

# Playhouse

302214

## Section I - Club Officers

Name	E-mail	Title	Class Year
Alexander Karcher	karcha@rpi.edu	Sound Chair	Junior
Andrew Fasano	fasana@rpi.edu	Webmaster	Senior
Andrew Moberg	mobera@rpi.edu	Set Shop Chair	Junior
Austin Selick-Bottos	selica@rpi.edu	Technical Director	Senior
Brigid Angelini	angelb2@rpi.edu	Secretary Historian	Junior
Emily DiMambro	dimame@rpi.edu	Costumes Chair	Sophomore
Jed Kundl	kundlj@rpi.edu	Lighting Chair	Senior
Jocelyn Griser	grisej@rpi.edu	Business Manager	Sophomore
Linda Quartner	quartl@rpi.edu	President	Senior
Madeline Heller	hellem@rpi.edu	Hair & Makeup Chair	Senior
Mary DAmico	damicm@rpi.edu	SARP	
Nora Rogers	rogern3@rpi.edu	Properties Chair	Junior
Rebecca Calvanico-Weinstein	calvar@rpi.edu	Membership Chair	Senior
Ryan Kutler	kutler@rpi.edu	Set Shop Chair	Senior
Taylor Turner	turnet4@rpi.edu	Stage Committee Chair	Sophomore

## Section II - Membership History

	FY	FY	2014 Actual	2015 Forecast
<b>Undergrad</b>			14	13
<b>Graduate</b>			0	0
<b>Waived</b>			0	0
<b>Fac/Staff</b>			1	1
<b>Non-RPI</b>			0	0
<b>Total</b>	0	0	15	14

## Section III - Club Purpose

The RPI Players, in conjunction with the Rensselaer Union Administration Office, have prepared this segment of the Rensselaer Union Facilities budget based on input from all users of the RPI Playhouse. The Playhouse is the home of the RPI Players, the RPI Young Actors Guild and the national theater honorary Alpha Psi Omega.

## Section IV - Current Club Activities

## **Section V - Goals and Programs for FY2015**

### **Goal A: Reserve Contributions**

**Program 1:** Digital Audio Snake

**Program 2:** Intelligent Lighting

**Program 3:** Multiprocessor

### **Goal B: Maintain the set shop and set construction equipment**

**Program 1:** Restock consumables in the set shop

**Program 2:** Replace/repair damaged or antiquated equipment

**Program 3:** Purchase New Equipment

**Program 4:** Reusable Hardware

### **Goal C: Maintain the light booth and lighting equipment**

**Program 1:** Purchase new lights and accessories

**Program 2:** Purchase consumables

**Program 3:** Maintain current equipment

### **Goal D: Maintain the sound booth and sound equipment**

**Program 1:** Purchase new equipment

**Program 2:** Restock consumables in the sound booth

**Program 3:** Update Computer Software

**Program 4:** Show Cue System Renewal

### **Goal E: Maintain the costume shop and provide makeup supplies**

**Program 1:** Restock Consumables in the Costume Shop

**Program 2:** Repair and Maintain Costume Supplies

**Program 3:** Purchase New Equipment

**Program 4:** Provide Makeup for the RPI Playhouse

### **Goal F: Maintain the props closet and props**

**Program 1:** Purchase new equipment

### **Goal G: Maintain the stage equipment and curtains**

**Program 1:** Purchase Consumables

### **Goal H: General Playhouse equipment and services**

**Program 1:** Replace/repair current equipment

**Program 2:** Purchase new equipment

**Program 4:** Piano tuning

**Program 5:** Maintain intercom system

**Program 6:** Telephone service

## Section VI - Realization of Goals and Programs

### Goal A: Reserve Contributions

#### Program 1: Digital Audio Snake

The last two musicals performed by the Players, the last Alpha Psi Omega musical, and an event sponsored by the Alumni House have suffered from serious limitations due to the current audio snake system. The audio transport infrastructure in the Playhouse is difficult to maintain. Each year, more of the existing snake becomes unusable, and we cannot really fix it. Within 8 years, the snake system will be beyond repair. To address this issue, we would like to start accruing money to replace the snake before it is no longer usable. Additionally, this would provide the opportunity to increase the flexibility of the sound system to accommodate larger musical performances without failing.

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Line #	Description	Quantity	Unit Price	Extended Price
557	Digital Audio Snake Replacement Yr 3/8	1	\$2,500.00	\$2,500.00
557	Digital Audio Snake Replacement Yr 3/8	1	\$2,500.00	\$2,500.00
<b>Total Expense</b>				\$2,500.00
				\$2,500.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$2,500.00
				\$2,500.00

#### Program 2: Intelligent Lighting

Intelligent lighting such as the ETC Source 4 Revolution and the Altman Spectra Cyc 100 are useful to the Playhouse to create different and realistic scenes as well as special effects. This budget line is intended to help continue to expand our inventory of intelligent lighting fixtures and accessories. Spectra Cyc cells, for instance, allow a Lighting Designer to change the color on the cyclorama during the show using a single instrument instead of three. This provides the designer with a greater degree of flexibility while simultaneously freeing other fixtures for use elsewhere. This is especially useful during musicals which are performed annually in the building by the Players, and occasionally by Alpha Psi Omega. Additionally, it reduces/eliminates the need to purchase cyclorama silk and FCM halogen lamps for the fixtures it replaces. The Source Four Revolution and similar fixtures are fully mobile ellipsoidal spotlights, which can be re-aimed and re-focused live during a show. These can be used as specials, for special effects, and for general washes if need be. The three Revolutions we own have been instrumental in many shows since their purchase. Other intelligent fixtures, such as any number of the various scanners which are available, LED fixtures, and moving-head downlight fixtures can bring further potential to lighting in the Playhouse. Scanners are very effective for special effects and instances when fast movement is needed while a light is on. LED fixtures provide large amounts of light at low wattage, and their color may be dynamically mixed during shows to great effect without gel.

Moving head down light would provide similar functionality as a Source Four Revolution does for front lighting to down lighting.

With the addition of the ETC Ion lighting board and its two touch-screen monitors to the lighting department in the spring of 2013, the department is now poised to transition its stock to modern LED and intelligent fixtures. Expanding our inventory with these types of instruments grants the ability to bring lighting in the Playhouse to a whole new level of excellence. The increase in contribution over last year is in line with these goals.

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Line #	Description	Quantity	Unit Price	Extended Price
557	Intelligent Lighting Yr4/5	1	\$1,000.00	\$1,000.00
557	Intelligent Lighting Yr4/5	1	\$1,000.00	\$1,000.00
<b>Total Expense</b>				\$1,000.00 \$1,000.00
<b>Total Income</b>				\$0.00 \$0.00
<b>Total Subsidy</b>				\$1,000.00 \$1,000.00

### Program 3: Multiprocessor

The main speakers of the RPI Playhouse are currently being fed by a group of amplifiers and several multiprocessors which handle the direction and dynamics of the sound. This is done through a computer program called DragNet on the sound computer. Because we have multiple multiprocessors, we have to have multiple copies of DragNet to keep track of all of the signals created by the system. Our multiprocessors have recently been discontinued by the maker in favor of their newer, more consolidated models. We would like to purchase one of the newer models in order to consolidate the system and have technical support from the maker.

However, because the system is currently working well, despite its age, we would like to start a reserve account to start accumulating money for the time when we will need to replace it.

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Line #	Description	Quantity	Unit Price	Extended Price
557	Multiprocessor Yr 2/3	1	\$1,000.00	\$1,000.00
557	Multiprocessor Yr 2/3	1	\$1,000.00	\$1,000.00
<b>Total Expense</b>				\$1,000.00 \$1,000.00
<b>Total Income</b>				\$0.00 \$0.00
<b>Total Subsidy</b>				\$1,000.00 \$1,000.00

## Goal B: Maintain the set shop and set construction equipment

### Program 1: Restock consumables in the set shop

Pre-drills, drill bits, and staples are used often in set construction, and screwdriver bits frequently wear out; all need to be replaced yearly. Screws are the most commonly used consumable in the Set Shop. By stocking a number of screws, which tend to see 2-4 shows of sustainable use, costs to individual productions are reduced.

Our stock of non-disposable ear protectors has degraded and it is necessary to replace the oldest and most damaged.

Aircraft cable is heavy-duty metal wire rope, used in rigging and overhead lifting. It is the only safety-approved option for these tasks. We often use the aircraft cable outside of productions to maintain our current stage standards. It is not reusable, so it becomes a recurring purchase. 1/8" Aircraft cable has become a standard, and purchase of cable is easier and much cheaper in bulk quantities.

Vinyl gloves are used to protect workers from contact with varnish and stains we use in finishing our sets. These materials can be corrosive or staining to the skin; gloves prevent such damage.

