

Meeting of the Board of Directors
Northwest Indiana Excellence in Theatre Foundation
July 12, 2020
6:30 PM CST
Meeting held via Zoom Teleconferencing

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

Approval of June 2020 Board Meeting Minutes. **Motion** P. Glennie, 2nd M. Reister. Approved.

Treasurer's Report: **Motion** to approve A. Clough, 2nd K. Rasala. Approved

- Current Balance \$14,601
- outgoing finances
 - paid post office box
 - made insurance payment
 - paid for Audience Development Grant
 - purchased portable lighting (non-theatrical) for use in Park Plays, similar in nature to what is used by Gary Shakespeare Company
 - Paid licencing fees for fundraiser and editor's fee for video for fundraiser
 - Reimbursement to Regional Performing Arts has been paid
- income received
 - donations from Trivia Night
 - Amazon Smile donations
 - Recently received CARES act loans and \$10k grant
 - Board to review the terms and conditions for the \$10k loan next month and make decisions on how to manage funds. Have a calendar year with funds without repayment or penalties
- Other Financial Matters
 - Line item account has been set up for the virtual fundraiser

Fundraiser

- Group numbers are now in editing stages
- Have full cast
- Have started to receive solo performances
- Fundraising page and Facebook event for the show have been put up
 - Event Page: <https://www.facebook.com/events/499943937462229/>

- Free-Will Donation Page:
 - https://secure.givelively.org/donate/northwest-indiana-excellence-in-theatre-foundation-inc/supporting-nwi-s-theatres?fbclid=IwAR1vaatyajR7hGCJqNfPdEHAsANrXpghloSaz8iEJRE4TtOmWN5S_pt84D8
 - There is a location on the page where individuals can click through and set up their own fundraising page for the event -- feel free to set this up as a personal challenge!
 - \$330 raised from 13 donors as of time of meeting
 - If someone would prefer to donate with a check, direct them to the PO Box for NIETF; M. Reister will send a confirmation receipt for any donations made in this manner
 - Event is purely freewill donation -- no tickets
- Continue to seek sponsors for event, silent auction items
 - Currently have six auction items; hoping to get up to 20 auction items

First Reading Code of Ethics Update in the Bylaws to include the language as outlined below.
Motion J. Riddle, 2nd L. Bouman. Approved.

“Section 6 Code of Ethics

- A. The purpose of the Code of Ethics of the *Northwest Indiana Excellence in Theatre Foundation* (NIETF) is to serve as a guide to ethical conduct for board members, viewing members, and other NIETF members where a reasonable person would understand them to be acting as a representative of NIETF.

- B. NIETF upholds the right of all members of the theatre community to engage freely in intellectual inquiry, artistic expression and dramaturgical craft without fear of censorship, sanction, or retaliation. Free intellectual inquiry, constructive dialogue, and artistic expression are vital to NIETF’s mission and must be protected even when the views expressed are unpopular or controversial. When controversial matters arise, NIETF members may allow and express understanding that differing points of view provide for legitimate artistic and creative purposes. NIETF members also have a right and responsibility to encourage the improvement and innovation of the theatrical arts. Freedom in artistic expression is fundamental to the search for and creative exposition of truth and knowledge, a practice that is at the heart of excellence in theatre.

NIETF members (as defined in section 6.A above) have a responsibility to the theatre community including the following:

1. To participate in activities that benefit and enhance the quality of community theatre life,

2. To conduct all activities with honesty, integrity, respect, fairness, and good faith while avoiding disseminating information that is reasonably understood to be false, misleading, or deceptive,
3. To respect local and federal laws,
4. To disallow the exploitation of professional relationships for personal gain,
5. To use this code to further the interests of theatre and not for selfish reasons,
6. To exercise, when speaking or writing in any modality, prudence and a reasonable standard of care with respect to words and actions to maintain the public's confidence and trust in NIETF while protecting the credibility and dignity of theatre,
7. To avoid practicing or facilitating discrimination and prevent discriminatory organizational practices,
8. To refrain from using authority or information to intentionally affect NIETF or any member thereof in an adverse way,

C. NIETF members (as defined in section 6.A above) have a responsibility to performers and other volunteers that includes the following:

1. working to create a working-environment conducive to ethical performer conduct and behavior,
2. working to ensure a working-environment that is free from harassment –sexual and otherwise, coercion of any kind –especially to perform illegal or unethical acts, as well as free from discrimination on the basis of race, color, religion, national origin or citizenship status, sex, gender identity or expression, pregnancy, sexual orientation, age, disability, or military status.

This code of ethics includes the freedom to express views on matters having to do with NIETF and its policies. This collaborative relationship is the best vehicle to facilitate successful implementation of events and initiatives while maintaining an environment of professionalism, credibility, sustainability, and collaboration. Established practices of open member and board meetings, sub-committees, and executive session shall be used to support professional best practices and to adjudicate concerns regarding this code of ethics.”

Task Force commissioned by the board to come up with a Policy Enforcement Draft: L/ Bouman, J. Riddle, B. Leonard-White, M. Reister

Open Floor:

- N. Velasquez offered to assist theatres in learning more about presenting ticketed productions online

- A.Clough mentioned that the Boys & Girls Clubs of NW Indiana have been approved to re-open for rentals of their facilities, should a theatre be looking for a live venue to host an event

Adjournment 7:35 PM