

TTAO Board Meeting (Corrected Minutes)
TETA Theatrefest Renaissance Hotel
Wednesday, September 26, 2019
11:00 am

I. Call to Order

Board Members Present: Carrie Klypchak, Mark Pickell, Cathy Huvar, Jill Ludington, Billy Dragoo, Craig Hertel, Rick Garcia, Yvonne Phillips-Dupree, Deb Shaw, Paula Rodriguez

Board Members Absent: Rachel Mattox

Ex Officio non-voting Board Member: Paula Rodriguez

II. No changes to the Agenda

III. Approval of Minutes

Mark moved that when the Past Chair is rotating off the Board, it should be noted that the Past Chair's attendance is not required at the summer meeting. Craig Hertel seconded the motion . The motion passed unanimously.

Mark moved that the minutes be approved as amended. Craig Hertel seconded the motion. The motion passed unanimously.

IV Chair Reports

Officer Reports

a. Chair – Carrie Klypchak

b. Chair-Elect – Craig Hertel

c. Past Chair – Mark Pickell

d. Treasurer – Rachel Mattox (As presented by Treasurer-elect, Billy Dragoo)

Since Rachel Mattox was not in attendance, Carrie Klypchak will contact Rachel regarding the following questions:

1. Whether the Board recommends that the Treasurer make another transfer of funds at this time.
2. Was the \$950.00 paid to Anna Swenson for liability insurance included in the Treasurer's report?

e. Communications Director – Cathy Huvar

Select Committee Reports

b. State Theatre Director – Paula Rodriguez

V. Old Business

A. Contest Manager Certification

Mark Pickell and Craig Hertel made the following report:

Mark Pickell moved that UIL codify area, region and state contest managers as being TTAO certified. Rick Garcia seconded the motion. The motion passed unanimously.

B. Review/Adoption of Core Value descriptions

Rick Garcia and Deb Shaw presented a final draft of the wording for the TTAO Core Value statements below:

Mark moved to accept the wording as presented. Yvonne Phillips-Drupee seconded the motion. The motion passed unanimously.

C. Scholarships

- Carrie Klypchak reported that she increased the amount allotted for scholarships in the 2020 budget to \$3000.

Mark Pickell moved that the Board create an ad hoc committee chaired by the Past Chair to work on exploring scholarship processes and procedures. Cathy Huvar seconded the motion. The motion passed unanimously.

- The following people were appointed to the committee: Deb Shaw, Rick Garcia, Rebecca Worley and the Treasurer or Treasurer-elect. This committee will report back to the Board at the January meeting.

VII. New Business

A. Annual Budget Request

Carrie Klypchak presented the following 2020 Budget Request:

Mark Pickell moved acceptance of the proposed 2020 budget. Cathy Huvar seconded the motion. Motion passed unanimously.

B. Storage of Adjudicator Evaluations/Contracts from previous years

Mark moved that the TTAO Board get adjudicator contracts from the UIL office to destroy. Billy Dragoo seconded the motion. The motion passed unanimously.

Mark moved to have a TTAO Board member assess the past adjudicator evaluations and

report back to the Board at the winter meeting. Yvonne Phillips-Dupree seconded the motion. The motion passed unanimously.

C. Conflict of Interest Statement

The Board discussed the Conflict of Interest Statement.

Mark Pickell moved that the current ad hoc committee charged with recommending a Conflict of Interest Statement continue to review and report back to the Board at the winter meeting. Yvonne Phillips-Dupree seconded the motion. The motion passed unanimously.

D. Review of process for recommendations to State Theatre Director of adjudicators for upper level contests.

Mark Pickell moved that the Board should take time to consider and review the process for recommendations to the State Theatre Director of adjudicators for upper level contests. Deb Shaw seconded the motion. The motion passed unanimously.

E. Review Area/Region/State designation process for adjudicators

Mark Pickell moved that we table this topic and discuss again at the winter meeting. Jill Ludington seconded the motion. The motion passed unanimously.

F. Adoption of Manual of Operations changes

Mark Pickell recommended the following changes to the Manual of Operations:

1. Article III; Section 8

Mark Pickell moved acceptance of proposed change. Cathy Huvar seconded the motion. The motion passed unanimously.

2. Article III; Section 4

Mark Pickell moved acceptance of proposed change. Cathy Huvar seconded the motion. The motion passed unanimously.

3. Article V; Section 2-E

Mark Pickell moved acceptance of proposed change. Craig Hertel seconded the motion. The motion passed unanimously.

4. Article VI – Committees

- Section 1 (B)

Made up of the Past Chair, Treasurer- elect and the at-large Directors, this Committee considers all award nominations for the TTAO Service Award, the TTAO Legacy Award, and any other special recognitions

- Section 1 (B) (2) (a)

The Awards Committee considers and votes on each suggested award. A simple majority of the Awards Committee vote will suffice for nominating each award to the TTAO Board.

- Section 1 (B) (2) (c)
The Past Chair will report the award recipients' names to the Board of Directors and to the membership in a report.
- Section 1 (B) (2) (d)
The Awards and Scholarship committee will meet before January 1 to determine award recipients nominations. The awards will be voted on by the board at the next board meeting. Awards will be handed out in conjunction with the State OAP Contest or TETA Theatrefest.

Mark moved acceptance of these proposed changes. Rick Garcia seconded the motion. The motion passed unanimously.

5. Article XI – Budget Policies, Expenses and Banking Procedures

Mark moved acceptance of proposed changes. Yvonne Phillips-Dupree seconded the motion. The motion passed unanimously.

6. Article VI

- Section 1 (D)
Mark moved acceptance of proposed change. Jill Ludington seconded the motion. The motion passed unanimously.

G. Documentation of expected yearly activity as an adjudicator and/or contest manager for TTAO BOD and S&P members during terms

Yvonne Phillips-Dupree moved that we table this topic until the winter meeting. Craig Hertel seconded the motion. The motion passed unanimously.

H. Set dates for election voting

Mark moved that the date for election voting be set for December 1 – 14. Voting window will begin on December 1 and end on December 14. Yvonne Phillips-Dupree seconded the motion. The motion passed unanimously.

VII. Closed Session

VIII. The meeting adjourned at 3:30 pm.

Adjournment

The meeting was adjourned at 8:45 pm.

