

PAC Steering Committee

City Hall Room 208

January 30, 2019

Room 208

Draft – Unapproved Minutes

Meeting was called to order at 5:02 p.m.

Present: Lori Wilshire, Judy Carlson, Maryann Melizzi-Golja, Marylou Blaisdell, Trish Klee, Tracy Hall, Brandon Laws, Tim Cummings

Absent Member: Lindsay Rinaldi, Rich Lannan, Jim Donchess

No Major Actions and Decisions were made at this meeting.

General Highlights of Meeting:

Guests

Ned discussed the previous meeting held at 3:30 p.m. with the Capital Campaign Group and brought them up to date. With Ned this evening is: Mark from ICON; Brian from FDA; Joe with FDA Theater Planners; Kelsey with Acentech; and John from OTJ.

Information from past meetings was gathered and developed into a “Quantitative Architectural Space Program”. Today’s meeting we will be asking you to give a clear direction on the Quantitative Program being put forward and that the Committee back to Ned before next week’s Steering Committee meeting. Brian will be looking for feedback on the audio/visual systems.

Overall, Brian stated they’ll be talking about the audio visual system, sound systems, loud speakers, mixing consoles, video projection systems, video display panels, how is it all going to be controlled, and overview of coordination. It was recommended that a subcommittee be set up on the technical issues.

A question was raised on who might be appropriate to have on the subcommittee as to what characteristics would you look for in a member of the subcommittee. The reply was experience in operating the sound and video systems would be a large one. It was suggested Lindsay and Mark given their backgrounds. Another question was asked as far as laypeople sitting around the table, is there anything else that would pop up. If somebody has a personal interest in learning more about the systems might be your other member and then the subcommittee will be relied upon to report to the Committee as a whole. It was also raised that the subcommittee would also be addressing lighting, stage equipment and all the technical stuff. The goal from the meetings is first to understand what’s required, desired, and also inform budgets. There will end up being four budgets being tracked for the project. One will be the architecture/ construction of the project, then the audio/visual systems, and the acoustic systems (theater equipment itself), AVIT, and seating. All of the discussions will go toward what is the facility going to be, what events will you be able to host as it will affect the long-term operation of the facility.

The Chairman reiterated focusing in and the mention of the subcommittee was particular to the AV, acoustics, and theatrical. Two people were mentioned who have the musical side. Also helpful to have someone who might have a theater background for the spoken performing arts as opposed to the musical. This will be made as an action item.

Ned indicated that a three dimensional sound system will be put together to map the performance of the loud speakers to make sure it’s going to provide even coverage throughout the rooms; focusing on maximizing the intelligibility so when someone speaks through the PA system you can clearly understand what they’re saying; clarity for music. For the video system, the video projection screen will be large enough so everyone has decent sight lines to it so any text or images can be legible; making sure the video projection and the screen work together with the lighting system. The system will run in two different ways: the basic operation mode and when you have a technical person running it. There is also coordination with the electrical engineer to make sure they’re providing the conduit, electrical power, data, and everything that will make the

systems function on day one and keeping in mind any systems for day two that they can't do today but they want to be able to do it in the future without having to rip down walls and run cable.

Feedback that will be looked for from the Tech Subcommittee would be any brand preferences that would direct the level of the design of the system. If national touring artists were brought in, we should be able to tell them that the house is tailored to their needs. A bulleted list was prepared for consideration for the subcommittee. The subcommittee should be vetting the details and giving recommendations to the Steering Committee for discussion.

Tim Cummings indicated that he would be coordinating everything for the Committee administratively. It was asked if this could be conference calls or live person type of meetings. Coordinating schedules and staying on the timeline is important. Conference calls were not objected to.

