

## MINUTES OF THE PHILIPSTOWN DEPOT BOARD MEETING

Jan. 30, 2021

Virtual Meeting Using Zoom

Present: Steve Ives, Kathy Plummer, Sheila Rauch, Terry Turner, Chris Nowak, Peter Weed, Byron Stinson, Gerry Singer, Jack Goldstein, Caitlin Chadwick, Claudio Marzollo

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

Steve Ives, President, called the meeting to order at 9:30 AM, Jan. 30, 2021.

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

Steve Ives reported that the Finance Committee has met to discuss and decide hiring Jake Stone of Marcy Management to recalculate and verify the load requirements of the HVAC system in the theater. The supplemental heat pump was initially purchased to keep the system working up to comfort level. Before we embark on a readjustment, it is prudent to know exactly what is required. Because of the theater space being dark during Covid-19, this is a good time to get these calculations.

Peter Weed reported that he, Amy Dul, and Chris Nowak gave an overview to Jake Stone. On Jan. 29, Claudio, Chris and Peter spoke by phone with Jake Stone and learned that in fact, the loads are not undersized. The peak cooling load is 11.1 tons and 10.75 tons is the capacity of our equipment. As the calculations are based on the number of people in the theater, the load needed could be adjusted by changes in the air distribution system rather than purchasing more cooling tonnage. More air outlets will be installed including a 3rd register on the steps of the elevated seating. Changing the flexible ducts to hard ducts where possible and adding a return air grille will all contribute to making the systems work more efficiently. A remote control will be installed.

Chris Nowak explained that adding tonnage would not be good and would entail enlarging the ductwork. This is a nearly impossible thing to do given the stone building and the layout of the space.

Jack Goldstein asked if with these operational changes in place, will we be assured that remotely turning on the system 5 hours before curtain, the front of the house will be comfortable for the audience and actors. Peter Weed affirmed that it would be.

Steve Ives asked if these changes will make the booth more comfortable as in the past it has been way too cold. Peter Weed said that a change to the existing diffuser should be able to control this.

Caitlin Chadwick asked for assurance that the calculations are correct and if not what the next steps might be.

Byron Stinson and Jack Goldstein discussed the still emerging new requirements that Equity Actor's Guild may demand of Equity Theaters which are of interest to us even though we are not an Equity Theater.

Chris Nowak explained that if we ever wanted to upgrade, there would not be a need to get under the stage floor or into walls for ducts. We could use the option available in the mini split to add another cell.

Amy Dul reported that we have received an invitation from the Education Foundation of America to apply for a operational grant. She and Mona Smith have begun working on this.

Amy was asked about grants from the New York State Council on the arts (NYSCA). In the budget we have a \$5,000 slot for NYSCA but we are prohibited from applying to both Putnam County Carts and NYSCA. Jack Goldstein will discuss this at the next meeting.

Ned Rauch has been contacting schools with a Remotely Depot opportunity. Peekskill has expressed interest. Ned may be contacting board members to be a part of a video explaining the program.

Requests for pop up patio shows have come in. Goldie Green and Tom McCoy have reserved a June 5 date. There will be nighttime storytelling in May.

The teen interns have been meeting every other week to organize for this summers production of .Oliver Jr. with grades 4-7. They expect to be

allowed to have a couple of kids in the theater at a time to work at a time. The others will work outside.

Nancy Swann reported on the group of three theaters that are working together using old radio plays from The Free Company. The concept for the project is to use these ten plays, written by Pulitzer Prize writers and based on the Bill of Rights to create sister pieces written, directed and performed in the present time. The Philipstown Depot Theatre, Arts on the Lake, and Tompkins Corner Theater are the three cooperating theaters and they are reaching out now to local writers, actors, and directors to participate.

The board discussed asking Hudson Valley Shakespeare Festival's Artistic Director and Executive Director to get together for a virtual meeting for the Depot Theatre to learn more about their plans for their new campus. Byron Stinson volunteered to arrange this.

A motion to adjourn was made, seconded and passed. The meeting was adjourned at 11:00 AM.

Respectfully submitted,  
Kathy Plummer, Secretary