



To: Core Planning Group

From: Derek Gallagher | DG

Date: May 26, 2016

Comm. No: 152235

Subject: Independent School District #879
 Delano Secondary School Additions and Renovations
 May 18, 2016 **Performing Arts** User Group Meeting Minutes

Attendees:

Jason Koets, Independent School District #879	jason.koets@delanoschools.org
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Absentees:

Ryan Hayes, Independent School District #879	ryan.hayes@delanoschools.org
Mike Lindquist, Independent School District #879	mike.lindquist@delanoschools.org

The Group met to discuss the preliminary User Group drawings. The drawings presented in the meeting are for diagrammatic purposes only, intended to facilitate discussion and visualize spatial adjacencies. The following is a brief summary of topics discussed.

Discussion Topics:

A. Auditorium:

1. Audio:
 - a. Tom Neville, from APF, explained that the audio system works best when audio controls can be set up in the house of the auditorium. The group agreed that the benefits of this design would be worth any loss of seats it might cause.

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- b. APF is currently planning for a Digital Dante audio system using eight to twelve wireless microphones.
 - c. The microphones and other equipment used in the existing auditorium cannot be relocated to the new Performing Arts Center; however, the group agreed that matching the existing equipment models wherever possible would improve ease of use. The performing arts group will provide Tom Neville with any relevant model numbers.
2. Orchestra Alcove:
- a. It would be ideal if the Orchestra Alcove were sized to accommodate 15-20 performers along with an upright piano. It was noted that a keyboard could be substituted to allow for more space and better sound mixing.
 - b. The group would like to explore solid demountable panels to screen the Orchestra Alcove in order to provide more balanced sound.
 - c. The design of the Orchestra Alcove should include connections for a video display of stage activity.
3. Lighting:
- a. In order to accommodate every level of user in the auditorium it is ideal to provide three types of light control.
 - 1. A switch on the wall controlling work lights to allow new students and laypeople ease of use.
 - 2. A touch screen panel that allows users with some knowledge of lighting to easily select preset lighting profiles.
 - 3. A control consol that allows full control of DMX mixing.
 - b. APF is currently planning for the ETC Element lighting control system. This system has some limited moving light capabilities.
 - 1. A backstage light control cabinet is necessary for this system.
 - 2. All lighting with this system would be LED, and would be fully dimmable and color-changing without the need for separate dimming equipment or color gels.
 - 3. The system would include multiple DMX control ports.
4. Stage:
- a. A layout of band performances on stage would help work through any sightline issues. Tom Neville will prepare a layout for the next PAC User Group meeting.
 - b. An Arbor Pit dropping below the level of the stage will be required in order to fit all rigging equipment without making the Fly Loft too tall.
 - c. APF is planning for a manual fly rail with a gallery level for top loading and a rail at the stage floor. It was noted that the equipment will require ongoing student training by a member of the staff.
 - d. The sprung floor for the stage should be finished with masonite. Masonite is a cost-effective option that allows the floor to be replaced more often.
 - e. It was noted that a marley floor system will not be necessary for dance performances.
 - f. Piano storage should accommodate a full grand piano.



5. Acoustic Shell:
 - a. The acoustic shell would be part of the Furniture Fixtures and Equipment (FFE) budget. Theater essentials such as lighting, curtains, and rigging will be prioritized above an acoustic shell when allocating these funds. The auditorium design will allow for future purchase of an acoustic shell in the event that one cannot be included in the bid package.
 - b. It was noted that lighting should be incorporated into the acoustic shell system.
- B. Black Box Theater:
 1. It was noted that the Black Box Theater was not part of the Referendum. As such, other Performing Arts elements will be prioritized before the black box in the event of budget constraints. The work will still be bid as an alternate.
 2. The following are possible uses for the Black Box along with corresponding design considerations:
 - a. Theater classes:
 1. Black Perimeter Curtains.
 - b. Dance:
 1. Sprung floor.
 2. Dance bar and mirrors.
 - c. Guitar Club.
 - d. Small student-led performances:
 1. 8'x8' light grid.
 - e. Small music performances:
 1. Modest playback system with some DMX control.
 2. Curtains will help with acoustics.
 3. It was noted that the school has a scissor lift to use for maintenance in this space. Doors should be sized accordingly.
- C. The group will send any additional items that did not come up during the meeting to Steve Heil in order to communicate them to Tom Neville.
- D. The next User group will occur in approximately one to two weeks.

cc: Attendees
Absentees
Traci Lawman, ISD #879