White paint is used for priming sets for painting. We use approximately 5 gallons for each production. Therefore, it is more economical to purchase the paint in quantities of 5 gallons as opposed to 1 gallon. Amount requested matches current prices from Home Depot.

Rigging hardware is required in order to safely accomplish a task. Rigging hardware can be costly but generally lasts for a considerable length of time, due to the high durability of each piece. This line includes consumable rigging hardware such as swaging sleeves and rope clamps.

Chesboroughs are rotating pipe clamps. They are used to secure pipe in positions other than perpendicular. We have an insufficient stock to match our current needs, and need to several more to become fully stocked.

Dust masks are an essential safety feature for woodworking and set building. They are a recurring purchase and are used by every production in the playhouse.

Washers are a consumable used often by the Set Shop. They generally last for one season before becoming too deformed to perform their function properly.

Our stock of bolts has become damaged by use over time, as expected. We intend on replacing the damaged stock to continue to provide the correct hardware for set building. They are a reusable item with great durability, and thus do not belong in a show budget.

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Line #	Description	Quantity	Unit Price	Extended Price
006	1/8" Aircraft Cable, 250" Spool-black coated	1	\$50.00	\$50.00
006	1/8" Aircraft Cable, 250" Spool-black coated	1	\$50.00	\$50.00
006	bolts (assorted)	1	\$18.00	\$18.00
006	bolts (assorted)	1	\$18.00	\$18.00
006	Cheeseboroughs	2	\$16.00	\$32.00
006	Cheeseboroughs	2	\$16.00	\$32.00

006	drill bits	8	\$5.00	\$40.00
006	drill bits	8	\$5.00	\$40.00
006	Dust Masks (20 pack)	3	\$8.00	\$24.00
006	Dust Masks (20 pack)	3	\$8.00	\$24.00
006	Ear protection	2	\$15.00	\$30.00
006	Ear protection	2	\$15.00	\$30.00
009	General equipment and supplies	1	\$1,900.00	\$1,900.00
009	General equipment and supplies	1	\$1,900.00	\$1,900.00
006	Paint Brushes	5	\$10.00	\$50.00
006	Paint Brushes	5	\$10.00	\$50.00
006	Paint Rollers	5	\$8.00	\$40.00
006	Paint Rollers	5	\$8.00	\$40.00
006	Pocket Hole Screws (#8 Screw x 1-1/4" Coarse (1000))	5	\$30.00	\$150.00
006	Pocket Hole Screws (#8 Screw x 1-1/4" Coarse (1000))	5	\$30.00	\$150.00
006	pre-drill bits	2	\$10.00	\$20.00
006	pre-drill bits	2	\$10.00	\$20.00
006	Rigging hardware	20	\$5.00	\$100.00
006	Rigging hardware	20	\$5.00	\$100.00
006	Staples for pneumatic stapler (1 box each, long and short)	2	\$15.00	\$30.00
006	Staples for pneumatic stapler (1 box each, long and short)	2	\$15.00	\$30.00
006	Staples for staple guns, by box	1	\$15.00	\$15.00
006	Staples for staple guns, by box	1	\$15.00	\$15.00
006	Stock screws (25 pounds 2-1/2")	1	\$110.00	\$110.00
006	Stock screws (25 pounds 2-1/2")	1	\$110.00	\$110.00
006	Stock screws (3")	1	\$25.00	\$25.00
006	Stock screws (3")	1	\$25.00	\$25.00
006	Tie Line (3000 foot Spool)	1	\$100.00	\$100.00
006	Tie Line (3000 foot Spool)	1	\$100.00	\$100.00
006	vinyl gloves 100ct	1	\$11.00	\$11.00
006	vinyl gloves 100ct	1	\$11.00	\$11.00

006	washers	2	\$11.00	\$22.00
006	washers	2	\$11.00	\$22.00
006	White Paint (5 gallon quantity)	3	\$40.00	\$120.00
006	White Paint (5 gallon quantity)	3	\$40.00	\$120.00
<b>Total Expense</b>				\$2,887.00
				\$2,887.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$2,887.00
				\$2,887.00

## Program 2: Replace/repair damaged or antiquated equipment

Muslin is a light, canvas-like fabric used in construction of soft flats and other scenery pieces. We have recently begun an endeavor to update our scenic pieces to provide higher quality sets; muslin will be required to complete these updates.

Our platforms are also in need of repair. Repairing the platforms will extend the lifetime of our current pieces. This preventative repair will allow us to maintain our quality standards without having to build entirely new pieces. This line includes materials such as lumber, MDF, and luan.

In order to provide a fully operational set shop for all users of the Playhouse, tool repair occasionally needs to be performed. This includes keeping all drills, saws, and other power tools in working condition.

Duvetyne is a black fabric used in masking the wings of a stage. Our current masking flats have been damaged from use, and need to be repaired.

Several of our air hoses for the pneumatic system have been damaged. The line for Air Hoses includes the cost of repairing our damaged hoses and purchasing one new one (if necessary).

Stage braces are used to help keep a set in place, and prevent it from moving as actors interact with it. The braces currently held in the set shop have been damaged, and need to be replaced. These prices and requests are consistent with last year's budget. These pieces of equipment are subject to large amounts of wear and tear throughout the year, and as such are in need of yearly refurbishment.

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Line #	Description	Quantity	Unit Price	Extended Price
043	Air Hoses	2	\$30.00	\$60.00
043	Air Hoses	2	\$30.00	\$60.00
006	Duvetyne	1	\$75.00	\$75.00
006	Duvetyne	1	\$75.00	\$75.00
043	Flat/Platform Repairs	1	\$50.00	\$50.00
043	Flat/Platform Repairs	1	\$50.00	\$50.00

006	muslin (1 yd)	50	\$6.00	\$300.00
006	muslin (1 yd)	50	\$6.00	\$300.00
043	Power Tool Repair	1	\$150.00	\$150.00
043	Power Tool Repair	1	\$150.00	\$150.00
006	Stage Bracing	1	\$50.00	\$50.00
006	Stage Bracing	1	\$50.00	\$50.00
<b>Total Expense</b>				\$685.00
				\$685.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$685.00
				\$685.00

### Program 3: Purchase New Equipment

Over the past few years, there have been a number of instances when individual productions have been unable to acquire pieces of furniture and been required to use stock furniture in the Playhouse. This happened most recently in our fall play this season. Unfortunately some of the stock, due to its consistent use has started to fall into disrepair. The stock furniture line has been added to replace and repair the furniture stock.

We do not need more stock furniture next year.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
006	Stock Furniture	0	\$150.00	\$0.00
006	Stock Furniture	0	\$150.00	\$0.00
<b>Total Expense</b>				\$0.00
				\$0.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$0.00
				\$0.00

### Program 4: Reusable Hardware

The set shop has precious little money for increasing our inventory of stock items, forcing individual productions to bear the burden of the cost. These are items that have great intrinsic value, but are often overlooked on a show-by-show basis due to their cost in relation to the increasing price of essentials such as wood. This line allows the set shop to purchase and maintain a variety of stock reusable or semi-consumable items such as door handles and hinges, angle brackets, decorative hardware, as well as refurbish and replace stock construction pieces such as metal pipe, which is used as a reusable replacement for wood when constructing platforms and hanging curtains for



masking.

We are not asking for reusable hardware next year.

**CLASS KGA:** None

Line #	Description	Quantity	Unit Price	Extended Price
006	Reusable Hardware	0	\$0.00	\$0.00
006	Reusable Hardware	0	\$0.00	\$0.00
<b>Total Expense</b>				\$0.00 \$0.00
<b>Total Income</b>				\$0.00 \$0.00
<b>Total Subsidy</b>				\$0.00 \$0.00

## **Goal C: Maintain the light booth and lighting equipment**

### **Program 1: Purchase new lights and accessories**

A number of years ago, the lighting department established a multi-year long-range plan providing a framework of goals to improve the quality of the Playhouse Lighting Department. While the past few years of spending have not materialized a completed plan, the objectives remain the same today. Integral to these in these objectives are the replacement of conventional fixtures with newer technology and the inclusion of automated lighting equipment. With the purchase of the ETC Ion control board and its touch-screen monitors in the Spring of 2013, the Playhouse is now fully ready to upgrade its fixtures to the modern, energy efficient, and flexible technologies of today. The lighting department has an inventory of newer, more energy efficient conventional fixtures, and would like to build its stock of modern LED and intelligent fixtures. A conventional fixture is one that is fully static and relies on a centrally located dimming system for intensity control. These fixtures form a basis for stage lighting as they are relatively cheap and numerous. The lighting department has also purchased some intelligent lighting, bringing new possibilities to all those that use the Playhouse.

