

TTAO Board of Directors Meeting

January 22, 2023

1pm – 5pm

Virtual Meeting

I. Call to Order by Craig Hertel at 1:05 All board members present.

II. Changes to the Agenda - None

III. Approval of Minutes – Motion to approve by Carrie Klypchak and seconded by Phillip Taylor, motion approved by unanimous vote.

IV. Officer Reports

a. President – Craig Hertel

Since September, I have communicated several times with Tammy Whitehead and Tim Thomas to work on problems with TTAO Connect or the website.

I also frequently fielded questions from our members about a variety of topics.

I assisted President-Elect Yvonne Phillips-Dupree in organizing three trainings this Fall—one for Adjudicators, one for Contest Managers, and one for Enhancement training. I then assisted Yvonne and the two trainers—Aquilla Aubrey and Larry Carpenter—with further preparation for these trainings. I also attended Texas Thespian convention to serve as a mentor for the two days of Enhancement training held there.

I communicated several times with Paula Rodriguez about matters involving our membership, including recent developments with publishing companies.

In December, I set up a special Zoom meeting for Paula with several TTAO Contest Managers. This meeting was to discuss recent developments involving publishers.

After the December elections for Board, S&P and Core Values positions, I contacted all nominees to inform them of results and thank them all for their willingness to serve.

Respectfully submitted,

Craig Hertel

TTAO President

b. President Elect – Yvonne Phillips Dupree

The President-Elect's report reflects vital operations conducted during the period from September 22, 2022 – to January 21, 2023.

Completed Tasks

- I. Met with TTAO Adjudicator Trainer Aquilla Aubrey to develop timelines for the Texas Thespian Marathon Plays and the December Adjudicator Training.
- II. Facilitated adjudicator training preparation meeting with Craig Hertel and Aquilla Aubrey on 11/8/2022.
- III. Prepared Adjudicators' backgrounds and photographs for the Texas Thespians Guidebook
- IV. Reviewed applications, confirmed nine participants, and organized training for the Texas Thespians Marathon Plays
- V. Conducted the Texas Thespians Marathon Plays New Adjudicators' Training with Craig Hertel, Aquilla Aubrey, and Amy Jordan. Special thanks are extended to Paula Rodriguez and Matt Peters for their support 11/17/22 – 11/18/22
- VI. Met with Craig Hertel to update the plans for the 12/10/2022 Virtual Adjudicators Training 11/26/2022
- VII. Contest Manager Training was held on 11/30/2022 with Contest Manager Trainer Larry Carpenter and host Karen King at Panola College; 17 Contest Managers were confirmed.
- VIII. Met with Jill Ludington and Aquilla Aubrey to coordinate procedures for the virtual Adjudicators' Training -12/6/2022
- IX. Facilitated the TTAO virtual Adjudicators' Training with Aquilla Aubrey and Craig Hertel on 12/10/ 2022.
 - A. Five adjudicators were confirmed
 - B. Special appreciation is extended to Paula Rodriguez for her support and to Jill Ludington, who served as technical support
- X. Hosted training debrief meeting on 1/3/2023. As a result of this meeting, the following recommendations are submitted:
 - A. Virtual trainees will review three plays rather than four to allow more time for trainee responses
 - B. The State Drama Director will be invited to all trainings to allow opportunities for

questions and answers

C. Proposed new components for virtual and on-site adjudicator training:

1. A panel of veteran adjudicators will be invited to extend learning and provide feedback
2. Virtual breakout sessions will be added to increase opportunities for practical application
3. All trainings should have technical support; on-site training hosts will be asked to provide support personnel

D. Proposed new components for Texas Thespians Marathon Plays:

1. As the result of numerous inquiries, more emphasis will be placed on including veteran adjudicators who wish to hone their crafts
2. Due to the challenge of selecting awards over a two-day period, we recommend that the Texas Thespians organization consider giving awards at the conclusion of each evening's performance.

On-Going Tasks

Development and implementation of the 2023 Contest Manager and Adjudicator Trainings.

