

**TTAO BUSINESS MEETING**  
**Saturday, October 3, 2020**  
**TxETA TheatreFest (Virtual) 10:00 a.m.**



**I. Call to Order**

*Carrie Klypchak Opens the Zoom at 10am.*

*Carrie Klypchak Called the business meeting to order at 10am,*

*Carrie Klypchak asked any non-TTAO members to exit the meeting.*

*Carrie Klypchak said they are not utilizing chat except for official business.*

*Carrie Klypchak shared her screen.*

**II. Agenda Acceptance**

*Carrie Klypchak motioned to accept the agenda. No opposition was made. The motion carried and the agenda was accepted.*

**III. Officer Reports**

**A. Chair Report – Carrie Klypchak**

**Chair Report, Texas Theatre Adjudicators and Officials**  
**Business Meeting, October 3, 2020 – TxETA TheatreFest (Virtual)**  
**Carrie Klypchak, PhD**

General Activities/Information:

Since our last Business Meeting in September of 2019, it has been an exceptionally busy period for TTAO. In the interest of time, I will condense my report here to summarizing the three major categories of meetings, virtual communications, and organization that I have undertaken for TTAO throughout the year:

- **CONFLICT OF INTEREST COMMITTEE:** I chaired the Conflict of Interest Committee, in which we defined what our organization has seen, and continues to see, as conflicts of interest on the part of the UIL One-Act Play Adjudicator when judging contests. This statement can be found on the TTAO website.
- **COVID-19 COMPLEXITIES:** I managed and negotiated a multitude of complexities for the organization and its members arising from COVID-19 and continue to do so.
- **ENHANCING DIVERSITY, EQUITY, AND INCLUSION EFFORTS:** I worked with the Board of Directors and Standards and Practices Committee to develop TTAO's statement of support of Black Lives Matter and our commitment to honing diversity, equity, and inclusion in our organization. I created, appointed, and have worked with members on the Core Values Action Committee with a focus on racial and cultural diversity programs during the current academic year – projects developed with an eye toward long-term inclusion in the organization. I appointed members to, and worked with, the Real Change Committee in developing and implementing a fundraising campaign to support equality and accessibility in our secondary theatre programs.

Respectfully submitted,  
Carrie Klypchak, PhD  
Chair, TTAO

## **B. Chair-Elect Report – Craig Hertel**

Chair-Elect Report – Craig Hertel

Last year, we held trainings for new Adjudicators in Plano in November, and one for Contest Managers in Leander in December.

Adjudicator trainings scheduled for Lubbock in April and Round Rock in May, and a Contest Manager training in the Houston, were all cancelled due to Covid-19.

In June, I led the meeting of the Standards and Practices Committee—Two Main Issues:

1) Payment, Expenditures and Cancellations.

2) TTAO's Core Values Action Plan, currently focused on Diversity. The committee worked on both immediate and long-term actions.

I, working with the Executive Committee, am planning for trainings in the 20-21 school year. Currently, we have an Adjudicator Training scheduled for December 4-5, 2020 in a virtual format. We will announce additional dates and times for both types of training when we can.

## **C. Past Chair Report - Mark Pickell**

October 1, 2020  
Mark Pickell  
Past-Chair Report

TTAO Members,

While Covid has made us cancel contests and trainings it was still a very eventful year for the Past-Chair. Here is an overview of my activity on behalf of TTAO.

- Worked with Gary Cooper and Rachel Mattox to update our financial signatories on our bank account.
- Worked with the executive committee to create language to establish new system for Area/Region/State Recommending Committee. This new committee, comprised from the slate of state judges, will help select adjudicators for the following year. Judges will be prohibited from judging state back-to-back. This takes the selection away from the board and will prevent committee members from recommending each other.

- Created an explainer video for the new Area/Region/State Recommending Committee, as well as an info-graphic explaining the new training requirement for all contest managers.
- I contacted the awards recipients (Adonia Placette - Legacy, Alison Frost- Service, and Mandy Epley - Special Recognition) and they agreed to be honored at the state meet. Then Covid arrived and I contacted them again to let them know we would not be able to honor them at the moment.
- Chaired the Awards and Scholarship committee meeting on June 9. We selected three brilliant theatre students that the board approved for our annual scholarships.
- Updated our Grievance form to reflect the new conflict of interest policy.
- Developed a new logo for TTAO that incorporates our newly adopted Core Values that the board adopted at the summer meeting.
- Created updates for the Manual of Operations that the board adopted regarding language around elections, and payment grievance among others.
- Served as chair of the ad-hoc TTAO Reorganization Committee. Those recommendations adopted by the board will be shared at this meeting by the Chair and voted on by our membership in our December elections.

