

Texas Filmmakers Cooperative  
General Assembly Meeting  
March 4, 2004

Call to order 7:05 p.m.  
Joshua Butler – President

### **New Member Orientation**

As an organization we are here to assist you with your extra curricular productions. In three ways:

- 1) Provide an internet database that contains information on each member including their contact information and availability as well as any talents, skills, or equipment that they may have available for member use. This includes actors, wardrobe, set design, camera, fight coordinators, grips, so on and so forth.
- 2) Administrative needs. Providing information on Film Festivals and other events in the film community, permits or any other logistical information.
- 3) Buying equipment for member use and allotting its use in a structured manner. Each member will be rated on a scale to determine competency in order to have access to the equipment. There are three ways in which a member can show competency with the desired equipment.
  - a) Successful completion of RTVF 2210
  - b) Demonstrating proficiency with equipment due to prior experience, work related or otherwise.
  - c) Work with other members of TFC for one year learning how to use the equipment.

Texas Filmmakers Cooperative is a student organization associated with the University of North Texas, as well as a non-profit organization. We are currently seeking our 501c-3 non-profit status. Our faculty advisor is Beatrice Flores in the RTFV department of UNT. The TFC is participating in fundraisers and pursuing grants and donations to achieve our goals.

### **Introduction of current board members**

Joshua Butler – President  
Kim Dae Jin – Director of International Relations  
Eric Moore – Vice-President  
William Penson – Equipment Manager  
Carol Salazar – Secretary  
Rachel Smith – Personnel Manager  
Joe Southwell – Marketing Manager

### **Old Business**

- **Baseball game fundraiser** - Ten TFC members are needed per game to run concession stand for baseball games in Frisco. Up to \$4,000 possible for each 16 game set. \$10,000 possible raised through May. Sign up for baseball games April 18<sup>th</sup> through 25<sup>th</sup> and May 6<sup>th</sup> through 13<sup>th</sup>. We are committed by contract to fulfill this obligation and work these games. "I (Joshua) am committed to most of these games as are a few of my fellow board members." Please sign up for as many games as you can.
- **501c-3 non-profit status**- We are applying for status with the IRS. This process will require \$500 from the organization. We must have this non-profit status before we can participate in the baseball fundraiser.
- **Website Development** – The initial production of the online database will cost the organization \$500.

### New Business

- **Donations** – Currently TFC does not require a membership fee to participate in the organization. However the cost of starting the organization requires that we seek donations from it's members. In order to reach the goal of \$1,000 a donation of \$20 from each member is requested. These funds will be used to acquire the 501c-3 non-profit status to be able to participate in fundraising opportunities and to begin the initial production of the online database. (The TFC will begin requiring membership dues based on level of membership next year. (Approximately \$35 annually for members using the organizations resources to \$20 for members interested in advertising their services in the TFC database only.
- **Web address** – TFC web address to reach any board member, or for further information is. [texasfilmcoop@verizon.net](mailto:texasfilmcoop@verizon.net)
- **Spending** – Seeking Suggestions for spending. What equipment should we buy?
  - 1) DVX 100-24P @ \$3,700 each, Quantity 5
  - 2) Audio – Shotgun mic's, Boom, Cable, Lavilier mic's,
  - 3) Software – Avid Xpress Pro.
  - 4) Editing station – Hardware
  - 5) Mini DV VTR
  - 6) Tape – Mini DV
  - 7) Monitor – Color
  - 8) Lowell Light Kit
  - 9) Tripod for each camera
  - 10) Cases for all equipment
  - 11) Steady cam (Jib)
  - 12) Pro-tools, audio suite
- **Suggestions for organization activities** – In accordance with the 501c-3 non-profit status TFC is required to provide an educational asset to it's members and the community. Suggested activities.
  - 1) Guest speakers- Harry Benshoff, TAFTP, Texas Film Commission, Alumni, industry professionals, etc...
  - 2) Educational sessions – equipment use, lighting 101, boom operation 101, Ect..
  - 3) Viewing session of members previous work

- 4) TFC Film Festival (2005)
  - 5) Writers Forum – readings (w/ actors), writing collaboration, sounding-board, etc...
- **Suggestions for alternate TFC revenue – Requests** that come to the UNT-RTVFP department for weddings, graduations and other production related activities will be directed to the TFC. All funds acquired from such endeavors will be property of the TFC and used towards the organizations primary functions. Any members interested in participating in these projects may request information from the personnel manager via the website. Possible outlet for referrals – place ads in church bulletins or post information in churches, etc...
  - **Suggestions for PR - Suggestions** for public relations and exposure in the industry.
    - 1) Press – Observer, Outtakes, NT Daily, Denton Chronicle, KNTU, NTTV
  - **Events** – Events Slated for TFC
    - 1) March /26 – fundraiser party (Richard Card committee head) @ Highland & Carroll
    - 2) Benefit – Date TBA – Poor David’s Pub in Dallas beginning of summer
    - 3) May/2 – Screening party, location TBA
  - **Next General Session** – TBA
  - **Next Board Meeting** – Thursday March 11, 2004. 7:00 p.m. RTVFP building rm. 282
  - **Board Assignments** – Come up with proposed two year budget for IRS.

Close of meeting 8:30

Minutes written by – Carol Salazar, TFC Secretary