



TTAO Business Meeting 9/22/22

I. Call to Order - Craig Hertel called the meeting to order at 11:05

II. Agenda Acceptance

III. Officer Reports

A. President – Craig Hertel presented the President’s Report

President’s Report Business Meeting

Since last September, I have arranged three meetings for our Board of Directors, one in January, one in June, and one earlier this week.

I assisted our President-Elect with organizing and conducting Adjudicator and Contest Manger trainings, and planning for next years trainings.

I assisted our Past President with presenting Service and Legacy Awards.

I attended some of the meetings of two of our new Standing Committees—the Core Values Committee and the Contest Manager Committee and gave input to each of these groups

I consulted with the TTAO Executive Committee and the State UIL Theatre Director on a number of issues

I have read and emailed Evaluations from this past year to Adjudicators, and emailed a portion of the Contest Managers Evaluations, as well.

I attended the Summer Meeting of UIL Advisory, and provided input to that group.

I have worked with our tech support personnel on issues arising from our members.

And I have responded to emails from our membership on a variety of issues.

Respectfully submitted,

Craig Hertel

B. President-Elect – Yvonne Phillips-Dupree presented the President - Elect report.

The President-Elect's report reflects critical operations from December 10-11, 2021 – to September 22, 2022.

I. Met with Craig Hertel and Aquilla Aubrey to prepare for the December 10 - 11, 2021 Adjudicator Training

II. Completed TTAO Adjudicator Training on December 10-11, 2021, with Craig Hertel and TTAO Trainer Aquilla Aubrey; 15 new Adjudicators completed the training.

III. Conducted Adjudicator Training with host Travis Springfield and Adjudicator Trainer Aquilla Aubrey on March 12, 2022; 9 new adjudicators completed the training.

IV. Hosted a virtual debrief with the training committee; the team reviewed each trainee's reflections and made adjustments as needed.

V. Contest Manager Training was held on April 23, 2022, with facilitator Craig Hertel and trainer Larry Carpenter; 18 new Contest Managers were confirmed.

VI. Conducted Adjudicator Training II on May 7, 2022, at the UIL OAP 6A State Meet in Round Rock, Texas; 15 adjudicators were confirmed.

VII. Hosted a virtual debrief with the training committee on May 12, 2022; the team reviewed each trainee's reflections and made adjustments as needed.

VIII. Met with the Core Values Committee on May 12, 2022

IX. Met with stakeholders to develop the 2022-2023 Adjudicators and Contest Managers' Training

Schedule

X. Organized the TTAO New Adjudicators and Contest Managers Workshop and Reception for TxETA Convention with Karen King and Jerry Ivins.

XI. Updated the 2021 Adjudicator Training Prezi with TTAO President Craig Hertel and TTAO Adjudicator Trainer, Aquilla Aubrey

XII. Met with Amy Jordan to coordinate the TTAO New Adjudicators Enhancement Training, which will be held at the Texas Thespians Convention, 11-12 – 11-19, 2023, in San Antonio, Texas, and Grapevine, Texas.

Respectfully submitted,

Yvonne J. Phillips-Dupree, President-Elect

C. Past President – Dr. Carrie Klypchak. Craig Hertel read the Past President report as Carrie Klypchak was on the phone, remotely.

Past President Report

General Activities/Information

Over the last year, I have spent the bulk of my time fulfilling all duties for the Executive Committee, Scholarships and Awards Committee, and the Area, Region, State Recommendation Committee. As well, I spent significant time editing and updating the Manual of Operations. Finally, I offered advice and direction, as appropriate to my position, to Board members regarding procedural points and organizational history, etc.

Respectfully Submitted,

Carrie Klypchak, PhD

Past Chair, TTAO

D. Treasurer– Karen King presented the Treasurer Report

Here's a recap of what the Treasurer did:

Successfully changed accounts and added President and President-Elect to accounts in June

Sent out scholarship checks for awardees

Completed and submitted a budget reconciliation report for the President.

Completed an audit of all expenditures and revenue and forwarded to Accountant review and reports.