The Playhouse currently maintains a stock of PAR 64 floodlight fixtures. These units are large, heavy, and require a large number of bulky lamps. The entire lamp unit must be replaced to change the beam angle of the fixture. Additionally, our PAR 64s are aging, and many have fallen into a state which would not be cost-effective to repair. In 2011, the lighting department began replacing our stock of PAR 64 fixtures with the vastly superior ETC Source Four PAR MCM, and we would like to continue doing so. The price of the individual fixtures has been adjusted to reflect current market value.

XLR connectors are required to create and maintain the cables through which lighting control signals travel. They do wear out over time due to use, and must be replaced upon failure. Additionally, the impending purchase of color scrollers and intelligent lighting equipment will necessitate the construction of more cable to control these fixtures. The crescent wrench is perhaps the most widely-used tool in the lighting department. It is used to hang, secure, and adjust lighting fixtures on the bars in the Playhouse. In recent years, several wrenches have worn out or been lost, and we would like to purchase a few more so that larger numbers of people may participate in light hangs without having to search for a working wrench.

Schedule 40 piping allows for lighting instruments to be mounted in locations that are specific to a show. In recent years, piping has been borrowed from the set shop's limited supply. If the lighting department were able to maintain a stock of this piping, lighting designers would benefit from being able to use this during all production in the building. Additionally, as new designers experiment with beam angles and throws to create deeper washes and more daring effects, it is necessary to permanently add Schedule 40 to the grid so that electricians may hang lights from these new places.

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Line #	Description	Quantity	Unit Price	Extended Price
006	10 feet of 1.5" Schedule 40 Piping	3	\$26.00	\$78.00
006	10 feet of 1.5" Schedule 40 Piping	3	\$26.00	\$78.00
006	Crescent Wrenches	3	\$10.00	\$30.00
006	Crescent Wrenches	3	\$10.00	\$30.00
006	ETC Source Four 19-deg Barrel	2	\$100.00	\$200.00
006	ETC Source Four 19-deg Barrel	2	\$100.00	\$200.00
006	ETC Source Four 26-deg Barrel	1	\$100.00	\$100.00
006	ETC Source Four 26-deg Barrel	1	\$100.00	\$100.00
006	ETC Source Four 50-deg Barrel	1	\$100.00	\$100.00
006	ETC Source Four 50-deg Barrel	1	\$100.00	\$100.00
006	ETC Source Four PAR MCM	4	\$300.00	\$1,200.00
006	ETC Source Four PAR MCM	4	\$300.00	\$1,200.00
006	XLR Connectors	20	\$7.00	\$140.00
006	XLR Connectors	20	\$7.00	\$140.00
<b>Total Expense</b>				\$1,848.00
				\$1,848.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$1,848.00
				\$1,848.00

## Program 2: Purchase consumables

Isopropyl alcohol is used to clean lamps by removing dirt and oil from the surface before they are inserted into an instrument. A lamp that has been touched by bare human hands, or has otherwise been dirtied, will fail rapidly due to the lamp's high operation temperature and the reaction of skin oils with the glass. The department has lost many new lamps in the past couple of years due to this problem, and cleaning the lamps with alcohol prevents this problem. Gels are needed to allow Lighting Designers and Technicians to use the lighting system to its fullest potential. Over the years our stock of these items has been diminished, in many cases, to nothing. Gels are a consumable item, and get torn, melted, discolored, etc.

Lamps are included for the use of all non-Players productions, as well as patterns. In the past, there has been conflict concerning the use of replacement lamps by other groups. Beginning in 1999-2000, lamps have been budgeted separately for the RPI Players and all other groups. This budgeting strategy worked very well and satisfied all parties, and the department hopes to continue this practice.

Ammonia is the optimal cleaning agent for the lenses of the lighting instruments. These must be cleaned periodically to maintain a quality light output.

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Line #	Description	Quantity	Unit Price	Extended Price
006	Ammonia	1	\$3.00	\$3.00
006	Ammonia	1	\$3.00	\$3.00
006	Cyc Silk Gel Rolls (one roll each of red, green, blue)	0	\$100.00	\$0.00
006	Cyc Silk Gel Rolls (one roll each of red, green, blue)	0	\$100.00	\$0.00
006	Isopropyl Alcohol	1	\$3.00	\$3.00
006	Isopropyl Alcohol	1	\$3.00	\$3.00
006	Stock gels	9	\$7.00	\$63.00
006	Stock gels	9	\$7.00	\$63.00
006	Stock lamps(7 lamps/show * 4 shows)	14	\$26.00	\$364.00
006	Stock lamps(7 lamps/show * 4 shows)	14	\$26.00	\$364.00
<b>Total Expense</b>				\$433.00
				\$433.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$433.00
				\$433.00

**Program 3: Maintain current equipment**

Although the lighting department wishes to purchase new lighting instruments, it is still necessary to maintain as many instruments as possible. The Lighting Fixture Maintenance line covers lamp socket replacements, reflectors, lenses, and other items which are required for a fixture to function in a show. This line will be applied as needed depending on what fails from year to year.

This year, Advanced Features Card 4 in Dimmer Rack #1 has been reporting errors. It is necessary to repair or replace this card before it fails completely.

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Line #	Description	Quantity	Unit Price	Extended Price
043	Dimmer rack maintenance	1	\$400.00	\$400.00
043	Dimmer rack maintenance	1	\$400.00	\$400.00
043	General Lighting Equipment Repair/Replacement	1	\$400.00	\$400.00
043	General Lighting Equipment	1	\$400.00	\$400.00

	Repair/Replacement			
043	Lighting Fixture Maintenance	1	\$150.00	\$150.00
043	Lighting Fixture Maintenance	1	\$150.00	\$150.00
006	NEMA 5-15 Edison Plugs- Female	0	\$10.00	\$0.00
006	NEMA 5-15 Edison Plugs- Female	0	\$10.00	\$0.00
006	NEMA 5-15 Edison Plugs- Male	0	\$8.00	\$0.00
006	NEMA 5-15 Edison Plugs- Male	0	\$8.00	\$0.00
006	NEMA L5-20 Twist Lock Female	0	\$8.00	\$0.00
006	NEMA L5-20 Twist Lock Female	0	\$8.00	\$0.00
006	NEMA L5-20 Twist Lock Male	0	\$10.00	\$0.00
006	NEMA L5-20 Twist Lock Male	0	\$10.00	\$0.00
<b>Total Expense</b>				\$950.00
				\$950.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$950.00
				\$950.00

## Goal D: Maintain the sound booth and sound equipment

### Program 1: Purchase new equipment

In order to properly maintain the sound system in the Playhouse, we will need to purchase a number of new cables for use with microphones and the intercom system throughout the building. Those cables will also need to be terminated with the appropriate connectors in order to make them functional.

Half-wave wireless antennas provide a significant improvement in sound quality for a wireless system. When purchased, the antenna distribution units do not come with antennas, and the receivers come with quarter-wave antennas, which reduce the sound quality of the system.

The Playhouse also needs to replenish its stock of wired microphones. Every year, when we get to the musical, we are always in short supply of wired microphones to reinforce the orchestra and we always have to borrow microphones from UPAC Sound. We would like to keep our own stock filled with instrument microphones. Instrument mics come in a wide variety of uses, either general or specialized, and the price fluctuates. A good overall microphone that covers a lot of bases when reinforcing sound is the Shure SM57. Shure is a very respected company and the equipment we have from them is very durable and reliable.

In the playhouse our sound designs often include localized effects to the rear and sides of the audience and are currently accomplished through two small temporary effects speakers in the rear of the playhouse. The current speakers are antiquated and inadequate for the needs of our wireless sound system. Installing larger permanent full range speakers matched with the main left, right, and center speakers would allow us to create evenly distributed sound fields and generate full range and accurate sounds without the current cut in fidelity and volume present in our temporary effects speakers. The playhouse is also used for club movie viewings and the inclusion of full range speakers would allow us to reproduce a full 5.1 audio stream, the current standard for surround sound.

This cost includes the purchase of a mid-high frequency horn and a low-mid frequency driver, an enclosure to contain them, and the hardware to fly them in the rear of the playhouse.  
 The two drivers in the proposed rear SFX speakers would need to be driven independently by a 150 watt amplifier. Without these enclosures and amplifiers, the speakers discussed in the previous section are inoperable. This cost also includes the cost of mounting the amplifiers above the sound booth.  
 These purchases are intended to phase out antiquated equipment to improve the quality of our performances.

