# **Unit Missions**

# **BPAC Mission Statement**

#### **Mission statement**

The Bologna Performing Arts Center at Delta State University brings together artists and audiences to celebrate the arts, to enrich the cultural life of the Delta community, to educate and deepen the appreciation of the arts and to explore the richness of our world heritage through artistic expression.

## **Related Items**

There are no related items.

# **User Outcomes**

# **BPAC 01: UO Student Awareness and Participation**

**Start:** 7/1/2013 **End:** 6/30/2014

### **User Outcome**

Increase DSU student awareness and participation at the Bologna Performing Arts Center by offering ticket discounts and volunteer opportunities.

## **Data Collection (Evidence)**

- 1. Box Office Records
- 2. Number of Students attending and volunteering as collected and recorded at BPAC box office.
- 3. Executive Director evaluates data and makes decisions about continuing and improving program.

### **Results of Evaluation**

Student participation slightly declined this season. 234 students attended Main Stage performances, as compared to 255 in the 2012-2013 Season.

#### **Use of Results and Recommendations**

Student ticket prices continue to remain an issue for student attendance. Students report that they do not want to pay \$15-30 a ticket (Balcony price). However, the BPAC must be careful to retain the connection between the price of a program (i.e., the cost of presenting a Broadway program) and the availability of seats. For 2014-2015, the BPAC will look at further reducing DSU student ticket prices. Also, the BPAC will increase its marketing to students by distributing Season Brochures at Orientation to incoming new students and their families.

**Related Items** 

SP1.Ind05: Diversity -- access to diverse ideas/programs

SP1.Ind09: Extracurricular, Leadership, Organization activities

SP3.Ind06: Diversity

SP4.Ind14: Marketing, Publicity, Advertising

SP5.Ind04: Cultural offerings

SP5: Improve the quality of life for all constituents SP5.Ind05: Diversity initiatives

# **BPAC 02: UO Overall Visibility & Knowledge**

**Start:** 7/1/2013 **End:** 6/30/2014

### **User Outcome**

The BPAC will keep users informed and up to date of ongoing activities, programs, and events. These include Main Stage and Children's Matinee productions; University performances, classes, and events; community events; arts education workshop opportunities; and audience outreach events,

### **Data Collection (Evidence)**

1. Patron surveys: BPAC patrons are given surveys (paper and electronic) for Main Stage and Children's Matinee events.

2. Production Meetings: The production team meets with organizations to plan their events and determine production needs.

3. Representatives from DSU Faculty Senate & Staff Council: Representatives from each organization serve on the BPAC Advisory Board to keep the BPAC up to date on University events.

4. Representative for Crosstie Arts Council and Delta Arts Alliance: BPAC staff members serve on two local arts organizations' boards to bring BPAC events to the community and bring community information back to the BPAC.

5. Calendars: The BPAC submits all events occurring in the BPAC (BPAC, University, and Community) to the DSU campus calendar. The BPAC website also includes the BPAC calendar.

6. DSU Marquis: The BPAC submits all of its season's events to the President's Office to be displayed on the DSU marquis on HWY 8.

7. User forms: The BPAC facility reservation form, "BPAC User Agreement," is online for download for interested parties.

8. Presentations: BPAC staff provide presentations to area civic groups free of charge.9. Tours: BPAC staff provides tours of the facilities to admissions groups, athletic teams, out-of-town visitors, and other guests.

#### **Results of Evaluation**

The BPAC utilized items 1-9 above in its work to continually increase its presence on campus and in the Delta community. The BPAC also worked with DSU graphic designer April Mondy to increase the presence of the BPAC on the main DSU website. The BPAC hosted 253 events this year, an increase in events demonstrating that users are more aware of the BPAC facilities. See attached report for details. Also, the BPAC utilized social media to a greater extent in FY14, reflected by the increased number of email addresses in the Vendini ticketing system; Facebook page likes; Twitter followers; and Instagram followers. See attached report for details.

- <u>13-14 BPAC Event Report</u>
- BPAC Social Media Outreach

#### **Use of Results and Recommendations**

The BPAC will continue to offer services 1-9, and will remain vigilant about upgrading services offered based on user needs. The BPAC will also continue to increase its online presence to target users. A trend of increased events over the past few years indicates a need for a larger crew to provide the set-up and technical services needed for these events.

