



NEWS LETTER

U. S. INSTITUTE FOR THEATRE TECHNOLOGY, INC.
245 WEST 52nd STREET NEW YORK, N. Y. 10019 (212) 757-7138

VOLUME XI NUMBER 3

MAY/JUNE 1972

PRESIDENT'S COLUMN

WHAT'S TO BE DONE?

In professions which can be practiced with a bit more leisure and grace than theatre, some form of periodic review mechanism is usually scheduled into the job cycle. And while a tech man's work is cyclical, sometimes he may have trouble identifying medium-range improvements for his profession because he's too occupied solving the short-range problems that pile up in the course of meeting production schedules.

Perhaps USITT, too, fails sometimes to see its own forest because of the many "trees" represented by its members' production schedules.

Who among us is presently concerned, for instance, about mid-career training programs for technicians already in the field? New materials and methods abound, and the Institute's regional section one-time workshops are a very good beginning, but where are the broader, formal retraining and upgrading programs for disseminating this information and skill? For several years the West German city and state theatres have supported, along with city, state and federal government and the theatre industry, a single several-month training program to meet the need for increased technical knowledge by supervisory personnel in theatres throughout that country. Should USITT study the need for such a cooperative program in this country, tailored to our own needs?

The increased use of electromechanics by semi-skilled personnel in our theatres, introduction of several plastics processes inherently dangerous to technician and user when carelessly made or used, and work with variable performance spaces where audience safety is not so carefully thought out as with fixed-seat proscenium theatres - these are easy examples of safety problems generated by recent changes in theatre practice. How much influence should USITT work on

creative health and safety legislation? Isn't it healthier for the profession to govern itself rather than have legislation imposed on it by outsiders?

Why isn't the pitifully small amount of research we conduct as a profession, not better designed and supervised and the results more widely publicized? Why can our more innovative people frequently not find the kind of position where their creativity can be best employed? Could USITT do more towards stimulating innovation and controlled experiment?

Most of the rest of the world now enjoys some degree of user-determined standardization for its theatre equipment and supplies - not in terms of its performance or external appearance, but in the replaceable or expendable components used and in the way manufactured & shop-built units go together. Manufacturers resist, understandably, attempts to make their product more compatible with a competitor's design as the two are used side-by-side in the theatre. Yet the trade-off for very little change in manufacturing could be much better use of our equipment and supply dollar. Ask anyone who has toured a production through Europe. This is the era of consumer concern for improvement in products and services. Should USITT attempt to catalyze interest in recommended standards for certain items of equipment and/or supplies?

Professional membership associations, by their nature, stand little chance of effecting changes which aren't already accepted in principle by a considerable segment of their membership. But even when an idea's time is come, some individual or small group still must do the leg work to effect the needed change. USITT still has lots of room for that sort of man with energy and a good idea.

Ned A. Bowman
President, USITT

COMMITTEE APPOINTMENTS

President Ned Bowman recently announced his appointment of the following:

- James Campbell, Chairman, Membership Committee
- Donald Swinney, Chairman, National Liaison Committee
- Joel Rubin, Chairman, International Liaison Committee
- Gary Gaiser, Chairman, Publications Committee
- Ed Peterson, Chairman, Awards & Resolutions Committee
- Thomas Lemons, Chairman, Time & Place Committee
- David Weiss, Chairman, By-Laws Committee
- Alvin Cohen, Chairman, Finance Committee
- Walter Walters, Chairman, Nominating Committee
- Bernard Grossman, USITT Counsel

INSTITUTE STAFF CHANGES

As the Institute makes temporary budget reductions, it has been necessary to leave the position of Executive Director temporarily vacant.

President Bowman cited Tom DeGaetani's contribution on completion of his two-year tenure as the Institute's first Executive Director July 6th as one pivotal to the Institute's growth. "The Institute is, and has been since its inception, the embodiment of Tom DeGaetani's efforts. On behalf of the Officers, I wish him well and presume he will immediately resume active membership."

The Institute's Office continues to be ably staffed by Ann Brownlee, Administrative Secretary.

THEATRE DESIGN AND TECHNOLOGY's new editor, beginning with the October '72 issue, will be Dr. Thomas Watson. Dr. Watson, completing a term as Chairman of the University of Delaware's Theatre, has been an editorial staff member of the JOURNAL and regular contributor since its founding seven years ago. Watson initiated his year's appointment by immediately soliciting manuscript materials from Institute members to be mailed to him directly at Dept. of Dramatic Arts, Univ. of Del., Newark DL 19711.

MIDWEST SECTION

Immediate Past-Chairman of USITT/Midwest James M. Campbell reports that the 1971-72 year's program ended with a "double-bill" on June 2nd at Goodman Theatre; attended by over 80 members and guests. A New Products presentation featured Tom Zeigler who described plastics finding uses in the theatre, and William Harris who demonstrated the use of Insta-Foam. Chicago designer William B. Fosser used slides and sketches

to illustrate his presentation of Arena Stage Design Concepts.

The May 6th Costume Style Show, coordinated by Pepper Ross and held at Rosary College, featured costumes, slides, and sketches of 18 productions and five designers, as well as the work of two student designers.

Details of the Fall program will be announced in late August. Present plans call for the first meeting to be held on Sept. 15, 7:30 p.m., at WGN-TV, and to include a presentation on lighting. Also planned is a trip to Indiana University for a tour of the theatre facilities and an opera production during the weekend of Oct. 14.

Newly-installed Section Officers for the coming year are: Chairman, Gene A. Wilson; Vice Chairman, David Reeve; Treasurer, Geo. Petterson; Secretary, Betty Ann Pettitt; Executive Board, Sam Beetham, Jr., Robert E. Brennan, Roger Burch, Clyde Foster, Larry Kirkegaard, Loren D. Riggs.

UP STAGE

"Up Stage", the High School Affiliate of USITT/Midwest, held its final workshop of the season, "Publicity Techniques for High School Production", at Niles East High School. The workshop was conducted by Jim Campbell.

With the formalization of a constitution and the election of officers for the coming year, the group plans a series of seven workshops to begin in the Fall, under the leadership of its new Chairman, Janet Lifschitz. Other officers are: Vice Chairman, Brad Bentcover; Secretary - Editor, Linda Van Roeyen; Steering Committee Members, Mike Bossov, Lisa Davis, Larry Etelson, Marian Friedman, Bob Johnson, Sue McAllister, Bruce Seleb, Terry Sheldon, and Larry Wallenstein.

NEW BOARD AND BY-LAWS

USITT Secretary Robert Teitelbaum reports that, on the basis of Board of Directors' action in San Francisco, and the recently-held National Election/Referendum, effective July 1st, new By-Laws have gone into effect, and a new Board of Directors began its term. The new By-Laws are an insert to this NEWSLETTER.

The new USITT Board of Directors is as follows:

Elected to two-year terms:

- | | |
|---------------------|--------------------|
| • James Campbell | • Jo Mielziner |
| • Charles Levy | • Joel Rubin |
| • Patricia MacKay | • Mary Hunter Wolf |
| • Patrick McDonough | |

Elected to one-year terms:

- | | |
|--------------------|--------------------|
| • Leonard Auerbach | • Ed Peterson |
| • Leslie Cortesi | • Glynn Ross |
| • William Crocken | • Charles Williams |
| • Thomas Lemons | |

PRESENTATION COMMISSION

Presentation Technology Commissioner Ann Folke Wells points out that the aims and purposes of her Commission were recently changed to read as follows:

"The Presentation Technology Commission shall explore the demands which the creative and interpretive artist in the theatre can make upon theatre technology, suggest working solutions to these artistic problems, and encourage inter-disciplinary communications."

