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New England Theatre Conference Records,
1950 - 2011
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New England Theatre Conference
Administrative History

Founded in 1946 by acclaimed drama critic Elliot Norton, the New England Theatre Conference (NETC) is a “non-profit Corporation, composed of individuals and organizations in the Six-State Region of New England, who are active or interested in the performing arts.” Norton began this organization with the purpose of displaying the benefit of networking and collaboration within the performing arts community. The organization focuses on providing opportunities for its members through its various different subdivisions and committees in an effort to meet the needs of its members through its various events, including its annual conference and auditions. The organization, within its extensive history, is divided into various divisions, including the Children’s Theatre Division, Professional Theatre Division, Community Theatre Division, College Division, and Secondary School Division. As well as functioning as its own separate entity, the organization works with other organizations such as the American Association for Community Theatre and the USITT or United States Institute for Technical Theatre. With its current residence in Connecticut, the organization aims to continue to provide a voice for all theater practitioners in New England and to expand its support and encouragement of theater. The NETC recognizes excellence in local live theater through its annual awards, including the historic Gassner, Moss Hart, Harris, and Phillips Awards.

New England Theatre Conference
Scope and Content Note

The archive covers a broad span of the organization’s history. The most prominent aspect of this collection is its vast and methodical record keeping in regards to the organization’s annual convention. It also features many of NETC’s publications, including the regularly circulating NETC News, a monthly volume newsletter, as well as more focused publications. The collection contains dated programs and flyers from each individual event put on by the organization. It also
features a great deal on the inner workings of the group, documenting its history of memberships and correspondence. In addition, there is a detailed log of membership and administrative history, as well as financial reports.

New England Theatre Conference
Series Descriptions

Series 1: Annual Conventions, 1952-2008
9 boxes

This is a collection of the yearly conferences held by the organization. It consists of all their program participants, location sites, planning, and publicity. Published programs for each year can be found at the beginning of the series.

Series 2: Divisions and Events, 1953-2000
5 boxes

Due to the diverse needs of the theatre community, the organization was broken down into various sub-divisions responsible for handling the needs of those in its jurisdiction. This series also contains material on events outside of the annual convention. These events include a regional drama festival as well as a few others.

3 boxes

This series consists of the major publications produced by the organization, including their regular seasonal newsletters, *NETC News*, as well as their older pieces of publications such as the Conference Bulletins and the *NETC Journal* (which was revived in 1990). In addition to the physical publications themselves, there are also various pieces of correspondence and planning leading up to the publication and distribution. Organizational resource directories are in this series as well.

Series 4: Awards, 1957-2002
3 boxes

After the organization’s first major conference, and the death of various important members, the organization began honoring significant contributions in the theater community. This series consists of the information obtained on the history of the awards themselves, and a record of previous winners.

Series 5: Committees, 1950-2004
3 boxes

The bulk of this series represents Executive Committee material pertaining to the Board of Directors. Over the years numerous other committees have been created to help with both short-
term and long-term issues. Information on these special projects committees and other can be
found in this series. Other committee material may be found mixed in with series 1, Annual
Conventions, series 2, Divisions and Events, and series 7, Administrative.

**Series 6: Financials, 1952-2008**
2 boxes

This series contains the financial records and book keeping done by the organization. It consists
of budget summaries, fiscal reports, audit summaries and various other pieces of financial
information.

**Series 7: Administrative, 1950-2008**
5 boxes

This series is broken down into seven subseries: membership, auditions, by-laws and
constitutions, board of directors, information pertaining to publications, histories and other
related news, and more. Much of the material, such as board of director’s documents, has related
material in other parts of the collection.

**Series 8: NETC 50th Anniversary Oral History Project, 1994-2002**
2 boxes

In 2001 the NETC published a transcribed oral history to celebrate the organization’s 50th
anniversary. This series contains transcripts of the interviews in both original and edited form, as
well as recordings of the interviews and digital files of the interviews.

1 box

This series contains photos from the organization from their annual conventions. It also contains
audio recordings of speeches and other various recordings kept by the organization.

