

Meeting of the Board of Directors
Northwest Indiana Excellence in Theatre Foundation
June 14, 2020
6:30 PM CST
Meeting held via Zoom Teleconferencing

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

Approval of May 2020 Board Meeting Minutes. **Motion** A. Heid, 2nd K. Rasala. Approved with 2 abstentions.

Finances

- No formal Treasurer's report due to absence of treasurer
- \$4300 currently in bank
- outgoing finances
 - paid post office box
 - made insurance payment
 - paid for Audience Development Grant
 - paid out \$11 in fees to process donations made online to NIETF as part of Trivia Nights
 - purchased portable lighting (non-theatrical) for use in Park Plays, similar in nature to what is used by Gary Shakespeare Company
- income received in last 3 months during quarantine
 - \$145 in donations from Trivia Night
 - Amazon Smile donation of \$28
- Other Financial Matters
 - Motion to modify P&P manual to allow for the use of Online Bill Pay by the President or the Treasurer for up to \$250 reimbursements or expenditures, with the stipulation that monthly Treasurer's Reports include line by line transaction reports. **Motion** P. Glennie, 2nd L. Bouman. Approved.
 - President recommended shifting the CRM management and donation processing interface for electronic donations to Give Lively platform. No objections raised by board members.

Grants Update

- Indiana Arts Commission (IAC) has decided not to fund the Arts in the Park program next year, due to mandate to cut 15% out of budgets.
 - L. Bouman asked if possible to notify park of status on funding, develop a flier and curtain speech to solicit donations from the public to possibly help continue funding of program in the future. Could be used as a way to increase visibility of donation platforms to members of the public
- IAC approved Audience Development Engagement event grant for 2020-2021 fiscal year.

Membership Vote

- Since many theatres are in challenging space due to COVID-19, entertained extension of membership by another year.
- L. Bouman suggested further discussion on this point wait until after the online fundraiser, as successful fundraiser might allow for supplemental payment of dues for theatres

Fundraiser Event

- Videographer has been secured (David Sanders).
- Event set potentially for sometime within the week of July 19, to coincide with actual NIETF birthday (July 21).
- Auditions would be submitted by June 30. Audition information to be prepared and posted online within the next week. Present challenge that, when you audition, you will commit to recruiting a set number of donors. Use your miscast song as a part of the audition process, and videos will be more formalized in the future
- L. Bouman to work on coordinating with videographer to produce group numbers.
- B. Jascoviak has drafted an auction item recruitment letter; will be distributed to solicit auction items to be auctioned during the event via silent auction. Board Members will be asked to recruit at least three items apiece for the auction.
- Seek out sponsors, who will be able to receive a 30 second snippet during the fundraiser. Ask each theatre to put together a 30 second “commercial” to plug the theatre -- focus on musicals, as that is the focus of the fundraiser

Adjourn 7:45 pm

Next official Board meeting scheduled for July 12, 2020

Reserve June 28, 2020 for a possible Fundraiser event coordination meeting