USITT DESIGN AWARDS

The USITT 1972 Conference was the occasion for the First Annual USITT Scene and Costume Design Competition. The following, selected from over one hundred and fifty entries, received monetary awards and had their works exhibited during the run of the Conference:

COSTUME DESIGN

Undergraduate

First Place: Ruby Newman, Carnegie-Mellon, "Measure for Measure"

Second Place: Cary Dillinger, Temple Univ., "The Lady of the Camellias"

Third Place: Nancy Carman, Univ. of Calif. at Davis, "The Pearl Fishers"

Graduate

First Place: Marianne Custer, Univ. of Wisc., "Othello"

Second Place: Carol Beule, Univ. of Wisc., "Ring Around the Moon"

Third Place: Judith Ann Dolan, Stanford U., "Faust - Part II"

Third Place: Bruce Miller, Univ. of Minn., "The Marriage of Figaro"

Open

First Place: Spyros Coskinas, Vacalo School of Dec. Arts, Greece, "Three Sisters"

Second Place: Carolyn L. Ross, State Univ. of N. Y., "The Birds"

Third Place: Thomas Williams, Studio Forum of Stage Design, "The Seagull"

SCENE DESIGN

Undergraduate

First Place: Michael Beery, Univ. of Calif. at Santa Barbara, "Endgame"

Second Place: David Gropman, San Francisco State Coll., "Othello"

Third Place: Mark Batterman, San Francisco State Coll., "Jesus Christ Superstar"

Graduate

First Place: Robert Huber, Humboldt State College, "The Architect & the Emperor of Assyria"

Honorable Mention: Leiva Jose, Stanford U., "The Royal Hunt of the Sun"

Honorable Mention: Virginia Worsham, Stanford Univ., "Orpheus and the Underworld"

Open

First Place: Sis Perkes, Utah State Univ., "Antigone"

Second Place: Thomas Williams, Studio Forum of Stage Design, "Orpheo and Euridice"

Third Place: Nikos Petropoulos, Nat'l Theatre of Greece, "Uncle Vanya"

The monetary awards were made possible by a services grant from Standard Oil (NJ).

SOUTHERN CALIFORNIA SECTION

The Southern California Section concluded its spring program with a meeting in May at which Bruce Kaufman spoke on the topic "Memory Devices and Applications in Theatre", reports Section Chairman Willard Bellman.

The American Council for the Arts in Education held its annual conference in Los Angeles in early June. Jim Klain and Harold Burris-Meyer represented USITT and USITT/So. Cal. at the Conference, whose theme was "Arts in the Community".

George Howard and Pat Byrne were the regional representatives to the So. Cal. IES meeting which looks toward setting up a series of symposia for IES members in So. California.

A tentative schedule of Fall meetings for the Section includes: a tour of the new Schubert Theatre in L. A.; plans to cooperate with the California State University at Northridge in sponsoring Josef Svoboda's visit in late Oct. or early Nov.; and an all-day symposium on the use of plastics in theatre, to be held in Nov. or Dec.

ENGINEERING COMMISSION

Engineering Commissioner Fred. M. Wolff emphasizes a need for closer cooperation and exchange of information between the regions and the entire membership, and urges the use of the National Commissions as clearing houses for this information. He requests that each Region make every effort to tape or otherwise document seminars, presentations, and discussions, and send these records to the National Commissioners who will then make them available to other Regions, giving credit to the initiator. It is hoped in this way that a far larger audience can make use of the material presented.

In addition to those projects reported in the Engineering Committee Supplement to the Feb. NEWSLETTER, the following are among those in committee: a paper on Centralized vs Fragmented or Localized Control by Polansky and Slutske designed to generate seminars interfacing the creative/interpretive artist and manufacturer; guidelines for seminars on The Application of Theatre Lighting Techniques to Architectural Lighting by Rubin and Mintz; Stage Floors for Dance project by Teitelbaum in liaison with the National Architecture Commission.

P.A.T.E. COMMISSION

Recently appointed Commissioner of PATE, James R. Earle, Jr., reports that the following have accepted appointments to membership of the Commission: Richard Davis, Dennis Travins, Paul Camp, Michael Gillette, Larry Riddle, John Custer, Robert Teitelbaum, and Donald Middleton. Commissioner Davis is continuing to seek a broader base for the membership of this project-oriented Commission and will announce additional appointments as more individuals become active in the Commission's work.

In response to the charge given the Commission at the General Membership Meeting in San Francisco, a major emphasis of the Commission will be the initiation of a project with the expressed purpose of developing a set of national criteria for the evaluation of groups and institutions involved in theatre design and technology education. The Commission will seek to establish liaison with ATA in conducting this project.

The Commission also plans to undertake a study of the desirability and feasibility of implementing a national program of technical theatre internship for both students and faculty. Such a program would be directed toward assuring a two-way exchange between the profession and those students preparing for work in the theatre together with those faculty who prepare them.

NEW ENGLAND SECTION

The first year's program of the New England Section ended with a workshop on the use of models in theatre held in April and a general meeting and community relations workshop held in June. A workshop on codes planned for May was postponed until next fall to insure participation of the architectural community and code authorities. Through coordination of these activities with the New England Theatre Conference, these programs have benefited a wide cross section of theatre personnel.

The Fall program in New England will commence on Sept. 16 & 17 with a weekend seminar on Arts Administration at the Goodspeed Opera House in East Haddam, Conn. Also planned is the codes workshop and a technical short course conducted by John Custer of Rhode Island College to be held at his school and other locations throughout New England.

On Sunday, October 15th in connection with the New England Theatre Conference's annual convention, a tour of the Majestic Theatre and discussion of renovations and rehabilitation of old facilities will be held. This facility, located in Providence, R. I., is the future home of the Trinity Square Repertory Company.

NEW YORK AREA SECTION

BUSINESS AND THE ARTS SYMPOSIUM

Glens Falls, N.Y. was the June 10th site of this meeting, hosted by the Lake George Opera Festival, and presented by the NYAS Committee on Theatre Administration.

As stated by Roger Malfatti Jr., the Committee Chairman, the symposium set out to "examine the rationales, strategies, and tactics for effective collaboration between the business and arts communities".

Mrs. Karen Johnsen of LGOF assumed the greatest burden of the local organization work, and the packed house at the morning session was a clear indication of the interest in the area.

The Business Approach to the Arts was interestingly presented by Mr. G.A. McLellan, President of Business Committee for the Arts; Mr. Robert Huntoon, President of Industrial Fabrics Division, West Point Pepperell; and Mr. Robert Walsh, Director of Community Affairs for American Airlines. The Arts Approach to Business was well stated by Mr. David Lloyd, General Director of the Lake George Opera Festival, and by Mr. E. Craig Hankenson, General Manager of the Saratoga Performing Arts Center.

The enthusiastic audience was further challenged by the luncheon speaker, Dr. Vivienne Anderson, Director of the Arts & Humanities for the N. Y. State Education Department. She proposed that the arts, business, and education communities form a coalition in a small test area like Glens Falls, to expand the influence of the arts in the community. By the end of the symposium, concrete steps were being taken in this direction.

CONCERT SHELL COLLOQUIUM AT LINCOLN CENTER

Colloquium Chairman Russell Johnson assembled many of the country's leading acousticians for an information-packed all day colloquium on acoustics and the concert shell. The program was held June 23rd at the Auditorium of the Library and Museum.

Subject matter was wide-ranging: from basic acoustics, through the lightweight vs heavyweight material controversy; building design and operational considerations in the use of shells; outdoor concert shells; permanent vs portable enclosures; the physical design of enclosures; to the cost of these enclosures and their operation.

Guest speakers included Vincent Piacentini, Christopher Jaffe, R. Lawrence Kirkegaard, David L. Klepper, Russell Johnson, and NYAS Engineering Committee Chairman Bernard Weiss, under whose auspices the Colloquium was held.

These programs were supported in part by a services grant from the New York State Council on the Arts.

DEADLINE EXTENDED FOR THEATRE CONSULTANTS LIST

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The filing date for application to the USITT Theatre Consultants List has been extended to September 1st, with publication expected November 1st.