#### **Related Items**

SP4.Ind14: Marketing, Publicity, Advertising

**j** SP5.Ind03: Campus facilities and space for use by external constituents

SP5: Improve the quality of life for all constituents SP5.Ind04: Cultural offerings

SP5: Improve the quality of life for all constituents

# **BPAC 03: UO Faculty & Staff Awareness and Participation**

**Start:** 7/1/2013 **End:** 6/30/2014

#### **User Outcome**

Increase DSU faculty and staff awareness and participation at the Bologna Performing Arts Center by offering ticket discounts, special opportunities, and facility usage. DSU faculty, and staff may reserve the BPAC facilities free of charge, and ahead of the general public.

#### **Data Collection (Evidence)**

Box Office Reports
 Production Office- User Agreements

#### **Results of Evaluation**

The BPAC had 356 faculty and staff members attend Main Stage events in 2013-2014. Also, the BPAC hosted 253 events, the majority of which were sponsored by DSU faculty or staff.

#### **Use of Results and Recommendations**

DSU Faculty and Staff usage of the BPAC increased, but ticket sales for DSU Faculty and Staff decreased as compared to 2012-2013. The BPAC will continue to send campus emails and distribute season brochures to DSU Faculty and Staff members.

#### **Related Items**

There are no related items.

# **BPAC 04: UO Targeted Marketing**

**Start:** 7/1/2013 **End:** 6/30/2014

## **User Outcome**

Patrons interested in in BPAC events will have multiple opportunities to be informed. BPAC will determine which marketing strategies are most effective for ticket buyers. The BPAC is utilizing Coopwood Communications for the 2013-2014 season, instead of handling marketing in house.

## **Data Collection (Evidence)**

- 1. Box Office Reports
- 2. Patron Surveys through the Ticket Office
- 3. Email Marketing
  - 2011-2012 How Purchased Survey Results

## **Results of Evaluation**

Ticket sales increased for both 2013-2014 Main Stage and School-Time Matinee events. See attached survey results for how users heard about the Main Stage performances in 13-14. The Season Brochure continues to be the #1 way patrons learn about performances, but there has been a decrease in the results as an overall percentage, as the website, Facebook, and newspaper advertising increased.

• <u>13-14 Main Stage Survey Results</u>

## **Use of Results and Recommendations**

Increased ticket sales means that more individuals heard about the BPAC. It is recommended that the BPAC continue to engage Coopwood Communications to increase the marketing efforts of the BPAC, as well as grow free and paid postings through social media.

## **Related Items**

- SP4.Ind14: Marketing, Publicity, Advertising
- SP5.Ind04: Cultural offerings

SP5: Improve the quality of life for all constituents SP5.Ind07: Economic Development

## **BPAC 05: UO Customer Satisfaction**

**Start:** 7/1/2013 **End:** 6/30/2014

#### **User Outcome**

Customer satisfaction with overall operations of the BPAC including: Purchasing tickets Attending performances Staff & crew customer service

#### **Data Collection (Evidence)**

Patron Survey
 Anecdotal Evidence

#### **Results of Evaluation**

We received few complaints from patrons this season. We received some feedback regarding the "Women of Ireland" Main Stage performance not being as authentically Irish as hoped for, with which the BPAC staff agreed. The BPAC relayed this feedback to the agent. Overall, the BPAC received lots of compliments this season regarding programming, the patron's lounge, matinee series, and summer camps. On Facebook, the BPAC has a current rating of 4.6/5 stars.

#### **Use of Results and Recommendations**

It would be helpful to have a more standardized way of collecting patron feedback in addition to Facebook and Twitter interactions. The BPAC should pursue more digital ways of capturing patron evaluations. Examples could include post-performance email surveys and an avenue for video reviews.

#### **Related Items**

There are no related items.

# **Unit Goals**

# BPAC 2014\_01: Increase Ticket Sales

**Start:** 7/1/2013 **End:** 6/30/2014

#### **Unit Goal**

Increase ticket sales to main stage and school-time matinee series events.

#### **Evaluation Procedures**

1. Ticket Office reports

#### **Actual Results of Evaluation**

The BPAC processed 7,005 tickets to Main Stage and 10,379 tickets to School-Time Matinee Series events in FY14 for the 2013-2014 Season.

