

**Minutes of the General Meeting  
of the  
New Jersey Theatre League  
May 23, 2004**

The meeting was called to order at 12:42 by President Nikki Adams. A roll call was taken and a quorum established.

Attending were: Nikki Adams, Patti Billow, James Curran, Dan Boris, Andrew Flothmeier, Dennis Dougherty, Pat Marotta, Bernard DiCasimirro, Pete LaBriola, and Robert Broadbent.

The minutes of the last meeting were passed out and read, and a Motion was made by Andrew Flothmeier to accept the minutes as read. The Motion was seconded by Dan Boris. There was no discussion or modifications suggested for the minutes. The Motion passed unanimously, with no abstentions.

**Officer and Standing Committee Reports:**

- Pete LaBriola reports that a company that works out of the Kelsy Theater, "Like 40 Productions", will be joining the NJTL and is interested in the annual Festival of Plays that we produce, as well as the ESTA Festival. A check and information will be forthcoming.
- Bill Fikaris is away on travel, and sends a report that he hasn't found out about an alternate theater for the next year's festival as yet, but will work on that for next meeting.
- The Secretary had no report.
- Treasurer's report – for the period between 3/16/04 through 5/23/04 -Total Checking Account Income \$137.50. Total Checking Account Expenses \$375.88, Checking Account Balance \$2,380.00. Investment Balance \$1861.21, Total NJTL Financial Assets \$4,241.91. The full report has been attached to these minutes as well as filed for audit.
- Andrew Flothmeier of the Tech committee passed out copies of the Terms of Use and Privacy Statement used on the NJTL website. The corrections proposed by Andrew were read and are available on the website as well as attached to these minutes. The only noted change to the proposal was a misspelled word – "copywrited" changed to "copyrighted". Andrew Flothmeier made a motion to accept the corrected Terms of Use and Privacy Statement, and to use them on the website. The Motion was seconded by Pete LaBriola. After discussion was called for, a vote was taken and the Motion carried unanimously, with no abstentions.
- Children's Theater. The Children's Theater Festival will be held on the 18th of September, at the Smithville mansion. The organizers need people for traffic control, booth operators, and so forth. There will be two meetings in August to plan and discuss ideas and logistics. Meeting dates and the Festival schedule will be posted on the website, and all active members should plan on attending and helping however they can

- Public Relations: Dennis reports that he has issued a press release about the ESTA Festival and that if anyone sees anything in their local paper, please clip and forward to Dennis. Dennis also asked all member companies to submit a copy of the next year's season to the P.R. committee, for release to the media. Dennis reports that the New Jersey Council on the Arts publishes a resource guide called "Discover NJ Arts" and Dennis will try to get the necessary paperwork to sign up all the NJTL member Companies, as well as the NJTL itself.

Pat Marotta said that there is a publication called "The County Bell" for Burlington County, that reaches about 175,000 homes, and we should all be listed in that paper as well. The deadline to file is August 10.

Dennis asked that all member Companies create a theater profile with the number of members, productions, special programs, and so forth, for inclusion into both "The County Bell" and "Discover NJ Arts". Also, Dennis would like the member companies to use the logo for NJTL and the statement "Proud to be a Member of the NJTL" on the programs.

- The Festival Committee had no report.
- The Nominating committee recommends as a slate, for Treasurer, Patti Billow, and for President, Nikki Adams. There were no nominations from the floor. A vote was taken, and the slate was passed, unanimously, with no abstentions. Congratulations to Patti and Nikki.
- Bylaws Committee: Andrew made a motion to change the notice of a modification to the Constitution from 60 days to 30 days. Dan seconded the motion. The motion was carried unanimously, with no abstentions.

Andrew Flothmeier submitted to the board a list of 11 amendments to the bylaws and one amendment (see above) to the Constitution. The changes proposed are attached to these minutes. The amendment to the Constitution passed. The amendments to the bylaws were presented as amendments 1-9 as a group, and amendments 10 and 11 as a separate group. The first nine consist of the following (for the actual text, please see the attached document).

1. Allows for a 15 day minimum notice for any general or board meeting, to give all voting members the right to be heard, and to vote on the issues.
2. Sets requirements for attendance of meetings for members, and the type and number of meetings per fiscal year.
3. Sets forth the means and circumstances of issues that arise between meetings and electronic voting, specifically that the method of voting must be approved by the board at a meeting by 2/3 majority, can allow all to speak on the issue, allow 72 hours to vote, be about an issue that cannot wait 15 days for a meeting to be called, is not an amendment to the Bylaws or Constitution or restricts the rights of any members or remove or suspend them, and may be made by anyone. The President will preside over such an issue, and the results must be entered into the minutes at the next meeting.

