



BOARD OF TRUSTEES

Sheldon Epps, President
Mark Brokaw, VP & Secretary
Ethan McSweeney, Treasurer
Linda Hartzell
Anne Kauffman
Dan Knechtges
Laura Penn

EXECUTIVE DIRECTOR

Rebecca Hewett

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SDCFoundation.org

**BOARD OF TRUSTEES
MEETING AGENDA**

Friday, September 6th, 2019 at 12 p.m. Eastern

- | | | |
|-------------|---|--------------------------|
| I. | CALL TO ORDER/PRESIDENT’S REPORT | 12:00PM – 12:15PM |
| II. | SECRETARY’S REPORT | 12:15PM – 12:20PM |
| | a. Approval of Minutes, July 8 th , 2019 | |
| III. | TREASURER’S REPORT | 12:20PM – 12:35PM |
| IV. | EXECUTIVE DIRECTOR’S REPORT | 12:35PM – 1:35PM |
| | a. Research Survey | |
| | b. ATHE attendance | |
| | c. Program Updates | |
| | <i>15 minute break</i> | |
| V. | FUNDRAISING UPDATES | 1:50PM – 2:45PM |
| | a. FY20 individual giving campaigns | |
| | b. Abbott Gala update | |
| | 1) Table benefits | |
| VI. | OLD BUSINESS/NEW BUSINESS | 2:45PM – 3:00PM |
| | a. Updated logo | |
| VII. | ADJOURNMENT | 3:00 PM |



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BOARD OF TRUSTEES

MEETING MINUTES

Monday, July 8th, 2019.

PRESENT:

Anne Kauffman
Laura Penn

ON THE PHONE:

Sheldon Epps
Ethan McSweeney
Linda Hartzell

ABSENT:

Mark Brokaw

STAFF PRESENT:

Rebecca Hewett
Executive Director
Cole Bonenberger
Program Associate

I. CALL TO ORDER/PRESIDENT'S REPORT

President Sheldon Epps called the meeting to order at 12:07 p.m.

a. New Board Trustee: Dan Knechtges

Mr. Epps reminded the Trustees that Mark Lamos will not continue as a Trustee, and of the need to find a replacement who is an active SDC Executive Board Member. A discussion followed regarding the addition of Dan Knechtges.

MR. EPPS MOVED TO APPOINT MR. KNECHTGES TO THE FOUNDATION'S BOARD OF TRUSTEES. TREASURER ETHAN MCSWEENY SECONDED. THE MOTION PASSED UNANIMOUSLY.

b. Discussion of additional Board Trustees

Trustee Linda Hartzell reviewed the desire to expand Board membership. A discussion followed regarding the benefits of bringing in members with outside experience, and the time frame for expanding the board. Ms. Penn recommended considering someone who is familiar with the Foundation's work or a recent SDC Executive Board Member. Mr Epps suggested that the September meeting would be an appropriate time to discuss adding a seat or two to the Foundation's Board of Trustees. Executive Director, Rebecca Hewett offered to meet with any potential prospects Trustees recommended prior to the September meeting. After a brief discussion of possible candidates, it was suggested that Mr. Epps, Ms. Hartzell and Ms. Hewett be a nominating committee to pass on names to the Trustees for consideration.

II. SECRETARY'S REPORT

a. Approval of Minutes, June 10, 2019

MS. HARTZELL MOVED TO APPROVE THE MINUTES FROM THE JUNE 10, 2019 TRUSTEE MEETING. MS. KAUFFMAN SECONDED. THE MOTION WAS APPROVED UNANIMOUSLY.

III. TREASURER'S REPORT

Mr. McSweeney reported on the final, unaudited FY19 budget. Ms. Hewett mentioned that SDC Finance Director, Cole Jordan, had noted the surplus would increase slightly due to returns from Morgan Stanley investments. Ms. Hewett requested the Foundation move the Family

Foundation line items from Individual Giving to Foundations. Mr. Epps noted that the SDC Executive Board has approved SDC's contribution to the Foundation.

IV. EXECUTIVE DIRECTOR'S REPORT

a. Program Updates

Ms. Hewett reviewed the status of current programming.

1) Denham, Davidson, & Fichandler Awards

Ms. Hewett announced that Thomas Kail made a gift of \$7,500 to the Denham Fellowship, increasing the award to \$10,000. **Ms. Hewett relayed Mr. Kail's wish to remain anonymous**, and his pledge to continue this gift for an additional four years.

Ms. Hewett announced that Lisa Portes will chair the Fichandler Award Committee.