#### **Use of Evaluation Results**

The BPAC sold 5,543 tickets to eight Main Stage performances (not including separate events or movie series). This is an increase from 5,328 tickets to eight Main Stage performances in the FY13 2012-2013 season. The 13-14 Matinees processed 8,699 tickets (not including free performances) as compared to 8,554 tickets in the 12-13 Matinee season. The School-Time Matinee series continues to be a successful component of the BPAC. Both series showed growth as compared to the previous year. The BPAC will continue to grow its efforts in soliciting patron feedback on performances through social media; scheduling events on historically more well-attended days of the week and times of year; and growing the Advisory Board, Programming Committee, and Friends of the BPAC roles in selecting strong programs and marketing the performances to the Delta.

#### **Related Items**

SP1.Ind05: Diversity -- access to diverse ideas/programs

**)** SP3.Ind06: Diversity

1 SP4.Ind14: Marketing, Publicity, Advertising

SP5.Ind04: Cultural offerings

SP5: Improve the quality of life for all constituents SP5.Ind05: Diversity initiatives

**SP5:** Improve the quality of life for all constituents

SP5.Ind06: Community Outreach

SP5: Improve the quality of life for all constituents SP5.Ind07: Economic Development

# BPAC 2014\_02: Achieve High Attendance

**Start:** 7/1/2013 **End:** 6/30/2014

## **Unit Goal**

In addition to increasing ticket sales, the BPAC also has a goal to have at least 80% attendance.

### **Evaluation Procedures**

1. Ticket Office reports, including ticket scanning reports

#### **Actual Results of Evaluation**

For the entire BPAC records, our percentage attendance was 89.6% (Main Stage, Matinees, and Movies). For Movies and Main Stage events, percentage attendance was 78.84%. For just Main Stage events, the attendance was 72.36%.

### **Use of Evaluation Results**

The BPAC will continue to seek 80% attendance across all events. It is recommended that the BPAC not mail out media trade tickets in advance to cut down on sold but unused tickets. Additionally, the BPAC should explore creating a ticket donation program.

### **Related Items**

SP5.Ind04: Cultural offerings

**SP5: Improve the quality of life for all constituents** 

## SP5.Ind06: Community Outreach

# BPAC 2014\_03: Secure External Funding

**Start:** 7/1/2013 **End:** 6/30/2014

### **Unit Goal**

Secure external funding for the Janice Wyatt Mississippi Summer Arts Institute, Partners in Education program through the Kennedy Center, and/or main stage or school-time matinee performances. External funding helps supplement admission fees and ticket sales.

### **Evaluation Procedures**

- 1. Grant reporting
- 2. Deposit records

#### **Actual Results of Evaluation**

We received the following Corporate Sponsors:

2 Main Stage Sponsors, Planters Bank and Bolivar Medical Center 2 School-Time Matinee Sponsors, Entergy and Monsanto

Additionally, the School-Time Matinee series received external funding from the Community Foundation of Northwest Mississippi and Double Quick to administer a scholarship ticket program.

The Janice Wyatt Mississippi Summer Arts Institute received external funding from the following sources: Mississippi Arts Commission (\$3,800 Project Grant and \$1,000 Mini-Grant for a Teaching Artist) Entergy AT&T Domino's Pizza- Cleveland Crosstie Arts Council Delta Dairy Frozen Yogurt

#### **Use of Evaluation Results**

The BPAC secured 1 new Main Stage sponsor and 1 new Matinee sponsor, as well as a new partnership with Double Quick to provide scholarship tickets to matinees. The BPAC has applied for FY15 funding for the Janice Wyatt Mississippi Summer Arts Institute through the Mississippi Arts Commission, Entergy, and the Kings Daughters and Sons Circle Number Two. With budget cuts coming for FY2015, securing external funding continues to be a primary goal for the BPAC.

#### **Related Items**

SP4.Ind03: External resources

**SP5.Ind06:** Community Outreach

# BPAC 2014\_04: Increase Annual Memberships

**Start:** 7/1/2013 **End:** 6/30/2014

## **Unit Goal**

Increase both the number of donors and the amount of donations to the BPAC Annual Membership program. Annual Members help to support the artistic programming and educational outreach activities of the BPAC.

## **Evaluation Procedures**

1. DSU Foundation reports

2. Deposit records

### **Actual Results of Evaluation**

The BPAC saw a 43.05% increase in Annual Membership donations as compared to 2012-2013. The BPAC received approximately \$147,000 in Annual Memberships.

### **Use of Evaluation Results**

The BPAC will create a campaign for FY15 revolving around the BPAC's 20th Anniversary Season.

