

Off the Lake Productions Bylaws:

I. Purpose

- A. To act as a guide for organization, communication, and consistency for the future of Off the Lake Productions at The Ohio State University.
- B. To outline specific duties, definitions, due dates, responsibilities, procedures, etc.
- C. To give guidance to future members of Off the Lake.

II. Definition

- A. Off the Lake is a student-run, service-based theater organization that produces an annual Back to the Lake, Fall Cabaret, Musical, Play, and Peer Theatre's Night of One Acts during the academic year at The Ohio State University.
- B. Off the Lake will always be student-run in aspects including, but not limited to, direction, musical considerations, choreography, set construction, financing, and publicity.
- C. Proceeds of admission (in the form of canned goods/monetary donations) will be submitted to non-profit organizations, such as the Mid-Ohio Food Bank.
 - 1. The annual non-profit charity will be chosen following the annual Show and Charity Discussion during spring semester.
- D. Off the Lake will encourage and provide opportunity for all members to participate in community service
- E. Members are allowed to abstain on any vote where a vote is present.
- F. A large-scale production with Off the Lake Productions includes the Fall Cabaret, Musical, Play, and Peer Theatre's Night of One Acts productions in any given season.

III. Productions

- A. Back to the Lake
 - 1. Returning OTL members previously involved in a major production are eligible to participate in Back to the Lake
 - 2. Run by the musical director and play director.
- B. Fall Cabaret
 - 1. Returning OTL members previously involved in a major production are eligible to participate in the Fall Cabaret.
 - 2. Run by the musical director and play director.
- C. Musical

1. Run by the musical director.

D. Play

1. Run by the play director.

E. Peer Theatre Performances

1. At the performance, there will be a theme selected by request for the skits.
 - a) Members of Peer Theatre perform 2-3 skits
 - b) Afterward, trained facilitators facilitate dialogue with attendees about the topics covered in the skits.

F. Peer Theatre's Night of One Acts

1. Run by the Peer Theatre director.

IV. Show Selection Process

A. Chosen after new Directors and President are elected.

B. This process applies to the selection of the Musical, Play, and Peer Theatre's Night of One Acts.

C. Steps for Musical and Play Show Selection:

1. The respective director holds a discussion meeting to present and hear show ideas with all members of Off the Lake.
 - a) Any non-graduating member can send in and present on a show of their choice.
2. Non-graduating OTL members are allowed to vote. The directors and President may not vote for any show.
3. The respective director chooses five of the shows from the show discussion and applies for the rights to all of them.
 - a) The respective director must pick three of the five already chosen shows discussed at the show discussion to then have the organization vote on.
 - a. One of these three shows must be a show pitched by someone other than the director.
 - b. If the director feels every pitch other than their own pitches is not in good taste for the organization (ex. the organization lacks the necessary diversity, lacks finances, or there were no other pitches), then the deciding power will be given to the president. If the president feels the director's opinion is in

good faith, the director has the opportunity to place a third pitch of their own on the final ballot.

- b) The respective director must get the rights for the show before placing them on the voting form.
 - c) The shows selected for voting may not be shows that OTL has previously performed in the last 8 academic years.
- 4. Members are permitted to rank their top two choices.
 - 5. A show is selected if it receives greater than 50% of the first-choice votes.
 - 6. If none of the top three shows receives greater than 50% of the first-choice votes, the show with the least amount of first choice votes will be eliminated.
 - 7. After an individual's first choice is removed from contention their vote will instead be assigned to their second choice. If one of the other two shows now has more than 50% of the vote it will be selected.
 - 8. In the case of a tie, the respective director will break the tie.
 - 9. The show will not be announced to the executive board, the organization, or the public until the rights are secured by the president.
 - a) The president will inform the directors and the treasurer of the show.

D. Steps for Peer Theatre's Night of One Acts Selection:

- 1. The respective director holds a discussion meeting to present and hear show ideas with all members of Off the Lake.
- 2. Non-graduating OTL members are allowed to vote. The directors and president may not vote for any show.
- 3. The respective director chooses eight of the shows from the show discussion and applies for the rights to all of them.
 - a) The respective director must pick six of the eight already chosen shows discussed at the show discussion to then have the organization vote on.
 - a. Two of these six shows must be a show pitched by someone other than the director.
 - b. If the director feels every pitch other than their own pitches is not in good taste for the organization (ex. the organization lacks the necessary diversity, lacks finances, or there were

no other pitches), then the deciding power will be given to the president. If the president feels the director's opinion is in good faith, the director has the opportunity to place a third pitch of their own on the final ballot.

b) The respective director must get the rights for the show before placing them on the voting form.

4. Members are permitted to rank their top three choices.
5. The two shows with the highest weighted average voting preference will be selected (ex. If a show is voted as a member's first choice, it gets a 3, second choice is a 2, and third is a 1, not ranked is a 0. The combination of all votes for that show divided by the amount of voters will produce that show's weighted average score.)
6. In the case of a tie, the respective director will break the tie.
7. The show will not be announced to the executive board, the organization, or the public until the rights are secured by the president.
 - a) The president will inform the directors and the treasurer of the show.

V. Auditions for the Musical and Play

- A. Auditions Board will be chosen as seen fit by the respective director.
 1. Suggestion from the group can be taken into account.
- B. Directors may select audition/callback materials as they see fit.
- C. The president is permitted to audition for and participate in all OTL productions, provided they are in good standing with the responsibilities outlined in the president role and responsibilities as specified in Section V of the OTL Constitution and Bylaws. The OTL president(s) is not allowed to use intimidation tactics (considering power and privilege) to be selected for a role in a production (cast, crew or pit). Advisors must be contacted if there are any concerns of the president utilizing their power or intimidation tactics to be selected for a role in productions. However, it is imperative that all duties outlined in Section Five take precedence over the president's' involvement in OTL productions.
 1. Should any OTL general body members or executive board members observe the President not fulfilling or prioritizing their responsibilities as outlined in Section Five of OTL's Constitution and Bylaws, they reserve the right to file a complaint with the OTL Advisor via email or in-person

appointment. Upon receiving such a complaint, at the discretion of the OTL Advisor, along with the Executive Board (excluding the President(s)), may conduct a vote to remove the President(s) from their role in any OTL productions. This does not include their role as President, only their role in an OTL production. This vote requires a majority vote and can be conducted either in-person or virtually, as outlined in OTL's Constitution and Bylaws; XIV: Amending the Bylaws; Subsection F.

- D. Notification of auditions will occur through email, posted signs, listservs (such as Buckeye Net News and Honors and Scholars Net), and other media/word of mouth.
- E. Audition and callback requirements are set by the respective director.