

WASHINGTON AREA THEATRE COMMUNITY HONORS

Board of Directors Meeting Minutes

November 12, 2000

In attendance: John Monnett, TAP, Chair
Sue Pinkman, RCP, Secretary
Todd Huse, Elden Street
Mary-Anne Sullivan, CRT
Don Wilson, PWLT, adjudication coordinator
Bob Bartlett, HBP, Treasurer (late)
Judy Mayer, MP
Brian Moore, PTP
Lee McKenna, Tapestry Theatre Company

New members: Emily Besudan, Great Falls Players
Christopher Tully, St. Mark's Players

Absent O'Malley Pitcher, LTA
Roland Gomez, LTA
Judie Chaimson, Silver Spring Stage

The meeting was called to order at 4:10pm. It was confirmed that Silver Spring Stage, St. Mark's Players and the Great Falls Players are new members for the year 2001. Cedar Lane Stage decided not to join WATCH this year.

ADJUDICATION:

Coordinator, Don Wilson indicated that a conversation with Ken Kavanaugh resulted in a positive report, and Ken believes that the ballots are being received properly. Don asked Ken to provide a detailed report. John Monnett asked that Don find out how quickly Ken will be able to turnaround the information after the last show closes around December 10, as we want to announce the nominees very early in the new year. Todd Huse also asked for some generic statistics, pertaining to the total number of actors, total number of featured players, etc.

AWARDS:

Todd, Sue and Mary Anne reported all positive results from the meeting at the Birchmere in Alexandria, VA, which concluded with the following: Sunday, March 4, 2001; \$12.50 per person; \$25.00 per couple; tickets available at the box office (with no service charge); tickets also available through TicketMaster (with \$3.00 service charge); doors open for food and drink at 5:00pm; ceremony to begin around 7pm, with wait staff continuing service, if necessary; groups can purchase tickets, and then sell to their own members if desired; the Birchmere will be available several hours prior to doors opening if rehearsal or sound checks are necessary; the Birchmere requires a 50/50 split of the box office, with a \$2500 guarantee; 500 tickets maximum will fill the one main room; SRO tickets (for the same price) with simul-cast in the outer bar area will be available. Birchmere will assist with composition of advertising flyer, and will include the WATCH event in their strip advertising in the Washington Post and the City Paper. Each group is strongly encouraged to sell LOTS of tickets among their group members.

Other aspects of the awards ceremony discussed at length: Todd will continue to pursue seeking sponsor(s) for the actual awards; the board agreed on the lucite obelisk with WATCH logo and engraving; a slightly less expensive option is available if necessary. In addition to the winner receiving the award trophy, each nominee will receive a certificate.

Mike Baker accepted the role of Master of Ceremonies.

The five shows nominated for Outstanding Musical will be asked to provide part of the musical entertainment. John Monnett thinks he has a volunteer to coordinate the entertainment.

Acceptance speeches from the recipients, will be minimized, hopefully 30 seconds or less. It was suggested that each group begin seeking for a pianist and stage manager for the event.

Business casual (coat and tie recommended) was the chosen attire. (No jeans, please!)

Mary Anne volunteered to create the “script” of the program. Sue Pinkman volunteered to produce the “playbill” for the evening.

The Board agreed to require that each company appoint five judges (plus alternates) for the coming season. The matrix will be created on that basis (by John Monnett and John Downing). St. Marks Players, Silver Spring Stage, and the Great Falls Players will be new members in 2001. Tapestry opted to maintain an inactive membership in WATCH in 2001 (paying dues, but not providing judges or being judged for that year). We will have 12 active member groups with 58 productions to be adjudicated. We talked of creative ways of maintaining a judges rosters, including liberal use of alternates. Lee McKenna (Tapestry) also volunteered to be a “floater” and it was agreed that this might be a good alternative to supplying adjudicators on an emergency basis, or to those groups who are having difficulty confirming 5 judges. Todd Huse made a motion to officially create a “floating adjudicator” position; seconded by Don Wilson. The motion was carried unanimously.

