

# usitt newsletter

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SEPTEMBER, 1988

Editor: Ron Olson

Vol. XXVIII No.9

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## NEWS FROM THE NATIONAL

by David Diamond

We are pleased to be able to offer you Broadway Press' latest publication, The Backstage Handbook, at a 20% discount. The book, which is described elsewhere in the newsletter, is available directly from USITT for *only* \$10.00. We are certain this will be one of the most useful publications you will own. Just send a check to USITT or use your VISA or Mastercard. We will rush a copy to you.

Videotapes from the Conference in Anaheim are available from Leroy Stransky. There are several tapes of varying qualities which can be purchased directly from Leroy Stransky. You may contact him at 425 Covington Road, Los Altos, CA 94022. Prices for the 88 series are \$27.50 each; except for one tape of the Universal Studios tour made with a hand-held camera which costs \$22.50. A two-tape package of the Beading and Embroidery Seminar is available for \$35.50. All tapes were made under existing conditions and we cannot guarantee their quality.

One of our best selling publications since it was published in March is the Directory of Software for Technical Theatre. It is a critical survey of the wide range of available software with Theatrical application--from CADD to word processing. If you are using computer software that has not yet been reviewed in the publication, please contact the National Office to get a review sheet. Your comments will be included in the next revision of the book. The more users who share their experiences, the better resource this will be for everyone. Copies of the current edition are available for \$8.00 (\$10.00 for non-members.)

Our newest publication is Suppliers Database, A Directory of Canadian Resources for the Technical Theatre. This resource is also being updated constantly. Copies are available from the National Office for \$8.00 (\$10.00 for non-members.)

Planning is underway for the USITT Conference 1989 in Calgary. From the looks of things, this should be one of the most diverse and exciting Conferences ever. We will be sending you preliminary information as it becomes available.

## FROM THE PRESIDENT

by Richard Devin

Since the fall of 1985, Dr. Ronald Olson has edited the USITT Newsletter. In response to a directive from the Board of Directors, the Newsletter moved from a quarterly publication to a monthly in a few short months in order to better serve the membership through increased communication. Dr. Olson accepted that challenge and made it work beautifully. It is not easy to regularly fill three times the space that previously was available, but Ron did it and made it interesting, professional-looking, and a vital element of the life of this nearly 3,000 member organization.

The Institute's needs and size have grown to an extent that can support and utilize the services of a full time editor of its major publications. With the resignation last year of TD&T Editor Arnold Aronson after ten years, the Board voted to move in the direction of a full time editor.

This is Ron Olson's last issue of the Newsletter as Editor. I think it is appropriate here that we offer Ron the sincere thanks of the Officers, the Board of Directors, and the General Membership for not only his nearly three years as continuous Editor of the Newsletter, but for over twenty-five years of dedicated service to the Institute and its Members. He has held the offices of Treasurer, Secretary, Vice President for Liaison and Relations, and President, as well as many years as a member of the Board of Directors.

In addition, Ron served us through years of turmoil in the national Office, with daily visits to the Office after leaving his own work, to help train new staff (innumerable times), solve critical problems in membership services, and on several occasions, to take over the interim editorship of the Newsletter. Ron's stop-gap services to the Institute as we grew, and as the Institute management and budget matured on a schedule that always seemed to lag behind our needs, continually saved us from catastrophe.

It is a tribute to Ron, as well, of course, as many others, that the Institute is now running much more smoothly, with greater solvency and a higher degree of sophistication in management than we have been able to muster or afford in earlier years.

We look forward to many years of continued association with Ron Olson, and wish him happiness and success in his new position on the faculty of Pima College in Tucson.

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**It's your Institute. GET INVOLVED!**

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## Memberships

This newsletter is made possible through the generosity of the Contributing and Sustaining Members listed. The Officers, Board of Directors and entire membership of the USITT gratefully acknowledge and appreciate the contributions of these friends of the Institute.

### Contributing Members

Amecon, Inc.  
Applebox Technical Services, Inc.  
Associated Theatrical Contractors  
Avolites, Inc.  
Electro Controls, Inc.  
Gerriets International, Inc.  
Great American Market  
Interstate Consolidation Service  
KM Fabrics, Inc.

