

Notes from 6/23/11 City Performance Hall Meeting

Optimal advance timeframe for booking

- 12 months, 18 months “penciled in”
- 18 months, no less than 12
- 6 months
- 12 months up to 6 months
- 12 months out minimum, 12-18 months?
- 18 months great for planning special events
- 18 months hold, 12 months contract
- Schedule rehearsals same time as the performance dates
- 72 hours challenge response

Optimal days / hours of operation

- Thursday to Sunday, 6-hour blocks
- Ability to do afternoon and evening on the same day (2 pm show, 8 pm show)
- Blocks of 6-hour time for concert, 3-hour for rehearsal
- Flexibility during the first year to be able to make adjustments
- Wednesday through Sunday, would be silly to be closed on Sunday
- Tuesday through Sunday is optimal, but Thursday through Sunday; Tuesday-Friday evening performance, Saturday all day and evening; Sunday afternoon and evening
- Make sure there are time blocks available for 2 pm matinees on Saturday and Sunday

Who has priority access to calendar

- Priority to full season bookings, organizations investing in the city
- Second priority to consecutive bookings (i.e., 2 weeks of continuous program)
- Try to get everybody in during the year

- Priority to performances vs galas
- Tier to be type of event, not size or type of organization
- Different paradigm, groups that only need space periodically, like every two years, put them in their own tier
- Tiered system politically fraught; how do you identify your tier; challenge for groups that are younger or emerging

- Tier 1 system of “anchors” – Dallas-based groups who are multiple day users who do not have a home of their own; lottery system every year; lottery for December dates; limit # of days that any one group could use
- Tier 2 – could be occasional users, 1 or 2 events per year
- Tier 3 – non-Dallas, commercial, galas

- Priority to OCA COP small groups

- COD groups-funded by OCA – CPP and COP, groups who do not have their own facility
- Proposals all favor large and large budget groups – is this fair?
- Dallas orgs get priority access
- Companies who book entire season at CPH would get priority (still would not be resident company though – Tier 1?)
- First come, first-serve, with caveats

Other comments

- Is there a piano?
- Could be a management company, just has to be viable, did not agree with the management company choices offered earlier
- Concessionaire – approved list of concessionaires; wants to discuss further
- Potentially creating a governing body, have representatives from each discipline and rotate groups to build on user friendliness
- Piano – needs 2 pianos, concert piano and rehearsal piano
- Rate schedule and how that affects who books the space
- Staff plan very thin; supplemental costs for additional staff
- Budgetary constraints
- What about price breaks for multiple nights (2 week run, 3 week run, etc.). It would be cost prohibitive for many orgs
- Will OCA artists have the opportunity to perform? If CAP artists want to do a performance, will we be charged at this rate?
- Will there be an advisory board? A governing board?
- Many artists ask for a larger venue so they can get more exposure
- More local artists need to be involved

Future Topics

- Backstage operations and how space looks
- Also front of house; usher stations
- Equipment / CC can stage manager and light/sound techs communicate?
- Stage floor / cushioned or sprung
- Layout of box office
- Plans / pdfs with size of stage, size of pit

- Opening event

- Full-day rate

- Publicity

Next Meeting: Thursday July 7 @ 5:30 p.m.