* Adjudicator Training: Dallas – Ft Worth Metroplex - 4/1/2023; UIL OAP State Meet - May 6, 2023

* Contest Manager Training: Texas Tech University - 3/21/2023

Respectfully submitted,

Yvonne J. Phillips-Dupree, President-Elect

c. Past President - Dr. Carrie Klypchak

General Activities/Information

Since the September BOD Meeting, I have undertaken the following:

- served as a resource for the current President and other BOD Members as needed regarding organizational history, policies, and approaches;
- worked with Tammy Whitehead to get the 2022 Scholarship and Real Change Grant winners posted on the TTAO website; and
- solicited nominations from the Awards Committee for 2023 TTAO Awards – a slate that will be presented later in this meeting for BOD additional contributions and voting.

If allowed a personal note: This will be my last regular BOD Meeting, as I will be rotating off the Board in June. Thank you to all for supporting me in service to this very special organization over the years (and for not running the other way every time I said, “So... I have this new idea!”). I look forward to seeing all of the exciting things that will come in the future as you continue to move this organization into new, exciting, and positive directions.

Respectfully Submitted,
Carrie Klypchak, PhD
Past President, TTAO

d. Treasurer – Karen King

January 20, 2023

1. Maintained monthly maintenance of checking, savings, and PayPal account.
2. Issued two checks in the amounts of \$2500 for the C. Lee Turner Real Change Grant
3. Reimbursed training expenses for Larry Carpenter and Craig Hertel.
4. Reimbursed Mandy Epley for Election Buddy access.
5. Worked with Accountant on 2022 Income Taxes. Signed off on Tax Return, completed and filed on November 15, 2022.
6. Continued attempts to straighten out Wyndham error on hotel bill – (they returned \$1,751.

More than the refund we were due)

7. Completed five and half month Statement of Activity for TTAO accounts from 9/1/22-1/19/23.

8. Please note that the Net Revenue is based on our Revenue to date for our operating year which is September 1 – August 31.

Respectfully submitted,

Karen King

TTAO Treasurer 2022-2024

e. Communication Director – Mandy Epley

TTAO Membership:

	Current Member	Lapsed Member	Lifetime Member
Adjudicators	335	204	51
TTAO CMs	219	113	30
Non-TTAO CMs	5	408	0
Total Current Members	422	695	59

Current Adjudicators is up 31 from this time last year and lapsed adjudicators is up 38 from this time last year. Lifetime member adjudicators are up 9 from this time last year.

TTAO CMs are up 56 from this time last year. Lapsed TTAO CMS are up 33 from this time last year.

Lifetime TTAO CMS are up 9 from this time last year.

Non- TTAO CMs are up 2 from this time last year. Lapsed non TTAO CMs are up 69 from this time last year.

Total current membership is up 54 from this time last year. Total lapsed membership is up 88. Total lifetime memberships are up 10.

All new adjudicators certified through the online training were emailed a welcome email and invited to join the TTAO FB page once their dues were paid.

Carla Schumann 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 and answer membership questions. Carla works on organizing and formatting information for our quarterly newsletter.

We worked on updating our Communications Calendar through June and Carla will be creating our Winter Newsletter following our January Board Meeting to keep our membership up to date.

We provided our membership with the ability to purchase updated TTAO Swag every day of the year and advertised that link on FB.

Elections were set up and executed through the Election Buddy platform. The nominees' bios were collected and promoted to the membership through the website and the newsletter. Member questions and voting issues were addressed and answered.

TTAO 2022 Election Results

Board President-Elect — Scott Allen wins with 50.24% of the vote.

At-Large Board Member – Freddie Buckner wins with 51.01% of the vote.

Standards and Practices

Region 3 Contest Manager – Jill Henson wins with 37.57% of the vote.

Region 3 Adjudicator – Norma Thomas wins with 50.70% of the vote.

Region 1 At-Large — Scott Tipton wins with 69.41% of the vote.

Region 2 At-Large – Yadira Gonzalez wins with 57.69% of the vote.

Region 4 At-Large – Melissa Utley wins with 48.61% of the vote.

Core Values

Region 1 – Gary Davis wins with 58.64% of the vote.

Region 3 – Henrietta Haynes wins with 50.35% of the vote.

All members running for a position were contacted by the President with the results. All membership was notified of the results through FB page and TTAO website.