The following individuals and firms have filed for listing in the First Edition of the Consultants List: William H. Allison; Artistic Directions, Inc.; Paul G. Birkle; Robert E. Brennan; Harold Burris-Meyer; Kenneth B. Dresser; Burghard M. Engele; Jules Fisher Assocs.; L. Howard Fox; Peter H. Frink; Theodore Fuchs; George Gill; David Hale Hand; Richard A. Iacobucci; Leland K. Irvine; David L. Klepper; K. M. Livingston; Timm Loomis; William H. Lord; The Macton Corp.; Jo Mielziner; James Hull Miller; Robert D. Mitchell; Richard I. Mix; Outdoor Theatre Consultants Group; William Papke; Bob Pepper; Henry D. Prickett; Victor Prus; Ralph J. Reynolds; Charles Richmond; Horace W. Robinson; Jerry N. Rojo; Robert Scales; Herbert Schmoll; Nathan Sonnenfeld; George A. Thomas; David

P. Walsh; Peter Wexler; Fred Zeller.

For further information and application forms write USITT Theatre Consultants List, 245 West 52nd Street, New York, N.Y. 10019.

OISTT PUBLICATIONS COMM. MEET.

As this NEWSLETTER is published it appears virtually certain that a meeting of some 10 - 12 technical theatre journalists from throughout the world will be in the United States during November. Hosted by OISTT Publications Committee Chairman Ned Bowman and OISTT President Joel Rubin, the 5-day session will probably take place in Pittsburgh during the week of Nov. 13 - 18. Support for the meeting, to which U. S. technical theatre editors will also be invited, has been promised by the U.S. Dept. of State and Intl. Research & Exchange Board.

University directors who might wish to have these international visitors as guests immediately before or after the meeting should contact Dr. Rubin about their travel itineraries.

NEW MEMBERS WELCOMED

USITT wishes to welcome the following new members who have recently joined our ranks. The code numbers and letters in the right-hand margin indicate the class of membership and commission participation as noted.

- | | |
|-----------------------------|------------------|
| 1 Board of Directors | I Individual |
| 2 Executive Council | SN Student |
| 3 Presentation Commission | O Organizational |
| 4 Architecture Commission | U Sustaining |
| 5 Engineering Commission | X Exchange |
| 6 Administration Commission | V Special |
| 7 Publications Committee | H Honorary |
| 8 Public Relations | N Non-voting |

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3213 Shell
Midland, Texas 79701

Alcone Company, Inc. 345678-U
Attn: Mr. Alvin Cohen
32 West 20th Street
New York, N. Y. 10011

Mr. David Allen SN
202 Park Center
Fort Worth, Texas 76126

Angelo State University 3456-O
Attn: Mr. Bill Watts
Drama Department
San Angelo, Texas 76901

Mr. Brian Arnott 4-SN
28 Lockview Crescent
St. Catharines, Ontario, Canada

Mr. Paul D. Bennett 345-I
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Portland, Oregon 97219

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Mr. Joseph F. Bricking SN
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Richard Ferguson-Wagstaffe SN
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Ann Arbor, Mich. 48104

Ms. Sheila J. Fisher 151 High Street Lancaster, Pa. 17603	4-SN	Mr. Terrence D. Jones 518 Fireside Dr. #3 Lawrence, Kansas 66044	3-SN	Mr. Rick Provencio 420 E. University El Paso, Texas 79902	3-SN
Mr. Daniel S. Flannery 125 Hubal Street Bohemia, N. Y. 11716	35-SN	Mr. Eric S. Lidh Dir. of Drama, Asbury College Wilmore, Ky. 40390	I	Mr. Greg Prowant Box 1247, Bucknell Univ. Lewisburg, Pa. 17837	46-SN
Free Southern Theatre 240 Dryades Street New Orleans, La. 70113	0	Mrs. Jacqueline Lynn 2401 Turnagain Pkwy. Anchorage, Alaska 99504	I	Mr. William R. Rambin 9945 Cal Road Baton Rouge, La. 70809	3-SN
Maame E. B. Gibson Metrol Technical Box 3488 Beach Station Vero Beach, Fla. 32960	45-SN	Ms. Jean McConal c/o Dept. of Philosophy Texas A & M University College Station, Texas 77843	SN	Mr. Michael F. Ramsaur 421 Vasquez Ave. Sunnyvale, Ca. 94086	I
Mr. Steven Lee Gilles Box 149-A W. C. School of the Arts Winston-Salem, N. C. 27102	SN	Mr. Patrick D. McDonough 4681 Monroe St., N. E. Columbia Heights, Minn. 55421	6-I	Mr. Thomas T. Redsull Kelleher Hall, St. Mary's Coll. Dodge City, Kansas 67801	3-SN
Mr. Joseph Goldin 308 East 79th Street New York, N. Y. 10021	5-I	Ms. Carol Eileen Moncek 835 Edgebrook Apt. 2 DeKalb, Ill. 60115	6-SN	Mr. Stephen E. Rees 3200 Ellis St., Apt. 1 Stevens Point, Wisc. 54481	SN
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Dr. Todd Hill 1951 Meadow Lane Drrville, Ohio 44667	SN	Ms. Karen Pollock Wilson College Chambersburg, Pa. 17201	I	Mr. John R. Salemi 10907 N. Kendall Dr., Apt. 420 Miami, Fla. 33156	3-SN
Mr. Ronald Hubbard 37 Casablanca Court Elnora, N. Y. 12065	SN	Mr. Dick Ponts Sahrar-Tahoe Corp. P. O. Box C Stateline, Nev. 89449	I	Carol Soucek Sandefur 430 S. Hobart Blvd. Los Angeles, Ca. 90020	3456-SN
Islip Arts Theatre Attn: Mr. Wayne Pevey Suffolk County Comm. College 533 College Road Selden, N. Y. 11784	6-0	Ms. Ann Powell V. A. Hospital Big Spring, Texas 79720	SN	V. A. Schroder 8-03 Melvin Place Fair Lawn, N. J. 07410	SN
		Mr. Donald B. Powell 218 Luther, Apt. 292 College Station, Texas 77840	SN	Ms. Caroline Sederbaum 500 Chapel Drive, Box 110 Tallahassee, Fla. 32304	3-SN