2) Abbott & Weill Fellowships

Ms. Hewett noted Barbara Gaines will mentor the Charles Abbott Fellowship and Victoria Clark will mentor the Kurt Weill Fellowship for FY20. It was also noted that since the Kurt Weill Fellowship would be a shorter rehearsal process than previous years, the recipient would be included on pre-production planning and meetings.

3) Callaway Committee

Ms. Hewett requested the Trustees retain Callaway Committee Chair, Pam Berlin, and members Richard Hamburger, Amy Saltz, and Devanand Janki for an additional year of service. Ms. Hewett also stated she was open to recommendations for potential candidates for the two vacant seats for the FY20 Callaway Committee.

MR. MCSWEENEY MOVED TO RETAIN CALLAWAY COMMITTEE CHAIR, PAM BERLIN, AND MEMBERS RICHARD HAMBURGER, AMY SALTZ, AND DEVANAND JANKI FOR FY20. MS. KAUFFMAN SECONDED. THE MOTION PASSED UNANIMOUSLY.

4) Observerships

Ms. Hewett reviewed Observership Class Opportunities, class size, and harassment policy. Ms. Hewett requested that the Harassment Policy sheet sent to Observership Class members be adjusted from reporting issues to SDCF Executive Director to SDC Associate Director of Member Services, Marisa Levy. There was a discussion of the Observership Class diversity, and adjusting outreach during the application process.

Mr. McSweeney mentioned he had recorded the podcast with Sharon Ott, and there was a discussion regarding the Masters of the Stage's introduction language and its continuity.

V. FUNDRAISING UPDATES

a. FY20 individual prospects

Ms. Hartzell presented an overview of the prospect list and fundraising agenda items, such as an Artistic Director Circle, and making Trustees available while in New York for the September meeting. Mr. Epps noted the need for Trustees to remain active in fundraising to meet the Individual Giving goal in the budget.

Ms. Hewett mentioned the Donor Letter that had been sent to all FY19 donors, and Ms. Kauffman suggested Trustees send a letter to the donors they solicited.

b. **Discussion of cumulative giving & combined asks**

Ms. Hewett reviewed the Annual Campaign Prospect List, and discussed her intention of meeting with Trustees regarding their individual solicitor assignments by the September 6, 2019 meeting. It was also mentioned that fundraising materials would be ready for the September meeting, and updates would regularly follow that meeting.

Ms. Penn led a discussion on the plan for cumulative giving, and bundled asks, noting that SDC Executive Board prospects would not be included in asks until November 2019.

Ms. Hewett reminded the board of the upcoming NEA deadline, as well her intention to submit an LOI to the Gilman Foundation and meet with the Miranda family foundation.

VI. OLD BUSINESS/NEW BUSINESS

a. **Updated logo**

There was a discussion on the three words used in the Foundation's logo. Trustees will consider alternatives to be discussed at the September Trustee meeting.

b. **September board meeting date change & content**

Ms. Hewett requested Trustees allow extra time for the meeting on September 6th.

VII. ADJOURNMENT

Mr. Epps adjourned the meeting at 1:37 p.m.

The next Board of Trustees meeting has been moved to Friday September 6, 2019 at 12:00 p.m. ET.



FY20 SDCF Program Activities as of 9/4/2019

Observership Class

We accepted **90 early- and mid- career directors and choreographers** into the FY20 Observership Class. We held an orientation session for the group on July 16th. **To date, we have offered 9 of a total 25 Observerships for the fiscal year.** A full list of all Observers and their Mentors to date is attached.

In addition to Observership opportunities, we will also **schedule at least six seminars** for the Observer Class to learn about business aspects of their crafts. Seminar topics will include grants available for individual artists; personal branding on websites and social media; pitching work to regional theater artistic directors; venues supporting the development of new work; and non-profit financial literacy. **Please let Rebecca know if you are interested in serving as a panelist for any of these topics.**

Public Panels

Directors of Artistic Sign Language: On Monday, October 28th, SDCF will host the first public panel of the season. **Alexandria Wailes** will moderate a panel about incorporating directors of artistic sign language (DASL) into professional theater productions. **Leah Gardiner, Sam Gold, and Kenny Leon are confirmed as panelists.**

Boston Theater: In conjunction with an SDC Boston Steering Committee meeting on November 11, SDCF may host a panel moderated by Rachel Chavkin about new work being developed in Boston. These plans are still in development.

We will schedule at least two more public panels for the winter/spring.

Symposia

In conjunction with the SDC LA Steering Committee, on December 7th, SDCF will host a day-long symposium about staging intimacy. Panel topics and speakers TBD.

A second symposium for choreographers will be scheduled for the spring. Specific theme TBD.

Fellowships

Charles Abbott: We will place a Fellowship with Barbara Gaines at Chicago Shakespeare Theater on her production of the new musical *Emma*. The opportunity was announced September 4th; applications are due October 2nd. This fellowship comes with a \$3,000 stipend. The adjudication committee has yet to be determined.