Respectfully submitted,  
Mark Pickell  
Past-Chair

#### **D. Treasurer Report – Gary Cooper**

Treasurer's Report

Gary Cooper

-Statement of Financial Position (see Appendix A)

-Statement of Activity (see Appendix B)

## E. Communications Director Report – Jill Ludington

October 1, 2020  
TTAO Board Meeting  
Report of the Communications Director  
Jill Ludington

I want to welcome Mandy Epley to the Communication Team. She has already provided a wealth of knowledge, creativity, and ideas. Thank you, Mandy.

### TTAO Membership

<b>TTAO Membership</b>	<b>Current Members</b>	<b>Lapsed Members</b>
<b>Adjudicators</b>	280	177
<b>TTAO CMs</b>	127	96
<b>Non-TTAO CMs</b>	6	332
<b>Total Current Members</b>	327	617

Our TTAO membership numbers are difficult to get a true reading of at this time due to Covid-19 and an increase in lapsed members. As we get further into the year and our membership continues to hear from UIL that the UIL OAP season will move forward, we feel these numbers will increase.

We worked with the Chair to compile a list of TTAO workshops at TxETA and contacted presenters for these offerings. We have had a good turnout of attendees thus far and are grateful to TxETA for allowing us the opportunity to utilize their convention to provide these offerings for our membership.

Mandy Epley and I continue to work on keeping our membership updated and informed through social media, email, and newsletters. I post on our TTAO Adjudicator and TTAO Contest Manager Facebook pages and continue to manage the membership requests to join the pages. Mandy works on organizing and formatting information for our quarterly newsletter. Tayler Gill has continued to be an invaluable source for TTAO, and she is available to support the communication team, but her services have scaled back in communications which frees her time to be utilized more in other TTAO areas.

The slate of nominees proposed for Board and Standards and Practices positions have been contacted. They will be submitting a short 30-60 second video in place of speaking in the TTAO Business Meeting due to the virtual webinar format. We are excited to share their videos, bios, and pictures this month, so keep a look out on our social media pages. Be sure to place your vote Dec. 1-15.

Respectfully submitted,

Jill Ludington  
TTAO Communications Director

#### **IV. Old Business - None**

#### **V. New Business**

##### **A. Nominations – Jill Ludington presented the nominations**

Standards & Practices Committee:

##### **A. Region 1 Contest Manager**

Tana Howard

Tim Tatum

*Carrie Klypchak asked for any additional nominees from the floor.*

*No other nominations were made. Nominations were closed.*

##### **B. Region 1 Adjudicator**

Bob Chanda

A. Ray Newberg

Kathy Harvey

*Carrie Klypchak asked for any additional nominees from the floor.*

*No other nominations were made. Nominations were closed.*

Board of Directors

##### **A. Chair Elect**

Ezekiel Morgan

Yvonne Phillips-Dupree

*Carrie Klypchak asked for any additional nominees from the floor.*

*No other nominations were made. Nominations were closed.*

##### **B. Director at Large**

Phillip Taylor

Omas Leos

*Carrie Klypchak asked for any additional nominees from the floor.*

*No other nominations were made. Nominations were closed.*

*Carrie Klypchak welcomed Aquilla Aubrey as appointed Region 3 Standards & Practices Committee At-Large Position.*

Michael Avila and Kelsey Kling asked for qualification reminder for the Chair-Elect position. Carrie Klypchak reminded members that any Board member must have served on the Standards & Practices committee prior to being eligible, and that any Chair-elect must have served on the TTAO Board prior to nomination.

*Mark Pickell moved that we accept the nominations. No oppositions were made. The motion passed and the nominations were accepted.*

## **VI. Announcements**

### **A. Special Recognition**

Mark Pickell announced that the Awards Committee is recognizing Mandy Epley for the TTAO Special Recognition Award. Mandy continues to be a valuable member of our organization and goes above and beyond to serve the organization. Mandy has worked with suppliers to give TTAO our “swag shop” and updated swag with our new logo. Thank you Mandy for your service!

### **B. Voting in Election Buddy in December for Proposed By-Law Changes in Addition to Leadership Positions**

Carrie Klypchak discussed the proposed by-law changes and notified the membership that these proposed changes would be voted on in December with election voting due to this year’s online TxETA format. A quorum is required.

