

MINUTES OF THE PHILIPSTOWN DEPOT BOARD MEETING
June 26, 2021

Present: Jack Goldstein, Byron Stinson, Claudio Marzollo, Jim Semmelman, Caitlin Chadwick, Kathy Plummer, Peter Weed, Gerry Singer

Not Present: Steven Ives, Terry Turner, Charles Dupree, Chris Nowak, Sheila Rauch

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

The meeting was called to order at 9:30 AM at the Garrison Landing Gazebo, Garrison, NY by Vice President, Jack Goldstein.

A motion to approve the minutes of the previous meeting was made, seconded and approved by the board.

After thanking Jim Semmelman for the delicious coffee cake he brought to the meeting, Jack Goldstein welcomed him to the board, thanking Gerry Singer and Kyle Good for introducing him to the other board members at the recent gathering at their home. Jack asked that we each re-introduce ourselves.

Next, Jack Goldstein suggested that a charitable contribution be made in memory of Board President Steven Ives' mother. A motion to send a charitable contribution in memory of Board President Steven Ives' mother was made, seconded, and passed by the board. Amy Dul will proceed with this.

Executive Director, Amy Dul, began her report with appreciation for and pride in the board, staff, and audiences for getting us through the last year and a half. It felt like we were not closed at all and now we have just completed 12 nights of spring pop up shows. The plans for the annual benefit are underway. It will be held on Sunday, Sept. 9, 2021 on the patio. Pop up tents can be used and the lights already strung now will be used. To celebrate achieving our 25th anniversary, recognition of the theatre founding and the founding members will be the theme, using poetry and song. Tom McCoy, the original pianist will be asked to play. Mona Smith, Ned Rauch, and Suzanne Ball are working on the invitation. Steve Ives is contacting Benefit Committee members.

Kids camp begins this coming Monday. Jim Semmelman gave a wonderful workshop on stage managing to the teen internists last week. Regarding Covid, we are following all Recreation Department protocols.

Karen Kapor will be stepping down as coordinator of kids programming and Anna Malanosky Stevens has agreed to assume that position. Anna will be present at the camp.

Work continues on the Shuttered Venue Operators Grant, the NISKA grants, and possibly an NEA grant.

Amy Dul asked if we need to do an audit for 2020 and if so, who could help with that.

Gerry Singer suggested that we review the bank resolutions that currently exist in the bank file.

We need to acquire more body microphones by July 20 which we could buy or rent. We can no longer borrow from Haldane but perhaps we could from other theaters.

We have a full calendar for fall including story, dance, Halloween, and Depot Docs.

Amy would like to set a retreat for the fall to focus on where we want to go with all the new programs. Jack suggested we wait until Steve Ives gets back to firm up details for this. Claudio suggested this could require more time than usual because we may have difficult decisions on what plans and programs we can keep and what we must let go. He suggested to plan a full day and consider having a facilitator.

Nancy Swann reported that we are now in the final week of the Freedom Project Series in cooperation with the Putnam Theater Alliance. The enthusiasm in the community and with in the alliance has been remarkable and she hopes for future projects and other ways of working together.

Gary Lindquist, Tech Associate, will be leaving for a new job and will be greatly missed. Nancy said it has been a joy to work with him as he is competent in multiple tech areas. Ideally, it would be good to hire two

people for tech; one for building sets and one for running lights and running sounds.

Hudson Heckert, who is studying to be a mechanical engineer, has been working for us this summer. He has worked on the summer set, which is being built with repurposed lumber, thinking outside the box, using his own truck and tools, and in the process organizing and cleaning out storage spaces.

Caitlin Chadwick reported that she, Julie Heckert, Sheila Rauch, and Nancy Swann had met to work on plans for the concession area, mindful that this beautiful room is a critically important piece of the theater space. Ideally they would like to have a piece of the counter be movable so it could roll outside when needed. The month of August will be the best time to clean out and get rid of all the things we are not using anymore.

A maintenance schedule for the future is in formation. The return of props and sets that have been loaned presents a storage and inventory challenge but also an opportunity to expand connections with other theater companies. This was noted by Nancy Swann prompted by the return of some large pieces of the Young Frankenstein set.

Jack Goldstein expressed a need for the board to discuss and soon firm up our 2022 MainStage plan for both budget and artistic reasons.

Peter Weed reported on the HVAC work. A grill, broken in transit, is being repaired. An engineer will measure airflow once all is in order. This will be done prior to the Final payment. He is pleased with the work by Taconic Heating and Cooling Corp. They kept the site neat and clean and have been communicative as the project progressed. Jack Goldstein thanked Peter and Amy for their vigilance in overseeing the HVAC project.

Regarding the flexible ductwork in the concessions area, Peter will check it to see if it can be strapped. We cannot put in hard ductwork there. Although the concession area fix-up is privately funded, Jack asked for a list of what we need to do and in what order things should be done and to consider asking for a contingency fund to be available if needed.

Amy Dul stated that repair is needed in one of the trusses in the roof support. This is a critical area for the up coming kids shows and the Garrison Landing Association has been alerted. Jack Goldstein asked about establishing periodic inspections with the GLA, noting this will save money to see damage when it begins. Byron Stinson volunteered to contact Ed Preusser, GLA Board President, in this regard.

Byron Stinson gave the news that the fist production of the Hudson Valley Shakespeare Festival opens tonight and the Covid rules on seating have recently been changed to allow a larger audience this evening.

A motion to adjourn was made, seconded and passed by the board. The meeting was adjourned at 10:40 AM.

Respectfully submitted,
Kathy Plummer, Secretary