepted.
  - Mentorship
    - We are looking for projects and goals which will allow us to seek funding. The goal is to have a grants person to support a student internship program. If mentorship works, we can target different funders who can support the project. Steketee mentioned that this is an important conversation, because it helps underscore what the foundation is and what it can be.
  - Survey
    - An important ATCA survey for members will be sent out in September, so we can get a sense of what membership in 2021 could look like. We need to get personal and professional demographics. We need all

details – print, radio, media and other mediums people are working with. We need to keep this simple in order to get updated information.

**ADJOURN:** The meeting was adjourned at PM EDT. (M: 2: )

**NEXT MEETING:** Monday, August 10, 2020 • 7:56 PM EDT

[ Minutes recorded by David Chávez. Submitted August 10, 2020 ]