**Comment:** The Union Executive Board is not approving new equipment because a proposal was not submitted to weR Gold first. If you would like new equipment in the future please submit a weR Gold proposal.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
006	Cables and Connectors	1	\$200.00	\$200.00
006	Cables and Connectors	1	\$200.00	\$200.00
006	Power and antenna distribution unit for wireless microphones	0	\$475.00	\$0.00
006	Power and antenna distribution unit for wireless microphones	0	\$475.00	\$0.00
001	Rear SFX Amplifiers	4	\$200.00	\$800.00
001	Rear SFX Amplifiers	0	\$0.00	\$0.00
006	Rear SFX Speakers	2	\$600.00	\$1,200.00
006	Rear SFX Speakers	0	\$0.00	\$0.00
006	Wired Microphones	1	\$550.00	\$550.00
006	Wired Microphones	0	\$0.00	\$0.00
006	Wireless antennas	4	\$30.00	\$120.00
006	Wireless antennas	4	\$30.00	\$120.00
006	Wireless Microphones	0	\$550.00	\$0.00
006	Wireless Microphones	0	\$550.00	\$0.00
<b>Total Expense</b>				\$2,870.00
				\$320.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$2,870.00
				\$320.00

**Program 2: Restock consumables in the sound booth**

Countryman E6 replacement cables are needed to replace damaged cables for the Countryman E6 wireless capsules. Replacing the cable saves a significant amount of money, as replacing the entire capsule would cost \$400 per capsule.

Capsules are the consumable portions of wireless microphones which need to be replaced in varying degrees of frequency. The Countryman B3 wireless capsules are good mid-range capsules that will last several years between replacements. They are needed to replace the failing units in our current B3 stock. The WL93 wireless capsules are the low-end wireless capsules that are standard for the SLX series wireless microphones. They are also compatible with the old Audio Technica system on which we still rely. These need to be replaced on a regular basis.

Countryman's inexpensive protective capsules protect the wireless capsules from the actors' makeup and sweat when worn on stage. This greatly extends the life of our expensive microphones. These capsules should be replaced annually.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
006	Countryman B3 wireless capsules	2	\$200.00	\$400.00
006	Countryman B3 wireless capsules	2	\$200.00	\$400.00
006	Countryman E6 replacement cables	2	\$70.00	\$140.00
006	Countryman E6 replacement cables	2	\$70.00	\$140.00
006	Countryman protective capsules	5	\$15.00	\$75.00
006	Countryman protective capsules	5	\$15.00	\$75.00
006	WL93 wireless capsules	2	\$75.00	\$150.00
006	WL93 wireless capsules	2	\$75.00	\$150.00
<b>Total Expense</b>				\$765.00
				\$765.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$765.00
				\$765.00

### Program 3: Update Computer Software

A Digi 002 is currently used in the playhouse for recorded sound playback and recording during show production and show performance. The 002 has stopped receiving support from its manufacturer, Avid, in 2009 and has become prone to fail at computer boot, requiring a power cycle to function. We are also utilizing the full 8 output capacity of the interface and a personal external interface needed to be added to meet the requirements of the most recent spring musical sound design. The PreSonus interface selected offers 10 outputs and 8 inputs with all 8 inputs being available for line or microphone level recording, and uses the firewire interface to allow for more reliable operation with direct hardware access in the playback computer. It is also currently supported by the manufacturer, giving us the ability to request service or repair in the event that the interface fails.

**Comment:** The Union Executive Board is not approving new equipment because a proposal was not submitted to weR Gold first. If you would like new equipment in the future please submit a weR Gold proposal.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
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007	PreSonus FireStudio Project Audio Interface	1	\$750.00	\$750.00
007	PreSonus FireStudio Project Audio Interface	0	\$0.00	\$0.00
<b>Total Expense</b>				\$750.00 \$0.00
<b>Total Income</b>				\$0.00 \$0.00
<b>Total Subsidy</b>				\$750.00 \$0.00

#### Program 4: Show Cue System Renewal

New cueing software (SCS) was purchased this year for the sound system. SCS requires a yearly license renewal in order to gain access to updates to the program, which helps fix bugs and expand capabilities.

This is distinct from the software update requested in the previous program. The previous is for manufacturing, organizing, and compiling sound effects; it is where the sounds are made. This request is for the system used for implementation during a show. The SCS enables us to make use of the sound effects we create in the current sound system in the Playhouse.

This is a yearly fee as required by Show Cue Systems.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
007	SCS License Renewal	1	\$42.00	\$42.00
007	SCS License Renewal	1	\$42.00	\$42.00
<b>Total Expense</b>				\$42.00 \$42.00
<b>Total Income</b>				\$0.00 \$0.00
<b>Total Subsidy</b>				\$42.00 \$42.00

#### Goal E: Maintain the costume shop and provide makeup supplies

##### Program 1: Restock Consumables in the Costume Shop

Due to frequent use, the Costume Shop runs out of stock of many basic costume supplies. This money will be used to provide the most basic costume supplies for our Costume Shop. Because it is difficult to gauge usage of notions such

as thread and pins, it is difficult to submit quotes for these costs in a production budget. Therefore, it is essential to have a well-stocked shop so that these incidentals are available. Having a basic stock of necessities will allow the costumes department to use its production budgets much more efficiently throughout the year.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
006	Closures (snaps, buttons, zippers, etc...)	6	\$3.50	\$21.00
006	Closures (snaps, buttons, zippers, etc...)	6	\$3.50	\$21.00
006	Elastic	3	\$2.00	\$6.00
006	Elastic	3	\$2.00	\$6.00
006	Fabric/trims	1	\$60.00	\$60.00
006	Fabric/trims	1	\$60.00	\$60.00
009	General costume supplies	1	\$140.00	\$140.00
009	General costume supplies	1	\$140.00	\$140.00
006	Hand Sewing Needles	0	\$0.00	\$0.00
006	Hand Sewing Needles	0	\$0.00	\$0.00
006	Machine needles	2	\$2.00	\$4.00
006	Machine needles	2	\$2.00	\$4.00
006	Pins	2	\$2.50	\$5.00
006	Pins	2	\$2.50	\$5.00
006	Scissors	0	\$0.00	\$0.00
006	Scissors	0	\$0.00	\$0.00
006	Sewing tools not otherwise noted	0	\$0.00	\$0.00
006	Sewing tools not otherwise noted	0	\$0.00	\$0.00
006	Thread	10	\$1.00	\$10.00
006	Thread	10	\$1.00	\$10.00
<b>Total Expense</b>				\$246.00
				\$246.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$246.00



\$246.00

**Program 2: Repair and Maintain Costume Supplies**

Sewing machines require maintenance and repair on a regular basis. Each show puts a significant amount of wear and tear on the sewing machines in the Playhouse. At the end of each season it is necessary to bring the machines we have to a professional repair shop so that they remain in good condition. Occasionally, the cost of the repairs and maintenance is more or equal to the cost of a new machine, and as such it would be more effective to purchase new equipment.

After productions, costumes must be properly cleaned to maintain the quality and extend the life of the clothing. Many costumes are washed on-site, which requires laundry supplies (detergent, bleach, etc). Costumes that cannot be cleaned on-site are sent out to be dry cleaned. This cannot be a production expense because it is hard to estimate the cost of dry cleaning until the end of a production cycle when most of the budget has been spent. It is most beneficial to have a line for dry cleaning in the season budget, so that the cleanliness of the costumes is ensured regardless of the production budget.

Over the past few productions, it has become apparent that the costumes stock is lacking in many basic items, notably plain white button down shirts, suit jackets and plain blackpants. Because these are such useful, basic items, it is more beneficial to establish a stock of these pieces that can be used for years to come, rather than borrow or purchase pieces for each production. These pieces can be purchased inexpensively at Goodwill or other secondhand stores.

**CLASS KGA: Cultural Development / Arts / Electronic Media**

Line #	Description	Quantity	Unit Price	Extended Price
039	Dry cleaning costs	3	\$50.00	\$150.00
039	Dry cleaning costs	3	\$50.00	\$150.00
039	Laundry Supplies	4	\$6.00	\$24.00
039	Laundry Supplies	4	\$6.00	\$24.00
043	Repair, Maintain, or Replace Sewing Machines	1	\$200.00	\$200.00
043	Repair, Maintain, or Replace Sewing Machines	1	\$200.00	\$200.00
006	Stock Pieces (white shirts, black pants, etc)	10	\$7.50	\$75.00
006	Stock Pieces (white shirts, black pants, etc)	10	\$7.50	\$75.00
<b>Total Expense</b>				\$449.00

	\$449.00
<b>Total Income</b>	\$0.00 \$0.00
<b>Total Subsidy</b>	\$449.00 \$449.00

### Program 3: Purchase New Equipment

Due to the various sizes of the actors and actresses we work with, it is useful to have an adjustable dressform that can be used to alter and build costumes for many different sizes. The costumes shop currently owns 2 dressforms- a Singer 151 Adjustable dressform that accommodates sizes 16-22, and a non-adjustable dressform in approximately a size 4-6. However, these dressforms are in poor condition, and do not include many common sizes that we work with. The Singer 150 adjustable dressform can be adjusted from sizes 10-16, which is the range that many of our actresses fall into. A new dressform in a more common size will allow the costumes shop to alter costumes without having the actor present, which is more time-efficient and convenient for the department.