4. Provides for the distribution of funds over 5% of the yearly budget.
5. Provides for creating and promulgating the yearly budget.
6. Therefore the standing committees will be as follows:
  - Children's Theater
  - Communications
  - Education
  - Festival
  - Historian
  - Membership
  - Parliamentary
  - Public Relations
7. Changes the annual meeting to be at a time and place of the choosing of the board rather than in May.
8. Clarifies the period of arrears in dues to the fiscal year, and allows for a specific date.
9. Changes the due date of dues to be ties to the fiscal year.

A Motion to accept the above listed amendments as written in the proposal was made by Andrew Flothmeier. The Motion was seconded by Dennis Dougherty. There was no further discussion, and a vote was taken. The Motion carried unanimously, with no abstentions.

Andrew next offered two amendments, the first setting the fiscal year as it is presently, from July 1 and ending on June 30, and the other setting the fiscal year to start January 1, and end December 31. After discussion of the merits of both systems, a Motion was made to accept the first of these two amendments (setting the fiscal year as it is now) was made by Andrew and seconded by Patti Billow. A vote was taken and the No vote was unanimous, with no abstentions. The Motion was defeated.

A Motion was then made to accept the second amendment (setting the fiscal year as the calendar year) by Andrew, and seconded by Bob Broadbent. A vote was taken and the aye vote was unanimous, with no abstentions. The motion carried.

- Pat Marotta gave a report on the ESTA Festival that was held in Maryland. Pat and Bridgeplayers have no comment on the results of the Festival and the awards, but feel that the Festival might have been run better. It lacked a welcoming feel, and co-ordination. The support that Bridgeplayers received from those attending from NJ was wonderful and appreciated, and they were pleased by the help and teamwork displayed by all in NJTL. However, the Bridgeplayers have written a letter to send to the ESTA board and read the letter to the board. The letter was read to the board, and will be posted on the website. A follow up letter will be written by the board and sent to ESTA. The letter will be composed and sent via email to the board for editing and suggestions, and then sent.

- Patti Billow reported that the ESTA treasurer still doesn't understand the report sent to him by NJTL, the argument over loss/profit goes on. The board, acting under the new bylaws, asked for volunteers for the Auditing Committee. Dan Boris, Andrew Flothmeier, and Lynn Johnson volunteered, and were accepted by the board.

### Old Business

- The president appointed the following to Standing Chairs:
 

Children's Theater	Lynn Johnson
Communications	Andrew Flothmeier
Education	No one named
Festival	Andrew Flothmeier
Historian	Bob Broadbent
Membership	Tim DiVito
Parliamentarian	Andrew Flothmeier
Public Relations	Dennis Dougherty

A motion was made by Andrew Flothmeier to accept the above candidates for chairs. Patti Billow seconded the Motion, and there was no discussion. The vote was unanimous for and there were no abstentions. The Motion carried.

- The President called for ideas for the next festival, and will hold a meeting in September to talk further about the ideas. Ideas for workshops were suggested, one that would help member companies raise funds, including round table discussions of things that have been done and work, with a moderator. Other thoughts were about holding one-act fests in the member companies to gear up for the NJTL fest, giving each theater a choice of plays to send. Another suggestion was to get someone to explain and simplify the ways to write for grant monies and where to look for institutions giving grants, and their amounts.

There will be a CD issued on the forms that the festival organizers need to put together a wonderful fest. The CD will have the forms on it in a printable format, and perhaps suggestions as to how to run and organize a festival.

- Patti Billow passed around a choice of four logos from which we will adopt or NJTL logo. Of the four viewed, the choice was to accept the darkest of the four, and that we should get a copy made in black and white, for printing in the Programs of the member companies. A vote was taken, and the logo was adopted. See the website for the logo chosen.

### New Business

- The method of voting on anything that comes up between meetings and that can't wait for a meeting to be called must be authenticated. The method suggested by all was the email voting, using the NJTL mailing list. The method must meet all criteria for voting as set forth in the new bylaw amendment. Using email will allow enough time for discussion and alternative ideas.

A Motion was made by Andrew Flothmeier to adopt email as the method to hold non-meeting votes on those issues and problems that will not wait. Pete LaBriola seconded the Motion. There was no further discussion, and a vote was

taken. The vote was unanimous for and there were no abstentions. The motion carried.

- The last new business is to set the next meeting date. The date most favored in discussion was August 8<sup>th</sup>, 2004, at a place and time to be announced.

A Motion to adjourn was made by Bob Broadbent, and seconded by Pat Marotta. A vote was taken, and was unanimously in favor, with no abstentions. The Motion carried.

Adjourned at 3:25PM