Submitted Activity Statement

Communication with Accountant regarding tax filings and report

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Texas Theatre Adjudicators and Officials
Statement of Activity

September 1, 2021 - August 31, 2022

	Total
Revenue	
Membership Dues -Gross	\$26,000.00
Real Change Campaign-Gross	\$3,950.00
Total Revenue	\$29,950.00
Gross Profit	\$29,950.00
Funds Collected Prior for use Real Change/Diversity	\$13,468.20
Total Adjusted Revenue for 9/21-8/22 (cash on hand)	\$43,418.20
Expenditures	
OPERATIONS	
Accountant Fees	\$0.00
Books, Subscriptions, Reference Materials	\$1,159.40
PayPal Fees	\$1,110.52
Banking Fees	\$24.90
Postage/Mailing	\$458.71
Website Hosting	\$960.00
Virtual Assistant	\$4,000.00
Total Operations	\$7,713.53
PROGRAM EXPENSES	
Awards	\$2,477.52
Travel	\$8,022.78
Board Meeting	\$417.68
Scholarships	\$2,000.00
Training	\$1,061.79
Diversity/Inclusion	\$8,468.20
Real Change Grants	\$5,000.00
Members Social/Gifts/Remembrances	\$554.32
Supplies	\$575.52
Insurance	\$904.00
Website/Development	\$960.00
Total Program Expenses	\$28,441.81
Total Expenditures	\$36,155.34
Net Operating Revenue	\$7,262.86
Other Revenue	
Interest Income	\$1.78
Total Other Revenue	\$1.78
Net Other Revenue	\$1.78
Net Revenue	\$7,264.64
Receipts in Excess of Disbursements:	<u>\$7,245.50</u>
 <i>Operating Cash on Hand</i>	
Bank Account	\$2,446.34
Business Savings Account	\$51,922.37
PayPal	\$148.76
Total Cash on Hand:	<u>\$54,517.47</u>

E. Communications Director Report – Mandy Epley - Presented by Carla Schumann in Mandy's absence.

Communications team is reporting 390 current TTAO members, 776 lapsed members, 62 lifetime members. There are 310 TTAO Contest Managers, 409 Non-TTAO Contest Managers, 553 Adjudicators. The communications team has reported board meeting minutes, shared quarterly newsletters and social media updates.

Respectfully submitted,

Carla Schumann and Mandy Epley.

IV. Committee Reports

A. UIL State Theatre Director—Paula Rodriguez presented the UIL State Theatre Director report.

UIL State Theatre Director Report, September 15, 2022

Updates

UIL Constitution and Contest Rule on OAP Critiques was amended-In summary

- o At the Zone, District and Bi-District level, the decision on when critiques are held, will be made locally.
- o At Area and Region, critiques will happen after all performances, after the ballot has been submitted, and before announcing results.
- o State Meet critiques will happen after results are announced.
- o Important- Adjudicators must verify tabulation and awards with the Contest Manager before announcement of results.

TTAO Contest Managers- OAP Changes and Updates are posted on the UIL Theatre Home Page.

Clinics and Festivals- OAP Clinics and Festivals Updates

A school can choose to have a critic come to their school rather than travel to a clinic/festival.

A session shall not exceed 2 hours in length.

Clinic conflict form is required of all TTAO judges.

OAP State Meet will take place May 4, 5, 6, 2023 in Austin and Round Rock.

- o State Meet Contest Managers-Dr. Jerry Ivins and Carla Schumann
- o Adjudicators for Area, Region and State were announced and posted on the UIL Theatre website.

Student Activity Conferences-Fall- TTAO Members who would like to present a workshop is encouraged to contact Paula Rodriguez.

October 2- Texas Tech

October 29- UT Austin

November 5- UT Rio Grande Valley

Respectfully Submitted,

Paula Rodriguez

UIL State Theatre Director

B. Core Values - Rachel Harrah presented the Core Values report.

Rachel acknowledged her team, their eight virtual meetings during the past year and their work toward Director Workshops. The first workshop will take place in October at Sam Houston State University. Expect the application to go out soon. The work will include this focus: EDITS

A. Education First

B. Diversity First

C. Integrity First

D. Transparency First

E. Service First

Respectfully Submitted,

Rachel Harrah

V. New Business

A. Budget

Budget - Craig Hertel presented a working budget for TTAO for 2023 which was approved at the board meeting on Monday, September 19, 2022.

A.