**Comment:** The Union Executive Board is not approving new equipment because a proposal was not submitted to weR Gold first. If you would like new equipment in the future please submit a weR Gold proposal.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
006	Singer 150 Adjustable Dressform	1	\$150.00	\$150.00
006	Singer 150 Adjustable Dressform	0	\$0.00	\$0.00
<b>Total Expense</b>				\$150.00 \$0.00
<b>Total Income</b>				\$0.00 \$0.00
<b>Total Subsidy</b>				\$150.00 \$0.00

### Program 4: Provide Makeup for the RPI Playhouse

Several of our makeup brushes have received significant wear and tear over the years. These brushes have been used more frequently over the last few years as more shows have required the aging of several actors and need replacement.

**CLASS KGA: Cultural Development / Arts / Electronic Media**

Line #	Description	Quantity	Unit Price	Extended Price
006	makeup brushes	6	\$10.00	\$60.00
006	makeup brushes	6	\$10.00	\$60.00
<b>Total Expense</b>				\$60.00
				\$60.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$60.00
				\$60.00

**Goal F: Maintain the props closet and props****Program 1: Purchase new equipment**

We request \$200.00 for non-consumable props that can be used for several different types of shows. It is important to have a diverse props collection, as they'll enhance what types of shows our theater group can do.

**CLASS KGA: Cultural Development / Arts / Electronic Media**

Line #	Description	Quantity	Unit Price	Extended Price
006	Purchase Properties	1	\$200.00	\$200.00
006	Purchase Properties	1	\$200.00	\$200.00
<b>Total Expense</b>				\$200.00
				\$200.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$200.00
				\$200.00

**Goal G: Maintain the stage equipment and curtains****Program 1: Purchase Consumables**

Spike tape is used as a placeholder for set pieces. It marks the locations of where set pieces should go during a show so that they are consistently placed in the correct places. These are not used in consistent amounts, so placing this in an individual show budget would not be economical.

Gaff tape is used to secure assorted cords backstage, which prevents tripping. It is also used for masking in small spaces. Gaff tape is used by every department in some capacity.

Glow tape is used to mark out stairs, inclines, and other spots backstage that people should be aware of to safely move around.

Duveltyne felt tape is used to repair masking flats.

Black paint is used to paint the stage, on-stage set components, and off-stage set components black by all groups.

using the Playhouse.

We are asking for textbooks for next year that will provide a guide for the safe use, design and construction of aspects of the theater. They will also be used as guides for specific roles in the Playhouse. The books that will be purchased are The Backstage Handbook: An Illustrated Almanac of Technical Information (\$21) and The Stage Management Handbook (\$35). The information contained in these textbooks is not available in any other source. All online sources require a purchase to access the full document. The first aid kit backstage must be kept well stocked for use by all departments. This first aid kit is the primary access point for supplies at any point in time, and as such is specially requested to be kept up to date.

**Comment:**

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
006	Duveltyne Felt Tape	3	\$21.00	\$63.00
006	Duveltyne Felt Tape	3	\$21.00	\$63.00
006	First Aid Kit	1	\$20.00	\$20.00
006	First Aid Kit	0	\$0.00	\$0.00
006	Gaff Tape	10	\$15.00	\$150.00
006	Gaff Tape	10	\$15.00	\$150.00
006	Glow Tape	6	\$12.00	\$72.00
006	Glow Tape	6	\$12.00	\$72.00
006	Spike Tape	14	\$5.00	\$70.00
006	Spike Tape	14	\$5.00	\$70.00
006	Stage Black Paint (1 gal)	6	\$20.00	\$120.00
006	Stage Black Paint (1 gal)	6	\$20.00	\$120.00
L12	Textbooks	1	\$56.00	\$56.00
L12	Textbooks	0	\$0.00	\$0.00
<b>Total Expense</b>				\$551.00
				\$475.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$551.00
				\$475.00

**Goal H: General Playhouse equipment and services**

**Program 1: Replace/repair current equipment**

The Playhouse has first aid kits in the set shop and main office. While we make every effort to practice safety while working in the building, minor injuries do occasionally occur. The supply of basic first aid supplies (bandages,

disinfectants, Tylenol, ointment, etc) must be replenished on a periodic basis as these supplies are used. Distinct from the "Stage Equipment" first aid kit, there are several first aid kits interspersed throughout the Playhouse, and occasionally require re-stocking of essential items such as bandages, antiseptic ointment, and antibacterial swabs.

The general repair fund is to be used for minor repairs of any and all failed equipment in the Playhouse. It is impossible to know ahead of time what equipment will fail, so we have consolidated repair budgets from individual departments into a single repair line. This will allow us to repair items immediately upon breakage, and to prioritize certain repairs over others if multiple pieces of equipment break at once. The Technical Director, Business Manager, and the Players Executive Committee will be in charge of appropriating this money to the appropriate Playhouse departments as is deemed reasonable and equitable.

As our supply of audience chairs has aged, many of these chairs have gone missing or been damaged or broken. Chairs are extremely important to every group using the Playhouse, as they provide seating for each group's audience. We wish to continue with the 5-6 year replacement plan suggested by the E-Board in the FY13 budget, and this request matches those funds which were granted in FY13.

When working on our shows, we place a large tarp on the hardwood floor in the house to protect it from damage. We need both a primary tarp and backup tarp at all times to ensure the house floor is protected. Our current tarp has been in use for approximately three years, and has accumulated a number of holes, tears, and other damages which have severely reduced its effectiveness. This tarp needs to be discarded, and the current backup tarp needs to become the primary tarp. We therefore need to purchase a new backup tarp which, with proper care, should last three or more years.

**CLASS KGA: Cultural Development / Arts / Electronic Media**

Line #	Description	Quantity	Unit Price	Extended Price
043	General Equipment Repair	1	\$300.00	\$300.00
043	General Equipment Repair	1	\$300.00	\$300.00
006	New Replacement Tarp	1	\$500.00	\$500.00
006	New Replacement Tarp	0	\$0.00	\$0.00
006	Replace lost and broken chairs	36	\$150.00	\$5,400.00
006	Replace lost and broken chairs	0	\$0.00	\$0.00
006	Replacement components for first aid kits	1	\$50.00	\$50.00
006	Replacement components for first aid kits	1	\$50.00	\$50.00
<b>Total Expense</b>				\$6,250.00
				\$350.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$6,250.00
				\$350.00

**Program 2: Purchase new equipment**

Three years ago, we began the process of purchasing music stands for the Playhouse. Currently, it is necessary for us to borrow stands from other performing arts clubs on campus, which strains their inventory. Frequently, we are forced to work out agreements with other clubs where their stands are moved to the playhouse only for performances and bought back to their respective places on campus the next morning. This creates a strain on

both the organizations and the stands, since they need to be transported by vehicle to locations on campus. We do not need more music stands at this time.

The musicals performed by Players, Alpha Psi Omega, and YAG require pit orchestras. As they are reading sheet music in the dark, it is necessary to provide music stands lights to them. We do not need more lights at this time.

UPSs supply conditioned power and prevent hard shutdown of sensitive equipment, one is needed for items in both the lights and sound booths. During our Fall show, "The Visit", in 2009, the lights board was unexpectedly shut down during the final act of the closing night performance. Having this equipment would have prevented such a failure. We do not need more UPSs at this time.

**CLASS KGA:** None

Line #	Description	Quantity	Unit Price	Extended Price
006	1500VA Uninterpretable Power supply	0	\$600.00	\$0.00
006	1500VA Uninterpretable Power supply	0	\$0.00	\$0.00
006	Music Stand Lights	0	\$25.00	\$0.00
006	Music Stand Lights	0	\$0.00	\$0.00
006	Music stands	0	\$50.00	\$0.00
006	Music stands	0	\$0.00	\$0.00
<b>Total Expense</b>				\$0.00
				\$0.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$0.00
				\$0.00

**Program 4: Piano tuning**

The piano needs to be tuned frequently during the year in order to be kept in good condition. This money covers three tunings, based on the fees charged to us by our piano tuner in the most recent fiscal year. A piano's quality and life will rapidly degrade if it is not tuned regularly. A piano will never regain the quality lost due to periods of not tuning. The price is consistent with that approved in last year's budget. There is one tuning before the Players musical, Alpha Psi Omega musical, and two YAG musicals, and one before Players auditions. The piano tuning is now a part of the Clubs and Organizations Support's Budget. Therefore, we are not requesting funding for this item.