Denham: We will offer a \$10,000 prize to a female-identifying director to supplement her fee for directing a professional theater production during the 19-20 season. Applications were due July 31st. In FY19, when the prize was still \$2,500, we received 22 applications; this year, **we received 55**. The adjudication committee will meet on September 23rd to select a recipient.

With so many applications this year, the selection will happen in two rounds, ensuring that each application is read twice. First-round readers include Pirronne Yousefzadeh, Carol Dunne, Seema Sueko, Kimberly Senior, and Casey Stangl. The second round adjudicators, who will select the recipient, are Liz Diamond (chair), Susan Booth, Hana Sharif, Desdemona Chiang, and KJ Sanchez.

Kurt Weill: We will place a Fellowship with Victoria Clark on her production of *Love Life* at New York City Center Encores! The opportunity was announced August 8th; applications were due August 30th. We received 32 eligible applications. The adjudication committee will meet in late September. This fellowship comes with a \$5,000 stipend.

The adjudication committee will include Brady Sansone of the Weill Foundation, Rebecca Hewett, and Vicky Clark.

Traube: We will place a Fellowship with Mark Brokaw on his production of *How I Learned to Drive* at MTC. The call for applications will be announced in December.

To be scheduled: the Gielgud & Ockrent Fellowships.

Awards

We are still trying to determine a date for the fall awards ceremony.

The **Gordon Davidson Award** for lifetime achievement in the American theater will be given to Lisa Peterson. The selection committee included Sheldon Epps (chair), Laura Penn, Chay Yew, Neel Keller, and Warner Shook.

The **Fichandler** committee will meet on September 5th; recommendations for the recipient and finalists will be announced during Friday's meeting. We received 28 nominations; 21 nominees chose to apply. The selection committee includes Lisa Portes (chair), Justin Emeka, Ken Roberson, and Joanie Schultz.

The **Callaway Award** committee will meet on September 24th to determine this year's recipients. The selection committee includes Pam Berlin (chair), Richard Hamburger, Mary Robinson, Shelley Butler, Jonathan Cerullo, Nelson Eusebio, Devanand Janki, Darren Lee, Amy Saltz, and Maria Torres.

The **Break Out Award** committee will meet the week of September 16th to determine this year's recipient. The selection committee includes Saheem Ali (chair), Lee Sunday Evans, and Raja Feather Kelly.

FY20 Observerships (as of 9/4/19)

#	Status	Mentor	Show	Venue	Perf Starts	Observer
1	Selected	Saheem Ali	<i>The New Englanders</i>	MTC	9/17/19	Sharifa Elkady
2	Selected	Victor Moag	<i>Macbeth</i>	CA Shakes	9/18/19	Lindsay Bednar-Carter
3	Selected	Michael Wilson	<i>The King's Speech</i>	Chicago Shakespeare	9/12/19	Danny Seidler
4	Selected	Anthony Van Laast	<i>Tina</i>	Lunt-Fontanne	10/12/19	Alyssa Natale
5	Selected	Leigh Silverman	<i>Soft Power</i>	Public Theater	9/24/19	Sophiyaa Nayar
6	Selected	Sam Pinkleton	<i>Soft Power</i>	Public Theater	9/24/19	Banji Aborisade
7	Selected	Raja Feather Kelly	<i>Girls</i>	Yale Rep	10/4/19	Michael Baugh
8	Selected	Leah C. Gardiner	<i>for colored girls...</i>	Public Theater	10/8/19	Nephrii Amenii
9	Selected	Camille A. Brown	<i>for colored girls...</i>	Public Theater	10/8/19	Ambika Raina
10	App Open	Eric Tucker	<i>The Crucible</i>	Bedlam	11/8/19	
11	Confirmed	Melissa Rain Anderson	<i>The Wolves</i>	Syracuse Stage	1/22/19	
12	Confirmed	Mark Cuddy	<i>Once</i>	Geva Theatre Center	2/19/20	
13	Confirmed	Bob Hupp	<i>Amadeus</i>	Syracuse Stage	3/11/20	
14	Confirmed	Mark Brokaw	<i>How I Learned to Drive</i>	MTC	3/27/20	Traube Fellowship
15	Confirmed	Pirronne Yousefzadeh	<i>Vietgone</i>	Geva Theatre Center	5/5/20	
16	Confirmed	Sam Gold	<i>Three Sisters</i>	NYTW	Spring '20	
17	Confirmed	Jesse Berger	<i>The Alchemist</i>	Red Bull	Spring '20	

2 more opportunities to schedule in New York City.

7 more opportunities to schedule nationally.