Sandy Sheats Orr's Mobile Home Park #52 Bryan, Texas 77801	SN	Mr. Fred Stacy, Jr. Peninsula Rd. RFD 1 Wakefield, R. I. 02879	I	Dr. Miriam Tulin Chairman, Dept. of Drama Hofstra University Hempstead, N. Y. 11550	3-I
John R. Sherwood III Hammer, Greene, Siler Assocs. 1140 Connecticut Ave. N.W. Suite 510 Washington, D. C. 20036	4-I	Ms. Jeanne M. Steele 3415 Sacramento El Paso, Texas 79930	3-SN	Mr. Mark Turpin 1122 Terrace Drive Bryan, Texas 77801	SN
Ross Shuman 2950 Anita Street Redding, Ca. 96001	3456-SN	Mr. John Steele P. O. Box 1609 College Station, Texas 77840	SN	Upper Iowa College Drama Department Fayette, Iowa 52142	0
Skirpan Lighting Control Attn: Mr. Stephen J. Skirpan 41-43 24th Street Long Island City, N. Y. 11101	3456-U	Mr. Scott Steidinger 811 12th Street Huntington Beach, Ca. 92648	45-SN	Ms. Mary Ann Walsh 1000 W. Corral #73 Kingsville, Texas 78363	3-I
Mr. Robert M. Slavinski P. O. Box U-4581 Tallahassee, Fla. 32304	3456-SN	Stratford Festival Attn: Mr. Bob Scales P. O. Box 520 Stratford, Ontario, Canada	3-0	Ms. Zelma H. Weisfeld Dept. of Speech, Univ. of Mich. Ann Arbor, Mich. 48104	3-I
Ms. Kay Slowey 1101 East 29th Street Bryan, Texas 77801	SN	Mr. Barry Suttin 205 East 10th St., Apt. 3C New York, N. Y. 10003	3-I	Mrs. Aileen Wenck 204 Walton Drive College Station, Texas 77840	SN
Mr. Jim Smart 402--38th Ave., S. W. Calgary 6, Alta., Canada	45-I	Mr. Donald E. Swenson 353 N. Spring Street Elgin, Ill. 60120	6-SN	Westchester Comm. College Attn: Drama Department Valhalla, N. Y. 10595	0
Ms. Carol Lynn Smith 404 San Jacinto Rockdale, Texas 76567	SN	Ms. Debra L. Tate Knott Route, Box 8 Big Spring, Texas 79720	3-SN	Mr. Ward Whiting Dept. of Speech & Theatre Ohio Northern University Ada, Ohio 45810	5-I
Ms. Elaine C. Smith Box 90L, Route 2 Tallahassee, Fla. 32301	3-SN	Ms. Lana E. Taylor P. O. Box 1202 Pearsall, Texas 78061	SN	Mr. Richard Kent Wilcox Frederic Wood Theatre, UBC Vancouver 8, B.C., Canada	34-I
Ms. Madeline M. Sobota 7118 Forrest Ave. Hammond, Ind. 46324	345-I	Mr. Richard E. Teubert 1109 South Street Lafayette, Ind. 47901	5-SN	William Woods College Dept. of Theatre Arts Attn: Mr. Christian West Fulton, Mo. 65251	3-0
Society Hill Playhouse Attn: Jay Kogan, Director 242 Delancy Street Philadelphia, Pa. 19106	6-0	Mr. Robert M. Tortorice 1366 84th Street Brooklyn, N. Y. 11228	SN	Univ. of Wisconsin Library Attn: Serials Dept. 728 State Street Madison, Wisc. 53706	LN
Society of Stage Directors and Choreographers Attn: Mildred Traube 1619 Broadway, Suite 815 New York, N. Y. 10019	X	Towson State College Attn: Georgia O. Baker Theatre Arts Department Baltimore, Md. 21204	0	Mr. Stephen J. Wisdo, Jr. 247 Hallmark Estates Springvalley Rd. Athens, Ga. 30601	3-SN
Paige Southard Sosnoski 2106 Mark Drive Lake Worth, Fla. 33460	3-SN	Mr. Dennis Travins 385 Saratoga Ave., No. 4 Santa Clara, Ca. 95050	SN	Ms. Carla Wolf 3300 South College, 11-A Bryan, Texas 77801	SN
Ms. Carlene South 1006 West Yoakum Kingsville, Texas 78363	3-SN	Mr. Harry M. Trickey, Jr. 422 B State Street Jefferson City, Mo. 65101	34-I	C. Emmitt Woodley 82 Garden Quarter Dr., Apt. 7A Newark, Del. 19711	SN
Mr. Pat Y. Spillman 3204 Fairmount Dallas, Texas 75201	4-I	TSOCC Players Attn: Mr. Vincent Terrell 60 Bow Street Somerville, Mass. 02143	3-0	Mr. John James Wright 189-7 Crenshaw Court Tallahassee, Fla. 32304	3-SN
		Mr. Arthur P. Tsyitee Box 193, Highlands Univ. Las Vegas, N. M. 87701	3-SN		

CALENDAR

Aug. 20-23	ATA Convention, San Francisco, "Is Theatre Central to Society?"
Aug. 22	ATA-USITT Tech. Theatre Center, ATA Convention, San Francisco
Aug. 22	USITT Board of Directors, San Francisco
Sept. 15-16	USITT/Texas Section Tech. Short Course, Univ. of Texas-Austin
Sept. 28-30	Central Opera Service Regional Conference, Indiana University
Oct. 25-28	Nat'l Opera Assoc. Annual Conference, San Francisco
Jan. 6	USITT/Florida "Projection Symposium", Florida State Univ.
Jan. 13	USITT/Florida "Projection Symposium", Florida Atlantic Univ.
Mar. 11-14	USITT 13th Annual Conference, St. Louis

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1973 CONFERENCE

Peter Sargent, Conference Chairman, reports that the 1973 Conference will take place March 11 - 14, at the Bel Aire East Hotel, St. Louis, Mo. Program details will be announced to the membership as developed. Inquiries should be directed to: Peter Sargent, USITT Conference Chairman, Webster College, St. Louis, Mo. 63119.

MAKE YOUR TRAVEL PLANS NOW!!!

USITT NEWSLETTER

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New England	Thomas Lemons
New York	Bob Benson
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ENLIST

A

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BY-LAWS

THE UNITED STATES INSTITUTE FOR THEATRE TECHNOLOGY

ARTICLE I - NAME, SEAL, AND OFFICES

Section 1. NAME. The name of this Corporation is the United States Institute for Theatre Technology, Inc.

Section 2. SEAL. The Seal of the Corporation shall be in the form of a circle and shall bear the name of the Corporation, the State, and year of incorporation, and the words "corporate seal".

Section 3. OFFICE. The principal office of the Corporation shall be located at such place in the Borough of Manhattan, City, County, and State of New York, as the Board of Directors may from time to time determine.

ARTICLE II - PURPOSES AND LIMITATIONS

Section 1. PURPOSES. It is a primary function of this organization to disseminate information and facilitate communication for the professional development of its members. This is a not for profit Corporation organized and operated exclusively for charitable, educational, and scientific purposes, and in furtherance thereof and for no other purpose shall:

- a. Encourage research and investigations in the field of theatre planning and design, construction, equipment, aesthetics, presentation and operations;
- b. Combine and conserve the records of such studies and investigations and make the same available to the members of the Corporation;
- c. Publish and disseminate the results of studies undertaken within the scope and purposes of the Corporation;
- d. Assist in the establishment of contact between members of the Corporation for the better interchange of knowledge in the various fields of theatre;
- e. Encourage good practices in the field of theatre planning and design, construction, equipment, aesthetics, presentation and operation, based on the experience of those engaged in the theatre on all levels as developed by studies in those fields;
- f. Provide representation and participation in national and international conferences, assemblies, and other gatherings where matters of theatre planning and design, construction, equipment, aesthetics, presentation and operation are discussed;
- g. Extend and develop participation with those arts of the theatre which are closely related to the technologies of the theatre.

Section 2. LIMIT OF ACTIVITIES. This organization shall not engage in activities which are not in furtherance of its stated purposes nor in opposition to the grounds on which it was granted exemption from Federal Income Tax under the provision of Section 501 (c)(3) of the Internal Revenue Code of 1954, as amended.

Section 3. LIMIT OF EARNINGS AND INFLUENCE. No part of the net earnings of this Corporation shall inure to the benefit of any private member or individual. No part of the activities of the Corporation shall be for the purpose of carrying out propaganda or otherwise attempting to influence legislation nor shall it participate or intervene in any political campaign for or against any candidate for public office.

ARTICLE III - MEMBERSHIP, DUES, MEMBERSHIP MEETINGS AND VOTING

Section 1. MEMBERSHIP CLASSES. The members of the Corporation shall consist of persons, corporations, partnerships, and unincorporated associations interested in furthering the arts of theatre planning and design, construction, equipment, aesthetics, presentation and operation. There shall be five (5) classes of membership each with voting privilege:

- a. Individual: Open to persons interested in furthering the arts of theatre planning and design, construction, equipment, aesthetics, presentation and operation.
- b. Organization (non-profit): Open to non-profit organizations, i.e. colleges, universities, departments of same, foundations, associations, libraries, etc.
- c. Sustaining: Open to commercial businesses, firms, establishments interested in the theatre arts.
- d. Contributing: Open to commercial businesses, firms, establishments--to provide a higher level of professional support to the Institute.
- e. Student: Open to individuals who are recognized full-time students at educational institutions. Status lapses when full-time student status lapses.

At the time of membership, or membership renewal, Organizational, Sustaining and Contributing members shall designate the individual with the right to vote on behalf of the organizational member.

Section 2. DUES. The Board of Directors shall establish dues for each class of membership. The Board of Directors shall be empowered to change the dues structure from time to time as it may deem necessary.

