

**NATIONAL PARTNERS AMERICAN THEATRE  
ONE WASHINGTON CIRCLE  
WASHINGTON, D.C.**

**APRIL 22, 2005**

**EXECUTIVE BOARD  
MINUTES**

**ATTENDANCE: J. Cavarozzi, Lin Conaway, D. Finn, P. Hustoles,  
R. Kauffman, J. Koep, B. Nelson Schwartz, E. Perry, G.  
Quinley, K. Robinson, J. Wade. Guest: John Orlock**

Following the traditional sharing of the bubbly, Chair Koep called the meeting to order at 1:00 p.m. The minutes from the October meeting in Pasco, Washington were distributed and approved.

**Chair's Remarks**

Following a review of the agenda Chair Koep reported that Kay Coughenour of Texas A&M, Commerce would be honored by having the Partner's Classical Acting Award for 2005 awarded in his name, and that a resolution dedicated to Kay would be presented at the Partner's Annual Brunch on Saturday. Kay, a long time KCACTF friend and supporter, passed away last December and Chair Koep reported that he had requested that donations in his memory be directed to NAPAT. Several such memorials have already been received.

**Treasurer's Report**

Treasurer Finn distributed the 2005 Treasurer's Report detailing contributions through April 15, 2005. The report notes donations in the name of Kay Coughenour from the following individuals and institutions: ACTF Region VI, Robert Buseick, Gerald Duchovnay, Danny and Janet Duncan, David Andrew Gibbs, Buddy and Toni Harrott, Harvest House Publishers, Robert Houston, Frances A. Hyatt, Jeff and Julie Koep, Paul and Charlene Lenchner, Louis Margot III, Northeast Texas Chapter of International Wine and Food Society, R.K. and Martha Oltman, Courtney K. Roberts, Kathryn Robinson, William B. Vaill, Dr. and Mrs. Harry Wade, and John D. Walvoord. These donations, including \$500 from Region VI, total \$1,375.

The current balance is \$8679.13.

## **Reports**

Paul Hustoles reported that the NAPAT web site is up and running at [www. NAPAT.net](http://www.NAPAT.net). Paul would like to have additional materials for this site. Jere Wade will send a current membership list.

## **OLD BUSINESS**

### **Classical Acting Award**

Amount of Award: There was considerable discussion as to the amount of the award and what NAPAT can afford to give. It was agreed that we would remain with LAMDA this year but that Jeff Koep and Bonnie Nelson Schwartz would explore with LAMDA the actual cost of the summer program including tuition, room, board and transportation. It is felt that NAPAT must be given a clear picture of total costs for this award. Jeff is also to explore the possibilities of Kennedy Center picking up transportation costs as it has for other organizations.

It was moved (Ginny Quinley) and seconded (Joyce Cavarozzi) that Jeff Koep negotiate from the position that NAPAT can cover up to 50% of the costs for LAMDA tuition, room and board to a maximum of \$3,500.

**Motion passed.**

Award Guidelines: While there had been some suggestion that the guidelines for this award be revised, it was the firm sense of the committee that the guidelines remain “as is.”

### **Publicity:**

Jeff Koep expressed his concern that the Kennedy Center press release announcing the Classical Acting Award mentioned LAMDA but there was no mention of NAPAT. Jeff read his letter to Gregg Henry outlining those concerns. Discussion focused on how NAPAT can get better recognition and publicity for its efforts. The only way for this group to grow is by attracting new members who support our activities. One suggestion was to get better visibility at the Regional level and this suggestion is addressed below under Membership/Sponsorship.

## **NEW BUSINESS**

### **Membership/Sponsorship**

Discussion focused on increasing our membership/donors. There is frustration that our publicizing efforts at Regional Festivals do not achieve better results in

terms of new members. It was recommended that we do more in the way of follow-up when individuals express possible interest in NAPAT. John Orlock suggested calling people contacted at Regional Festivals shortly thereafter to remind them of NAPAT and its activities.

