

MINUTES OF THE PHILIPSTOWN DEPOT THEATRE BOARD  
MEETING  
May 7, 2022

Present: Steve Ives, Claudio Marzollo, Jim Semmelman, Charlie Dupree, Peter Weed, Damian McDonald, Sheila Rauch, Chris Nowak, Kathy Plummer

Not Present: Caitlin Chadwick, Byron Stinson, 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 Philipstown Depot Theatre, seated in the theatre seats or on stage of the fabulous set of The Cake.

Sheila Rauch announced that the play, Off Peak starring Nance Williamson and Kurt Rhoades , has finished it's run cancelled at at Hudson Stage in Ardsley, NY. The beautiful set is now stored in a local barn. She encourages us to find a way to produce it here at The Depot.

Damian McDonald was warmly welcomed by all as his board appointment was confirmed at the May 5, 2022 Philipstown Board Meeting. His many contributions in all technical areas were recognized and lauded.

Peter Weed and Chris Nowak have been working on the condition of the Plaza. The column at the end had deteriorated because of years of water dripping on it. Roland Heitman has been able to restore and save it, using the same round part as well as the squared solid mahogany at the top.

The concrete floor of the plaza has been adversely effected by the snow melting salt that is applied in the winter. Sheila Rauch suggested switching to sand. Peter Weed has consulted with Jens Klipp company about grinding down the damaged surfaces until all the flaking is gone and then making some test patches of the paint recommended by Sherwin Williams.

Amy Dul reported on the details of the benefit. At present we have 64 ticket confirmations. We have 8 cake baking contestants for the various prizes up for awards. We will have a tent on The Landing and 8 small tables, one for each contestant which will have a color matched apron and

tablecloth. Using the colors as guides, the benefit attendees will place their votes while sampling the cakes. Finger sandwiches and Prosecco will also be served. Families with little kids will be attending and Steve Ives encouraged a musical offering of song by our theatre kids to round off the party.

Caitlin Chadwick and Ned Rauch interviewed people last evening after the well received opening night performance of *The Cake*. That will be added to other video that Caitlin is posting on social media to show the fun and energy that has gone into the set and prop construction for this show.

Amy Dul reported that Thursday night, May 5, our website became insecure. By Friday afternoon, after hours of working to correct it, the problem has been addressed and fixed. With ticket sales underway and opening night just hours away, it had been a major challenge.

Amy will attend Theater Communications Group Conference in Pittsburg. A motion to approve expenses for this was made, seconded, and passed by the board.

Chris Nowak has been able to fix the staircase to the attic space so it is now entirely safe to use.

Damian McDonald reported on the lighting work that has been underway, reducing clutter, using less power, and making running lights for shows much less complicated. Henry O'Neil, a Haldane student, is running the lights for *The Cake*.

Chris Nowak asked that we consider asking volunteers to assist the staff in the many shows and other projects. The wish for a project coordinator and the need to define this role and set a budget for this was discussed.

Other operation needs, board needs, and positions to be filled were discussed.

Julie Heckert and Nancy McDonald are engaged once a week on the once overwhelming project of organizing the costume collection.

Nancy Swann reported on the once a week meetings with Putnam Theater Alliance and the increasingly valuable association for all.

Mona Smith has stepped down from her position as Development Associate.

Responding to a goal of the Strategic Plan Committee, Amy Dul and Ned Rauch have been working with a social media firm. A template for how to plan a whole year in advance and how to efficiently enter a post a day on social media are examples of the ideas and advice given.

Steve Ives suggested that we form a diversity and equity committee to insure that land acknowledgement and diversity issues are well addressed in all our work.

Jim Semmelman will meet with stage managers to help with understanding the specifics of how to do that important job. He suggested that hand props could now be stored in the theater attic space and a catalogue of photos of these items available to directors and set designers.

The Finance Committee and The Program Committee are hoping to meet in the coming days or weeks.

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

Respectfully submitted,  
Kathy Plummer, Secretary