**CLASS KGA:** Cultural Development / Arts / Electronic Media

Line #	Description	Quantity	Unit Price	Extended Price
047	Piano tuning, per tuning	0	\$95.00	\$0.00
047	Piano tuning, per tuning	0	\$95.00	\$0.00
<b>Total Expense</b>				\$0.00

	\$0.00
<b>Total Income</b>	\$0.00
	\$0.00
<b>Total Subsidy</b>	\$0.00
	\$0.00

**Program 5: Maintain intercom system**

Approximately 15 years ago, the RPI Players installed an intercom system in the RPI Playhouse. This system has proven invaluable for the running of shows. Each year we plan to budget for maintenance parts and new components.

Belt packs are used to coordinate between crew members in various locations back stage and with crew members in the booths. The BP-2 packs from Production Intercom are very rugged units that have a longer operational lifespan compared to other models available from other manufacturers. These two units are to replace old, damaged belt packs that are no longer repairable.

Headsets are worn along with the intercom belt packs and are needed alongside the belt packs. We are requesting three units to replace old, damaged headsets that are no longer repairable.

We do not need any more belt packs or headsets at this time.

**CLASS KGA:** None

Line #	Description	Quantity	Unit Price	Extended Price
006	BP-2 belt packs	0	\$300.00	\$0.00
006	BP-2 belt packs	0	\$300.00	\$0.00
006	Intercom headsets	0	\$250.00	\$0.00
006	Intercom headsets	0	\$250.00	\$0.00
<b>Total Expense</b>				\$0.00
				\$0.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$0.00
				\$0.00

**Program 6: Telephone service**

Telephone service at the RPI Playhouse is used and available to any group in the building, and thus cannot be tracked to any specific users. Therefore, the fees for telephone service are included in the Rensselaer Union Administrative Budget.

**CLASS KGA:** None

Line #	Description	Quantity	Unit Price	Extended Price

T01	Local telephone service (both phones), by month	12	\$0.00	\$0.00
T01	Local telephone service (both phones), by month	12	\$0.00	\$0.00
<b>Total Expense</b>				\$0.00
				\$0.00
<b>Total Income</b>				\$0.00
				\$0.00
<b>Total Subsidy</b>				\$0.00
				\$0.00

<b>Section VII - Additional Income</b>				
<b>Line #</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>
RU0	Alumni and Friends contribution to the Playhouse, currently there is \$3000 that could be allocated for capital expenditures where an annual contribution is budgeted as an expense. Players E-Comm can use these funds to accelerate the purchase of an item that is felt to be an important enhancement for the Playhouse technical operations.	0	\$0.00	\$0.00
RU0	Alumni and Friends contribution to the Playhouse, currently there is \$3000 that could be allocated for capital expenditures where an annual contribution is budgeted as an expense. Players E-Comm can use these funds to accelerate the purchase of an item that is felt to be an important enhancement for the Playhouse technical operations.	0	\$0.00	\$0.00
<b>Total Income</b>				\$0.00
				\$0.00

<b>Section VIII - Priorities</b>
<b>1) Goal A: Reserve Contributions</b>
The reserve contributions contain programs that are essential to the production of any show. The absence of these items could render the current facility useless.
<b>2) Goal D: Maintain the sound booth and sound equipment</b>
Sound reinforcement and effects are used heavily for each show at the Playhouse, and directly impact the quality of a show. If an audience cannot hear a performer on stage, the performance becomes very hard to follow and will lose the attention of the audience. There are also a lot of changes currently happening in the industry which make updating our equipment vital for continuing our ability to function, such as the recent change in FCC frequency regulations.



**3) Goal C: Maintain the light booth and lighting equipment**

A necessary component of any show is lighting. Without stage lighting, it is impossible for a performance to occur on stage.

**4) Goal H: General Playhouse equipment and services**

These items are necessary for the day-to-day operation of the Playhouse. They provide for equipment that is not related to any specific department, but rather for the facility as a whole.

**5) Goal G: Maintain the stage equipment and curtains**

Stage equipment such as tape and fabrics are necessary for all departments and groups to function. A production would be impossible without them.

**6) Goal B: Maintain the set shop and set construction equipment**

The Set shop tools are utilized for every production in the Playhouse. The tools that we purchase must withstand a large amount of use on a regular basis, and it is for this reason that they need to be replaced on a regular basis to ensure their safe and efficient operation.

**7) Goal E: Maintain the costume shop and provide makeup supplies**

Costumes, along with all of the other goals, are a requirement for each show. Their care and maintenance is necessary to ensure that they can be reused from show to show.

**8) Goal F: Maintain the props closet and props**

Properties are essential to any show, however they are usually purchased as part of individual show budgets of theater groups that use the RPI Playhouse.

**Section IX - Club Inventory List**

Description	Qty.	Condition	Total Value
<b>Costumes</b>			
Black and Decker Irons	2	Good	\$80.00
Brother Sewing Machine	1	Poor	\$60.00
Dryer	1	Fair	\$200.00
Eyelet Plier Kit	1	Good	\$13.00
Ironing Board	1	Fair	\$25.00
Ironing Board Holders	2	Excellent	\$4.00
Metal Rolling Racks	6	Good	\$600.00
Miscellaneous-Alterations (hem guide, hem gauges, hem tape, measuring tapes)	1	Excellent	\$250.00
Miscellaneous-Closures(snaps, velcro, zippers, buttons_	1	Excellent	\$20.00
Miscellaneous-Machine Supplies (bobbins, needles, screwdrivers, covers, brushes, feet)	1	Excellent	\$40.00
Miscellaneous-Sewing Supplies (needles, threads, pins, pin cushions, magnetic wand, seam ripper)	1	Excellent	\$35.00
Plastic Rolling Drawers	2	Excellent	\$60.00

Plastic Stacking Drawers	3	Fair	\$60.00
Plastic Stacking Drawers	4	Excellent	\$80.00
Plastic Storage Boxes	10	Poor	\$100.00
Plastic Storage Boxes (underbed)	3	Good	\$30.00
Plastic Storage Tubs	3	Excellent	\$42.00
Proctor-Silex Iron	1	Poor	\$10.00
Rotary Cutter	1	Excellent	\$18.00
Rotary Mat	1	Excellent	\$15.00
Scissors â€” 8 inch	4	Excellent	\$28.00
Serger Thread Cones	7	Excellent	\$14.00
Sewing Machine Cases	2	Fair	\$18.00
Shears and Snips	4	Excellent	\$50.00
Singer Sewing Machine (Simple)	1	Fair	\$75.00
Singer Sewing Machine (Talent; New in 2012)	1	Poor	\$200.00
Singer Sewing Machine (Talent; New in 2012)	1	Excellent	\$200.00
Storage Trunks (wood)	2	Poor	\$60.00
Thread Box	1	Fair	\$5.00
Washing Machine	1	Fair	\$200.00
White Serger- 3 thread	1	Good	\$150.00
<b>Lighting Equipment</b>			
3 inch Fresnel	2	Fair	\$200.00
3 inch Fresnel	3	Good	\$330.00
6 inch Fresnel	6	Excellent	\$600.00
6 inch Fresnel	17	Fair	\$1,530.00
6 inch Fresnel	2	Poor	\$100.00
8 inch Fresnel	3	Good	\$600.00
8 Inch Fresnel	2	Fair	\$300.00
APC Smart-UPS	1	Good	\$300.00
Comet Followspot	1	Good	\$800.00
Comet Followspot	1	Excellent	\$1,000.00
Cyclorama Light	15	Excellent	\$2,625.00
Diversitronics Strobe Light	1	Good	\$800.00
ETC Emphasis Lighting System	1	Fair	\$10,000.00
ETC Net2 Two Port Gateway	1	Excellent	\$500.00