Paul Hustoles suggested that giving Regional Awards would be a good way to increase our visibility at that level. After further discussion it was moved (Ginny Quinley) and seconded (Paul Hustoles) that NAPAT offer a \$250 Classical Acting Award at each Regional Festival. The first priority for this award would be for Classical Acting to mirror the NAPAT National Classical Acting award; however if Regions already have a classical award in place, at the discretion of the Regional Chair and the NAPAT Regional Representative the \$250 may be awarded in Musical Theatre or Design. It was also moved that a NAPAT Medallion be struck and awarded to each Regional awardee, and that a Certificate of Recognition be awarded to each awardee's coach or instructor.

**Motion passed.**

Chair Koep will contact KCACTF Regional Chairs about this award, and NAPAT Regional Reps. will act as liaisons with Regional Committees in setting up this program. NAPAT expects that this award and the Partners will be reflected in Regional brochures and programs, and that the NAPAT Regional Representative or his/her designee would present the award at the appropriate ceremony.

Jeff Koep is to advise Gregg Henry of this award. Jeff will also look into having medallions designed and created.

It was suggested that the coach or instructor receiving the Certificate of Recognition be contacted soon after each Festival with a solicitation to join NAPAT.

Following discussion for better coordination of membership efforts, including developing membership strategies and maintaining membership mailing lists, it was moved (Paul Hustoles) and seconded (Bob Kauffman) that the NAPAT Executive Committee Vice Chair be designated Membership Chair and that this responsibility be reflected in the By-Laws.

**Motion passed.**

It was moved (Paul Hustoles) and seconded (Ginny Quinley) that beginning this year all out-going members of the KCACTF National and Regional Committees be extended a complimentary 12-month membership in NAPAT. This complimentary membership is also to be extended to all Kennedy Center Medallion winners.

**Motion passed.**

The 12-month membership is to commence following the National Festival and the names of these new members will appear in the Spring Newsletter whenever possible.

### **Fall 2005 Executive Board Meeting**

It was moved (Donn Finn) and seconded (Bonnie Nelson Schwartz) that insofar as possible the Fall Board meeting would rotate between the East and the West.

### **Motion passed.**

As a result of this motion it was determined that Katie Robinson's invitation to hold the meeting in Harrisburg, PA would be accepted for Fall 2005, and Harlene Marley's invitation to come to Scottsdale, AZ would be accepted for Fall 2006.

### **The Fall meeting will be October 14-15, 2005**

### **Fall 2005 Meeting Agenda**

Jeff Koep proposed appointing three committees to gather and work during the Fall meeting:

- 1 – Spring Festival planning committee
- 2 – By-Law committee
- 3 – Membership strategy committee

### **Spring 2006 Festival in Washington D.C.**

Discussion centered on how much activity we want to support and how to promote the Festival for better attendance. Suggestions included:

- Keeping NAPAT activities to one day
- Promoting Washington D.C. and KCACTF as attractions:
  - Inexpensive hotel
  - Possible professional write-off
  - Support for KCACTF
  - Opportunity to enjoy D.C.
- Include 10-minute plays in registration
- Keep brunch on Saturday to better coordinate with incoming Fellows
- Explore optional "Dinner Out in D.C." for registrants

Jere Wade was appointed Conference Chair for the 2006 Festival and he will coordinate with Bonnie Nelson Schwartz as our Washington liaison, and with Susan Shaffer at the Kennedy Center.

### **Other Business**

Jeff stated that a nominating committee will be needed as current officer's terms will expire in April 2006. There was discussion of staggered terms and it was decided that this should be addressed in the By-Laws.

The Committee extended its deepest thanks to Bob Kauffman and his wife Dorothy for graciously offering to prepare food and host the Saturday reception.

Jeff read the Resolutions for Kay Coughenour which will be presented at the Saturday Brunch.

Lin Conaway spoke to the possibilities of a design award and asked about possible NAPAT interest in transportation/per diem support for a Korean (KNUA) program which would provide free tuition.

The meeting was adjourned at 3:45 p.m.

**P.S.** The **Saturday Brunch** at Marshall's was a rousing success. Twenty-five Partners and friends attended. Kay Coughenour was honored with two resolutions and good memories. And among the "old hands" who spoke during the oral history were Carole Brandt, Jerry Crawford, Gredna Doty, Sam Smiley, Ron Willis and Jack Wright. Many thanks to Katie and Andy for pulling this event together.