BELLOWS FALLS OPERA HOUSE POLICY COMMITTEE MEETING Monday, Oct. 14, 2019, 5:30 pm

Location: Rockingham Town Hall - Third Floor Meeting Room

DRAFT MINUTES

Call to Order at 5:35 pm


Additions to the Agenda for Routine Administrative Matters and/or Pressing Matters the will require ratification at a future meeting: none.

Approve Minutes of September 23, 2019 with the following corrections. 1) There will be a Classic movie shown on 10/30/19 during the hiatus period and 2) under #2 in the Review Agenda Items for Next Meeting the word 'Lower' is removed. Moved by Howard, 2nd by Stern. Unanimously approved.

Public Comment on Items Not on the Agenda (3 minutes per person): W. Harrison shared the preliminary Town budget meeting will take place on 11/4/19.

Manager’s Report

Tuesday matinee program of first run movies continues. A group of 15 home-school students attended a showing recently and provided positive feedback.

Classic Movie Nights are on hiatus, other than one scheduled for 10/30/19, and will start again during November. 'Dinner & A Movie' promotion by Father’s Restaurant will return with the Classics.

Suggestion by E Howard made that press releases, advertising be done to make public more aware of the Tuesday matinees, specifically area seniors who may be more likely to attend an afternoon rather than an evening screening of a film.

The Bellows Fall Historical Society has been in touch about using the Opera House for a fund raising event. R Angers is awaiting further specifics re this. W Harrison added this request will be going before the Select Board at their 10/15/19 meeting.
BFOH Infrastructure Improvement/Maintenance List (by Harrison, Angers)

Time and scheduling prevented Harrison and Angers from devoting as much attention to this task as they had hoped to. Below are areas/issues identified.

1) Wall and ceiling water damage in the Upper theater needs to be fixed. In later discussion, W Harrison said these issues would be addressed in the budget for the coming year.

2) At least one ceiling light receptacle, 'pot light', does not function and needs to be replaced. Parts are no longer available for the still functioning receptacle, 'pot', lights.

3) The possibility of cannibalizing some balcony chairs for use in repairing chairs on the main floor of the theater was discussed. This topic was raised and discussed in the past. The company that made the chairs is no longer in business, is not able to provide replacement parts. In later discussion, R Angers shared a bolt of chair material has been found stored in the theater so fabric matching that already in use is available at this time.

4) A major improvement/expense would be upgrading the current first run projector from a 2 K to a 4 K machine. Some movies are not available to be run on a 2 K. The screen might also require an upgrade when the projector is replaced.

5) The popcorn machine is very old and experiencing some age-related issues. R Angers estimated roughly $10,000-$15,000 to replace it. Unclear if it could be repaired, given its age and limited availability of anyone would could provide such service. R Angers estimated popcorn sales account for slightly over 50% of concession sales/income.

6) E Howard suggested the current restroom facilities be looked at in the future to see if capacity could be expanded; and L Watson suggested better handicapped access also be considered/looked at.

BFOH Theatrical Equipment Improvement List (by Stern)

Time and scheduling prevented Stern from devoting as much time to this task as he had hoped. Based his assessment and discussion at a prior meeting, Stern mentioned/identified 2 items/areas as priorities.

1) A communication system connecting front of and back stage area. The study provided by Don Hirsch Design Studio, LLC estimated a cost of $18,000 but Stern thought it might be possible to purchase a wireless system at a lesser cost.

2) A Front of House Fly Truss lighting/sound arrangement to work similarly to the mechanism currently controlling the chandeliers. Estimated cost $20,000. This item would be of use for/
in any type of 'live performance' held at the Opera House in the future.

Review Agenda Items for Next Meeting

Both BFOH Infrastructure Improvement Maintenance List (by Harrison, Angers) and BFOH Theatrical Equipment Improvement List (by Stern) to be carried forward for further consideration at the next meeting.

Next Meeting scheduled for Mon. 11/18/19 5:30 pm at Rockingham Town Hall 3rd Floor Meeting Room

Adjourn. 6:26 pm. Motion Sheehy, Watson seconded. Voted unanimously.