

Mid-America Theatre Conference 2018
Milwaukee, WI – March 15-18, 2018
Co-Chairs Luncheon Minutes
Friday, March 16, 12:00-1:15
Prepared by Jennifer Goff, Secretary

12:33pm – Shawna calls the co-chairs luncheon to order and introductions are made.

How is the conference going so far?

- Executive C-D is still freezing
- Otherwise – everyone is pretty quiet
- If there are any issues with the rooms or need to change anything in the rooms, come to the registration table and we can go to our hotel contacts.

Nominations process

- Start thinking about this now and conversations to be had for next year.
- Beth – Chris will be taking over the nominations process this year. Senior co-chairs will be serving on the nominations committee.
- Start looking around for people who have been really involved, considering people who might be interested in co-chairing. You are NOT just selecting an heir-apparent in this process, as others can nominate themselves, but it can still be helpful to think ahead like this.

Chris lets us know that Family Feud auditions will be taking place during our luncheon tomorrow. Yikes.

Nominations Process

- Cat asks about if we are planning on making the process happen a little sooner next year, so that we can fold the new co-chairs into the process a little more organically.

Beth reminds the room to come to the business meeting for elections, and Chris asks that we make announcements about these elections in our sessions.

Advertising:

- In our CFPs for plays, papers, sessions, etc. – always be advertising. You have a list of everyone who submitted to you this year – be sure to reach out to them for the next one. Where can you post? Where can you expand?
- Create a google doc of names and contacts of submissions that can carry over from year to year – encouraging retention on submissions.
- Especially in the last 3 weeks there should be a strong push – it will feel repetitive, but it is important to keep it top of mind.
- Think beyond the MATC page and listserv. Are there other organizations and events you are a part of where you can publicize the CFP?

Proposal limits:

- Submissions are now limited to two symposia. The submission process will remind them that they can only submit to two symposia. Playwriting still may use people more than once, but that is still just one symposium.
- This will also allow more people to participate

- Articles in Process, Pitch your Book, Emerging Scholars – these count as symposia
- We are looking at the possibility of creating a common database for submissions so that we can see when there are people who violate the policy, and we can ask them to choose. This will also help us track acceptance rates.
- We are talking about having Mark and the new Webmaster create a central submission system.
- Eric points out that the submission system will need to take into account the different requirements of the playwriting symposium in terms of headshots, etc.
- We want to make sure that we have this in place for the next call, so we're going to need the co-chairs to be part of testing the system in order to troubleshoot up front.
- Job form is another platform for online forms and submission management.

Guest Artists and +1

- Everyone must register. It's not about the food on the plate – it's about the labor involved in setting out and preparing the space, preparing the food, etc.
- We can navigate deals with the conference planner in exceptional circumstances, but we need to be pretty consistent about everyone registering.
- If you are putting a panel together, the co-chair would need to talk to the conference planner about whether there is anything we can work out. This conversation should happen before inviting a whole panel, etc.
- Keep an eye on +1 for guest artists too.
- We want the conference to be affordable for everyone – which means that everyone has to pay their way. Unexpected costs put us in danger of raising the conference price. It's the same reason we don't have tech in all the rooms every day.

Cleveland 2019

- March 7-10
- Marriott
- Invention – inventive thoughts, inventive genres, contraptions, the ideas that we generate, regenerate; ways of creating theatre and theatre spaces. The inventiveness of our artistry.

Chris reminds the co-chairs to keep track of attendance numbers in each session. It would be great if you could include a post-mortem report reminding us of how many submissions you had, and how many acceptances.

Business concludes at 2:02pm.