Respectfully submitted,

Mandy Epley

TTAO Communications Director

V. Reports of Select Committees

a. State Theatre Director - Paula Rodriguez

Activities since September 2022

1. UIL OAP Presentations

- a. Student Activity Conferences- UT Austin, UT RGV- Edinburg, Texas Tech U
- b. Texas Thespians conferences- San Antonio and Grapevine in November.
- c. Del Valle HS, Rankin ISD- Professional Development- UIL teacher workshop
- d. TSCA- Speech Association Conference
- e. San Antonio College Workshop
- f. TxETA West Texas Workshop in January

2. National Federation of High School Association or NFHS monthly meetings for updates with other state organizations.

3. Meeting with Global Music Network on Music licensing for OAP.

4. Several conversations with Dramatists Play Service, Broadway Licensing, Concord Theatricals and Dramatic Publishing on licensing procedures and cuttings for UIL contest.

5. Conversations with Craig Hertel on issues such as TTAO training, violations, non-payment, publisher and other issues.

6. Assisted contest managers and adjudicators on communication on judging assignments and TTAO Connect troubleshooting.

7. Our office processed 380 plays for the OAP contest, with the assistance of our UIL Play reading committee who read and evaluated the submissions.

8. UIL secured the two contest sites for State meet- 4A-6A Round Rock ISD PAC and 1A-3A Austin ISD, PAC

9. Calendar Planning for 2023-2024.

10. Assisted with contest day issues with Junior high contests in Fall 2022. 170

Middle/Junior High Schools participated in Fall OAP contests.

11. Communication- Correspondence- emails, ZOOMS and telephone calls with school administrators, directors, adjudicators, contest managers and parents on OAP issues.

Respectfully submitted,

Paula Rodriguez

UIL State Theatre Director

b. Core Values Committee Chair – Rachel Harrah

Overview

The Core Values committee met multiple times in the late Fall to work through the logistics in order to meet our desire to increase the foundational directing knowledge of the entire state.

September - October

Met at the TxETA conference to discuss dates and the issues with such close proximity.

The leads on the workshops both had a family tragedy and it was decided that we would reach out to Thespians for their first TTEC conference, which they agreed to.

November -December

Aaron Brown and committee reviewed SHSU calendar and saw we could do the originally intended workshop.

The committee decided that we'd like to offer a truncated TTAO directing workshop at both conferences with members who are already planning on attending AND offer the in-person directing workshop at SHSU to launch in October 2023.

We are grateful for the members of the Core Value committee that have served and completed their elected term and look forward to the next team.

Respectfully submitted,

Rachel Harrah

VI. Old Business

- a. Written Critiques – Kelsey Kling is still leading a committee to review this document to suggest some revisions for UIL office to consider. Move to table this until June by Carrie Klypchak and seconded by Kelsey Kling. Voted unanimously to table.

- b. Manual of Operations – Continuous review is considered each year. At this time, it was moved by Carrie Klypchak to table until June. This was seconded by Larry Carpenter and unanimously voted to table.
- c. Auto-Deduction Feature – Carrie Klypchak motions and seconded by Karen King to have Craig Hertel see if technically we can make this auto-deduction a possibility available.
- d. Tax Status – Craig Hertel explains the struggle based on a past error the kind of non-profit that we are needs to be updated. This may require assistance from an accountant and there is discussion to hire one. Karen King makes a motion to create a committee to search for an accountant and bring forth their name for hiring at June meeting. Craig Hertel seconds. Voted unanimously to serve on this committee. Those serving on this committee will be Carla Schumann, Yvonne Dupree, Larry Carpenter (chair) and Phillip Morgan.

VII. New Business

- a. UIL Relation to Publishing Companies – Paula Rodriguez explains the changes that have occurred from publishers to limit internal cuts. There will be some changes seen with publishers used. There will be some shows that are only doing a continuous 40 minutes, no cuts internally at all, in order to be allowed to perform by the publisher.
The Integrity Script is a complete published playscript which specifically and clearly reflects the performance. A script's integrity is explained by the rules as checking for added lines, scenes or reordering without written permission. The royalty payments being checked is still a part of the process.