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24. John Gassner Memorial Award, 1999
25. John Gassner Memorial Award, 1999
26. John Gassner Memorial Award, submitted play, 2002

Subseries 3: Major, Special, Regional, and Other Awards
1. NETC Annual Awards, 1957-1993
2. NETC Annual Awards list, 1957-2002
3. NETC Annual Award—Jack Stein Make-up Award, 1976-1993
5. NETC award list for the John J. Goodwill Memorial Award, 1981-1993
6. NETC Host Awards, 1985-1993
7. NETC Ruth McIntire Community Theatre Service Award, 1986-1992
8. NETC Phillip Bassett Memorial Award, 1986-1993
9. NETC award information, 1990s

Box 3
Folder
1. NETC College Festival Awards, 1993-1999
2. NETC Elliot Norton Award list, 1993-2000
3. NETC Awards and Ceremonies, 1994-1995
4. NETC Awards, 1995-1996
5. NETC Awards, 1997
6. NETC Awards, 1998
10. NETC Excellence in Theatre Awards, 1999
11. NETC Harris Award, 1999

Series 5: Committees, 1950-2004
Subseries 1: Executive Committee and Board Meetings

Box 1
Folder
1. Executive Committee and Board Meeting, 1950-1951
2. Executive Committee and Board Meeting, 1951-1952
3. Executive Committee and Board Meeting, 1952-1953
4. Executive Committee and Board Meeting, 1953-1954
5. Executive Committee and Board Meeting, 1954-1955
6. Executive Committee and Board Meeting, 1955-1956
7. Executive Committee and Board Meeting, 1956-1957
8. Executive Committee and Board Meeting, 1957-1958
9. Executive Committee and Board Meeting, 1958-1959
10. Executive Committee and Board Meeting, 1959-1960
11. Executive Committee and Board Meeting, 1960-1961
12. Executive Committee and Board Meeting, 1961-1962
13. Executive Committee and Board Meeting, 1962-1963
14. Executive Committee and Board Meeting, 1963-1964
15. Executive Committee and Board Meeting, 1964-1965
16. Executive Committee and Board Meeting, 1965-1966
17. Executive Committee and Board Meeting, 1966-1967
18. Executive Committee and Board Meeting, 1967-1968
19. Executive Committee and Board Meeting, 1968-1969
20. Executive Committee and Board Meeting, 1969-1970
21. Executive Committee and Board Meeting, 1970-1971
23. Executive Committee and Board Meeting, 1971-1972
24. Executive Committee and Board Meeting, 1972-1973
25. Executive Committee and Board Meeting, 1973-1974
26. Executive Committee and Board Meeting, 1974-1975
27. Executive Committee and Board Meeting, 1975-1976
28. Executive Committee and Board Meeting, 1976-1977
29. Executive Committee and Board Meeting, 1977-1978
30. Executive Committee and Board Meeting, 1978-1979
31. Executive Committee and Board Meeting, 1979-1980

Box 2
Folder
1. Executive Committee and Board Meeting, 1980-1981
2. Executive Committee and Board Meeting, 1981-1982
3. Executive Committee and Board Meeting, 1982-1983
4. Executive Committee and Board Meeting, 1983-1984
5. Executive Committee and Board Meeting, 1984-1985
6. Executive Committee and Board Meeting, 1985-1986
7. Executive Committee and Board Meeting, 1986-1987
10. Executive Committee and Board Meeting, 1988-1989
11. Executive Committee and Board Meeting, 1989-1990
12. Executive Committee and Board Meeting, 1990-1991
13. Executive Committee and Board Meeting, 1991-1992
14. Executive Committee and Board Meeting, 1992-1993
15. Executive Committee and Board Meeting, 1993-1994
16. Executive Committee and Board Meeting, 1994-1995
17. Executive Committee and Board Meeting, 1995-1996
18. Executive Committee and Board Meeting, 1996-1997
19. Executive Committee and Board Meeting, 1997-1998
20. Executive Committee and Board Meeting, 1998-1999
21. Executive Committee and Board Meeting, 1999-2000
22. Executive Committee and Board Meeting, 2004

Subseries 2: Other Committees

Box 3
Folder
1. Special Projects Committee: Service Committee, 1955
2. Special Projects Committee: Life Enhancing Plays Committee, 1956
3. Special Projects Committee: Prize Play Committee, 1957
5. Special Projects Committee, 1960-1961
7. Special Projects Committee, 1961-1962
10. Special Projects Committee, 1963-1964
13. NETC Dance Committee, 1964-1970
15. Special Projects Committee, 1965-1966
17. Special Projects Committee, 1967-1968
20. NETC Technical Theatre Committee: Adolphie Appia Exhibit, 1984-1985
21. NETC Past President’s Committee, 1988-1989
22. NETC Publications Committee, 1992
23. Finance Committee, 1960s-1970s
24. Objectives of Publicity Committee, 1982

**Series 6: Financials, 1952-2008**

**Box 1**

**Folder**

2. Financial Ledger, 1953-1959
39. Fundraising and Endowment Information, 1988
Finding Aid: New England Theatre Conference Records (MSS-010)