John will try to reserve Gunston Arts Center for a public announcement of WATCH nominees on Saturday January 6, at 10 am.

Reston Training Session was again confirmed for Monday, November 27, 7:30 at the RCP Rehearsal Hall. LTA had not yet confirmed. Discussion continued resulting in the feeling that a session PRIOR to November 27 would be too early to organize the matrix and other paperwork. Christopher Tully (St. Mark’s) offered the St. Mark’s Parish Hall, on December 3, and will confirm as soon as possible. The WATCH training is optional for returning adjudicators.

2001 ISSUES

John Monnett presented a composite list of shows from all active groups that he was going to submit to John Downing for creation of the matrix. After each group approved the list, John also explained the addition of dividing the groups into “regions” which should also alleviate a little bit of travel “angst”. The regions are as follows:

WEST = Reston, Elden, Great Falls; NORTH = Silver Spring, Montgomery;
SOUTHEAST = Port Tobacco, Hard Bargain; SOUTH = Prince William, Castaways;
CENTRAL = LTA, St. Marks, Arlington

Brian Moore reported that Suzanne Fehl was 99% sure she would be able to serve as adjudication coordinator for next year. Suzanne (301-934-9875) will also be the new WATCH representative for Port Tobacco Players, although Brian will continue to handle marketing for the time being. Brian also reported that he sent a WATCH press release to the Washington Post, City Paper, The Blade, and The Washington Time. He will supply a general release that we can send to our individual local papers.

It was again, strongly recommended that ALL judges have an e-mail address or be “linked” to a friend or spouse who could easily convey messages to them. It makes the coordinator’s job much easier to contact everyone at the same time. However, it will remain the responsibility of the WATCH rep. to contact those judges who do not yet have an e-mail address.

MATERIALS FOR THE TRAINING SESSIONS:

Sue will be supplying the composite info sheet.

Mary Anne will copy the revised brochure (with 7 points)

John Monnet will supply copies of the Criteria and the matrix

Sue will revise the Ballot (with 5 judges instead of 4)

Envelopes will be provided (by coordinator) after Suzanne is confirmed

Accounting. A new accounting / accounting firm will be needed for next season. John Monnett will start looking via the Business Volunteer / Arts Alliance, and will pursue membership for WATCH.

Christopher Tully (St. Mark's) will be responsible for passing on the list of winners from accountant to the "awards vendor" for engraving purposes. Script writing and creating certificates for all the nominees will be discussed at the next meeting.

TREASURER'S REPORT

Bob reported that the WATCH account at Bank of America is costing \$11 per month. Discussion ensued regarding finding another bank that would be available in both MD, VA and DC.

The Employee I.D. number is: 52-2248862. The official WATCH mailing addresses are:

IN MARYLAND: W.A.T.C.H, 2001 Bryan Point Road, Accokeek, MD 20607

IN VIRGINIA: W.A.T.C.H., c/o Reston Community Players, Reston Community Center,
2310 Colts Neck Road, Reston, VA 20191

2001 DUES: After a brief discussion, Sue Pinkman moved to lower the 2001 membership dues to \$50 per year; seconded by Judy Mayer. Motion carried unanimously.

Judy Mayer reported that the Montgomery Playhouse would provide a companion comp for 2001 season.

It was agreed that the next WATCH Board meeting would take place at St. Mark's on December 3, after the 4:00 training session at St. Marks Episcopal Church.

The meeting was adjourned at 6:30 pm

Respectfully submitted,

Sue Pinkman
Secretary, Washington Area Theatre Community Honors

ADJUNCT MEETING, MONDAY EVENING, NOVEMBER 27

With a quorum of board members available, John Monnett called the meeting to order at 7:40pm, with the purpose of discussing the position of Adjudication Coordinator. Brian Moore indicated that Suzanne Fehl was not comfortable taking over the position, after all, however she remains interested in being coordinator-in-training. Don Wilson (graciously) volunteered to remain in this position (with Todd Huse volunteering to be his back-up). Brian Moore moved to elect Don Wilson Adjudication Coordinator for the 2001 season; seconded by Bob Bartlett; Motion carried unanimously.