Contest Managers will continue to check for the following as they always have:

Competition license

Proof that royalty

integrity script

UIL permission if the play is not on the approved lists. Use the UIL

stamped script as your integrity script.

Community Standards and Copyright Compliance form.

Schools bear the responsibility of meeting the publishers' contract regarding scenes from, internal cuts, etc.

Discussion continues, clarification on programs can help with the process. Ultimately, we need to communicate that adjudicators will be judging fairly based on the rubric. Possibly, training added in future. Also, suggested a statement at contests by the contest manager would be helpful to clarify the cutting or lack thereof one is not judged.

Motion made by Mandy Epley to have Craig write a communication statement to address a contest manager and adjudicator roles to clarify, and share it through email, new renewal statement, social media, newsletter and an added statement at the director's meeting. Yvonne Dupree seconded. Unanimous vote.

- b. 2023 Awards – Awards are described and nominations from the committee are shared.

Legacy Award – The TTAO Legacy Award shall be bestowed upon a member/former member or members/former members in recognition for substantial history of contributions and advocacy for

educational theatre in Texas and particular support and development of the U.I.L. One-Act Play competition. Recipients may not be current Board of Directors or Standard and Practices Committee members. Recipients should be retired adjudicators and contest managers. The name of the recipient will be added to the TTAO website, and they will be presented the award at a public gathering. While this award may be given posthumously, it is intended to honor living distinguished members.

Kathy Barber – 2022

Maureen V. McIntyre – 2022

Krin Brooks Perry – 2021

Robert Singleton – 2021

Adonia Placette – 2020

Elizabeth Hedges – 2019

Charles Jeffries – 2018

C. Lee Turner – 2018

Dr. George Sorensen – 2017

Lou Ida Marsh – 2017

Lynn Murray – 2016

Service Award

Service Award – The TTAO Service Award shall be bestowed on a member or members in recognition for outstanding service to the organization beyond the duties of a particular office, role, or assignment. The TTAO Service Award will honor a member of TTAO for continuous and significant service to the TTAO organization. The name of the recipient will be added to the TTAO website and they will be presented the award at a public gathering. *(Carrie's Note: Although it doesn't directly say this in the description of the award, in practice, we avoid giving this award to current leadership in the organization – current BOD, S&P, Core Values members, etc.)*

Mark Pickell – 2022

Ezekial Morgan – 2021

Alison Frost – 2020

Karen Ray – 2019

Luis Munoz – 2019

Travis Springfield – 2018

Ron Dodson – 2017

Dr. Connie McMillan – 2016

Special Recognitions

Special Recognitions – Special Recognitions may be recommended by the Board of Directors or Standards and Practice Committee. These awards are intended to give a small, symbolic thanks for individuals completing terms in office, donation of time or services to TTAO, and/or completion of specific tasks or other achievements. Recipients may be current Board of Directors or Standards and Practices Committee members. Special Recognition awards will not be added to the TTAO website and the award does not have to be presented at a public gathering.

Legacy Award – Nominations were made. Motion was made by Yvonne DuPree to close nominations and accept Marion Castleberry as the recipient of the Legacy Award.

Service Award – Nominations were made. Motion was made by Larry Carpenter to close nominations and accept Jerry Ivins as the recipient of this Service Award.

Special Recognition – Nominations were made. Motion was made by Carrie Klypchak to close nominations and accept Aquilla Aubrey as recipient of this special recognition.

Awards will be presented at a public event, a gift will be sent to each recipient from the Communications team.

c. Diversity Training: Craig Hertel shares the history of diversity training through video and acknowledgement. This video needs updating and will be taken to the Core Values committee led by Rachel Harrah, for revision. Craig will approve revisions and have it ready to share prior to renewals in May.

d. Programming at TxETA: Discussion of requested sessions from TxETA.

VIII. Closed Session – No closed sessions.

X. Comments, Announcements, Special Thanks – Special thanks to Phillip Taylor and Carrie Klypchak for their service as they are about to roll off the board and this is their last meeting.

XI. Adjournment: Phillip Taylor motioned and Carrie Klypchak seconded for the adjournment. Voted unanimously and meeting was closed at 3:24.