

## **PACRC February 18, 2021 Board Meeting Minutes**

### **In attendance –**

Pariza, Flanery, Chapman, Kowal, Hollenbeck, Evans, McKie, Pickar, Simpson, Policky, Cappa, Rankin, Nelsen, Johnson

### **Meeting Convened by Flanery at 8:05 a.m.**

### **Minutes of Board meeting of Jan. 21, 2021**

- Motion to accept minutes – Chapman
  - o Motion seconded by - Kowal
    - Motion carries

### **Financial Report - McKie**

- \$103K State CAREs grant shows on January report.
- \$3,600 more in individual gifts for total over \$11K for the year
- The year-end projection has been updated and shows a surplus of \$78,000 for fiscal year ending June 30 (\$123K better than budget).
- Pete Cappa has agreed to be treasurer next fiscal year.
- Motion to accept financials as presented – Pickar
  - o Second- Rankin
    - Motion carries

### **Executive Director's Report**

Nick recapped his written report, which included

- Family Series canceled for year except one event in June, if feasible.
- PACRC did not receive funding in the 2nd round of SD Small Business grants.
- Shuttered Venue grant application still not open.
- 2 activities approved by Reopening Task Force: BHCT radio play recording; BHSO Concert Livestream, Mar 6

### **Reopening Task Force Report**

- The Reopening Task Force submitted a recommendation to the board to be allowed to consider applications for live events starting in April.
- General discussion of the recommendation included:
  - o Legal protection from Covid related lawsuits going through state legislature (Kowal)
  - o CMO boards could use this guidance from PACRC board (Hollenbeck)
  - o CMOS will proceed cautiously with events and monitor Covid cases (Johnson)
  - o Still high case numbers and positivity (Kowal)

- Process for putting this recommendation before the board and what the CMOs are asking for is not clear. If the board is to vote on a recommendation, state it clearly as an action item in the agenda.
- Chorus events would be highest risk, instrumental concerts less so and plays the least (Evans)
- Have event applications include language on how organizers of an event will decide to pull the plug in case the pandemic worsens. (Cappa)
- PACRC board won't make categorical "open for business" statement but will consider each event on a case by case basis. (Flanery)
- More board members are welcome to serve on the Reopening Task Force if they wish (Pariza)
- 
- **Simpson Moves to Adopt Reopening Task Forces Recommendation** (attached) with first sentence of 2<sup>nd</sup> paragraph struck.
  - Second by Chapman
  - Discussion: Chapman asked again that recommendations that need board approval be clearly delineated in the Agenda; Suggested an amendment to have full board approve requests after Task Force approval. Amendment withdrawn.
    - Motion carries

### **New Business** – none

### **Old Business**

- Nominating Committee will consist of the Executive Committee and anyone else who is interested.

### **CMO Updates**

- Bill Evans gave a "City Update" and mentioned the 6<sup>th</sup> Street "Arts" Corridor is coming up for a vote on City Council soon. He recommends we give a report to City Council on the PACRC.

### **Meeting Adjourned**

- Motion to adjourn meeting – Angie
  - Motion seconded by - Eric
    - Motion carries

## **Recommendation from Reopening Task Force on Public Events**

The Task Force met Friday, Feb. 12. In attendance: Jeff Nelsen, Stephanie Pariza, Kirsten Hollenbeck, Nick Johnson, Merlyn Sell, (absent, but consulted via e-mail: Shaye Krcil)

~~Given the steady decline of cases in Pennington County and South Dakota and the steady rollout of vaccines in the state,~~ the Task Force feels that limited public events can be approved for CMOs starting in April, with strict safety protocols in place.

Events would be limited to the Historic Theater because its size makes social distancing of 6 feet between couples or small groups possible. The theater's capacity is usually 808 (plus 32 overflow seats) but our distanced seating chart reduces the max. capacity to 244. We also know that the Historic Theater has an air turnover rate better than three times per hour.

Our complete Safety Procedures guide has extensive details about how to handle audience members and standards for performers onstage and backstage, but here the most important safety procedures pertaining to the audience:

- Masks required at all times for all volunteers/staff/audience
- Seating limited to every other row, with two empty seats between parties, distancing parties by 6 ft.
- Hand sanitizer stations will be made available at every theatre entrance
- Air flow maximized with the help of facilities/energy plant
- Spaces, entrances, and restrooms will be designated for use by audience or performers with no cross over.
- Signage and staff will direct audience directly to & from seating sections at staggered intervals to avoid lobby crowding
- Box office windows equipped with plexiglass shields
- Mobile and print at home tickets encouraged. Minimal will call offered
- No concessions
- No reuse of paper programs
- Venue to be thoroughly cleaned and disinfected after each performance as a joint effort of school custodial, PACRC, and CMO staff
- Response manager assigned to each event to oversee and enforce safety protocols, with backup from school security.

Each CMO will sign off on the required procedures for each event just as they have been doing with the limited rehearsals and recording sessions the past four months. As they have done in the past, each CMO will make the ultimate decision to move forward or cancel an event based on the conditions of the pandemic at the time of their events.

The Reopening Task Force is willing to review and approve or reject any event plans that are submitted by our CMOs. They will be the point of contact to the organizations. They will review safety plans and (if necessary) provide enforcement of safety protocols.

Safety Procedures for onstage and backstage will follow the same requirements we have been using for rehearsals and recordings:

- If a CMO wishes to hold an event, they must prepare and submit a detailed plan to the Reopening Task Force. This plan should address masking, unmasked activities (details below), activity schedule, and all other pertinent details.
- All artists/participants will be required to strictly adhere to the PACRC's safety requirements (which exceed CDC guidelines). All participants will be required to sign a PACRC approved waiver. Failure to follow safety requirements could result in immediate closure and cancelation of the activity.
- Any unmasked activity for on-stage performance will have to be approved by the Reopening Task Force. All artists/participants will be required to wear masks at all times other than the approved on-stage exceptions, and masks will be put back on at the first possible moment.
- If safety protocols are wantonly ignored, then the activity will be immediately shut down and cancelled. CMOs found to be violating Reopening Task Force recommendations will not be allowed to submit future projects for approval until they have met with RTF members and have shown that they understand, respect, and will follow all safety protocols without exception.
- All on-stage activities will be social-distanced to the greatest extent possible with 6 feet spacing the goal. Greater spacing will be encouraged whenever possible. Entrances and exits should be staggered if possible to prevent choke points.
- Approved events should be scheduled such that they do not run more than 60 minutes before an intermission break.