## **Related Items**

SP4.Ind03: External resources

SP5.Ind04: Cultural offerings

**SP5: Improve the quality of life for all constituents** 

SP5.Ind06: Community Outreach

**SP5:** Improve the quality of life for all constituents

# BPAC 2014\_05: Physical Improvements

**Start:** 7/1/2013 **End:** 6/30/2014

## **Unit Goal**

Complete physical improvements to the BPAC exterior, Delta and Pine Land Theatre, and the McPherson Recital Hall.

## **Evaluation Procedures**

1. Facilities Management and DSU Bureau of Buildings project reports on GS# 102-247

- 2. Facilities Management walkthroughs
- 3. External contractors inspections

### **Actual Results of Evaluation**

GS# 102-247 Performing Arts was completed in December 2013. Attached is the Site Report from Bill Connor Associates.

Site Report from Bill Connor Associates

#### **Use of Evaluation Results**

GS# 102-247 Performing Arts Improvements project contained many life safety repairs. A new fire curtain was installed. Also, the fire alarm system's CPU was found to be defective and a new panel was installed that is compatible with the new sensors installed with the fire curtain. The BPAC also received new curtains and a digital lightboard. However, due to the budgetary constraints, ad alternates to replaces the lighting system was cut. It is recommended that the BPAC pursue funding for LED lights. The current lighting system is 20 years old and technology has greatly advanced. Ultimately, while GS# 102-247 Performing Arts Improvements project started as a lighting project, no new stage lighting was purchased.

Separate from the GS# 102-247 project, the BPAC purchased a new sound board and repaired the dimmer controls in the sound booth. Broken sconces were also replaced in the Delta & Pine Land Theatre.

Facilities Management inspected the McPherson Recital Hall in May 2013, and the BPAC recommends that the Recital Hall and adjacent lobby be repainted. The area has not been painted since the building was built 20 years ago.

Due to roof leaks, the BPAC stage will need to be repaired. There are splintering, rotten floorboards. Also, the follow spotlights will need to be serviced as the bulbs are almost 10 years old. These are two items for FY15.

#### **Related Items**

- **) ESP4.Ind04: Facilities Management**
- SP5.Ind03: Campus facilities and space for use by external constituents
  - **SP5:** Improve the quality of life for all constituents

# BPAC 2015\_01: Increase Ticket Sales

**Start:** 7/1/2013 **End:** 6/30/2015

**Unit Goal** Increase Ticket Sales for the Main Stage 2014-2015 Season.

#### **Evaluation Procedures**

1. Ticket Office records

#### **Actual Results of Evaluation**

The BPAC sold 7,858 tickets to 9 Main Stage performances, up from 5,543 tickets to 8 Main Stage performances in the 2013-2014 Season. The overall 2014-2015 season had a 32.5% increase in the amount of tickets sold as well as an 87.9% increase in ticket revenue.

#### **Use of Evaluation Results**

Based on the ticket numbers mid-season FY15, we were able to increase our budget for FY16 to bring in larger and bigger name acts and performances. We continue to track ticket sales each year by both the amount of tickets sold and dollar value.

#### **Related Items**

There are no related items.

# BPAC 2015\_02: Connect Performances to Academic Units

**Start:** 7/1/2013 **End:** 6/30/2015

#### **Unit Goal**

Connect 2014-2015 Main Stage performances with DSU Academic Units to promote the QEP, campus connections, and retention of DSU students.

#### **Evaluation Procedures**

- 1. Ticket Office reports
- 2. SGA records
- 3. Academic Unit plans

#### **Actual Results of Evaluation**

We were able to increase student involvement through the Junior Ambassador volunteer program, which worked with student organizations and academic units such as the DMI and Music Department to bring students in to serve as ushers for performances.

We were able to serve the DMI through their attendance at sound checks for "Circus Electronica" and "The Heart Behind the Music" featuring Deana Carter, John Ford Coley, Kim Carnes, and special guest Greg Barnhill. We also served students through master classes with John Ford Coley, Kim Carnes, Greg Barnhill, Richie McDonald, and David Ellingson.

The theater department students were able to attend a workshop with cast members of "The Great Gatsby" as performed by the Montana Repertory Company.

We served the music department with a special performance by "The Jazz Ambassadors" of the U.S. Army Field Band, who allowed 3 DSU students to play on stage with the group. The SGA sponsored student tickets to our cirque show, "Circus Electronica."