Box 2
Folder

Series 7: Administrative, 1950-2008
Subseries 1: Membership

Box 1
Folder
1. Membership, 1952-1953
5. Membership, 1956-1957
7. Membership, 1958-1959
23. Membership, 1974-1975
25. NETC honorary membership, 1975-1991
27. Membership, 1977-1978
29. Membership, 1979-1980
32. Membership, 1982-1983
33. Membership, 1983-1984
34. Membership, 1984-1985
35. Membership, 1985-1986
38. Membership, 1988-1989
42. Membership reports, 1992-1998
43. Membership, 1952-1993
44. Membership, 1993-1994
45. Membership, 1994-1995
46. Membership, 1995-1996
47. Membership, 1996-1997
49. Membership, 1998-1999
50. Membership, College of Fellows, 1999
51. Membership, 1999-2000
52. List of members and board of directors, 2004-2005

Subseries 2: Auditions
2. Summer Theatre auditions, 1970-1973
3. Summer Theatre auditions, 1974
4. Summer Theatre auditions, 1975-1976
5. Summer Theatre auditions, 1977
7. Summer Theatre auditions, 1979
8. Summer Theatre auditions, 1980
10. Summer Theatre auditions, 1982
11. Summer Theatre auditions, 1983
12. Summer Theatre auditions, 1984
13. Summer Theatre auditions, 1985
14. Summer Theatre auditions, 1986
15. Summer Theatre auditions, 1987

Box 2
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1. Summer Theatre auditions, 1988
2. Summer Theatre auditions, 1989
3. Summer Theatre auditions, 1990
4. Summer Theatre auditions, 1991
5. Summer Theatre auditions, 1992
6. NETC auditions, 1993
8. NETC auditions, 1994
10. NETC auditions, 1995
11. NETC auditions, 1996
12. NETC auditions, 1997
13. NETC auditions, 1998
14. NETC auditions, 1999
15. NETC auditions, 2000
16. NETC auditions, 2002
17. NETC auditions, 2003
18. NETC auditions, 2004
19. NETC auditions, 2005
20. NETC auditions, 2006

Subseries 3: By-laws, Constitutions, Agreements, etc.
1. NETC Constitution and By-laws, 1950-1971
3. NETC Constitution and By-laws—amendments, 1973
5. Articles of Incorporation, 1974
6. NETC Constitution and By-laws—amendments, 1974

Box 3
Folder
1. NETC Constitution and By-laws—amendments, 1976
2. NETC Constitution and By-laws—amendments, 1978
3. NETC Constitution and By-laws—amendments, 1979
4. NETC Constitution and By-laws—amendments, 1983
5. NETC Constitution and By-laws—amendments, 1986
8. NETC By-laws, 1988-1993
9. NETC Constitution and By-laws—amendments, 1989
10. NETC Constitution and By-laws—amendments, 1992
11. NETC Constitution, 1992
12. NETC By-law revisions, 1992-1994
13. NETC Fundability Assessment by Corey Boniface, 1993
16. NETC By-laws, 1998
18. Documents for planning a new strategic plan, 2000
19. NETC Strategic Plan, 2001

**Subseries 4: Board of Directors**
1. Board of Directors listings, 1952-1994
2. NETC Executive Board, 1972-2002
3. Information packet for new board members, 1987
5. Annual business meeting minutes, 1990-2000
7. Board of Directors, 1990
8. Board of Directors, 1991
9. Board of Directors, 1992
10. Board of Directors meetings, 1992-1993
12. Board of Directors minutes, 1992-1995
16. Board of Directors meetings, 1993-1994
17. Board elections, 1994
18. Board meetings, 1994-1995

**Box 4**
**Folder**
2. Board meetings, 1996-1997
3. Board of Directors member reports, 1996-1997
4. Board meetings, 1997-1999
5. Board meetings, 1998-1999
6. Board elections, 1999
7. Board meetings, 1999-2000
8. Board elections, 2000
9. Board of Directors biographies, 2000
10. Board meetings, 2002
11. Board meetings, 2002-2003
12. Board meetings and minutes, 2002-2004
13. Board meetings, 2002-2008
14. Board of Directors guidelines, undated

Subseries 5: Information on Publications
1. NETC publication background information on “The Actor in America,” 1966
10. Information on NETC publications, 1993

Subseries 6: Histories, Obituaries, News, etc.
1. Elliot Norton material on his death—news clippings, obituary, etc., 2003
2. Sherwood Collins, death and interview, 1999
3. NETC Community Theatre Division, history of annual drama festival, 1954-2002
4. NETC Community Theatre festival history, 1954-2000
7. Mort Clark, 1994
8. Sherwood Collins retirement, 1994