- a. Payment. Dues are payable annually with membership lapsing in the anniversary month of the last dues payment. Continuing members may prepay annual dues during the last quarter of the preceding year for effective membership the following year.

- b. Failure to Pay Dues. Failure of a member to pay the established dues of his class of membership within sixty (60) days after the date due shall result in suspension from rights of membership in the Corporation, and, if such dues are not paid within ninety (90) days after the due date, membership in the Corporation shall cease and terminate.

Section 3. MEETINGS.

a. Annual. The annual meeting of the members of the Corporation shall be held at a place designated by the Board of Directors. Written notice of the place of the annual meeting shall be given by the Secretary to each member, by mail, not less than thirty (30) days before the meeting. At the annual meeting, members shall transact such business as may come before the meeting and receive the annual report of the Corporation.

b. Special. Special meetings of the members of the Corporation may be called in the following ways:

1. By the President of the Corporation;
2. By a majority of the Board of Directors;
3. By the filing with the Secretary of a written request for such a meeting by one hundred (100) members.

Upon the calling of any special meeting, the Secretary of the Corporation shall give notice of such special meeting to each member, either personally or by mail, stating the time, place and purposes thereof, not less than thirty (30) days before the meeting; provided, however, that a meeting of the members to change or amend the Certificate of Corporation shall abide by all requirements pursuant to the Not-For-Profit Corporations Law.

c. Quorum. At all meetings of the members of the Corporation five (5) percent of all voting members shall be present as certified by the Secretary to constitute a quorum necessary to conduct business. In the event of failure to achieve a quorum, those present, if they so choose, may proceed informally but without power to adopt resolutions.

d. To resolve points of procedures, Roberts' Rules of Order shall be consulted.

Section 4. VOTING. At all meetings of the members of the Corporation, each voting member present (see membership classes) shall be entitled to one vote. All questions except as otherwise indicated herein shall be determined by a majority of the votes cast. Proxies may be used to establish a quorum and may be voted on matters included in the Notice of Meeting, or necessarily embraced therein.

ARTICLE IV - BOARD OF DIRECTORS

Section 1. COMPOSITION. The Board of Directors shall be twenty-one (21) in number plus five (5) ex-officio members. They shall be members in good standing of the Corporation for the year in which they are elected and for all the time that they serve. The Board of Directors shall consist of the following:

- a. Officers. President
First Vice President (Operations)
Second Vice President (Projects and Publications)
Third Vice President (Presentations)
Secretary
Treasurer

b. Directors at Large. Fourteen (14) Directors at Large.

c. The Immediate Past President.

d. Ex Officio and Non-Voting:

Chairman of the Committee on Finance
Chairman of the Committee on Membership
Editor of Publications
Executive Director
General Counsel

Section 2. ELECTION. Election to the Board of Directors shall be made from a slate of candidates presented via mail ballot to every paid up member of the Corporation. Ballots shall be sent to members at least sixty (60) days before the annual meeting and shall be returned to the office of the Corporation not later than 30 days prior to the date of the annual meeting. Ballots received later shall be invalidated. Additional space on the ballot shall be provided for write-in candidates. Write-in votes shall carry the same weight as votes for members of the slate. A majority shall control all voting.

a. Committee on Nominations. The Committee on Nominations shall consist of the following members of the Corporation: (See also Article VIII, Section 1-g).

1. The immediate past President, Chairman.
2. The President.
3. The Secretary.
4. Two members selected by the Commission on Projects.
5. Each Regional Section Chairman or his appointed representative.

b. Slate. The Committee on Nominations shall present to the membership for vote a slate of candidates of at least one member per office or directorship. It shall be the purpose of the Committee on Nominations to prepare a slate of candidates which is representative of the diversity of disciplines and the geographic distribution of the membership.

Section 3. TERM OF OFFICE. The term of office for the President and the 1st Vice President shall be for one year. They may not serve more than two consecutive terms. The term of office for the other officers and the Directors at large shall be for two years. Election shall be held in even years for the President, 1st Vice President, 3rd Vice President, Treasurer and seven Directors at large. Election shall be held in odd years for the President, 1st Vice President, 2nd Vice President, Secretary and seven Directors

at large. For the first year after enactment of these By-Laws, the 2nd Vice President, the Secretary, and seven Directors at large shall be elected for one year terms. All terms of office should commence with the beginning of the fiscal year.

Section 4. QUORUM. Eight members of the Board to include either the President or a Vice President shall constitute a quorum.

Section 5. VACANCIES. Vacancies in the Board of Directors occurring prior to the expiration of the term for which the member was elected shall be filled by the Board of Directors at their next meeting.

Section 6. MEETINGS. The Board of Directors shall meet at least twice (2) each year; at the site and time of the Annual Meeting of the members and at least one other time at a place designated by the President.

The President may call other meetings of the Board at a time and at a location determined by him and shall inform all members of the Board concerning such meetings at least fourteen (14) days prior to the meeting.

To resolve points of procedure, Roberts' Rules of Order shall be consulted.

Special meetings of the Board of Directors may be called by the written notice of eight (8) members of the Board to all voting members of the Board; such notice to be mailed to members of the Board at least fourteen (14) days prior to the date of the meeting.

Between meetings of the Board of Directors, the Officers of the Corporation acting in concert, are empowered to transact business of the Corporation and act for and in the name of the Board of Directors.

Section 7. POWERS. The Board of Directors shall have general powers to manage and control the affairs and property of the Corporation as it may deem proper, not inconsistent with the laws of the State of New York or with these By-Laws. These powers shall include:

- a. Approval of the annual budget of the Corporation and the annual audit. The Board shall control all expenditures and distribution made in connection with carrying out the purpose of the Corporation as set forth in the Certificate of Incorporation and Article II of these By-Laws.
- b. Adoption of rules and regulations for the conduct of all meetings of the Corporation.
- c. Ratification of the appointment of the Executive Director and the Editor of Publications.
- d. Establishment of the dues structure of the various classes of membership.
- e. Establishment of the policies for any services rendered to and rendered by the Corporation and review and act on all contracts.
- f. Advising the President and the other Officers on all matters relating to the operation of the Corporation.
- g. Performing other duties as may be prescribed by the By-Laws,

ARTICLE V - OFFICERS

Section 1. GENERAL. The officers of the Corporation shall be:

- a. President.
- b. First Vice President.
- c. Second Vice President.
- d. Third Vice President.
- e. Secretary.
- f. Treasurer.

All officers shall be members in good standing of the Corporation.

Officers shall be elected by the membership of the Corporation via mail ballot and shall be elected as specified in Article IV - Section 3.

No officer may hold more than one National/Regional Section office concurrently.

Any officer may be removed at any time by the affirmative vote of two-thirds of all the members of the Board of Directors at a regular or special meeting.

All vacancies occurring among any of the officers shall be filled from among the Directors by a vote of the Board of Directors. The President shall then fill the vacant Directorship subject to confirmation of the Board of Directors.

No officer of the Corporation shall receive any salary or compensation for his or her services as an officer of the Corporation.

The Officers shall constitute a Personnel Committee to supervise and review all personnel related to the Executive Office. The President shall have authority to hire and terminate the services of the Executive Director and his staff after consultation with the officers and shall have authority to hire and terminate the services of the Editor of Publications after consultation with the Committee on Publications.

Section 2. PRESIDENT. The President shall preside at all meetings of the members, the Board of Directors, and the Officers.

The President shall have general charge of the activities of the Corporation.

The President shall keep the Board of Directors fully informed with respect to the activities of the Corporation and shall freely consult with the Board.

The President shall be the officer assigned to general administrative responsibilities and shall be the officer responsible for overseeing the Executive Office functions and its staff.

The President shall delegate such responsibilities as he sees fit where such delegation is to the best interest of the Corporation.

The President shall be responsible for representing the Corporation in dealings with other organizations.

The President shall perform such other duties as by tradition pertain to the office of President.

The President shall appoint all committees except as may be specifically designated otherwise herein.

Section 3. THE FIRST VICE PRESIDENT. The First Vice President shall assist the President and, in the absence or incapacity of the President, shall perform all functions of the President.