#### **Use of Evaluation Results**

We will continue to connect Main Stage performances with DSU Academic Units to promote the QEP, campus connections, and retention of DSU students.

#### **Related Items**

There are no related items.

# BPAC 2015\_03: Achieve 80% Attendance

**Start:** 7/1/2013 **End:** 6/30/2015

#### **Unit Goal**

Achieve 80% attendance at Main Stage performances (School-Time Matinees does not track attendance due to the large group sizes).

#### **Evaluation Procedures**

Ticket Office records
 Scanning reports

#### **Actual Results of Evaluation**

For the entire BPAC records, our percentage attendance for 2014-2015 was 93%, up from 89.6% for 2013-2014. For Main Stage events, including films, percentage attendance was 88% (up from 78.84% last year). For Main Stage performances only, percentage attendance was 86% (up from 72.36% from last year).

#### **Use of Evaluation Results**

Based on the 2013-2014 season, the BPAC did not mail out media trade tickets in advance which greatly helped reduce the amount of sold but unused tickets, increasing actual attendance at events. The quality of performances was greatly improved in 2014-2015, which also increased attendance.

#### **Related Items**

There are no related items.

# BPAC 2015\_04: Increase Janice Wyatt Mississippi Summer Arts Institute

**Start:** 7/1/2013 **End:** 6/30/2015

#### **Unit Goal**

Increase the size of the Janice Wyatt Mississippi Summer Arts Institute.

### **Evaluation Procedures**

- 1. Number of campers participating
- 2. Number of program offerings

## **Actual Results of Evaluation**

The PLUS Camp component of the Janice Wyatt Mississippi Summer Arts Institute was at capacity with 108 participants in July 2014. There is no way to grow this program, as the Musical Director cannot accommodate more than the 6 current classes (2 groups of each age group: 5&6, 7&8, and 9-11). The June 2015 Core Arts program, also of the Janice Wyatt Mississippi Summer Arts Institute, matriculated 50 campers. This was the camp's capacity for summer 2015 due to DSU construction in dorms. 50 campers was a significant increase from 39 campers at Arts Camp in June 2014. The program for students ages 12-18 was renamed from Arts Camp to Core Arts in 2015. Core Arts was the original name of the program when it first began in the late 1990s, and we felt the program's quality and intent and returned to its original strength that it merited the renaming.

#### **Use of Evaluation Results**

We will continue to market and seek out students for the Janice Wyatt Mississippi Summer Arts Institute to make sure we are at capacity so that we can operate the camps as efficiently as possible.

#### **Related Items**

There are no related items.

# Section IV.a

## **Brief Description**

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

The Bologna Performing Arts Center at Delta State University was built in 1994 through state funding from the Mississippi legislature. The state-of-the-art facility was built to offer a rich tapestry of cultural and educational programs to serve the entire Mississippi Delta. The Bologna Performing Arts Center, a multi-disciplinary facility, first opened its doors on September 1, 1995. The Bologna Center features a full working stage, orchestra lift, and houses two performance venues, the 1,171 seat Delta & Pine Land Theatre and a separate 145 seat Recital Hall.

The Bologna Performing Arts Center has earned recognition as one of the premier houses for entertainment and arts in Mississippi and the Southeast and was voted the Best Performing Arts Venue in Mississippi by Mississippi Magazine. The Bologna Center attracts quality programming, superb artists and powerful performances to enrich, entertain and strengthen our Delta community.

The Bologna Center offers a variety of cultural and educational programming, providing entertainment that appeals to everyone. In addition to Main Stage performances, we have a School-Time Matinee Series and many events hosted by Delta State University and community organizations.

The Bologna Center has demonstrated its commitment to arts education. The Bologna Center developed and hosts the Janice Wyatt Mississippi Summer Arts Institute, which provides a comprehensive training program in all arts disciplines. The School-Time Matinee Series provides new learning opportunities through the performing arts for approximately 10,000 K-12 students each year. The Bologna Performing Arts Center has also been selected to participate in the Partners in Education program of the John F. Kennedy Center for the Performing Arts.

# Section IV.b

## **Comparative data**

Enrollment, CHP, majors, graduation rates, expenditures, trends, etc.

