

Atlanta Radio Theatre Company (ARTC)

Officers' Meeting 7 March 2015

MINUTES

Attending: David Benedict, Ron Butler, Anthony Fuller, Alex Lucyshyn, Bill Ritch, David Schroeder, Brad Strickland, Caran Wilbanks, Ron Zukowski.

President Bill Ritch called the meeting to order at 15:36.

Vice-President David Benedict announced that meeting minutes are now posted at [wiki.artc.org](http://wiki.artc.org) and linked to agendas. Any ARTC member can view them; to edit the materials, a member needs an account. To request one, members should email David Benedict, [listen@artc.org](mailto:listen@artc.org).

The script archive is separate; it also needs an account with a username and password.

The Secretary's Report consisted of the minutes of the February 7 meeting, which were distributed, approved, and accepted.

Treasurer Alex Lucyshyn reported that he had sent off the form 1099. In the future, whenever ARTC pays someone (except for reimbursements), the individual must complete a W9 form; we can put one on the website for downloading, or it may be downloaded from the IRS website.

- ARTC received a total of \$4,000.00 in donations from Frances Teague, who has been thanked for her support of the organization.
- We are due to receive a check from Verizon in the amount of \$750.00.
- We received a check from Find a Way for \$27.00.
- We received small checks from Band Camp and Smile by Amazon.
- Lucyshyn will order a copy of Quickbooks for the organization. This purchase has already been approved.
- Lucyshyn will set up secondary logins so that in the event he is incapacitated, a new person can go into the programs and change the password and login information.
- Because of an incompatibility with the shopping cart information, the Amazon link is no longer online on the ARTC website.
- Lucyshyn will look into selling the credit card reader (no longer needed) and will cancel the contract (\$10.00/month) for its use.

Vice-President Benedict reported on live productions:

- The February production at North DeKalb Mall went well, and we have been invited to return. We did not have a sales presence at this event; we should have one at any new ones.
- The March production is under rehearsal. Judy Gribble will provide music.
- Alton Leonard is confident that we can stage a successful performance of *Sherlock Holmes and the Crime of the Century* at 221-B Con.

- Anya, who is working with World Horror programming, says we will certainly be invited to perform there, but Benedict pointed out we do need a time and commitment from the convention committee for admission for the cast and crew before we make firm plans.
- We are planning to perform *The Passion of Frankenstein* at LibertyCon and other venues in the spring and summer.
- Performances at DragonCon will hinge on the timing of *Sherlock Holmes*; we can't be sure of more than one hour of performance time. If that's not possible with *Holmes*, we will need to make alternate plans.
- One problem: because we are offering the same productions multiple times, we are limiting the possibilities for our actors who were not cast in these.
- For fall: we don't have a venue for October, but probably will. Benedict is interested in our offering *Holmes* and an edited *Treasure Island* for public performances.
- For December: We will mount a performance of *An Atlanta Christmas*.

#### Report on studio productions:

- Voice tracks for *Dash Cardigan* have all been finished. Joseph Gould is currently reviewing them for the first edit cut. We will need some retakes, but those can be done all in one recording session.
- The missing lines from *Can You Hear Me?* Have been recorded by Fiona Leonard; the voice tracks for that are now complete.
- The missing lines from *War of the Worlds* have now been recorded by Brad Strickland; the voice tracks for that are now complete. We still lack crowd noises, though.
- *Blues for Johnny Raven* is in the editing stage; however, the co-editor has been pressed for time and has been unable to complete work on it.
- *Colour out of Space* is into the editing process.
- Casting is coming up for *Nairobi Jack* and *Lone Star Planet*.
- Auditions have been held for *Treasure Island*. Director Claire Christie is now working to make the cast assignments. An outside editor for that has been recruited.
- ARTC has withdrawn from the Marketing Coalition Round Table (from Atlanta Planit) since the group has fallen apart and ARTC never had an opportunity for the promised air time.
- ProTools has been purchased—instead of the educational version, we purchased the 11<sup>th</sup> edition, which was on sale for only \$80.00 more than the educational one and is fully functional. An iLock is needed to run ProTools, but we have one; it can also hold the licenses for other programs and will have multiple uses. With ProTools, our studio is now more usable by students and commercial clients.

#### Other matters:

- Minutes have been migrated from Yahoo Groups to the ARTC wiki.
- The Treasurer's reports (the summary forms) will be archived there as well.
- Emailing directly from the wiki is disabled; anyone posting there will need to email separately to alert members of new materials. This is done to discourage hacking and spamming.
- Some other companies have asked to license some of our scripts. Bill Ritch said we need to create an affiliation of audio theatre groups and possibly create an exchange among them. We will still need to license performances by outlying and distant groups, however.
- The issue of contracts arose. The contracts need to specify that ARTC has non-exclusive use of materials and performances.
- Bill Ritch also briefly addressed contingency planning and disaster recovery efforts; we need to make sure there is continuity in case of loss of people through illness, moving

away, or death. The plans need to cover merchandise, technical equipment, intellectual property, and web access.

The next officers' meeting was set for 25 April 2015 in the ARTC studio.

With no other new business, the meeting adjourned at 1705.

Respectfully submitted,  
Brad Strickland  
Secretary