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**To:** All MS/HS Performing Arts CPG Members  
**From:** Kaitlin Schalow *KS*  
**Date:** March 3, 2016  
**Comm. No:** 152235  
**Subject:** Independent School District #879  
Delano Performing Arts Core Planning Group  
February 25, 2016 Meeting Minutes

**Attendees:**

Sandy Meyerson, Music Teacher	sandy.meyerson@delanoschools.org
Joe Lawrence, English Drama Teacher	joe.lawrence@delanoschools.org
Jason Koets, Band Teacher	jason.koets@delanoschools.org
Diane Johnson, CE Director	diane.johnson@delanoschools.org
Mike Dailey, Delano Public Schools	mike.dailey@delanoschools.org
Matt Schoen, Delano Public Schools	matt.schoen@delanoschools.org
Mark Hemingway, Community Member	markh@trinitylonglake.org
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Bob Prell, ICS Consulting, Inc.	bobp@ics-consult.com
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Patrick Triggs, Wold Architects and Engineers	ptriggs@woldae.com
Derek Gallagher, Wold Architects and Engineers	dgallagher@woldae.com
Kaitlin Schalow, Wold Architects and Engineers	kschalow@woldae.com

**Absentees:**

Barb Roy, Drama Director	barb.roy@delanoschools.org
Melissa Koch, Delano Public Schools	melissa.koch@delanoschools.org
Shauna Elwood, Community Member	dselwood@gmail.com
Crystal Pawelk, Community Member	seekers.star@gmail.com
Lynae Schoen, Wold Architects and Engineers	lschoen@woldae.com

*The group met to discuss the auditorium tours that the group engaged in and to develop Design Criteria for the new Delano auditorium.*

**Discussion Topics:**

- A. The group discussed positive and negative aspects of the auditoriums that they toured.
- B. Tour Downloads:
  1. Monticello High School:
    - a. Depth of thrust was too deep.
    - b. There were good acoustics.
    - c. Poor stage lighting.
    - d. Very steep back of auditorium.
    - e. Sight lines were poor due to the control booth.
    - f. Good dressing rooms, but poor location.
    - g. Aesthetic seemed old.

- h. Very dark.
- i. Big House – did not feel intimate.
- 2. St. Michael – Albertville High School:
  - a. The carpet pattern was too distracting and it was difficult to tell where the steps were.
  - b. There were too many steps.
  - c. Nice backstage space – dressing rooms and scene shop.
  - d. Noise pollution concern.
  - e. Built-in screen at the cafeteria was convenient for presentations.
- 3. Wayzata High School:
  - a. First few rows of seats were removable.
  - b. Asymmetric thrust.
  - c. Very shallow stage.
  - d. Classy Proscenium Look – Too formal?
  - e. Narrow Proscenium.
  - f. Black box – good multi-purpose space.
- 4. Chanhassen High School:
  - a. Comfortable for the audience.
  - b. Good aisle width.
  - c. Great place to see a show.
  - d. Heavy pit - pushes actors back too far.
  - e. Sound/light possible in house.
  - f. The group liked the aesthetics of the House.
    - 1) The group liked that the sound shells matched the proscenium.
  - g. Nice, large overhead door.
  - h. Subtle curve to seat layout was nice.
  - i. Space didn't feel dark. Nice ambient light.
- 5. Shakopee High School (via photos and floorplans):
  - a. The group did not like the continental seating.
    - 1) There may be a concern for monitoring students if there are no aisles for easy access.
- C. Design Considerations:
  - 1. Proposed:
    - a. There was discussion from the group over locating the auditorium at the New Elementary School.
      - 1) The group decided the Performing Arts Center should be located at the High School since most groups using the space will be from the MS/HS.
  - 2. Location for auditorium will be adjacent to the TAC Center.
  - 3. The Group discussed the option of putting the orchestra off to one side of the stage instead of having an orchestra pit.
    - a. There could be designed options/operable walls to hide the area when not in use.
  - 4. The group discussed the Entry Sequence to the Auditorium. The group was divided over whether or not there needs to be a dedicated Lobby space.
  - 5. The group discussed the needs for other improvements for the current Middle School/High School auditorium.
    - a. Current needs include:
      - 1) Carpet.
      - 2) Lights are inadequate.
- D. Delano MS/HS Auditorium Design Criteria:
  - 1. Needs to accommodate 120 students for band.



2. Good sightlines for everyone.
  3. Functional backstage space.
  4. Make scrim functional.
  5. Aisles – No continental seating. There should be cross aisles and screened exit aisles.
  6. Symmetrical House.
  7. Box-shape layout
  8. Graphic display of past performances, etc.
  9. No orchestra pit – Orchestra to be located off to one side of the stage. Space should accommodate 15-20 people.
  10. Rake-shallow front, steep at back.
  11. Scene shop located at the back of the stage.
- E. Other considerations:
1. Dance use?
  2. Black Box?

cc: Traci Lawman, Delano

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