Proposed by-law changes:

- >Add an additional board member to represent the Core Values Committee. This position will be so called the “Core Value Director” and will be a standing position on the board.
- >Make the “Core Values Committee” a standing committee, made up of seven positions. Six of those positions will be appointed in January, and elected in staggered years thereafter. The seventh position will be the Core Values Director board member.
- >Change the titles of Chair, Past-chair, and Chair-elect to President, Past-president, and President-elect respectively.
- >Make the Executive Committee a standing committee.
- >Contest Manager Review Committee – This will be a new standing committee made up of the four Contest Manager members of the Standards & Practices Committee (regionally represented) and the appointed Contest Manager Trainer.

#### ***Additional discussion and thanks from the Chair:***

Carrie Klypchak discussed adding a Contest Manager Trainer to plan with the Chair-elect in order to implement future Contest Manager training.

Carrie Klypchak gave special thanks to the Leadership Reorg Committee for their hard work.

Carrie Klypchak thanked the Core Values Committee for all of their hard work and the diversity inclusion video they created.

Carrie Klypchak thanked the Real Change committee for setting up the link for donations to disadvantaged areas and students.

Carrie Klypchak encouraged people to go to “meet the state judges” session right after this meeting.

Carrie Klypchak reminded membership that the TxETA business meeting will be at noon today.

Carrie Klypchak reminded membership of TTAO workshops still be offered today.

TxETA and TTAO have partnered to provide a diversity and inclusion speaker to present to our memberships in January.

**C. The Board will hold an online meeting in January. Also, projected for January is a co-sponsored webinar with TxETA featuring a speaker for our organizations on honing diversity, equity, and inclusion.**

**D. Be sure to log into Connect to watch the short, required, introductory diversity training video that the Core Values Action Committee has created for you.**

**E. The Board will have its regular summer meeting in June. This is the time to submit concerns to the Board. All submitted concerns will go the Standards & Practices Committee at the summer meeting. This committee will make recommendations for action/no action to the Board.**

**F. Please remember to email [support@ttaa.org](mailto:support@ttaa.org) with any questions you have.**

Carrie Klypchak opened the floor to officers for any other announcements.

Mark Pickell thanked Carrie Klypchak for her leadership and for the expanded committees.

Carrie Klypchak thanked everyone for their dedication and patience over the last year in dealing with COVID. Everyone went above and beyond in serving the organization and the students.

## **V. Adjournment**

***Carrie Klypchak moved to adjourn. No oppositions were made. Mark Pickell seconded the motion. The meeting was adjourned.***

# Appendix A

## Texas Theatre Adjudicators and Officials

### STATEMENT OF ACTIVITY

September 2019 - August 2020

	TOTAL
Revenue	
Membership Dues	17,857.00
Real Change Campaign	572.00
<b>Total Revenue</b>	<b>\$18,429.00</b>
GROSS PROFIT	<b>\$18,429.00</b>
Expenditures	
Operations	
Bank Charges & Fees	785.41
Books, Subscriptions, Reference Materials	1,343.14
D&O Insurance	904.00
Virtual Assistant	3,500.00
<b>Total Operations</b>	<b>6,532.55</b>
Program Expenses	
Scholarships	6,000.00
Travel	934.00
<b>Total Program Expenses</b>	<b>6,934.00</b>
<b>Total Expenditures</b>	<b>\$13,466.55</b>
NET OPERATING REVENUE	<b>\$4,962.45</b>
Other Revenue	
Interest Income	3.10
<b>Total Other Revenue</b>	<b>\$3.10</b>
NET OTHER REVENUE	<b>\$3.10</b>
NET REVENUE	<b>\$4,965.55</b>

# Appendix B

## Texas Theatre Adjudicators and Officials

### STATEMENT OF FINANCIAL POSITION

As of August 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Business Market Rate Savings (1681)	42,135.95
PayPal Bank	763.49
Wells Fargo Business Choice Checking (5444)	796.54
<b>Total Bank Accounts</b>	<b>\$43,695.98</b>
<b>Total Current Assets</b>	<b>\$43,695.98</b>
<b>TOTAL ASSETS</b>	<b>\$43,695.98</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Total Liabilities</b>	
Equity	
Net Assets	38,730.43
Retained Earnings	
Net Revenue	4,965.55
<b>Total Equity</b>	<b>\$43,695.98</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$43,695.98</b>