Lee Colortran, Inc.  
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Malabar Ltd.  
Musson Theatrical, Inc.  
On Cue, Inc.  
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Sacramento Theatrical Lighting, Ltd.  
Samuel H. Scripps  
Strand Lighting  
Syracuse Scenery & Stage  
Lighting Company, Inc.  
Teatronics, Inc.  
Theatrical Services & Consultants  
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### Sustaining Members

Adirondack Scenic  
Peter Albrecht Corporation  
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Artec Consultants, Inc.  
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Ascot Dinner Theatre, Ltd.  
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Bash Theatrical Lighting  
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Cal Western Paints, Inc.  
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Centre Theatre Group  
Chicago Scenic Studios, Inc.  
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City Lights, Inc.  
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Clear-Com Intercom Systems  
Columbine Fabrications  
DesignLab Chicago  
DesignLine, Inc.  
East Coast Theatre Supply  
Electronics Diversified, Inc.  
Electronic Theatre Controls, Inc.  
Entertainment Technology, Inc.  
FM Productions  
Feller Precision, Inc.  
Fox-Rich Textiles, Inc.  
Foy Inventerprises, Inc.  
Gagnon Laforest  
General Electric Lamp Division  
Peter George Associates, Inc.

Goodspeed Opera House  
Grand Stage Lighting  
Grosh Scenic Studios  
GTE/Sylvania, Inc.  
H & H Specialties, Inc.  
HM Electronics, Inc.  
Harris Consulting  
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Hoffend and Sons, Inc.  
Hudson Scenic Studios, Inc.  
Irwin Seating  
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Jim Weber Lighting Service Inc.  
Joel Theatrical Rigging Ltd.  
Joyce/Dayton Corporation  
JWT Management Consultants  
Kryolan Corporation  
L.S.C. Electronics Pty. Ltd.  
Lehigh Electric Products Co.  
Leprecon/CAE, Inc.  
Lighting & Electronics, Inc.  
Lighting Associates Templates  
Lighting Dimensions Magazine  
Limelight Productions, Inc.  
Lite-Trol Service Co., Inc.  
Little Stage Lighting  
Magnum Production Services  
Mainstage Theatrical Supply, Inc.  
McManus Enterprises  
Mid-West Scenic & Stage  
Equipment Co., Ltd.  
Mutual Hardware  
NSI Corporation  
L.E. Nelson Sales Corp./Thorn EMI  
Ness Imports, Inc.  
Norcostco Inc.  
Ben Nye Cosmetics  
Olesen Company  
Phoebus Manufacturing

Prism Theatrical Lighting  
Production Arts Lighting  
Richmond Sound Design, Ltd.  
Rigging Innovators  
Risk International, Inc.  
Rose Brand Textile Fabrics  
Sanders Lighting Templates  
Sapsis Rigging, Inc.  
Secoa  
Shopworks Incorporated  
Stage Equipment & Lighting  
Stage Lighting Distributors Corp.  
Stagecraft Industries  
Stageworks Production Supply, Inc.  
Stage Right  
Stage-Rite Corp.  
Strong International Electric Corp.  
Systems Design Associates  
TEI Electronics  
Texas Scenic Company, Inc.  
Theatre Crafts Magazine  
Theatre Projects Consultants, Inc.  
Theatre Techniques, Inc.  
Theatre Visions, Inc.  
Theatrical Services & Supply, Inc.  
James Thomas Engineering  
Tiffin Scenic Studios, Inc.  
Tomcat, Inc.  
Touch Technologies, Inc.  
Tracoman  
Tuxedo Wholesaler  
Union Connector Co., Inc.  
Universe Stage Lighting  
Unnatural Resources, Inc.  
Veam  
Vincent Lighting Systems  
I. Weiss & Sons, Inc.  
West Star Corporation  
S. Wolf's Sons

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## COSMAK'S CORNER

by Bernice A. Graham

### COLLECTIBLE BUTTONS

Costumers, stop what you are doing, rush over to your button drawer and check to see if you are the proud owners of COLLECTIBLE BUTTONS.

COSMAK had the opportunity to attend the California State Button Society's 1988 Button Show in Visalia, California. Buttons were displayed either wired onto cardboards (with or without wooden frames) in collections or as "poke" buttons (loose in a container like a box or in a pile on a tabletop).

A "poke" button is usually one that is easily available. It would cost half the price of a "collectible" button. An average price for a "poke" button, depending upon classification and characteristics, is about \$2.00 each. This gives you an idea as to why COSMAK suggests you double check your button collections, on and off the costume pieces in your stock.

