

MINUTES OF THE PHILIPSTOWN DEPOT THEATRE BOARD  
MEETING  
July 9, 2022

Present: Steve Ives, Damian McDonald, Kathy Plummer Jerry Singer,  
Claudio Marzollo, Charlie Dupree, Byron Stinson, Chris Nowak, Jim  
Simmelman, Peter Weed, Caitlin Chadwick

Not Present: Sheila Rauch, Terry Turner

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

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

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

Amy Dul spoke of the video, put together by Trevor Swann and Nancy  
Swann, which she had sent to board members yesterday. This video  
accompanied the New York State Council on the Arts (NYSCA) grant  
recently submitted to help with operational expenses, artist fees, and  
production fees. Mona Smith and Amy Dul worked on the grant. Mona has  
agreed to stay on as grant advisor until NYSCA has informed us of their  
decision. The NYSCA Capital Improvement grant application will be  
submitted in the fall.

Amy Dul gave a synopsis of the various issues presented and discussed at  
the Theater Communications Group National Conference she attended in  
Pittsburgh.

Jerry Singer reported on progress in the drafting of a booking agreement to  
use with guest artists who wish to book theatre space. He said that Ned  
Rauch has created an excellent technical rider for these people to evaluate  
the space. It is already there on the website. Ned Rauch and Nancy Swann  
provided specifics on the equipment and Damian MacDonald is helping  
with wording on writing the terms of the agreement.

A motion to approve the financial report presented last month was made,  
seconded and approved by the board.

Damian MacDonald opened the discussion on our need to hire a technical director. As it has been impossible to hire a technical director for the amount of salary allowed in our budget, a plan to supplement the technical director's main job with volunteers and paid interns coming in for the plays was discussed. Money for the paid interns could come from each show's production budget. A motion to approve an increase in the hourly rate for a technical director working for 15 hours per week with a review of these terms in six months was made, seconded, and approved by the board.

Damian MacDonald, Chris Nowak, and Caitlin Chadwick volunteered to be the Tech Director Working Group.

The website is being updated by Ned Rauch and Julie Heckert.

Nancy Swann announced that Charlie Burkhart from Purchase College has been hired as the summer designer and David Aab, also from Purchase has been hired as a lighting designer.

The Putnam Theater Alliance continues to work on the November play readings which will be Nov. 4-Nov. 6.

Measure for Measure, which was to have been a main stage play in the fall, has been cancelled due to the principal actors taking other acting jobs.

The Piano Weekends will start Sept. 23 with 4 performances in two weeks.

Claudio Marzollo has agreed to be Acting Treasurer. A motion to confirm the following officers:

President, Steve Ives, Vice President, Claudio Marzollo, Secretary, Kathy Plummer, Acting Treasurer, Claudio Marzollo, was made, seconded and passed by the board.

The next board meeting will be Sept. 17, 2022.

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

The meeting was adjourned at 9:45 AM.

Respectfully submitted,

Kathy Plummer, Secretary