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

During the 2013-2014 season, the BPAC had a:

- 8.2% decrease in ticket sales to DSU students
- 16% decrease in ticket sales to DSU Faculty and Staff members
- 4% increase in number of tickets sold
- 2% increase in number of school-time matinee tickets sold
- 5% decrease in ticket revenue
- 43% increase in Annual Members and Corporate Sponsors

As compared to the 2012-2013 season. The increase in tickets sold but decrease in actual revenue is likely due to two factors: a) the continued addition of films, to which tickets cost only \$5, and b) the 13-14 package discounts. A Season Package received a discount of 20% and a Custom Package received a discount of 15%. While these discounts increased ticket sales, the promotions were too large, reducing the needed ticket income to support the performance costs.

## Section IV.c

## **Diversity Compliance Initiatives and Progress**

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

In addition to providing access to diverse and global performing arts, the BPAC works to support diversity programs and initiatives on campus. The chair of the Delta State University Diversity Committee also serves on the Bologna Performing Arts Center Advisory Board.

## Section IV.d

## **Economic Development Initiatives and Progress**

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

The Bologna Performing Arts Center provides economic development to the area through the hiring of part-time and bi-weekly employees to staff the Ticket Office, administrative offices, technical crew, and also the day-of performances. In addition to ticket sales, the BPAC performances also attract guests to the area to perhaps dine-out or stay in a hotel while they are attending a program. The BPAC has a Restaurant Partners program that connects area restaurants to various performances and offers patrons incentives to dine out. Additionally, our Mississippi Summer Arts Institute hires teaching artist and college-age students to serve as faculty and counselors.

## Section IV.e

# Grants, Contracts, Partnerships, Other Accomplishments

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

### Grants

The BPAC received grants from the following organizations and agencies in FY14 for the Janice Wyatt Mississippi Summer Arts Institute (MSAI):

- Mississippi Arts Commission (\$3,800 project grant and \$1,000 mini grant)
- Entergy (\$2,500)
- Crosstie Arts Council (\$250)
- Domino's Pizza of Cleveland (\$485)
- Delta Dairy Frozen Yogurt (\$127)

The BPAC received grants from the following organizations in FY14 for the 2013-2014 School Time Matinee Series:

- Community Foundation of Northwest Mississippi (\$3,000 to provide 500 tickets to students)
- Double Quick (\$5,000 in funding to create "Arts Education Fueled by DoubleQuick" which provides tickets for \$1 per student)

#### Partnerships

The BPAC is a partner with the West Bolivar School District (WBSD) in the "Partners in Education" program, sponsored by the John F. Kennedy Center for the Performing Arts. Through the partnership, the BPAC and WBSD hosted two 3-hour workshops for educators and four days of demonstration teaching.

The BPAC worked with the North Mississippi Symphony Orchestra and the Cleveland School District to create a new partnership to bring in Carnegie Hall in New York's classical music program, Link Up!, to the Cleveland School District. The Mississippi Arts Commission provided additional training and funding for the program. The curriculum was implemented in five of the Cleveland School District's elementary schools January-February 2013 with a free performance for the public with the North Mississippi Symphony Orchestra in March 2014.

The BPAC partnered with New Stage Theatre through another sponsorship with Entergy to present 2 performances of "The Emperor's New Clothes" free of charge in April 2014. The BPAC also partnered with the Robertson Scholars Leadership Program through Duke University and the University of North Carolina to host a summer intern in the Arts Education Department (June-July 2014).

#### **Other Accomplishments**

The BPAC hosted approximately 253 events in 2013-2014, a significant increase from 2012-2013. Our email database and social media database grew substantially during FY14. The BPAC hosted a Spring and Summer Movie Series in 2014 featuring seven recent releases. The movie series were well received by the community.

The BPAC increased its donations during its 2013-2014 Annual Member campaign to approximately \$147,000. The BPAC had 4 corporate sponsors for 2013-2014: Entergy, Monsanto, Bolivar Medical Center, and Planters Bank and Trust.

The BPAC brought back a youth choir for children, titled the Delta Youth Chorale (DYC). DYC is an un-auditioned choir composed of 20 youth ages 7-14 in the Bolivar County region. They held weekly rehearsals from October 2013-May 2014 and performed three times:

- December 7, 2013- Guest Choir at the Delta State University Choirs Christmas Concert
- April 12, 2014- Featured performers at the Crosstie Arts & Jazz Festival
- April 29, 2014- Guest Choir at the Delta State University Choirs Spring Concert

The BPAC hosted the Janice Wyatt Mississippi Summer Arts Institute's PLUS Camp in July 2013, and 107 children ages 5-12 attended the day camp. The BPAC also hosted MSAI Arts Camp which had 39 campers ages 12-18 attend a two-week session of Arts Camp in June 2014.

