

MINUTES OF THE PHILIPSTOWN DEPOT BOARD MEETING  
February 5, 2022

Present: Steve Ives, President, Charlie Dupree, Claudio Marzollo, Gerald Singer, Byron Stinson, Jim Semmelman, Chris Nowak, Sheila Rauch, Kathy Plummer

Not Present: Caitlin Chadwick, Peter Weed, Terry Turner

Also Present: Amy Dul, Executive Director, Nancy Swann, Artistic Director

The meeting was called to order at 9:30 AM on Feb. 5, 2022. This meeting was held on Zoom.

Amy Dul requested approval for the Philipstown Depot Theatre to join the Joan Garry Non Profit Leadership Lab, a program for board and staff leaders of Non Profit Organizations. A motion to join was made, seconded and passed by the board.

Amy Dul announced that, based on actions suggested at the retreat, all committees have met in the last month as planned and a Strategic Planning Committee has been formed. Peter Weed has agreed to chair this new committee and the other committee members are Mona Smith, Amy Dul, Caitlin Chadwick, and Jerry Singer.

The other new committee which we need to form is a Marketing Committee.

Amy reported that Mona Smith and Ned Rauch are working on revisions to our mission and vision statements. They intend to draft three possibilities for the board to discuss.

Amy also announced that It is time to form a 2022 Benefit Committee. She recommended we consider a benefit party in May attached to the performance of The Cake, to be directed by Christine Bokhour. The Cake is a four person Dramatic Comedy. A reading of this play, also directed by Christine Bokhour, was previously done at the Depot. Nancy Swann and Chris Nowak elaborated on the nature of script. The board discussed strategies for attaching a benefit party to a performance. Steve Ives, Sheila Rauch, Kathy Plummer, Claudio Marzollo and Jim Semmelman volunteered to be a part of the committee.

Nancy Swann reported on the good work of the Program Committee and of meeting with representatives of boards of the Putnam Theater Alliance. We are anticipating an exciting project with the Putnam Theater Alliance that will involve local writers and local historical figures. These one act play workshops will be in November with productions in 2023. They will include readings, audience discussions, and talkbacks.

It has become increasingly clear that theater space rental is needed for individuals and groups from the wider community. In consultation with Ray Bokhour, a schedule of prices, availability, photos, and other parameters to fill this need is underway.

The play, Hello Kitty, will not be performed this year.

Amy Dul referred Board Members to the agenda she sent out prior to the fall retreat in order to review and set in place a strategic plan going forward.

Building a classical music presence was discussed with the idea of bringing in a baby grand for a weekend that in addition to classical could include jazz or a cabaret. Ned Rauch has music connections that would be interested. Jim Semmelman has an artist friend who has designed an 8 foot Cabaret sign that can easily be hung for performances and efficiently stored.

The Teen Mentor Project has chosen The Sound of Music, Youth Edition for the 4th-7th grade summer performance camp in July which will be directed by Lisa Sabin.

Lisa Sabin and Anna Stevens are looking for something for younger kids; title to be announced. There are three youth classes underway right now.

Chris Nowak reported that the Garrison Landing Association has hired Roland Heitman to repair the awning. This project must wait till freezing weather has past but will be done before spring and will address the drainage problem. The drainage at the other end of the plaza still needs to be addressed.

A curtain for the concession area is to be installed.

Damien Macdonald removed, cleaned and re installed the audio equipment and the lights. He envisions a basic plot system stored in the lighting board so it would not be necessary for the tech person to start from scratch every time. Damien Macdonald's generous contributions of time and expertise were noted by Steve Ives, Chris Nowak, and the board.

It is expected that we will be able to find previously used lights still in excellent condition.

Chris reported on the following additional building projects underway: Peter Weed has researched a new telescoping ladder for the attic. The shed doors will be removed for repair and reframing. The main entry floor in the theater will be redone soon.

Claudio Marzollo reported that the Philipstown Town Board has confirmed Kathy Plummer and Chris Nowak for three years.

The 2022 budget was presented to the board. After explanations by Amy Dul and discussion by the board, it was agreed to defer a motion to pass the budget until the next meeting.

A motion to retire to Executive Session in order to discuss personnel matters was made, seconded and passed by the board.

On return from Executive Session, a motion to accept staff raises as suggested in today's budget report was made, seconded, and passed by the board.

A motion to adjourn was made, seconded and passed by the board.

Respectfully submitted,  
Kathy Plummer, Secretary