A question was asked on the expectations of the AV lighting system. How long do you anticipate the subcommittee would need to be actively engaged in setting those parameters for you and how often do you think they would need to meet? The goal is to be under the schematic design phase for getting costs feedbacks. How many meetings do you anticipate assuming everything goes smoothly? Answer: two. It was suggested that there may be a need to recruit potential volunteers to engage people in the community that may have an interest in theater or other areas to do some outreach to help the subcommittee.

Initial Program (see PowerPoint Presentation slides)

Joe indicated the document incorporates the answers to the questionnaire that was circulated, items discussed during meetings, and some other things that were not discussed but were recommended by the team. Joe went through the PowerPoint presentation line by line. It was noted but not talked about that in the 750 seat total, wheelchair accessibility spaces was also accommodated. A question was asked on how much of the backstage and support space is level dependent and can some of it go in the basement. The rule of thumb ideally is that every single support space should be directly adjacent to the stage but because that rarely happens, you have to prioritize.

Alderwoman Melizzi-Golja asked Peter Lally about thoughts on backstage and support spaces. He thought it was great the amount of spaces. From a technical supervisor's office/staff, their plan is to have three full-time and one that would be box office manager. At the minimum, a GM or a person handling the overall building, talking to rental clients and coordinating somebody who is charge of the tech., event day, and the box office. If there's a little more square footage, the better.

An item that is not on the first floor that would need to be there if it is decided to go forward with it is the gallery space. It was suggested that a windowless gallery space could go in the basement. They like to think about space as doing dual duty and finding efficiency that way so everything doesn't have to be a separate space.

While looking at the second level, Mark asked a question of Pete is the quality of space for a star more important than stage access. After walking through the building today, the second floor is going to have some really nice spaces, a lot of window space, and so is it better to have high quality space and move the star space up and then free up space at stage level. Pete thought a lot of times having at least one of the stars bases at stage level and the tour manager small office is probably the best setup. Maybe it means one goes up and one goes down where they can come in and have a choice. Pete thought having at least one of those on stage but not necessarily meaning to have both. That is a nice consideration to have some space with natural light.

A question was asked if they were keeping the building as it is and using all the space. The reply was that this is working within the footprint and not necessarily saying this is working within the shells of those existing walls. They didn't think they would have a definitive decision until they were at the end of the schematic phase. It all depends on whether they're designing a new enclosure or modifying an existing enclosure.

Another question raised was when the seats are retracted and maybe 4,000 square feet of space for banqueting and you can use the width all the way back, is there a target number do you see as essential for seating in a banquet situation? The Committee would like 350 to 400. At most, we would be 300 and that was thinking about 60' rounds which have 8 people seated around them. That would also be taking stage and the main floor so you could reserve the stage for VIPs, then you're

down to maybe 200 to 225. From the Chamber of Commerce's perspective for their major event that they do, their wish and hope is that they'll be able to do it at the performing arts center. It's been a goal for a while.

Joe indicated that they will be back in two weeks with the next iteration of what was heard this evening. The Committee's homework is the formation of the subcommittee and Tim will have a copy of the presentation which will include the quantitative space program and that's what they're looking for feedback on. Ideally if we could have that information a week from Thursday which would give us time to adjust what we're working on for two weeks.

It was asked if there were any other subcommittees that you could think of when you think about the five areas that we should at least be given some consideration to we may need at some point or is it really just around the AV and tech? It's not necessarily a full Steering Committee decision but we could use a couple of people to dive a little more deeply. Joe thought it was pretty much focused on the AV, tech., and lighting.

Tim Cummings indicated the Committee will be meeting next Wednesday at 5 p.m. I fully expect that there will be a continued conversation of this to make sure we're all on track. In addition to that, I really want to give some time to Pete and talk about operations and make sure we're all on the same page and we know where going with everything so we can continue moving that process forward as well. We'll be scheduled to meet with the architects again I believe the following Wednesday.

**MOTION BY MARYLOU BLAISDELL, SECONDED BY JUDY CARLSON TO ADJOURN
MOTION CARRIED**

Adjourned at 6:49 p.m.