



**Idaho Falls Civic Center for the Performing Arts Committee Meeting Minutes
Wednesday, January 9, 2019**

Idaho Falls Civic Center for the Performing Arts Committee of the City of Idaho Falls met in a special committee meeting, Wednesday, January 9, 2019, at the Civic Center for the Performing Arts, 501 S. Holmes Ave., Idaho Falls, Idaho at 1:30 p.m.

In Attendance:

Arthur Kull, Idaho Falls Civic Center for the Performing Arts Committee Member
Carrie Scheid, Idaho Falls Civic Center for the Performing Arts Committee Member
Anne Staton-Voilleque, Idaho Falls Civic Center for the Performing Arts Committee Member
Bonnee Taggart, Idaho Falls Civic Center for the Performing Arts Committee Member
Deidre Warden, Idaho Falls Civic Center for the Performing Arts Committee Member

Others Present:

Pam Alexander, Municipal Services Director
Chandra Witt, General Services Administrator
Ed Morgan, Civic Center for the Performing Arts Manager
Krista Heald, General Services Office Assistant
Terri Frickey, Maeck Foundation
Brandi Newton, Executive Director IF Arts Council
Lara Hill, Events and Rentals Manager, IF Arts Council

Absent:

None

The meeting was called to order by Chair Arthur Kull at 1:32 p.m.

Public Comment:

- None.

Review and Approval of November 26, 2018 and December 12, 2018 Meeting Minutes:

- Chair Arthur Kull called for the approval of the minutes from November 26, 2018 and December 12, 2018. Deidre Warden motioned for the approval and Carrie Scheid seconded the motion. Motion carried.

Discussion of Remaining Renovation Items, Updates, and Budget:

- There was a discussion regarding the status of the remaining renovations. Ed Morgan advised that Dave from Norcon will be out tomorrow. The installation foreman from Norcon came by last week to look at the building. Ed spoke with him



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regarding some of the issues they had during the installation of the temporary seats. They are going to have to come up with a different style fastener up in the balcony as the fasteners they put in need two inches and that is about the extent of the concrete up there. There was also discussion regarding seating complaints and what was going to be done for leg room. Ed is going to try to adjust the worst rows on Friday to see if they can make it better for the show this weekend. Everything will be discussed with Dave at Norcon tomorrow on what can be done to fix the problems. Brandi Newton suggested that Ed print out the complaints to provide to Norcon so that they are aware of the exact issues. Capacity is of importance, but if capacity means that people aren't comfortable then it is not worth it. It is okay if we have to lose a row to make it work. Seating chart should hopefully be out within 30 days. Ed will request a production schedule from Dave at Norcon tomorrow. Install still planned for July, along with orchestra shell and the pit lift.

- There was a discussion about the marquee. It is in production and the production schedule was 8 weeks from when the P.O. was submitted to them. Pam Alexander advised that we should be within two weeks from completion of the marquee fabrication. It is going to be digital. Brandi Newton at Idaho Falls Arts Council requested specifications on what can be loaded onto the digital sign.
- The P.O. has been issued for the orchestra shell. It should be installed in July. Ed received an email from the project manager for Wenger.
- Pam provided a printout of the revised budget including the potential sale of the temporary seats. Total cost is \$26,993.13 within budget. There is no certainty on how much the actual seats will cost. Pam Alexander advised that she is trying to find some General Fund savings within Municipal Services to replenish some of the cost for the temporary seats. It won't be the full amount, but she is looking into what she can find. It probably won't be until the end of the year.

Discussion and Planning of Next Renovation Phases:

- Meet with School District 91: Arthur requested that a meeting be scheduled with District 91 to figure out time frames. There was a brief discussion regarding the status of a new bond and potential time frames. There was also a brief discussion on how to apply pressure to the school district and prove to the public that a new location for the school is necessary. Restricting the parking lot on the days where shows are loading in would put pressure on the school district to find a solution.
- Review Phases II and III Items: Chair Arthur Kull advised that he believed that a meeting with District 91 needs to happen first then review Phases II and III items to see if this is what needs to be done. There was a brief discussion on what Phase II items consisted of and what the benefits of those renovations would do for the Civic. (Access to dressing rooms through an elevator; Pop-up dressing rooms next to stage; Access from scene shop to stage; Full use of band room and art room for rehearsals; Additional loading dock(s) and/or storage room; Acquisition of part of East Wing now housing classrooms of IFHS and Little Theater for choir rehearsals)



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and music education) Phase II could be broke into a phase A and B, and do part of phase II prior to the school being vacated. Phase II is not going to be as appealable to the public to get money, so it will need to be funded by the City. Phase III would be more appealable for the public to support. Phase II has a potential of a revenue stream though. Deidre Warden will provide the committee with a copy of what was prepared by an architect for the proposed plan for the school, which contained giving the classrooms back to the Civic.

- Engagement with Architect: Chair Arthur Kull advised that once we find out what the needs are for Phases II and III then the engagement of an architect would be necessary.

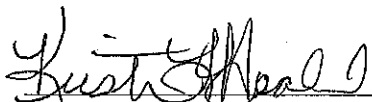
Discussion of Additional Information for Facility Fee Reduction to Final Billings:

- The only thing that was received was the income information from Forgotten Carols. They had a matinee for the first time and made quite a bit of income. The City provided ushers for them and bent over backwards to help. Brandi Newton at the Idaho Falls Arts Council gave background information and advised that Forgotten Carols was delayed on ticket sales as they did not have a seating chart. From a relationship standpoint, Forgotten Carols has been a constant, quality renter of a show that people like, and we need them for the show just as they need us for the facility. Forgotten Carols has had shows at the Civic for the past 26 years. Forgotten Carols outlined what they requested, it was believed to be between \$700.00 and \$800.00. Carrie Scheid moved that Forgotten Carols be given a refund of the amount they requested. Bonnee Taggart seconded, and the motion carried.
- IFYAC has not responded to requests for additional information.

Schedule Future Meeting:

- There was a brief discussion regarding a future meeting date. A meeting date of January 23, 2019 at 1:30 p.m. was agreed upon.

The meeting adjourned at 2:38 p.m.



Krista Heald - Secretary



Arthur Kull - Chair