## Section IV.f

### Service Learning Data

List of projects, number of students involved, total service learning hours, number of classes, faculty involved, accomplishments.

#### Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

### Narrative

The BPAC does not currently participate in service learning projects.

## Section IV.g

#### **Strategic Plan Data**

Only use this section if you have strategic plan info to report that is not covered in other areas of your report

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

#### Narrative

Strategic Plan information is included in other areas of the BPAC's annual report.

# Section IV.h

# **Committees Reporting To Unit**

Each unit includes in the annual plan and report a list of the committees whose work impacts that unit or any other aspect of the university; along with the list will be a notation documenting the repository location of the committee files and records. Committee actions affecting the unit's goals may be noted in other applicable sections of the annual reports. Not required to be included in the unit's annual plan and report, but required to be maintained in the repository location, will be a committee file that includes, for each committee: Mission and by-laws, Membership, Process, Minutes.

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

## Narrative

The Bologna Performing Arts Center has two committees-- the Advisory Board and the Arts Education Advisory Board. The Executive Director keeps all Advisory Board files and records. The Arts Education Coordinator keeps all Arts Education Advisory Board files and records.

# Section V.a

## Faculty (Accomplishments)

Noteworthy activities and accomplishments

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

The BPAC does not currently employ any faculty members.

## Section V.b

## Staff (Accomplishments)

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

## Narrative

Whitney Cummins, Arts Education Coordinator, began graduate school at Delta State University, pursuing a Masters in elementary education (August 2013). She also established the Delta Youth Chorale, an un-auditioned choir composed of 20 youth ages 7-14 in the Bolivar County region. The choir rehearsed weekly from October 2013 until May 2014, and performed at various events throughout the year. The choir will continue during the 2014-2015 year. She attended the Kennedy Center Partners in Education Annual Meeting in Washington D.C. in February 2014. Additionally, Whitney served on the Board of Directors for the Mississippi Alliance for Arts Education (MAAE). Laura Howell, Executive Director, was accepted into the Association of Performing Arts Presenter's Emerging Leadership Institute in January 2013 in New York, NY. She subsequently attended the Association of Performing Arts Presenters conference also in New York, NY January 2013. She also attended the Kennedy Center Partners in Education Annual Meeting in Washington D.C. in February 2014. Laura also worked to secure two new corporate sponsors for the 2013-2014 season. She served on the board of the Crosstie Arts Council and is a member of the Junior Auxiliary of Greenville.

Paula Lindsey, Associate Director of Production, attended the South Arts' Performing Arts Exchange in Nashville, TN in September 2013.

Loyd McDowell, Technical and Marketing Coordinator, was selected for the officer training program with the National Guard. He also worked with McInnis Electric to receive thousands of dollars worth of free labor for the facility during the Performing Arts Improvements project.

Meghann Gulledge Yee, Patron Services Coordinator, attended the first annual Vendini ACT Conference in San Francisco, CA in August 2013.

## **Section V.c**

## Administrators (accomplishments)

### Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

Dr. Myrtis Tabb, Associate Vice President of Finance and Administration, continued to provide leadership to the BPAC. She and Laura Howell worked to increase the support of Annual Membership and Corporate Sponsors by over \$45,000, increasing the BPAC's financial stability.

## Section V.d

## Position(s) requested/replaced with justification

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

Paula Lindsey was promoted to Associate Director of Production and Loyd McDowell was promoted to Technical and Marketing Coordinator. Corley Mullins resigned in June 2012, and Meghann Gulledge Yee was hired in July 2013 to replace her as Patron Services Coordinator. Vantony Jenkins, Technical Director, resigned his position effective July 26, 2014. A Technical Assistant is requested for FY15 to help with the increased number of events that the BPAC is hosting.

# Section V.e

# Recommended Change(s) of Status

# Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

# Narrative

Loyd McDowell was recommended and promoted from Technical Assistant to Technical and Marketing Coordinator.

# Section VI.a

# **Changes Made in the Past Year**

# Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

In 2013-2014, the BPAC introduced new discounts for Season and Custom Packages. Season Packages subscribers received a 20% discount off individual ticket prices. Custom Package purchasers received a 15% discount.