TOTAL CURRENT ASSETS	\$	54,517.47
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EXPENSES:

Program Expenses

Travel Reimbursement	\$	6,500.00
Website Development	\$	2,000.00
Board Meetings	\$	2,000.00
Scholarships	\$	3,000.00
Training Expenses	\$	4,000.00

Diversity, Equity, and Inclusion Awards	\$	10,000.00
Member Social Events and Gifts	\$	2,200.00
Supplies	\$	500.00
Subscriptions	\$	1,000.00
Board Insurance	\$	1,000.00
Real Change Awards Standby	\$	2,000.00
Operations		
Accounting	\$	1,200.00
Bank and Paypal Fees	\$	1,200.00
Postage and Mailing	\$	400.00
Website Hosting	\$	960.00
Virtual Assistant		\$4,0000
TOTAL EXPENSES	\$	43,960.00
BALANCE AFTER PROJECTED EXPENSES		\$10,557.47

B. Nominations. Craig Hertel presented the nominations for

Board President Elect: Scott Allen and Jill Ludington

Travis Springfield made the motion for nominations to cease and these nominations be accepted. This was seconded by Rachel Smith, followed by a unanimous vote.

Craig Hertel presented nominations for Board Member,

At-Large: Freddie Buchner, Lynae Jacob and Kim Kao Hines

Karen King made the motion for nominations to cease and these nominations be accepted. This was seconded by Yvonne Phillips-Dupree, followed by a unanimous vote.

Craig Hertel presented nominations for S&P

Region 3 CM: Jabari Collins, Jared Berry and Jill Henson

Bronwyn Sullenberger made the motion for nominations to cease and these nominations be accepted. This was seconded by Kim Kao Hines, followed by a unanimous vote.

Craig Hertel presented nominations for S&P

Region 3 Adjudicator:Linda Major and Norma Thomas

Rachel Smith made the motion for nominations to cease and these nominations be accepted. This was seconded by Phillip Morgan, followed by a unanimous vote.

Craig Hertel presented nominations for S&P

Region 1 At-Large: Scott Tipton and Trent Van Meter

Ray Newburg made the motion for nominations to cease and these nominations be accepted. This was seconded by Scott Schumann, followed by a unanimous vote.

Craig Hertel presented nominations for S&P

Region 2 At-Large: Cade Butler, Yadira Gonzalez, and Rafael Juarez

Bronwyn Sullenger made the motion for nominations to cease and these nominations be accepted. This was seconded by Rachel Harrah, followed by a unanimous vote.

Craig Hertel presented nominations for S&P

Region 4 At-Large: Melissa Utley, Chris Fernandez, Mark Stringham and Joel Garza

Larry Carpenter made the motion for nominations to cease and these nominations be accepted. This was seconded by Phillip Taylor, followed by a unanimous vote.

Craig Hertel presented nominations for Core Values

Region 1: Gary Davis, Richard Jeffreys and Micah Green

Bronwyn Sullenger made the motion for nominations to cease and these nominations be accepted. This was seconded by Ray Newburg, followed by a unanimous vote.

Craig Hertel presented nominations for Core Values

Region 3: Henrietta Haynes and Rosemary Calico-Hopson

Rachel Harrah made the motion for nominations to cease and these nominations be accepted. This was seconded by Phillip Taylor, followed by a unanimous vote.

Nominees were introduced and given the opportunity to speak on their behalf, if present. The following were present and spoke: Scott Allen, Jill Ludington, Freddie Buckner, Kim Kao Hines, Jared Berry, Norma Jo Thomas, Yadira Gonzalez, Henrietta Haynes and Rosemary Calico-Hopson.

Bios and photos will be collected for more awareness of candidates. Voting will take place in December.

VI. Announcements by Craig Hertel:

The next meeting by the board will be in January, virtually. June meeting will be live. If you have areas you would like to be reviewed by the board, the review will take place at the June meeting, please submit prior.

Please use support@TTAO.org to email any needs for technical support regarding TTAO connect. Check your spam for any responses from support.

Recap on information on future enhancement trainings and certification trainings.

Workshop/Mixer tonight, more workshops Friday and Saturday.

VIII. Adjourn - Craig Hertel adjourned the meeting at 12:00.