For competition purposes, collections are generally categorized as follows:

- Division I: Old (Before 1918)
- Division II: Uniform buttons (Military/Non-Military/Clubs/Etc.)
- Division III: Modern (After 1918)
- Division IV: Specialties (Bridle Rosettes/Trim/Etc.)
- Division VII: Juniors (To encourage youths under 18 yrs. old)
- Division IX: Miscellaneous (old and new)

Each division has classification requirements such as size, material and decorations.

Each division has categories such as scenes, animals, human heads, etc.

The button collector's bible is "The Big Book of Buttons" by Elizabeth Hughes and Marion Lester, c/o P.O. Box 657, Haverton, PA 19083. It costs approximately \$55.00 (Sales tax in PA.) It is an 800 page 9 x 12 hardcover book with some 200 illustrations in color and black and white. Thousands of buttons are described and classified by materials, topics, and use including uniform buttons and old favorite picture but-

tons. Informative historical, background data and dated values are included. (Collector must be aware that values change with supply and demand.) The book is fully indexed for reference ease.

Button clubs are found throughout the United States and abroad. The National Button Society in America publishes a bulletin about five times a year. A copy of this bulletin and/or information can be obtained by writing Lois Pool, Secretary c/o 2733 Juno Place, Akron, OH 44313. Society dues are \$15.00 a year. Back issues of bulletins are available.

State and local clubs have their own bulletins or newsletters. They list club activities and members plus have an informational section. For example, the Spring 1988 "The Button Brief" of the California State Button Society has one page on "Blazer Buttons Identified" and a very thorough seven page historical discussion with drawings of "Crosses." (Single newsletter copy price is \$1.25 c/o Marjorie Moore, Editor, California State Button Society, 9164 Cecile Way, Sacramento, CA 95826 (916) 363-9858.

On September 26 to October 1, 1988, the National Button Society will have its 50th Anniversary show "Golden Reflections of Yesteryear." It will take place at the Holiday Inn Convention Center in Moline, Illinois. If you're in the neighborhood, see what this button world is all about.

Special thanks goes to Marjorie Moore, California Newsletter Editor; Lucille Weingarten, National and California Button President; and John Sprong, Chief of Competition Judges.

Taken from the Michigan Button Society Bulletin of April 1987 and the California State Button Society Bulletin of Spring, 1988:

*"When a button's gone --  
You can sew one on --  
But what do you do --  
When a zipper's thru?"*

### MOUNTING BUTTONS

Button collectors mount their buttons for display and protection purposes. Displays may be for home use and/or for competitions. Mountings also protect precious buttons from deteriora-

tion, cracking or chipping while being visually appreciated.

Buttons are wired onto a cardboard anywhere from 5" x 7" to 11" x 14" depending upon the size of the collection. The amount of wire used depends upon the weight and shank size of the button. Pipe cleaner wire has been used; its disadvantage is that it could rust in damp areas and damage cherished buttons. A more satisfactory wire can be found in leftover telephone cable. There are numerous tiny wires in a few inches of unused cable to service a collector's needs. The advantage is that the telephone cable inner wires are coated. They do not rust. (Check out your local telephone company for cable scraps.)

Button cardboards can be clipped into a plastic pocket and/or be framed.

Two Walnut Finish Button Card frame makers\* are:

Alex M. Flores: 1239 Perris St., San Bernardino, CA 92411  
(714) 884-7363 Prices range from \$3.50 to \$6.50

Mack and Mary's Button Frame Shop: 63 Bacon St., Meriden, CT 06450 (203) 235-7858. New style frame with drop-in card advantage. Send SASE for free brochure.

**\*NOTE: THE FRAMES ARE WALNUT FINISH . . . NOT THE FRAME MAKERS!**

### BIAS LINE: A Newsletter

Cosmak called out for all Newsletters and Journals with important messages for theatre technicians . . . and the BIAS LINE answered!

THE BIAS LINE, A Newsletter For Costumers and Technicians comes from the desk of Bobby Ann Loper, a retired University of Wisconsin-Madison Costume Technician. Retired she may be . . . but retiring she is not! Working with factories, television, beauty pageants (Miss Universe and Miss Teen Pageants), and touring shows, Bobby has exposure to a variety of information she is more than happy to share with her fellow costume technicians. VOILA! The BIAS LINE Newsletter!