The First Vice President shall be the officer responsible for the general coordination of inter-regional relations, public relations, membership, national and international liaison.

The First Vice President shall be an ex-officio member of the Committees on Membership, National and International Liaison.

The First Vice President shall perform other duties as may be assigned to him or her by the By-Laws, the Board of Directors and/or the President.

Section 4. THE SECOND VICE PRESIDENT. The Second Vice President shall be the officer responsible for projects and publications of the Corporation. This shall include the development, operation and dissemination of information of the various projects and research of the Corporation as herein designated under Article VII.

The Second Vice President shall be the chairman of the Commission on Projects and an ex-officio member of the Committee on Publications.

The Second Vice President shall perform other duties as may be assigned to him or her by the By-Laws, the Board of Directors and/or the President.

Section 5. THE THIRD VICE PRESIDENT. The Third Vice President shall be responsible for administration of presentations of the Corporation including the Annual Conference, special symposiums, awards and the coordination of all programs and presentations.

The Third Vice President shall be the officer who works with the Conference Chairmen. Conference Chairmen shall be appointed by the President and ratified by the Board of Directors.

The Third Vice President shall be a member ex-officio of the Committee on Awards and Resolutions and the Committee on Time and Place.

The Third Vice President shall perform other duties as may be assigned to him or her by the By-Laws, the Board of Directors and/or the President.

Section 6. THE SECRETARY. The Secretary shall act as secretary for all meetings of the members, the Board of Directors, and the Officers and shall keep the minutes thereof.

The Secretary shall notify all members of the Corporation of special and annual meetings and record the proceedings thereof.

The Secretary shall keep and file all records of meetings.

The Secretary shall review, with the Treasurer, all contracts entered into by the Corporation.

The Secretary shall be an ex-officio member of the Committee on By-Laws.

The Secretary shall have custody of and be responsible for the Seal of the Corporation.

The Secretary shall perform other duties as may be assigned to him or her by the By-Laws, the Board of Directors, and/or the President.

Section 7. THE TREASURER. The Treasurer shall be responsible for the care and custody of the funds and securities of the Corporation and, subject to the direction of the Board of Directors, shall be responsible for depositing same in the name of the Corporation in such banks, trust companies, and safe deposit vaults as the Board of Directors may designate.

The Treasurer shall supervise the collection and receipt of all dues, charges, and other monies payable to the Corporation and shall have supervision of the books and records showing all receipts and expenditures.

The Treasurer shall provide an annual audit of the books of the Corporation and it shall be presented to the Board of Directors at its Annual Meeting.

The Treasurer shall be responsible for the disbursement of funds in accordance with the budget as approved by the Board of Directors.

The Treasurer shall be an ex-officio member of the Committee on Finance.

The Treasurer shall review, together with the Secretary, all contracts entered into by the Corporation.

The Treasurer shall perform other duties as may be assigned to him or her by the By-Laws, the Board of Directors, and/or the President.

ARTICLE VI - EXECUTIVE OFFICE

Section 1. EXECUTIVE OFFICE. The day to day operations of the Corporation shall be conducted from the Executive Office of the Corporation. All official records of the Corporation shall be filed and maintained there. The office shall be in a location and place as designated by the Board of Directors.

Section 2. OFFICE STAFF. The Executive Office Staff shall be the responsibility of the Executive Director. The compensation, if any, of the personnel in the Executive Office are subject to approval of the President and the Committee on Finance, subject to ratification by the Board of Directors.

Section 3. EXECUTIVE DIRECTOR. The Executive Director shall be a fulltime administrator for the Corporation and responsible for the operations of the Executive Office.

The Executive Director is directly responsible to the President who shall delegate to the Executive Director responsibility for the administration of the affairs of the Corporation.

The Executive Director shall be responsible for the coordination of the staff efforts with the appropriate national officers, committees and programs of the Corporation.

The Executive Director is responsible for the filing and storage of all records and archives of the Corporation, all matters pertaining to the business management of the Corporation, the promotion and maintenance of membership, the services of the Corporation, the distribution of all publications and of such other matters as may fall to him pursuant to direction of the President.

The Executive Director shall assist the Secretary and Treasurer in their respective duties according to procedures established by the Board of Directors.

The Executive Director shall keep proper accounting of all minor contractual matters necessary in the performance of his duties as assigned by the President and the Board of Directors.

The pay schedule, job specifications, and classification of the position of Executive Director shall be established and amended, as necessary from time to time, by the Board of Directors.

The Executive Director shall not be a member of the Corporation and thus shall not have a vote in the affairs of the Corporation.

The Executive Director shall be present, as required by the President, at all meetings of the members, the Board of Directors, the officers, and such committee meetings as may be designated by the President.

ARTICLE VII - PROJECTS AND RESEARCH

Section 1. PROJECT ACTIVITIES. It is clearly the chief and most important function of the Corporation to conduct projects and encourage research in the field of theatre planning and design, construction, equipment, aesthetics, presentation and operations. Appropriate project activities include research, experimentation, investigation, collection of data, problem analysis, exchange of information and ideas, exhibitions and other forms of study leading to the acquisition of knowledge and improvement in technology. The resultant purpose of project activities shall be the dissemination of information to the membership and the advancement of the profession. It shall be the objective of the Corporation to encourage, promote and assist its members in the conduct of project and research activities in accordance with the purposes of the Corporation.

Section 2. COMMISSION ON PROJECTS. A Commission on Projects shall be established to promote, recognize and provide assistance to the project activities of the Corporation. The Commission shall endorse specific projects and appoint Project Directors. Projects recognized by the Commission may be conducted by one person or a group of many, regional or national in scope and for short term or long term study. Project Directors shall be expected to submit regular reports on the progress of the project and a final report. A project shall continue to have the endorsement of the Commission as long as it shows satisfactory progress and productivity. The Commission shall submit the results and reports for potential dissemination to the members of the Corporation through its regular publications and project supplements.

Section 3. COMMISSIONERS. The Commission on Projects shall be administered by Commissioners who have special expertise in specific theatre fields. They shall be appointed by the President of the Corporation and serve under the chairmanship of the Second Vice President.

The Commissioners shall be selected from a variety of specialized fields of theatre such as, but not limited to, Administration, Architecture, Codes, Engineering, Performing Arts Training and Education, and Theatrical Presentation.

The Commissioners may establish committees, advisory groups and project groups in their efforts to stimulate and coordinate projects. The Commissioners shall submit annual reports to the Board of Directors.

The Commissioners may request funds from the Committee on Finance for research and project activity.

The Commissioners shall be authorized to solicit major outside funding and grants for project activities within guidelines established by the Board of Directors. Each request is subject to review by the President and the Second Vice President after its review by the Committee on Finance.

Section 4. MEETINGS. The Commission on Projects shall convene at least twice a year to provide the opportunity for meetings of the Commission with Project Directors, Regional Section Chairmen, members of the Board of Directors, Committee Chairmen and members of the Corporation. The purpose of the meetings shall be to focus on, reaffirm, and give emphasis to the commitment of the Institute toward projects and the encouragement of research in the theatre arts and technology. The format of the meetings may vary according to the plans and wishes of the Commission on Projects, but shall provide for discussion, evaluation, information and exchange on project activities. Minutes and reports shall be submitted to the Board of Directors. The Editor of Publications shall assist in the dissemination of the information to the membership.

ARTICLE VIII - COMMITTEES

Section 1. COMMITTEES. Committees of the Corporation shall be appointed by the President to serve for a one year term of office for the purposes herein designated. The following are the Standing Committees

of the Corporation. Their size, composition and chairmanship shall be determined at the pleasure of the President. The President during his tenure of office shall have authority to appoint Ad Hoc Committees.