ETC Net3 Two Port Gateway	3	Excellent	\$1,698.00
ETC Source Four 10 Degree Barrel	2	Excellent	\$400.00
ETC Source Four 19 Degree Barrel	9	Excellent	\$900.00
ETC Source Four 26 Degree Barrel	15	Excellent	\$1,500.00
ETC Source Four 36 Degree Barrel	4	Poor	\$200.00
ETC Source Four 36 Degree Barrel	12	Excellent	\$1,200.00
ETC Source Four 50 Degree Barrel	12	Excellent	\$1,200.00
ETC Source Four Ellipsoidal Body	47	Excellent	\$9,400.00
ETC Source Four Par	4	Excellent	\$1,100.00
ETC Source Four Parnel	8	Excellent	\$160.00
ETC Source Four Revolution and accessories	3	Excellent	\$13,410.00
Gel Cabinet	1	Excellent	\$375.00
Lehigh Millennium Lighting Console	1	Good	\$9,600.00
Par 16	4	Good	\$80.00
Par 16	3	Poor	\$21.00
Par 64	6	Fair	\$210.00
Par 64	2	Poor	\$50.00
Par 64	8	Good	\$320.00
Scoop	4	Fair	\$400.00
Selecon 6" Fresnel	8	Excellent	\$2,320.00
Shakespeare 20 Degree Barrel	10	Good	\$600.00
Shakespeare 30 Degree Barrel	1	Poor	\$30.00
Shakespeare 30 Degree Barrel	10	Good	\$600.00
Shakespeare 40 Degree Barrel	10	Good	\$600.00
Shakespeare Ellipsoidal Body	14	Fair	\$3,080.00
Shakespeare Ellipsoidal Body	3	Poor	\$450.00
Shakespeare Zoom 15 - 35 Degree	2	Good	\$300.00
Shakespeare Zoom 30 - 55 Degree	1	Good	\$300.00
Shakespeare Zoom 30 - 55 Degree	1	Poor	\$150.00
Striplights	3	Good	\$1,200.00
<b>Makeup</b>			
Aging Makeup	16	Good	\$128.00
Blush	16	Poor	\$112.00
Blush Brushes	8	Good	\$24.00

Brushes	8	Poor	\$40.00
Cold Cream	3	Good	\$15.00
Colored Specialty Makeup	19	Fair	\$95.00
Combs	20	Poor	\$30.00
Cream Foundation	50	Good	\$400.00
Crimper	2	Good	\$30.00
Curling Iron	2	Fair	\$20.00
Eyeliners	16	Fair	\$80.00
Eyeliners sharpener	3	Good	\$6.00
Eye Makeup Remover	2	Good	\$6.00
Eyeshadow	14	Poor	\$70.00
Face Powder	7	Fair	\$70.00
Fake Blood	3	Good	\$75.00
Hair Accessories	10	Good	\$100.00
Hair Dryer	1	Good	\$15.00
Hair Gel	1	Good	\$3.00
Hair Spray	4	Good	\$12.00
Hair White	1	Fair	\$10.00
Hot Rollers	4	Good	\$52.00
Lipstick	29	Poor	\$232.00
Lipstick Applicators	6	Excellent	\$30.00
Makeup Brushes	14	Good	\$28.00
Makeup Wedges	6	Good	\$12.00
Mascara	5	Good	\$25.00
Mascara Wands	22	Excellent	\$77.00
Nail Polish	5	Good	\$15.00
Powder Applicators	4	Poor	\$24.00
Powder Foundation	17	Good	\$136.00
Q-Tips	2	Good	\$8.00
Spirit Gum Remover	7	Fair	\$14.00
Spray Hair colors	5	Good	\$25.00
Straightener	4	Good	\$80.00
Wax	6	Fair	\$12.00
<b>Office Supplies</b>			

Paper Cutter	1	Good	\$60.00
Sharp Carousel Microwave	1	Good	\$150.00
<b>Publicity</b>			
1/2 inch paintbrush	1	Good	\$2.00
2 1/2 inch paintbrush	1	Excellent	\$3.00
2 inch paintbrush	2	Good	\$6.00
3 inch paintbrush	2	Excellent	\$8.00
4 inch paintbrush	1	Good	\$4.00
Assorted small paintbrushes	5	Good	\$0.00
Assorted small poly brushes	3	Good	\$0.00
outdoor paint	6	Good	\$78.00
rulers	2	Good	\$0.00
Staple hammer	1	Good	\$30.00
Staple tacker	1	Fair	\$8.00
<b>Set Shop</b>			
10' Fiberglass Stepladder	1	Excellent	\$2,000.00
14' Fiberglass Stepladder	1	Good	\$400.00
6' Aluminum Stepladder	1	Good	\$190.00
6' Fiberglass Stepladder	1	Good	\$170.00
Adjustable Wrench	5	Good	\$40.00
Air Compressor	1	Fair	\$1,100.00
Air Gun	7	Good	\$490.00
Air Hose	7	Good	\$245.00
Air Hose Sockets	6	Good	\$36.00
Air Ratchet	1	Good	\$150.00
Allen Wrenches (set)	2	Good	\$28.00
Arc Welder	1	Fair	\$100.00
Ball Casters	4	Good	\$72.00
Ball-Pein Hammer	2	Fair	\$20.00
Bit Extender	4	Fair	\$4.00
Bit (Hex)	6	Fair	\$6.00
Bit (Phillips Head)	7	Fair	\$7.00
Bits (Flathead)	23	Fair	\$23.00
Bit (Square)	3	Fair	\$3.00

Bit (Square)	3	Fair	\$3.00
Bolt Cutter	1	Excellent	\$15.00
Bolts (5 pack)	5	Good	\$25.00
Bolts (Carriage, 4 pack)	5	Good	\$30.00
Bolts (Lag, 6 pack)	6	Good	\$36.00
Bolts (Large, 4 pack)	5	Good	\$30.00
Cabinet Hinges	20	Good	\$240.00
Casters	40	Good	\$800.00
Casters (Rubber)	32	Excellent	\$640.00
Caulking Tools	3	Excellent	\$36.00
C Clamps	30	Good	\$150.00
Chalk Line	1	Excellent	\$4.00
Chop Saw	2	Good	\$540.00
Chuck Keys	6	Fair	\$6.00
Clamps	1	Good	\$0.00
Coffin Lock	15	Good	\$60.00
Concealed Hinges	6	Good	\$72.00
Corn Broom	3	Poor	\$0.00
Crescent Wrench (set)	2	Good	\$48.00
Crowbar	4	Good	\$60.00
D Clamps	2	Good	\$14.00
DeWalt Circular Saw	2	Fair	\$120.00
DeWalt Jig Saw	1	Poor	\$120.00
Doorknobs	20	Good	\$100.00
Door Pulls (Assorted)	20	Good	\$160.00
Double Swing Hinges	4	Good	\$48.00
Dremel & Accessory Kit	1	Fair	\$75.00
Drill Press	1	Good	\$100.00
Drywall Anchor (10 pack)	4	Good	\$12.00
Dust Bins	2	Fair	\$0.00
Earbuds	40	Good	\$120.00
Eye Hooks and Bolts	50	Good	\$50.00
Eyewear	20	Good	\$100.00

Files	7	Fair	\$28.00
Grind Stones	2	Fair	\$0.00
Hack Saw	1	Poor	\$20.00
Hammer	2	Fair	\$20.00
Hand Staple Gun	3	Good	\$60.00
High-Torque Air Gun	1	Good	\$80.00
Hinges	20	Good	\$200.00
Hose Clamps	22	Good	\$11.00
Johnson Laser Level	1	Good	\$75.00
Large Pulleys	20	Good	\$360.00
Level	3	Good	\$21.00
Loose Pin Hinges	20	Good	\$200.00
Makita Belt Sander	1	Fair	\$50.00
Makita Orbital Sander	2	Good	\$100.00
Mallet	3	Fair	\$36.00
Masonry Drill Bit	10	Fair	\$20.00
Metal Brackets and Plates (Large)	30	Good	\$120.00
Milwaukee Pipe Threader	1	Fair	\$70.00
Milwaukee Sawzall	1	Fair	\$120.00
Mortise and Chisel	5	Fair	\$125.00
Nailgun Nails (1000 pack)	1	Good	\$15.00
Nailpuller	1	Poor	\$0.00
Nail/Staple Gun	1	Good	\$70.00
Nuts (Assorted)	80	Good	\$16.00
Paint Roller	10	Poor	\$40.00
Paint Roller Pad	31	Poor	\$46.50
Paint Tray	6	Poor	\$12.00
Panel Saw	1	Good	\$100.00
Pipe Clamps	4	Good	\$52.00
Pipe Flanges	15	Good	\$45.00
Pipe Wrench (Large)	2	Fair	\$40.00
Pneumatic Cutoff Wheel	1	Good	\$80.00
Power Cord	3	Good	\$45.00
Predrill	0	Poor	\$0.00