(more on next page)

Some of the areas included in the BIAS LINE follow:

#### May, 1985

1. Instructions on how to attack the construction of a "seamless" 1892 Worth teagown as was used in a production of HEDDA GABLER.
2. CHIP CLIPS: Computer Lesson #1 (Basic terminology)
3. ASK MS. LOPER: Questions answered and problems solved for the "Perplexed," "Exhausted," and "Anxious".

#### June, 1985

1. Pleated sleeves for an 1892 Worth teagown.
2. CHIP CLIPS and ASK MS. LOPER are found in all newsletters.

#### August, 1985

1. A Coat for Sherlock Holmes (Construction notes).
2. What Does Sherlock Holmes Wear? (As mentioned by Conan Doyle and as expected by audiences.)

#### December, 1985

1. The Miss USA Pageant (Backstage responsibilities.)
2. A Small Drafting Lesson (A skirt pattern developed by J. Ruscoe of the Juilliard School Costume Shop.)

#### February, 1986

1. Making Men's Formal Wear Useful (ASU's Donna Rae Bartz's experiences working with The Tuxedo Wholesaler in Scottsdale, Arizona, including making a frock coat from two tail coats and military uniforms from square tail coats and basic tuxedos.)

#### April, 1986

1. Making Men's Formal Wear Useful (Part 2 of above dealing with Empire and Restoration coats.)
2. Bookshop (Sourcebooks as well are also to be found in following newsletters.)

#### June, 1986

1. Two Flat Pattern Alterations for a Unitard (J. Mullen/M.L. Baker) (Diagram of pattern, construction, fitting and other patterning notes including steps in preparing stirrups.)
2. Apron Strings (Comments and an excerpt from APRONS and CAPS regarding the maid's apron and its material, pattern and construction.)

#### August, 1986

1. Women's Basics 1900 to 1917. Adapted from PATTERN DRAFTING, and DRAFTING AND PLAIN DRESS-MAKING (Basic bodices including stock and open collars and one piece sleeves).

#### October, 1986

1. More Women's Basics 1900 to 1917 (Skirts plus contour belt)

#### February, 1987

1. Big Beautiful Butterflies (Drafting, constructing and decorating wings as seen in the Miss Universe Pageant production number.)

#### April, 1987

1. More Jungle Inhabitants: Small Butterflies, Cats and Birds (Including glove pattern, cat hat, bird wings, butterfly wings and jungle cat stencil design.)

#### May, 1988

1. Pattern for a Dolman Jacket (1870-80) by B. Alkofer (Also included are plans for an 1890 Bustle Petticoat and a Draped Skirt.)

This gives you an idea of what is "basically" included in BIAS LINE. It is published 6 times a year. (Single issues are \$2.00.) To subscribe send \$10.00 (check or money order) to BIAS LINE, Costume Tech, 115 S. Manhattan, Tampa, FL 33609 (Florida residents please add .50 tax) For faster service phone 1-813-286-7203.

Thanks, Bobby Ann Loper, for the above information. And thanks for reminding COSMAK readers that Kaaren Buffington and Matina Kilkenny continue to produce TEXTILE BOOKLIST c/o P.O. Box 4392, Arcata, CA. 95521.

Readers, if you have a newsletter we should hear about, let COSMAK know. Let other readers know you exist!

## REVISED EDITION OF THE INTERNSHIP DIRECTORY AVAILABLE

The 1988 Revised Edition of the **Internship Directory** is available for purchase from the National Office at a cost of \$7.00 for USITT members and \$8.00 for non-members. The directory has fifty-five active entries and a listing of a number of organizations which do not or no longer offer internship programs.

## NEW STUDENT CHAPTER LIAISON OFFICER

Ms. C. Elizabeth Lee, a graduate of Webster University, a former officer of the Webster University Student Chapter, the first Chairman of a Student Party (at the Corpus Christi Conference), the Chairman of the Student Tech Olympics at Oakland, Minneapolis, and Anaheim, a member of the Student Liaison Committee, and a Director-at-Large from 1985 to 1988, has been appointed by President Richard Devin to be the Student Chapter Liaison Officer. From her background it is easy to see that she has always been interested in promoting student activities both on the Student Chapter levels and at conferences. She is well versed in Student Chapter fund raising activities. During the period of time she was at Webster University in St. Louis, the Webster Chapter's fund raising activities were most successful--making them the wealthiest Chapter and bringing the most students from a single Chapter to the National Conferences.

