

MATC Executive Committee Meeting Minutes – 16 March 2017

Present: Shawna, Craig, Beth, Peter, Sara, Mark, Jen

Present via phone: Tyler

Beth moved to approve the minutes from 2016, Mark seconded. And was unanimously approved.

Business Meeting agenda – how do we do the Treasurer's report in Tyler's absence?

Tyler will go over the report now to prep us to give the report tomorrow

Chris inquires about the fee for Diep Tran – Tyler changed the fee from \$1500 to \$1000.

32778 in checking

3211 in Paypal

Pile of paper checks from people today? Actually we had a few people who registered online, but no checks, and none were received in the mail.

Total liquid assets of \$35989

Costs and projected costs of the conference

Co-chair luncheon – about \$450

Also need to add ECM dinner – about \$102.29 – misc office supplies

Bought name badge holders – Chris will turn in the receipts in one big chunk

Seems that we didn't send U of Alabama press in 2016, so we need to get that done

Anticipated balance of \$19000 – up from end of 2016

Program Design – paid Tim to lay out the program \$300 – already taken out of checking

We are operating in the black consistently for the last few years

Peel \$10,000 into a second Edward Jones account? Rainy day fund?

Peter suggests that we separate the Schanke fund from the Edward Jones, which becomes the real rainy day/contingency account.

Tyler agrees – but we need to decide on the amount to leave in the Schanke fund – probably \$10000.

Peter – then we should probably leave it for a while from there out for a while.

- Context – got rid of contingency fund to pay lawyers for Non-profit issues, and we kept the Schanke fund as our savings account, but half of that money has been conference money, and we've been paying Schanke out of conference funds. \$10000 should effectively bear the award.

Not certain of the initial amount of the Schanke fund, but we can research that.

If we call it 10, then each year we need to look at the annual interest gathered, and then supplement with the conference money to achieve the award. There is concern that the 20,000 will be claimed as the Schanke fund – this will likely be fine long term, but we don't want to have an argument in the short term.

Beth – where would we be best served to put any of the fellows money

Tyler – Edward Jones investment account has been good to us. When we drained it in June 2012, we were at 10600, it has nearly doubled in value in the last seven years.

We set Tyler free to return to real life – cardigan and all.

Elections/Nominations

- Nominating committee has full slate of people coming in for the appointments
- Established a process to have nominees submit, and then to vote – Beth has a spreadsheet full of this info
- Co-chairs and grad playwright liaison, emerging scholars co-chair
- Solicited nominations for grad liaison and treasurer elect

- Grad liaisons – make the voting process more transparent so that all the grad students can access this through registration. So far we have 40-50 votes, as opposed to the previous years' 10ish votes, even though we're just voting for one person.
- Really trying to solidify the process of nominations – solicitation and evaluation
- Incorporate feedback from the junior co-chairs
- Figuring out how to disseminate
- They will be announced on Saturday and we'll see them all at the luncheon tomorrow.
- Next year we want to get people excited about the process to get a stronger slate of nominations – more options
- By acclimation tomorrow we will elect Brian Cook as treasurer elect
- Would like to have more people participate in the nomination process
- Co-chairs are selected, not elected. But they must be nominated, and then are voted on by the committee – able to create a ranking system
- Encourage strong, interested people in going up for things.
- It turns out we really aren't desperate to get people involved – we just need to get people acculturated to the process of nominations, bringing more people into the organization.

Peter takes us back to the Business Meeting Prep

- Peter will do approval of the minutes and the Treasurer's report
- Theatre History Studies – Sara
- Theatre Practice – Jennifer S
- Grad Students – Aaron or Julia
- Elections – Beth
- Incoming Symposia – Beth
- Conference 2018 – Chris

Do we know how to do the acclimation

- Mark explains that we have one nominee, and barring objection or another nomination from the floor, we would open up to a voice by vote

Looking Forward – next year

- Associate conference planner
- Secretary?
- Co-Chairs
- Grad liaison
- Members at large – can they re-up, or should this remain fairly fluid – Peter argues that this should be

Should emerging scholars be on the nominating committee? Is 6-7 enough? Seems like it is. We probably don't need to bring more people into that conversation.

Conversation around the symposia junior co-chair nomination process – it's not about soliciting preferences, so much as double checking that there is no major impediment to working together.

Job Description – Web Master

- Mark tried to think of things to come up with as topics of discussion for the Web Master – our website is to the point where there can be multiple operators. Access to paypal accounts, basic

word processing, it would be interesting to see if it could become accessible to whoever needs it.

