

From: Munoz-Blanco, Maria
Sent: Thursday, July 14, 2011 12:20 PM
To: Distribution List
Subject: City Performance Hall Meeting # 3 -- July 20, 2011 @ 5 p.m.

Dear Cultural Colleagues,

Thank you to all who attended last night's meeting regarding the City Performance Hall. For those of you unable to attend, please note that next week we will be posting the meeting notes and documents at the OCA website at <http://www.dallasculture.org/cityPerformanceHall.asp> (scroll to the bottom of the page).

The next meeting is scheduled for **Wednesday, July 20 @ 5 p.m. at Corgan Associates** (401 North Houston Street, Dallas, TX 75202). The purpose of this meeting is to review the building plans with the design team, focusing on backstage and other operational issues. So that the design team can be prepared to provide the information that you need, please email me any building design questions or concerns by July 18, 2011.

*** Also, so that we may have sufficient chairs and handout materials, we do need for those who plan to attend to RSVP to Patricia Love (p.love@dallascityhall.com).***

The next meeting to discuss issues related to rental procedures and operational issues is tentatively scheduled for Thursday, July 28 in the evening. We expect to have a draft of the rental guidelines available for review and discussion at that meeting. We will be working with a small task force in the next few weeks on the specific text of these guidelines.

In the meantime, there were two requests by the attendees at the July 7 meeting that will require data collection from organizations interested in renting the facility:

1. What are the specific dates that local groups want to schedule for the September 2012-August 2013 season
2. What are the current costs of performance space for these groups

A separate email will be sent next week with a couple of attachments that will allow us to collect this information and share it with attendees to the City Performance Hall meetings.

If you have additional questions or suggestions, please contact me at your convenience.

I look forward to seeing you on July 20.

Best,

Maria

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