If you wish to start a Student Chapter or your Chapter is having problems and you need some advice as to their solutions, contact Elizabeth. Student Chapter Renewal Reports are due on the desk of the Vice-President for Relations on the 19th of October (or earlier) and thus in the mail at least five days before that time. Send a copy to Elizabeth for the Student Chapter files so that she is aware of your officers and members plus your planning for activities for the coming year.

Contact Ms. C. Elizabeth Lee, 4351 Neely Avenue, Midland, TX 79707 or phone H: (915) 694-9407, W: (915) 682-2544

Instead of printing a large number of directories as was done with the initial Directory, the technology is now available in the National Office to print the Directory on demand.

This up-to-date **Internship Directory** is available by contacting Gary Miller at the national office. Now, anyone wishing to find a suitable internship program may easily do so.

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## THEATRE TECHNOLOGY EXHIBIT '89

The Technical Production Commission is sponsoring the second biennial Theatre Technology Exhibit to be presented at the 1989 USITT Conference in Calgary. Following the success of the first Theatre Technology Exhibit in Minneapolis, exhibit coordinators Ben Sammler and Dennis Dorn are looking forward to an even bigger and better exhibit in Calgary.

### RULES AND REGULATIONS

The objective of the Exhibit is to recognize and display the work of practicing theatre technicians, (technical directors, electricians, properties craftspersons, costumers, etc.) Exhibits should represent a wide range of technical solutions. Each presentation should focus on one of three categories:

1. A device - demonstration of theatrical ingenuity or engineering
2. A material - describing how to use a new material to solve an old problem or a familiar material used in a new application
3. A process - a procedure used to solve a technical problem.

The exhibit is your opportunity to share your successes and help all of us avoid reinventing the wheel. Don't delay - fill out the entry form today!

Exhibit rules, schedule and entry form are below:

1. All entry forms, fees and papers must be received by December 5, 1988 and mailed to:  
Ben Sammler  
Yale School of Drama  
222 York Street  
New Haven, CT 06520
2. The exhibit coordinators will be solely responsible for the selection of the entries to be included in the Exhibit. Those entries invited to submit completed projects for inclusion in the Exhibit will be notified by January 9, 1989. Completed exhibits must be received by February 20, 1989, United States entries should be sent to:  
Dennis Dorn  
University of Wisconsin  
Department of Theatre & Dance  
Madison, WI 53706

Canadian entries should be sent to:

Mike Taugher  
Alberta Section USITT  
2500 University Drive N.W.  
Calgary, Alberta, Canada  
T2N 1N4

3. Entry forms must be accompanied by a one to five page paper. The papers for those exhibits selected for presentation in Calgary will be assembled in a pamphlet and made available for those viewing the exhibit.
4. Entrants are advised that the exhibit display will include bulletin board area and/or table space. Exhibits may be made up of drawings, photos, data sheets, actual devices or models, samples of finished products and the like.
5. The entry fee is \$20.
6. Prizes of \$400, \$300 and 6 @ \$250 each will be awarded to the best entries. An awards committee will review the Exhibit in Calgary and prizes will be announced at the Convention.

(Because of transportation problems, all deadlines are final.)

# TECHNOLOGY EXHIBIT ENTRY FORM

Copy as necessary: a separate entry form and fee must accompany each entry. Make check payable to USITT.

## EXHIBIT DATA

Entrant's Name: \_\_\_\_\_

Theatre or Organization: \_\_\_\_\_

Exhibit Title: \_\_\_\_\_

(AS IT WILL APPEAR IN THE DISPLAY)

Exhibit Category (check one): Device \_\_\_\_\_, Material \_\_\_\_\_, Process \_\_\_\_\_

List up to 6 additional subtitles to be used in the display.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

## DISPLAY OPTIONS

\_\_\_\_\_ 2' - 6" W X 8' - 0" L table space with 3' - 0" H X 8' - 0" L bulletin board backing

\_\_\_\_\_ 2' - 6" W X 4' - 0" L table space with 3' - 0" H X 4' - 0" L bulletin board backing

\_\_\_\_\_ 1' - 9" W X 8' - 0" L table space with 3' - 0" H X 8' - 0" L bulletin board backing

\_\_\_\_\_ 1' - 9" W X 4' - 0" L table space with 3' - 0" H X 4' - 0" L bulletin board backing