- Peter – we should still structure it – traditionally it was under the secretary – should it be under conference planners? Grad liaison? What structure makes the most sense?
- Mark – we do need someone in the technician role. The secretary was usually the repository and generator of information. But there's no reason that it has to be directly under anyone as long as the technician is allied with the ECM. Who would take care of the website, deal with issues, pay the bills, etc. We can set up the kinds of protocols and passwords that allow integrity as positions change.
- Wordpress platform is fairly simple – Mark is often stripping out the formatting of things that are sent to him. Maybe it's time to begin the transition to more layered accessibility.
- Peter – agrees we need a single person in charge of the technical part
- Mark would like to have a year to bring someone up to date
- Shouldn't be an elected position
- Do we want to come up with a job description so we can come up with Associate Webmaster, which we can transfer.
- Grad students might be logical people to tap for something like this to help bring them into the fold.
- The web is almost old hat now
- Have someone who runs facebook and twitter and the whole online footprint, and the listserv
- How useful is the listserv anymore as a central repository of information. It's run through Illinois State. Anne is the only one who has access to the list.
- Sara – likes to be able to use the listserv
- What would it take to create a new listserv – can we have Anne pull the current addresses – Mark will pursue this with her, and we will look into options for an updated listserv.
- Peter – proposes that we pursue the job description by end of spring, so we can pursue it through the nominations committee – really look at graduate students. Good way to keep them involved. Three year appointment, allowing for an overlap year. Active participation in a national organization.
- Chris – likes the idea of conference planners having access to upload and update.
- Peter – agrees that they should have access, but that the technical person needs to have the central control.
- Mark and Jen will work on a job description by end of May

THS

- Some delays in getting the latest issue to press, but it is on track now.
- There is some disagreement with U of A, who wants the final proofs to just go through the editor rather than back to the authors, but Sara contends that the authors need to see it again.
- Submissions for the general section are a little down
- Having a hard time deciding how to count the international submissions writing in English as a second language, but not meritorious for the journal – particularly multiple submissions from the same person
- Calls get bigger turnout
- Not a great sense yet of the special sections – waiting on peer reviews.
- Maintaining a general section with four articles is turning out to be pretty doable.
- Sara is committed to 4 years – we need to have a conversation about the term for the book review editor. Probably makes sense to stagger the terms of 4 years – trading off every two?

1. Look for Associate Editor now (1 year term and then Editor for 4 years)
 1. Sara's last issue will be 2019 - need someone on the ground in 2018 for the 2020 issue.
 2. Put out call after May 2017 - Peter will do this
 3. Associate Editor can oversee special section - perhaps something 18th century?
 1. Ideas for next editor? Interested to see what is currently standing out at this conference?
 1. Dan Smith? (Rachel Wolf is on Sara's radar...could be a supporter/participant?) Dan Venning (19th c)? 18-19th Century Globalisms? Andy Gibb?
 2. Concern that fitting both may be too much of a tight fit
 2. Chris to talk with Diep about Theatre/Practice publication
2. Fellows Committee
 1. Charge - to solidify mostly the financial future of the organization. Ad Hoc committee to move towards an advisory board eventually. Peter listed the members including president and immediate past president (keeps them involved) and the treasurer (ex officio).
 2. Develop \$50,000 contingency fund (goal for contingency fund plus \$15K already in existence) - not about growth, but maintenance of the organization
 3. Increase ability to offer services and recognition of new scholars/artists
 4. Make recommendations on increasing diversity of membership and our work
 5. Plan for meeting in March 2018 in Milwaukee to share findings of the committee
 6. Chris/Shawna: Plan/program for the meeting - Saturday would make most sense to include right after the business meeting.
3. Future Conferences
 1. Milwaukee - March 14-18, 2018
 1. Clint at Helms Brisco - well-established company provides conference hotel planning services, no charge - take cut from hotel directly
 2. See Brochure in email
 3. See emailed spreadsheet of other potential cities
 4. Willing to help us write up contracts - can help troubleshoot - have negotiating power
 5. Pursue 2019 contract with Helms Brisco (will look at Chicago 2 years out)
 2. Cleveland 2019
 3. Moving dates back to beginning of March in 2019? First or second weekend (March 7-10).
 4. Other places? Philly? Pitt?
4. 2018 - Themes
 1. Spin - revolutions, circularity, revolving stages, return, not simply lies, return, strophe, antistrophe, catastrophes, teaching in turbulent times, how do have a conversation when you can't agree on what a fact is
 2. Polaris - spinning restaurant on top of the Hyatt Regency - YES!
5. Adjourned at 7:20pm