- a. **Committee on Finance.** The Committee on Finance shall be responsible for the preparation of the annual budget for approval by the Board of Directors. Thereafter, the Committee shall meet regularly to monitor budget progress and make adjustments as deemed necessary within guidelines of the approved budget; all such actions to be subject to ratification by the Board of Directors at its next meeting or by the Officers meeting to act for the Board of Directors. The Committee shall establish salaries and rate of pay for Corporation employees subject to ratification by the Board of Directors. Within guidelines established by the Board of Directors, it shall be responsible for the review of requests for major outside funding and grants.
- b. **Committee on Membership.** The Committee on Membership shall be responsible for the recruitment of membership in all classes in all geographical areas. The Committee shall also keep records and undertake membership growth analyses for membership study and projection purposes.
- c. **Committee on Publications.** The Publications Committee shall be responsible for the development and production of all regular publications and supplements of the Corporation. The Committee shall be responsible for the establishment of policies for publications and for the recruitment of editors of various publications. The Editor of Publications requires a ratification by the Board of Directors. The Editor of Publications shall be ex-officio, non-voting, member of the Committee.
- d. **Committee on By-Laws.** The Committee on By-Laws shall be responsible to review and recommend amendments as necessary to the By-Laws of the Corporation.
- e. **Committee on Time and Place.** The Committee on Time and Place shall be responsible for selecting the site and location of the annual meeting of the Corporation. Recommendations of the Committee shall be given to the Board of Directors for its consideration on or before the previous annual meeting of the Corporation.
- f. **Committee on Awards and Resolutions.** The Committee on Awards and Resolutions shall be responsible for the selection of recipients for various awards and resolutions to be presented by the Institute. Their selection must be ratified by the Board of Directors. The composition of the wording of awards and resolutions shall be the responsibility of this Committee.
- g. **Committee on Nominations.** The Committee on Nominations shall be responsible for selecting the annual slate of Officers and Directors to be voted upon by the membership. (See Article IV, Section 2)
- h. **Committee on International Liaison.** The Committee on International Liaison shall be responsible for establishing and maintaining communications with international associations and professional groups which have value for the Institute.
- i. **Committee on National Liaison.** The Committee on National Liaison shall be responsible for establishing and maintaining communications with national associations and groups of professional and cultural value to the Institute.

ARTICLE IX - PUBLICATIONS

Section 1. PUBLICATIONS. The Corporation shall publish and distribute to each member a journal and such other publications as from time to time seems appropriate.

Section 2. JOURNAL. The journal shall publish scholarly and professional material relating to the purposes of the Institute, some of which will originate within the Institute. Other material may be the individual work of members and/or non-members, or translations, reprints, etc., deemed of interest by the Editorial Staff. Policies on journal subscriptions, the sale of individual issues and bound volumes, etc., shall be established by the Committee on Publications and ratified by the Board of Directors.

Section 3. OTHER PUBLICATIONS. The Institute may from time to time publish other materials either occasionally or serially. Such publications may be for free distribution to members, or for sale, as determined by the Committee on Publications according to policies established by the Board of Directors.

Section 4. EDITORIAL STAFF. The journal shall be published under the direction of the Editor of Publications. The Committee on Publications shall frame an editorial staff with the assistance of the Editor of Publications.

Section 5. ADVERTISING. Advertising may be included which pertains to the general interest of the Corporation. Advertising rates shall be established by the Committee on Publications with the approval of the Committee on Finance.

ARTICLE X - CONTRACTS, STOCK, BUSINESS TRANSACTIONS

Section 1. CONTRACTS AND SERVICES. All checks shall be signed by the Treasurer, the President, or such officer or officers as may from time to time be designated by the Board of Directors. All contracts and agreements and other negotiable instruments and endorsements thereof shall be signed by the Treasurer and the President or such officer or officers or by such other person or persons designated by the Board of Directors.

Section 2. STOCK. Unless otherwise ordered by the Board of Directors, the President shall have full power and authority on behalf of the Corporation to vote either in person or by proxy at any meeting of stockholders of any corporation in which this Corporation may hold stock, and at any such meeting may possess and exercise all the rights and powers incident to the ownership of such stock which, as owner thereof, this Corporation might have possessed and exercised if present. The Board of Directors may confer like powers upon any other person and may revoke such powers as granted at its pleasure.

Section 3. CORPORATE EARNINGS. No member, director, officer, or employee or member of a committee or person connected with the Corporation, or any other private individual shall receive at any time any of the new earnings of pecuniary profit from the operations of the Corporation, provided, that this shall not prevent the payment to any such person of such reasonable compensation for services rendered to or for the Corporation in effecting any of its purposes as shall be fixed by the Board of Directors.

However, nothing in this Article or any other provision of the By-Laws hereof shall prohibit the granting of loans, grants, scholarships, or other similar payments to any private individual whatsoever, provided the same is in accordance with the overall educational purposes of this Corporation and the recipient thereof may include persons connected with this Corporation or any of its members, officers, or directors.

Section 4. INVESTMENTS. The Corporation shall have the right to retain all or any part of any securities or real or personal property acquired by it in whatever manner and to invest and reinvest any funds held by it according to the judgment of the Board of Directors without being restricted to the class of investments which a Trustee is or may hereafter be permitted by law to make or any similar restriction.

Section 5. FISCAL YEAR. The fiscal year of the Corporation shall commence on the first day of July in each year.

Section 6. TRANSACTION OF BUSINESS. The responsibility for the transaction of the business of the Corporation is vested in the Board of Directors. Between meetings of the Board of Directors, the Officers of the Corporation acting in concert, are empowered to transact the business of the Corporation and act for the Board of Directors.

ARTICLE XI - REGIONAL SECTIONS AND STUDENT CHAPTERS

Section 1. REGIONAL SECTIONS.

- a. **Purposes.** The purpose of the formation of a Regional Section of the Corporation is to stimulate the exchange of ideas and information among members in close geographic proximity and to support and further the stated purposes of the Corporation.
- b. **Membership.** The members of a Regional Section must be members in good standing of the Corporation. The number of founding members of a Regional Section shall be not less than fifteen (15) voting members of the Corporation. A Regional Section may not continue with fewer than this number of members.
- c. **Boundaries.** The Regional Section shall be geographically constituted so as to enable regular meetings and exchanges of ideas and communication within areas that are normally closely bound together. Establishment and change of sectional boundaries shall be at the approval of the Board of Directors.
- d. **Powers.** Regional Sections shall be empowered to hold meetings and carry on any and all activities prescribed by their Constitution. The Regional Section shall not be permitted to present, print, distribute, or advocate any official statement representing the Corporation without the express written approval and consent of the President of the Corporation.

The Regional Section shall not bind or enter into contracts binding on the Corporation.

The Regional Section shall not prescribe, print, or disseminate information which is contrary to the By-Laws or Articles of Incorporation of the Corporation or engage in any activity from which the Corporation is enjoined by law.

- e. **Application.** The application for the formation of a Regional Section shall list the names and addresses of all members to be active in the Regional Section, and shall be signed by each Founding member listed. The application shall contain the names of the elected or appointed Chairman, Vice Chairman and Secretary-Treasurer, pro-tem.

The application shall include a map of the proposed geographical area within which the Regional Section will operate, and a copy of the proposed by-laws under which it will operate.

The Board of Directors shall receive all applications to establish Regional Sections for review and approval.

- f. **Annual Reports.** The Regional Section shall submit a financial statement and an annual report indicating continued activity in the Regional Section. This report may consist of copies of minutes of the Regional Section's meetings during the preceeding year, copies of newsletters or other means of general communication between members of the Regional Section, and/or projects, reports, papers, or published articles representing the work of the Regional Section.
- g. The Regional Section may request financial assistance from the Corporation during its formation or for its ongoing activities.

The Regional Section is empowered to levy, at its discretion, local dues in addition to the National membership dues.

- h. **Officers.** The officers of a Regional Section shall consist at least of a Chairman, Vice-Chairman and a Secretary-Treasurer who shall be elected by the Section membership.

- i. **Charter.** The Board of Directors shall issue a Charter to each Regional Section upon approval of its application. The Charter may be revoked by the Board if the Regional Section becomes inactive and/or fails to meet the requirements of these By-Laws.

