BELLOWS FALLS OPERA HOUSE POLICY COMMITTEE

Wednesday, July 11, 2018
6:30 p.m.

LOCATION: Rockingham Town Hall – Lower Theater

DRAFT MINUTES

Call to Order

Meeting called to order at 6:30p, with Hunter, Rowley, Saurer, Sheehy, and Hammond present, with guest LeRoy Watson of Walpole and Theater Manager Angers. Coates joined just as tour of BFOH facility (30 minutes) was starting.

During the tour, it was seen that the kitchen area and the lighting dimmer rack need thorough cleaning.

Additions to the Agenda for Routine Administrative Matters and/or Pressing Matters that will require ratification at a future meeting

None

Approve Minutes of June 25, 2018

At 7:01p Sheehy made motion to approve minutes as submitted, Coates seconded, moved unanimously

Public Comment on Items Not on the Agenda (3 minutes per person)

LeRoy Waston of Walpole provided an introduction including interest in serving, has a personal history with the BFOH and its facilities, past and present.

Hammond confirmed that citizenship was not required in order for Selectboard to consider appointment. Hunter noted value in a committee with an odd number of appointees. Watson’s contact info provided to chair and Hammond as Selectboard representative. Watson to write Town to offer to serve.

Compare/Contrast/Review Draft Rental Agreement with current Agreement

Chair noted that there will be no voting on matters today but re-iterated that we have been collecting information. The rental app Rick is working on still has more changes, and new Town Manager is now on board, so committee will not review it in full today. Said draft is not yet on website. Committee members confirmed multiple versions to be all the same, but with significant variation in formatting due to differences in software/OS.

Draft forms are based on current forms which were done by BFOH committee in 2012 and revised in 2015 by Hunter and Town Manager (Chip Stearns).
Committee will review line by line once Angers submits final draft for review. Recommendations included that perhaps “application”, should now be "agreement" to reduce chance of legal loopholes that could discredit the agreement as a contract.

Review Financials

Chair presented condensed, summary report (using Town Report data) of FY ’17, ’16, ’15 and ’14. Discussion of specific items and methodology. Hammond offered some clarifications on allotments. For next meeting, Chair will issue new version with information as discussed. It was asked who would get the income if tickets were increase by 1 dollar and the response was that for all movies, 50-65% of each dollar goes to studio. Thus, maximizing concession revenue seems most promising. The idea of utilizing the Lower Theatre more bears investigating.

Discuss possibility of greater use of Lower Theater

It was noted that by week three of a 1st run movie, the ticket sales are significantly low (per survey). It was asked what the sound barrier is between the two spaces and it was noted that the bass travels the most, especially with action/adventure films screening upstairs. Sheehy noted that bass traps could work. It would involve an acoustical engineer and materials and would be another investment. It was discussed that ~175 is legal capacity for the space, but 115 is what comfortable when the red curtains are closed to support the more theatrical environment. It was highlighted that grants, like the grant won for curtains are out there. It was also noted by the public attendee, who has sponsored Classic Film Wednesdays (“CFW” programming on financials) that BFOH could raise the ticket price for Wednesdays because those films and distributors charge only a fixed cost for each film (and get no cut of ticket sales). Committee members agreed that more documentaries would be appropriate for the Lower Theatre and are nearly absent in the current programming. The seats, their comfort, and their durability were discussed, and it was noted by the chair that installed seats will not be an option. Sheehy noted that seniors want to come out to get to classic movies, but the challenge is transportation. The idea of daytime movies was also mentioned, and it was noted that this would be an increase in staffing hours and thus increased staffing expense.

**Review Agenda Items for Next Meeting**
- Financials.
- Draft theater use contract vs. current forms
- Timetable of synthesizing of information, possible scenarios for BFOH moving forward.

**Other Business**
None

**Adjourn**

Motion to adjourn made by TEC at 7:43p, seconded by Sheehy, and moved unanimously.