Push Brooms	5	Good	\$50.00
Rigging Hardware (Set)	1	Excellent	\$120.00
Rotolocks (1.25")	20	Good	\$160.00
Rotolocks (1.5")	30	Good	\$240.00
Router	3	Fair	\$750.00
Router Bit Set	2	Excellent	\$80.00
Saddle Clips (100 pack)	1	Good	\$4.00
Saw Blades	15	Fair	\$525.00
Saw Horse	2	Fair	\$0.00
Scissors	1	Good	\$5.00
Screwdriver (Flathead)	1	Good	\$5.00
Screwdriver (Phillips)	5	Good	\$25.00
Screws (1.5 in., 5 lb box)	5	Good	\$75.00
Screws (1 in., 5 lb box)	1	Good	\$5.00
Screws (2.5 in, 25 lb bucket)	1	Good	\$100.00
Shears	3	Poor	\$36.00
Shop Vac	2	Fair	\$300.00
Sledge Hammer (10 lb)	1	Good	\$24.00
Sledge Hammer (5 lb)	1	Good	\$18.00
Small Pulleys	15	Good	\$225.00
Socket Bit (6-Point)	3	Fair	\$3.00
Socket Wrench Set	3	Good	\$60.00
Speed Square	1	Good	\$8.00
Stage Magnet	1	Good	\$20.00
Staple Hammer	2	Good	\$36.00
Staples (1250 pack)	1	Good	\$4.00
Swaging Tool	1	Good	\$40.00
Swivel Cheeseborough	15	Good	\$225.00
Table Saw	1	Excellent	\$1,500.00
Tape Measures	6	Good	\$30.00
Tape Measures	6	Good	\$30.00
Tarp (Backup)	1	Excellent	\$500.00
Tarp (Primary, needs to be discarded)	1	Poor	\$0.00



Threaded Rod (ft)	40	Fair	\$80.00
Triangle Square	4	Good	\$24.00
T Square	3	Good	\$24.00
Vice Grips	4	Fair	\$48.00
Wagon Brakes	10	Excellent	\$300.00
Washers (25 pack)	10	Fair	\$40.00
Wedge	2	Fair	\$0.00
Weights (2.5 lb)	3	Excellent	\$0.00
Welding Helmet	1	Excellent	\$30.00
Wire Brush	4	Fair	\$24.00
Wire Clippers	3	Good	\$36.00
Wire Wheels	1	Fair	\$8.00
<b>Sound Equipment</b>			
19" x 14RU equipment rack	1	Excellent	\$450.00
Advent "Baby Advent" speaker system	2	Good	\$400.00
Aphex 105 quad noise gate	2	Excellent	\$600.00
Aphex 106 quad compressor	1	Excellent	\$300.00
AudioTechnica AT-815B Shotgun Microphone	2	Excellent	\$600.00
AudioTechnica ATW-1235 wireless bodypack microphone	4	Fair	\$2,000.00
AudioTechnica ATW-1235 wireless bodypack microphone	4	Fair	\$2,000.00
AudioTechnica Handheld Wireless microphone	1	Excellent	\$300.00
AudioTechnica PRO-35R Microphone	2	Fair	\$250.00
AudioTechnica PRO-37R Microphone	2	Fair	\$250.00
AudioTechnica wireless antenna	2	Excellent	\$100.00
AudioTechnica wireless antenna splitter	2	Excellent	\$600.00
Crown D-150A amplifier, 75w x 2 channels	2	Fair	\$600.00
Crown DC-300Aii amplifier, 155w x 2 channels	2	Poor	\$1,000.00
Crown PCC-160 Microphone	3	Good	\$1,098.00
Crown PZM-30 Microphone	4	Good	\$1,000.00
DDA CS-3 Mixing console	2	Good	\$14,000.00
Denon DN-650F CD Player	1	Excellent	\$500.00
Denon DN-790R Cassette Deck, 3 head, Dolby S	1	Excellent	\$700.00
Denon DN-C680 CD Player	1	Excellent	\$600.00
Digitech S-100 digital effects processor	2	Excellent	\$500.00

Dynaco ST-120 amplifier, 60w x 2 channels	2	Poor	\$0.00
EV 644 Shotgun Microphone	3	Poor	\$150.00
EV DH-1012 driver	2	Good	\$200.00
EV DH-1a driver	1	Excellent	\$400.00
EV EVX-180A 18 sub-woofer in custom enclosure	2	Good	\$1,000.00
EV HP-940 horn	1	Excellent	\$200.00
EV HR-90 horn	2	Fair	\$100.00
EV RE-10 Microphone	2	Good	\$400.00
EV RE-15 Microphone	2	Good	\$600.00
EV RE-200 Microphone	2	Excellent	\$550.00
Fluke 117 Voltimeter	1	Excellent	\$50.00
Furman pl-plus Power Conditioner	1	Good	\$180.00
Furman pl-plus Series II Power conditioner	1	Good	\$200.00
Furman Punch-10 processor	1	Excellent	\$500.00
Hafler P3000 amplifier, 150w x 2 channel	3	Excellent	\$1,500.00
Klipsch KSM-12C monitor speaker wedges	2	Excellent	\$900.00
Klipsch LSI-LF-B low frequency horn speakers	3	Excellent	\$1,200.00
Lectrosonics Venue Series Wireless Microphone reciever	1	Excellent	\$2,500.00
Littlites for DDA CS-3	8	Good	\$496.00
Microphone Cables, various lengths	15	Good	\$375.00
Microphone Stand	4	Excellent	\$200.00
Misc. adapter cables	20	Excellent	\$300.00
Misc. lot, connectors and cabling in building	1	Good	\$2,500.00
Misc. Microphone stand	1	Poor	\$50.00
NAD 4225 Tuner (donation from Mike Shannon)	1	Good	\$150.00
Patch Bay	4	Excellent	\$1,200.00
Patch Bay cords	32	Good	\$800.00
QSC EX-4000 amplifier, 800w x 2 channels	1	Excellent	\$2,500.00
QSC RMX 1450	3	Good	\$1,500.00
Radian 108 monitor speaker wedges	2	Excellent	\$900.00
Rane AC-22 crossover, stereo 2-way, mono 3-way	1	Excellent	\$300.00
Rane AC-23 crossover, stereo 3-way, mono 4/5-way	1	Good	\$400.00
RANE CP64 Processor	1	Good	\$700.00
Rane MA-6 amplifier, 100w x 6 channel	1	Good	\$1,250.00

RANE ME 15B 2 Channel Equalizer	1	Good	\$300.00
RANE RPM 25z	2	Excellent	\$2,000.00
Revox B-77 Open Reel tape deck	1	Poor	\$500.00
Road case for DDA CS-3	1	Good	\$400.00
Sabine ADF-4000 PowerQ processor	2	Excellent	\$3,000.00
Sabine sm820 Feedback eliminator	6	Excellent	\$1,980.00
SAE Mark XXXIB, amplifier	1	Poor	\$0.00
Shure SM-58 microphone	1	Excellent	\$100.00
Snake, 12x8 channel	1	Good	\$1,600.00
Snake, 16x4 channel	1	Poor	\$1,600.00
Sony CDP D-11 CD Player	1	Good	\$200.00
Soundcraft Si3 Mixing Console	1	Excellent	\$40,000.00
Traynor YVM-3 amplifier	1	Poor	\$25.00
Urei 537 equalizers, 1/3 octave	2	Excellent	\$600.00
<b>Stage</b>			
15x16 Main Curtain Drapes (IFR)	2	Excellent	\$1,600.00
16'8"x17'8" traveler drapes	2	Fair	\$0.00
16x5 legs	6	Good	\$1,800.00
17x16 Traveler Drapes (IFR)	2	Excellent	\$1,600.00
29x15 white muslin cyc	1	Good	\$0.00
29x15 white muslin cyc	1	Poor	\$0.00
29x5 Main Curtain Teaser (IFR)	1	Excellent	\$600.00
29x5 teaser (IFR)	1	Excellent	\$577.00
29x5 teaser (IFR)	1	Excellent	\$577.00
30x16 black sharkstooth scrim	1	Good	\$0.00
30x16 white sharkstooth scrim	1	Good	\$0.00
33x3'10" black teaser	3	Fair	\$0.00
5x14'17" leg (IFR)	2	Excellent	\$600.00
5x16 leg (IFR)	2	Excellent	\$800.00

<b>Expense Summary</b>		
<b>Sub</b>	<b>Description</b>	<b>Total</b>
001	Office Supplies	\$800.00
		<b>\$0.00</b>

006	Non Capital Equipment	\$13,564.00
		\$5,744.00
007	Computer Software	\$792.00
		\$42.00
009	Other Supplies	\$2,040.00
		\$2,040.00
039	Laundry Services	\$174.00
		\$174.00
043	Repair Equipment	\$1,710.00
		\$1,710.00
047	Officials/Other Services	\$0.00
		\$0.00
557	Inter-fund transfer	\$4,500.00
		\$4,500.00
L12	Books - Reference	\$56.00
		\$0.00
T01	IBX Service & Equipment Voice	\$0.00
		\$0.00
<b>Total Expense</b>		\$23,636.00
		\$14,210.00

<b>Income Summary</b>		
<b>Sub</b>	<b>Description</b>	<b>Total</b>
RU0	Income from programs	\$0.00
		\$0.00
<b>Total Income</b>		\$0.00
		\$0.00

<b>Total Subsidy</b>	
<b>Requested:</b> \$23,636.00	
<b>Approved:</b> \$14,210.00	