



To: Attendees/Absentees
From: Derek Gallagher | DG
Date: April 5, 2016
Comm. No: 152235

Subject: Independent School District #879 – Delano Public Schools
Delano Auditorium Core Planning Group
March 31, 2016 Meeting Minutes

Attendees:

Diane Johnson, CE Director	diane.johnson@delanoschools.org
Melissa Koch, Staff	melissa.kock@delanoschools.org
Jason Koets, Band Teacher	jason.koets@delanoschools.org
Joe Lawrence, English Drama Teacher	joe.lawrence@delanoschools.org
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Diane Johnson, Staff	diane.johnson@delanoschools.org
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Absentees:

Brad Bruhn, Community	cbruhn@citilink.net
Mike Dailey, Band Teacher	mike.dailey@delanoschools.org
Shauna Elwood	dselwood@gmail.com
Barb Roy, Drama Director	barb.roy@delanoschools.org

The Core Planning Group met at the Delano High School Media Center to discuss a revised diagram of the Auditorium and its support spaces and to refine design criteria.



Discussion Topics:

- A. The group discussed the auditorium bubble diagram.
 - 1. The largest ensemble in the District that uses the existing stage has 100 performers. It was determined that this number is not likely to grow much as class size is expected to experience modest growth in the short term and slight decline in the long term.
 - 2. Several ensembles that regularly visit Delano have up to 120 performers.
 - 3. The stage as shown in the diagram is capable of accommodating 75 to 100 performers reasonably. Ensembles of 120 performers would be possible, though the size of the stage would not be ideal for such performances.
 - 4. The exact dimensions of the stage will be refined during the User Group process.
 - 5. The group agreed that a 10 foot thrust would be appropriate.
 - 6. The group agreed that a wide proscenium would best to serve the needs of the music department and that the extra width could be managed during drama performances with proper equipment.
- B. Ideally the stage would include a Diva acoustic shell system. The design team will determine the cost of this equipment. The stage and its support spaces will be designed to accommodate shells even if they cannot be provided as part of this project, due to budget considerations.
- C. The ideal aesthetic for the new auditorium is contemporary. The group agreed that the auditorium at Chanhassen High School was the best example of this aesthetic seen on the tours.
- D. Ideally the Control Room would be accessed from a single point inside the Light Lock and travel between the Control Room and backstage using catwalks would be possible.
- E. Follow Spot platforms will not be necessary as long as a proper theatrical moving light system is provided.
- F. Doors should be provided at the backstage corridor to provide privacy and acoustic separation for performers.
- G. The group discussed the Orchestra Alcove.
 - 1. The Alcove was shown at stage level and capable of seating approximately twenty performers. The group agreed that the Alcove was sized and located appropriately.
 - 2. Video monitors will be a necessity in the Orchestra Alcove.
 - 3. Solutions for screening the area will be discussed during the User Group process. There was a suggestion from the group to explore the use of a scrim.
- H. The group discussed the Auditorium House.
 - 1. The group agreed that the proportion of steep rake to shallow rake shown was appropriate.
 - 2. Steep rake seating is to be arranged along a radius while shallow rake seating will be arranged in straight aisles.
 - 3. A 3 foot stage height is ideal.
 - 4. Handicap seating will be provided at locations throughout the house.
- I. Lockable piano storage sized for a full grand piano should be included.



- J. The group determined that storage for all theatrical props and costumes currently housed at the Community Education Building would not be necessary. Performance Arts storage will be discussed amongst parties within the District and during user groups.
- K. The group discussed transporting scenes between the Scene Shop and the Stage. The exact configuration of doors will be determined during the Core Planning process in order to balance convenience and acoustics. If doors are chosen, the maximum size should be provided that is still cost-effective.
- L. A former stage area off the existing Gymnasium has the proper height needed for a multi-purpose space/Black Box Theater. The details of this space will be determined during the User Group process, though the group established some guidelines.
 - 1. The space would ideally be equipped with a light grid and a sprung floor.
 - 2. Ideally, mirrors and black curtains would be provided along the perimeter walls in order to accommodate dance practices.
- M. Next Steps:
 - 1. The group determined that with the changes to the diagram and criteria made at this meeting, the goals of the Schematic Design phase of the project have been accomplished.
 - 2. No further Core Planning Group meetings will be necessary; however, the group will reconvene for an informational meeting after the Design Development phase in approximately two months. Specific information about the time and location for this meeting will be forthcoming.

cc: Traci Lawman, ISD #879

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