\_\_\_\_\_ 4' - 0" W X 4' - 0" L table space with 3' - 0" H X 4' - 0" L bulletin board backing

110 volt AC power source (YES, NO) - circle one

## AWARDS

Prizes awarded to this entry should be made payable to:

\_\_\_\_\_  
NAME OF INDIVIDUAL OR ORGANIZATION

## RETURN MAILING LABEL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ MY 1 TO 5 PAGE PAPER ACCOMPANIES THIS FORM

\_\_\_\_\_ MY ENTRY FEE OF \$20.00 ACCOMPANIES THIS FORM

I understand that each entry chosen for display at the National Convention in Calgary will be insured for \$100 and returned via UPS from Madison, Wisconsin following the convention.

# ENDOWMENT FUND 1988 - 89 GUIDELINES SET

The United States Institute for Theatre Technology established an Endowment Fund in 1978 as a means to foster the goals and objectives of the Institute and have funds available to support the work of the Institute. Since its establishment, many individuals and corporate members of the Institute have contributed funds to increase the corpus of the fund; this, along with judicious investment of the Endowment Funds are allowing the announcement of awards to be made from the Endowment fund.

The endowment fund is managed by a Committee of the USITT Board of Directors. All applications are reviewed by this committee, and decisions on all awards are made by this committee. The Committee Members are: Tim Kelly, Chair; Richard Devin, Donald C. Shulman, Richard Arnold and Randy Earle.

The following Statement of Purpose and Award Guidelines will give the needed information so that you will be able to apply for support for your programs.

## STATEMENT OF PURPOSE

The goal of the USITT Endowment Fund is to further and perpetuate the objectives of the Institute. Accomplishment of this goal will be achieved through the financial support of specific undertakings of Institute members. Only new projects and research with the expressed purpose of the advancement of the industry will be given consideration by the Trustees of the Endowment Funds. Grants awarded are intended for the complete project or as seed money for a given project, not as ongoing support.

## TIMETABLE

Sept. 1988	Announce Guidelines & Application Forms in USITT Newsletter
<b>OCT. 31, 1988</b>	<b>Application Deadline</b>
Dec. 1988	Announce 1988-89 Grant Awards at December Board Meeting
Jan. 1, 1989	Starting Date for Projects
Dec. 31, 1989	Ending Date for Projects

## GRANT AWARD(S)

The Committee will make one or more awards totaling approximately \$5,000,000. Projects requiring more than this level of funding will need to secure those additional funds from some source other than the USITT Endowment Funds or USITT Annual Operating Budget.

While there are no requirements for projects to provide matching funds, the Endowment committee is desirous of making the most effective use of its available funds.

## GRANT AWARD GUIDELINES

- A. Projects Supported by the Endowment Fund**  
To receive consideration for an Endowment Fund award a proposal must:
- (1) Establish that it clearly seeks new knowledge through experimentation, research or collection of resources for research or study purposes. Projects which only perpetuate available existing information will not be considered.
  - (2) Primarily benefit member and interest areas of the USITT and advance the industry in general, directly relate to the goals and purpose of the Institute, serve a cross section of the Institute not be merely a parochial benefit to a limited region, group, organization or individual.
  - (3) Provide results which are made available to Institute members through direct presentation/demonstration, publication or visitation.
- B. Award Criteria**  
In giving full and complete consideration to the applications that are received, the committee follows certain criteria in its review process.

The criteria are:

- Ability to successfully implement the proposed project
- Creativity and innovation
- Impact on USITT and the industry
- New Project
- Relationship to areas of Institute involvement
- Sponsored by and critically involving Institute members

## C. Areas Not Supported by the Endowment Fund

- Activities for which academic credit is being sought
- Scholarships or tuition
- Bad debts
- Investments of any kind
- Capital expenditures unrelated to a specific project
- Creation of new organizations
- Expense incurred before starting date of grant period
- Projects whose ending date extends beyond the closing date of period
- Receptions & Refreshments

## D. Who May Apply for Endowment Fund Assistance?

Any member of USITT is eligible to apply for assistance. Also eligible to apply are groups of members such as Sections, Student Chapters, Commissions, Committees and groups of individuals members.

## E. How are Applications Filed?

All proposals must be submitted directly to the Endowment Fund Committee, care of the Institute's National Office, on current application forms. Additional copies of the forms are available from the National Office. (330 West 42nd Street, Suite 1702, New York, NY 10036 (212) 563-5551.)

