

Meeting of the Board of Directors
Northwest Indiana Excellence in Theatre Foundation
December 13, 2020
6:30 PM CST
Meeting held via Zoom Teleconferencing

Board Attendance: B. Jascoviak, M. Byerly, L. Bouman, A. Lowe, A. Heid, P. Glennie, B. Leonard-White, M. Reister, K. Rasala

Motion to Suspend Approval of November 2020 Board Meeting Minutes until next meeting. **Motion** L. Bouman, 2nd P. Glennie. Approved.

Treasurer's Report:

- **Motion** to approve report as presented orally at meeting: A. Heid, 2nd L. Bouman. Approved.
- Treasurer Transition: Following the results of the election, President shall arrange to meet with those board members whose names will need to be updated upon bank signatory cards
 - Motion to allow for transition of affected persons subject to results of a background check. **Motion** K. Rasala, 2nd A. Lowe. Approved
- Current Balance \$17,190.56
- Full report forthcoming; making final adjustments in Quickbooks to equalize and balance ledger for year-end financial reporting
- outgoing finances
 - Storage unit
 - Insurance premium
 - Payouts of Theatre Support Grants to LCTG and Regional Performing Arts
 - Purchase of shelving for storage unit
 - Misc. Expenses
- income received
 - Individual donations

- Amazon Smile donations

Approval of Board Election

- Election conducted online via Google Forms submission
- 22 individual votes submitted
- Results
 - President: Becky Jascoviak
 - Treasurer; Timothy Slatton
 - At-Large: Kali Rasala, Adam Clough, Maggie Reister Walters , Jerry Jascoviak
 - At-Large Angie Lowe, Luke Bouman, Benjamin Leonard-White, Tony (Antoinette)

Administrative Updates

- NIETF Storage Unit has been acquired; unit is in Chesterton
- Moved the Post Office Box to Valparaiso Post Office (#2344, Valparaiso, IN 46384) -- Secretary and President to have keys to box
- Streaming Licences
 - 2 Zoom licences, 1 StreamYard Licence
 - Option to move to Microsoft Teams for meetings to have free
 - Recommend maintenance of 1 Zoom account

Fundraiser & Grant Disbursement

- Approved 4 applications in November; received 1 application late
- Motion to approve application from Premier Performance for the grant as funds allow (\$200). Motion L. Bouman, 2nd A. Heid. Approved.

Gala 2021

- Deposit of \$500 due to Porter County Expo Center for October 23, 2021. **Motion** K. Rasala, 2nd A. Lowe. Approved
- Consider making an event a hybrid event -- attend virtually or in person.

Theatre Updates

- Valparaiso Theatrical Company has chosen to close; for anyone looking for props, flats, costumes, furniture, etc., please contact Colleen and Steve Zana directly to look at and select information
- Premiere Performance has lost their office and rehearsal space
- A third company has had had conversations with President that they are considering a season, but also considering possible closure due to difficulties which have arisen from COVID-19 (choosing to remain anonymous at this time)
- Genesis Guild has incorporated as its own separate 501(c)3, though continues close relationship with and housing at FUMC Hammond

Recognition of Board Retirements

- Much thanks to J. Riddle and P. Glennie for their service on the Board of Directors.
- Thanks are given to M. Reister for her service as treasurer as she steps down into a role as a representative/general board member

Record of Electronic Business Conducted Between Meetings

- Motion to suspend the bylaws to allow for online voting using a ranked voting system in lieu of an in-person meeting. Each person voting would need to list their name & email address to eliminate duplicate votes. Voting will have a deadline to be received. This motion for suspension of bylaws will also allow for the start of the treasurer's 2-year term in 2021. (Since M. Reister will not be completing her 2-year term). **Motion** A. Heid, 2nd M. Resiter. Approved.
- Motion to make a change to the policy and procedure manual that states the following: "Board member requirements for any new board members shall (effective 2021) allow for only one person per household to serve on the board at a time. Currently serving board members will be grandfathered in and exempt from this rule until such time as they leave the board, at which time the rule will come into

effect should they run for board election in the future.” **Motion** A. Heid, 2nd M. Reister. Approved.

- Beatniks has submitted the requested application for reimbursement of funds (\$120) for the video of “Arsenic and Old Lace” through the Grant Dispersal program. **Motion** to allow reimbursement P. Glennie, 2nd A. Heid. Approved.

Retreat & Meeting Dates 2021

- Meetings to remain 2nd Sundays at 6:30 PM
- Tentative Schedule:
 - January 10 via Zoom
 - February 14 via Zoom
 - March 14 via Zoom
 - April 11 via Zoom
 - May 9 via Zoom
 - June 13
 - July 11
 - August 8
 - September 12
 - November 14
 - December 12 (tentatively Genesis Guild -- Christmas Party)
- Retreat over Zoom or similar medium TBA in near future

Next Meeting Prospective January 10 at 6:30 PM CST on Zoom

Adjournment 7:25 PM