Subseries 7: Miscellaneous

Box 5
Folder
1. State tax exemption certificate, 1959-1995
2. NETC officers, 1968-1982
13. Operating Executive Committee Outreach, 1985-1988
16. NETC brochures and flyers, 1961-1992
17. NETC job announcement, Administrative Assistant, 1991
18. Administrative Assistant employment agreement with Barbara Hilliard, 1991-1992
21. NETC Manager of Operations position, 1992
22. Publications Committee, 1992
23. NETC Fellows, 1992, 1994, undated
25. Volunteer Lawyers for the Arts calendar, 1993
27. NETC letters of inquiry, 1993-1998
28. Arts Boston “BOSTIX II” advocacy, 1994
29. NETC College Division reports, 1994-1996
32. NETC Fund Management, 1996
33. American Association of Community Theatres (AACT), 1996
34. NETC Internships, 1996
35. NETC Division of College/University meeting minutes, 1996
36. NETC Vermont Arts Council grant, 1998-2000
37. NETC web page consultants, 1999
38. Information on NETC, 2002-2004
39. Children’s Theatre Foundation of America grant, 2000
40. NETC award descriptions, c. 2005
41. NETC convention planners’ guidebook, 2005
42. NETC miscellaneous correspondence, 1980-1990
43. NETC correspondence, 1986-2002
44. Past NETC president correspondence, 1988
45. Past NETC president correspondence, 1994-2000
46. NETC officer, Henry Zappala, administrative records, 1995-1996
47. “Treasured” correspondence, 1995
48. Correspondence on conference complaints, 1999
49. Notes and correspondence, 2002-2004
50. Notes and correspondence, 2006-2008
51. NETC playwriting for young audiences, includes script for “Gluttons that Ate Chicago,” 1995-2006
52. Submissions for Gassner playwriting award, 2004
53. Certificate of Special Congressional Recognition for 50 years of dedicated service by the NETC, signed by James Langevin, 2001
54. Certificate and congratulatory letters from members of the U.S. Senate for the NETC 50th anniversary, includes letters from Lincoln Chafee, Jack Reed, and Judd Gregg, 2001
55. Research project on past NETC presidents, 1995

Series 8: NETC 50th Anniversary Oral History Project, 1994-2002

Box 1
Folder
(All transcriptions include edited and unedited versions)
1. Letter from Sherwood Collins to Elaine Perry about editing transcribed interviews, 2000
2. Transcribed interview of Barbara Horrigan and Marie Philips, undated
4. Transcribed interview of Jim Barnhill, a founder of the organization, undated
5. Transcribed interview of Kitty Carlisle Hart, 1999
7. Transcribed interview of Barbara Horrigan, 2000
8. Transcribed interview of Barbara Horrigan and Marie Philips, 2000
11. Transcribed interview of Don Babbitt, 2001
17. Transcribed interview of William Hutchinson, 1999
20. Transcribed interview of Carol Korty, 1999
21. Transcribed interview of William Lacey, 1995
22. Transcribed interview of Steve Mendelson and Norm Leger, 1999
24. Transcribed interview of Linda Murphy, 1999
26. Transcribed interview of Elaine Perry, 2001
28. Transcribed interview of Pat Sankus, 2000
30. Transcribed interview of Steve Thorson (NETC President, 1987-1989), 2001
31. Transcribed interview of Richard Warye, 1999
32. Transcribed interview of John Welch, 1999
33. Transcribed interview of John (Jack) Woodruff (NETC President, 1953-1955), 1995
34. Transcribed interview of Hank Zappala, 2000
35. Rough draft interviews and notes from Hank Zappala, 2002
36. Photographs used in the publication, “NETC, 50 Years: A Commemorative History,”

**Box 2**
- Box 2 is filled with audio cassettes of interviews done for the 50th anniversary project, as well as floppy disks and cds that have transcriptions of the interviews.

**Series 9: Photographs and Audio/Video, 1964-2000**

**Subseries 1: Photographs**

**Box 1**

**Folder**
1. Convention photographs-includes images of playwright Arthur Miller, 1969
2. Convention photographs, 1971
3. Convention photographs, 1974
4. Convention photographs, 1975
5. Convention photographs, 1976
7. Convention photographs, c. 1980
8. Convention photographs, 1982
10. Convention photographs, 1986
12. Convention photographs, 1988
15. Convention photographs, 1994
17. Convention photographs, 1996
20. Convention photographs, 1999
21. Convention photographs, undated
22. Convention photographs, undated
23. Photograph of Kitty Carlisle Hart and Elliot Norton with Moss Hart Award winner, 1974
27. Photographs of Ellsworth Hall Theatre, Pine Manor College, 2000
29. Unidentified photo, undated
30. Unidentified photo and negatives, undated

**Subseries 2: Audio/Video**

(Box 1 continued)
- Series of audio recordings, mostly all on reels, from the 1960s – 1980s from annual conventions. More detail will be added after future digitization.

**Oversized Items**
- Commonwealth of Massachusetts framed document indicating the New England Theatre Conference has gained corporation status, 1974