## F. Application Deadline

The deadline for this year shall be October 31, 1988. Applications received after that date will not be reviewed by the Trustees. The starting date for projects receiving Endowment Fund Assistance shall be no earlier than Jan. 1, 1989 and the ending shall be no later than Dec. 31, 1989.

## G. Award Letter

When an award is approved, a letter and/or contract is forwarded to the applicant specifying the terms of the award. After the applicant agrees to the terms, no major changes should occur either in activities, personnel or budget, unless approved in writing, in advance by the Endowment Committee.

## H. Reports

A final narrative and financial report is required of all award recipients. Final reports are due within sixty (60) days after the end of the project period. The form for these reports will be supplied by the Endowment committee to all award recipients.

## I. Credit Line

All award recipients must include the following credit line in all advertising, news releases, reports, publications and printed programs:

*"This program/project/event (or other appropriate words) was made possible, in part, through a grant from the United States Institute for Theatre Technology Endowment Fund."*

## J. Application Forms

All applications for support from the USITT Endowment Fund shall be made on current application forms. All applicants should submit ONE original and four copies of each application filed. All applications should be sent to the USITT National Office, 330 West 42nd Street, Suite 1702, New York, NY 10036. Should you need more space to answer any of the questions of the form, you may continue on another sheet of paper. Please be as concise with your responses as possible. Please attach a copy of your detailed Budget to the Application Form.

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# USITT ENDOWMENT FUND APPLICATION

## PART I. APPLICANT GENERAL INFORMATION

1. PROJECT TITLE \_\_\_\_\_
2. PROJECT DIRECTOR(S) \_\_\_\_\_
3. ADDRESS \_\_\_\_\_
4. CITY, STATE, ZIP \_\_\_\_\_
5. TELEPHONE: DAY \_\_\_\_\_ EVENING \_\_\_\_\_
6. USITT UNIT: INDIVIDUAL MEMBER \_\_\_\_\_ ORGANIZATIONAL MEMBER \_\_\_\_\_  
CORPORATE MEMBER \_\_\_\_\_ COMMISSION \_\_\_\_\_  
SECTION \_\_\_\_\_ STUDENT CHAPTER \_\_\_\_\_  
COMMITTEE \_\_\_\_\_  
SPECIFY UNIT: \_\_\_\_\_
7. STARTING DATE OF PROJECT \_\_\_\_\_  
ENDING DATE OF PROJECT \_\_\_\_\_
8. TOTAL PROJECT COST \$ \_\_\_\_\_
9. AMOUNT REQUESTED FROM USITT ENDOWMENT \$ \_\_\_\_\_

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## PART II. PROJECT DESCRIPTION

1. PROJECT TITLE \_\_\_\_\_
2. DESCRIPTION (Give a brief but specific description of proposed project stating: (1) what are proposed activities; (2) who will be involved; (3) where the project will take place; (4) who will benefit; (5) what impact will this project have on USITT or the industries affected by USITT; and (6) other pertinent information.
3. How, specifically, will USITT funds be used in implementing the proposed project?
4. Are there other similar projects being undertaken by others? If so, how is this project different?
5. Will you and your team be affiliated with any other organization, company, institution, or group in working on this project? If so, what are their anticipated contributions to this project?
6. List the qualifications which make you and your team suitable to undertake this project.



## FROM THE EDITOR . . .

Twenty-four years ago this fall, I joined the USITT.

Ann Folke Wells talked me into taking Jean Rosenthal's place as co-chair of the Presentation Committee. Ann said that it wouldn't be too much work, and that I would like working with the "fun folks". The Presentation Committee organized public discussions, panels and various gatherings mostly in and around New York; doing pretty much what we wanted to do!

The Institute was loosely structured at that time with many individuals in charge of various research projects and acting as heads of committees doing this and that. All were "governed" by a body called the Executive Committee (affectionately known as the New York Mafia) who were a self-appointed group interested in furthering the goals of the Institute. The Executive Committee met "when necessary" -- sometimes, endlessly through the night or all weekend. Finances were always a topic of discussion in these days, even as minds were set on loftier things -- like chasing Chimera! These were the facts: no money, endless meetings, dry danish, cold coffee, skipped meals and smoke-filled rooms: the Board Room of the ANTA Theatre, a conference room at 101 Park Avenue, the back room of the fourth floor of the ANTA Theatre and many and various apartments.