Section 2. STUDENT CHAPTERS.

- a. **Purposes.** The purpose of the formation of Student Chapters of the Corporation is to stimulate activity in meeting the purposes of the Corporation through the activity of student members located at an Institution or within a limited geographic area.
- b. **Membership.** The members of a Student Chapter shall number at least eight (8) persons who are registered students requesting such a Chapter and also student members in good standing of the National organization. There shall be at least one (1) sponsor who is a non-student member in good standing of the National organization and who is designated by the applicants to provide guidance and council for the Chapter.
- c. **Application.** The Board of Directors shall have the power to accept or renew the application for a Student Chapter for a term not to exceed one year. The application must include the names and addresses of all student members, the name and address of the sponsor, organization information about the Chapter, and the project(s) or program(s) planned for the year for the Chapter. At the end of the year a written report to the Board of Directors should outline the accomplishments of the Chapter, and such a report must be received before an Application can be renewed for another year.
- d. **Funds.** The Chapter is empowered to levy, at its discretion, local dues in addition to the National membership dues. It may also, if conducting a project of national interest, seek financial assistance from the Corporation through application to the President.
- e. **Powers.** The Chapter shall be empowered to hold meetings and carry on the project(s) or program(s) outlined in their application and approved by the Board of Directors. The Chapter shall not be permitted to present, print, distribute, or advocate any official statement representing the National organization without the expressed written approval and consent of the President of the Corporation. The Chapter shall not bind, or enter into contracts binding the Corporation, nor shall it prescribe, print, or disseminate information which is contrary to the By-Laws or Articles of Incorporation of the United States Institute for Theatre Technology, Inc., or engage in any activity from which the Corporation is enjoined by law.

ARTICLE XII - AMENDMENTS

Section 1. PROPOSAL FOR AMENDMENT. The By-Laws may be altered, amended, or repealed at any meeting of members of the Corporation by a two-thirds vote of all the members represented either in person or by proxy, provided that the proposed action is inserted in the notice of such meeting, or,

The By-Laws may be amended at any regular or special meeting of the Board of Directors of the Corporation in the following manner:

- a. Any proposal for such amendment shall be in writing and subscribed by not less than ten (10) members of the Corporation and filed with the Secretary of the Corporation.
- b. Upon such filing, the Secretary shall mail a copy of such proposed amendment to each Director together with a notice stating the time and place of the meeting to be held to consider such amendment on a date not less than ten (10) and not more than twenty (20) days following the date of such mailing.
- c. An amendment shall be adopted by the affirmative vote of at least two thirds (2/3) of the Directors present at the meeting called to consider the adoption thereof, or
by filing with the Secretary of the Corporation the ballots of at least twelve (12) members of the Board of Directors in good standing and with a majority of two thirds (2/3) of those ballots cast approving the adoption thereof.

Section 2. NOTICE. The Secretary shall mail a copy of each adopted amendment as soon as practicable to each member of the Corporation.

ARTICLE XIII - DISSOLUTION

In the event of dissolution of this Corporation, all assets remaining after payment of all obligations shall be distributed exclusively for charitable, educational, and scientific purposes to organizations organized and operated exclusively for such purposes and exempt from Federal Income Tax under the provision of Section 501 (c)(3) of the Internal Revenue Code of 1954, as amended.

Directory of USITT Officers, Board of Directors,
Project Commissioners, Standing Committee Chairmen,
and Regional Section Chairmen as of July 1st, 1972:

USITT

President: Ned A. Bowman, Department of Theatre Arts, University of
Pittsburgh, Pittsburgh, Pa. 15213

1st Vice President: Richard Arnold, University Theatre, Northern
Illinois University, DeKalb, Ill. 60115

2nd Vice President: Edward F. Kook, 234 West 44th Street, New York,
N. Y. 10036

3rd Vice President: Mert Cramer, 10509 Sandal Lane, Los Angeles,
Ca. 90024

Secretary: Robert Teitelbaum, Department of English Literature,
Swarthmore College, Swarthmore, Pa. 19081

Treasurer: Ron Olson, Century Strand Inc., 20 Bushes Lane, East
Paterson, N. J. 07407

Board of Directors:

S. Leonard Auerbach, 473 Vallejo, San Francisco, Ca. 94111

James M. Campbell, 10 W. Hubbard St., Chicago, Ill. 60610

Barbara Leslie Cortesi, c/o Pokorny & Pertz, 313 E. 43rd St.,
New York, N. Y. 10017

William Crocken, 647 Fairway Rd., State College, Pa. 16801

Thomas Lemons, 14 Orne St., Marblehead, Mass. 01945

Charles Levy, 505 LaGuardia Place, New York, N. Y. 10012

Patricia MacKay, 1275 Third Ave., New York, N. Y. 10021

Patrick McDonough, 4681 Monroe St. N.E., Columbia Heights, Mn. 55421

Jo Mielziner, 1 W. 72nd St., New York, N. Y. 10023

Ed Peterson, Jr., 75-03 Kessell St., Forest Hills, N. Y. 11375

Glynn Ross, 158 Thomas Street, Seattle, Wash. 98109

Joel E. Rubin, 24 Edgewood Ave., Hastings-on-Hudson, N. Y. 10706

Charles E. Williams, Dept. of Drama, San Francisco State College,
1600 Holloway Avenue, San Francisco, Ca. 94132

Mary Hunter Wolf, 90 Livingston St., New Haven, Conn. 06511

Commissioner of Theatre Administration: Silas Edman, c/o Sweeney/Edman
Enterprises, 175 Fulton Street., Hempstead, N. Y. 11550

Commissioner of Theatre Architecture: Barbara Leslie Cortesi,
c/o Pokorny & Pertz, 313 E. 43rd St., New York, N. Y. 10017

Commissioner of Codes: George T. Howard, c/o George T. Howard & Assocs.,
7046 Hollywood Blvd., Suite 711, Hollywood, Ca. 90028

Commissioner of Theatre Engineering: Frederick M. Wolff, 50 Myrtle Ave.,
Montclair, N. J. 07042

Commissioner of Performing Arts Training and Education: James R. Earle,
Jr., Dept. of Drama, San Jose State College, San Jose, Ca. 95114

Commissioner of Presentation Technology: Ann Folke Wells, P. O. Box 238,
Pleasant Gap, Pa. 16823

Chairman, Finance Committee: Alvin Cohen, 32 West 20th St., New York,
N. Y. 10011

Chairman, Publications Committee: Gary Gaiser, Indiana University,
Dept. of Speech & Theatre, Bloomington, Ind. 47401

Chairman, Membership Committee: James M. Campbell, 10 West Hubbard St.,
Chicago, Ill. 60610

Chairman, National Liaison Committee: Donald Swinney, 341 Lenox Ave.,
Uniondale, N. Y. 11553

Chairman, International Liaison Committee: Joel E. Rubin, 24 Edgewood
Avenue, Hastings-on-Hudson, N. Y. 10706

Chairman, USITT/Florida Section: Jerry Bell, 1700 N. W. 46th Ave.,
Lauderhill, Fla. 33314

Chairman, USITT/Midwest Section: Gene A. Wilson, Route 4, Box 15,
Whitewater, Wisc. 53190

Chairman, USITT/New England Section: Thomas Lemons, 14 Orne Street,
Marblehead, Mass. 01945

Chairman, USITT/New York Area Section: Robert L. Benson, 142 East 16th
St., New York, N. Y. 10003

Chairman, USITT/Northern California Section: S. Leonard Auerbach,
473 Vallejo, San Francisco, Ca. 94111

Chairman, USITT/Pennsylvania Section: David Hale, Director of Theatre,
Temple University, Philadelphia, Pa. 19122

Chairman, USITT/Southern California Section: Willard F. Bellman,
20314 Haynes Street, Canoga Park, Ca. 91306

Chairman, USITT/Texas Section: Robert W. Wenck, Texas A & M University,
Theatre Arts Sec. Bldg. J, College Station, Texas 77843