

MINUTES OF THE PHILIPSTOWN DEPOT THEATRE BOARD  
MEETING

October 1, 2022

Present: Steve Ives, Sheila Rauch, Claudio Marzollo, Jim Semmelman, Jerry Singer, Damian McDonald, Peter Weed, Byron Stinson, Caitlin Chadwick, Charlie Dupree, Kathy Plummer

Not Present: Terry Turner, Chris Nowak

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

The meeting was called to order in the lobby of the Philipstown Depot Theatre at 9:30 AM on Oct 1, 2022 by Board President, Steve Ives.

Steve Ives opened the meeting by introducing and welcoming Karen Kapoor. He also thanked Damian McDonald for stepping in to manage technical challenges at last evening's successful Depot Docs and for providing the sound mixing for the music weekend as well as for The Aery Theater Company. Steve also thanked Jim Semmelman for producing the well received music program still underway.

A motion to approve the minutes of the July 9, 2022 board meeting was made, seconded and passed by the board.

A motion to approve the minutes of the September 9, 2022 board meeting was made, seconded and passed by the board.

Steve Ives opened discussion on Depot Docs lower attendance than pre-Covid. With the theatre space being so good for film, the idea of having a film weekend with a group of high school students choosing a film for Friday night, a Depot Docs documentary on Saturday and an Anime film on Sunday for families, possibly with popcorn.

Amy Dul reported on the success of the Music Series. Going forward, it would be best to apply for grant money for this. On that topic, Mona Smith has agreed to help us with grant writing moving forward.

Michael Musgrave donated his performance in the Music Series and Sheila Rauch and Claudio Marzollo will be writing for the board to thank him for that.

Amy Dul opened discussion on our continuing need to find a technical director. As our original budget did not allow us to offer a competitive wage, the strategy of raising the hourly wage and reducing the hours was discussed in a previous board meeting. In order to do this, the job could be split into two jobs. One that encompasses sound, lights and projections, and the other carpentry for building and installing sets. Our priority at present is our ongoing need for sound/lights/projections so we agreed to move forward with that. Nancy Swann has discussed the need for tech support with other theater directors. Another possible strategy is to bring someone for specific shows, depending on the need of the show whether it be sound or projection or building. For some of these needs we could ask volunteers including both adults and students. We would still need a director to oversee and be sure all is being done according to policy. We are interviewing a candidate for this on Wednesday.

Damien McDonald and Steve Ives noted that the electric panel needs to be properly labeled for future power failures, so we know which items are run by the generator. Many of us recounted stories of past power failures. Damien suggested to have standby work lights going forward.

Jim Semmelman and Caitlin Chadwick were acknowledged for manning booths at the the Cold Spring Farmers Market and at the Garrison Art Center. It was noted that this is an opportunity to sell Depot Theatre Merchandise.

Amy Dul announced an addition to the fall lineup. It will be a one night play reading of four scenes from four different plays using the same actors for each. This will be directed by Christine Bokhour, Maia Guest, Alice Jankell and Isaac Byrne. Actors are Ray Bokhour, Gregory Miller, Maia Guest and Christine Bokhour.

Charlottes Web will be performed Dec. 10 and Dec. 11 with two matinees each day (2:00 PM and 4:00 PM). The script has been adapted by Faye Gerbes Pacht, with original music written by Asher Pacht. It is great for all ages, and particularly young kids. The set is being designed by Storm King School High School students under the guidance of Eliza Brown.

On Dec. 9 an adaptation of A Boy Who Cried Wolf written by Percy Parker will be performed by the 1st-3rd grade Create a Play cast.

As outreach to the community, we will take part in Cold Spring Aglow on Dec. 9 again this year, performing bits of A Christmas Carol and singing carols.

Amy reminded the board that it is time to choose a gathering time to revisit the ideas we discussed in our board retreat last November.

Amy and Peter Weed announced that the necessary work on the HVAC system in the attic is complete.

Nancy Swann and Amy Dul are looking at a 2-3 person script by Rick Apicello. Another possibility under consideration is Clyburn Park, a 3 person show.

Amy Dul, Claudio Marzollo and Sheila Rauch attended the recent Community Foundations Event.

The Putnam Theater Alliance event will be Nov. 4 at Arts on the Lake; Nov. 5 at The Depot Theatre; and Nov 6 at Tompkins Corners Cultural Center. The performers and three original one act plays will be the same at each venue. Each performance will conclude with audience discussion, inviting the audience to give feedback and be a part of creating something new.

The Fire Department inspection will take place this month. Peter Weed requested that an appointment time for this be arranged so that he can be present.

Damien McDonald will coordinate an effort to inventory the equipment that we wish to keep and dispose of things that are no longer needed. Claudio Marzollo offered to use his truck if needed.

Byron Stinson said there is to be a Finance Committee meeting before our next board meeting. The budgeted loss may be higher than had been expected. We are doing well on ticket sales this year but program and maintenance costs are higher than expected.

A draft of the 2021 IRS 990 was discussed by the board.

The Mask Policy alternatives were discussed by the board. A Motion was made, seconded and passed by the board that The Philipstown Depot Theatre follow the Philipstown Town Mask Policy. This becomes effective at the end of the Music Series Week. At the present time that is Masks Optional.

Claudio announced that the Depot Theatre is on the Philipstown Town Board agenda for this coming Thursday.

Board members were reminded that we will be meeting the first Saturday of every month if possible.

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

The meeting was adjourned at 10:48.

Respectfully Submitted,  
Kathy Plummer, Secretary