The Institute suffered from "growing pains" for a decade, and in Dallas in some Marroitt Hotel in the spring of 1971, nearly rolled over and died.

In the fall of 1971, a committee to study the restructuring of the Institute was named. Their charge was to define the function and role of the USITT, to clarify decision-making and implementation processes, to find ways to expand information to the constituency, and find ways for the organization to be more responsive, pliable and efficient. The committee was also to investigate ways to establish the authority and prestige of the USITT, to maintain quality and excellence in our work, and to accommodate the regional concepts which were becoming so strong. They were to find ways to bring "organization" to the organization in order to provide the membership with authoritative information, communication, exchange and service. The goal was clearly to establish the Institute as a truly National Organization.

In the spring of 1972 at the Annual Conference at the Mark Hopkins Hotel in San Francisco, the committee submitted its recommendations. After long discussions, much arguing and some compromise, the recommendations were passed by the Board, and the

foundation had been laid upon which the Institute could begin to build solidly.

Beyond this, many of you know the history as well as I, for it has been documented through the Newsletter and Journal, printed reports, special publications, -- and an archives is being organized to protect our history.

Some of our members who contributed a great deal are acknowledged by listings in the Membership Directory; but I want to acknowledge the scores of others who have given their time, their talent and their energy in many fields toward the advancement of our work. A personal "thank you" to all of them.

We are, indeed, fortunate to have among our friends, contributing and sustaining members who believe in us; and without whose support, our work could not continue. We applaud them.

It has been "fun" being deeply involved in the work of the Institute for these many years. I shall miss the frequent contact with other members, sometimes being in on the "inside dope", and certainly the shenanigans and intrigue of the membership! Ann Folke Wells was right about meeting "fun folks", but she lied about involvement being "not very much work"!

I feel privileged to be a member of what I consider to be the most exciting, dedicated, imaginative and "alive" group of people who might be assembled anywhere! I think it is significant that our Annual Conference celebrating the 30th anniversary of the Institute will be held in Milwaukee!

My best wishes to Eric and Cecelia Fielding in their new positions as editors. It will be nice to read the news again!

As I elevate to the ranks of many of you in education, my pledge is to be the best teacher I can be.

There is still much to do! A student chapter has been formed at Pima. We need to raise money for Calgary. There are shows to design and build and run. We need to perform CPR on the Southwest Section! We need to train for the Technical Olympics. We can apply for an Endowment Grant. What wonderful opportunities await us all!

When I moved to Tucson, Bill Flynn expressed some concern about the logo of the Institute taking on some "local color". Before this should become a reality, I fade into the shadow of the giant Saguaro in the great Sonoran desert.

Ron Olson, Editor



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## Architecture and Design at the SFMMA

Paolo Polledri, curator of the Department of Architecture and Design, recently announced the addition of several objects to the Museum's permanent collection. Throughout its history, SFMMA has collected and exhibited objects related to architecture and design.

Notable among the acquisitions is a collection of drawings by the Bay Area architect William Wilson Wurster (1895 - 1973). Included are drawings that Wurster produced as an architecture student at the University of California, Berkeley, around 1917, and works made early in the architect's career. Among the latter are a suite of drawings submitted to a design competition for a public library in 1923.

An extremely influential architect, planner, and educator, Wurster has been called "the great American regionalist," indicating his belief that architecture should respond, simple and directly, to regional needs and conditions. Particularly significant among his accomplishments as an architect are the renovations to San Francisco's Ghirardelli Square (1962 - 67).

## CALENDAR OF EVENTS

### SEPTEMBER

Chesapeake Section  
Theatre Safety Conference  
University of Maryland,  
College Park, MD  
Contact: David Kriebs (301) 454-2258  
September 16 - 17

### NOVEMBER

Lighting Dimensions International  
Infomart  
Dallas, TX  
Contact: Jackie Tien (212) 677-5997  
November 18 - 20

### DECEMBER

USITT Winter Board Meeting  
Calgary, Alberta Canada  
Contact: USITT National Office  
December 3 - 4

### JANUARY

Chesapeake Section  
Design & Technology Exhibition  
Juried Competition, Expo '89  
Towson State University, Towson, MD  
Contact: Tom Cascella (301) 321-2788

**THE DEADLINE FOR THE OCTOBER NEWSLETTER IS AUGUST 30, 1988**

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