# Section VI.b

## **Recommended Changes for the Coming Year**

## Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable **Narrative** 

The BPAC should reevaluate DSU student ticket prices and package discounts for the 2014-2015 season. This past year, ticket prices remained a barrier for DSU students. For 2014-2015, ticket prices should be further reduced to increase student attendance. Additionally, package discounts should be lessened. The 2013-2014 discounts did increase the number of ticket buyers, but the discounts were too steep compared to the actual prices and hurt the overall ticket revenue of the season.

197

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7/9/2013 7/10/2013 7/12/2014 7/13/2014 7/13/2014 7/16/2013 8/3/2013 8/6/2013 8/6/2013 8/6/2013 8/6/2013 8/8/2013 8/8/2013 8/8/2013	BPAC Board Meeting BPAC Movie Night, "42" Teach For America Closing Meeting DMI Camp Performance - Load-in/Rehearsal, 12N to 10p DMI Camp Final Performance Showcase, 2p tp 9p	Conference Rm D&PL Theater D&PL Theater D&PL Theater D&PL Theater	BPAC BPAC TFA
7/10/2013 7/12/2014 7/13/2014 7/13/2014 7/16/2013 8/3/2013 8/6/2013 8/6/2013 8/7/2013 8/8/2013 8/8/2013 8/8/2013	Teach For America Closing Meeting DMI Camp Performance - Load-in/Rehearsal, 12N to 10p DMI Camp Final Performance Showcase, 2p tp 9p	D&PL Theater D&PL Theater	
7/12/2014   7/13/2014   7/14 - 7/20/13   7/16/2013   8/3/2013   8/6/2013   8/7/2013   8/8/2013   8/8/2013   8/13/2014	DMI Camp Performance - Load-in/Rehearsal, 12N to 10p DMI Camp Final Performance Showcase, 2p tp 9p	D&PL Theater	TFA
7/13/2014 7/14 - 7/20/13 ( 7/16/2013 ( 8/3/2013 ( 8/6/2013 ( 8/7/2013 ( 8/8/2013 ( 8/8/2013 ( 8/8/2013 (	DMI Camp Final Performance Showcase, 2p tp 9p		
7/13/2014 7/14 - 7/20/13 7/16/2013 8/3/2013 8/6/2013 8/6/2013 8/7/2013 8/8/2013 8/8/2013	DMI Camp Final Performance Showcase, 2p tp 9p		DMI
7/14 - 7/20/13 ( 7/16/2013 ( 8/3/2013 ( 8/6/2013 ( 8/6/2013 ( 8/7/2013 ( 8/8/2013 ( 8/8/2013 ( 8/13/2014 (		D&PL Theater	DMI
7/16/2013 / 8/3/2013 / 8/6/2013 / 8/7/2013 / 8/7/2013 / 8/8/2013 / 8/8/2013 / 8/13/2014 /		D&PL Theatre, Rec Hall, Tim	IS
8/3/2013 ( 8/6/2013 ( 8/7/2013 ( 8/8/2013 ( 8/13/2014 (	MSAI Plus Camp & Plus Performance	Gall, Green Rm, Lobby	BPAC
8/6/2013   8/7/2013   8/8/2013   8/13/2014	Friends of the BPAC - Committee Meeting	Conference Rm	BPAC
8/7/2013   8/8/2013   8/13/2014	Rehearsal - K. Shimizu, 1:50 to 4:30p	Recital Hall	Music Dept
8/8/2013   8/13/2014	Rehearsal - K. Shimizu, 1:50 to 4p	Recital Hall	Music Dept
8/13/2014	BBKing Museum - All-Star Choir Auditions	Recital Hall	BB King Museum
	Rehearsal - K. Shimizu, 1:50 to 5p	Recital Hall	Music Dept
	BPAC Board Meeting	Conference Rm	BPAC
	Rehearsal - K. Shimizu, 1:50p to 5p	Recital Hall	Music Dept
	Arts Education Board Meeting	Conference Rm	BPAC
	Rehearsal - K. Shimizu	Recital Hall	Music Dept
8/16/2013 /	Arts & Sciences Faculty Opening Session	Recital Hall	Campus
		D&PL Theatre, Green Rm,	
8/16/2013	DSU Faculty Opening Convocation	Recital Hall	Campus
			MS Dept of Wildlife, Fish
	MS Alligator Hunting Training	D&PL Theater	& Parks
	Rehearsal - K. Shimizu, 1:50 to 5p	Recital Hall	Music Dept
	Rehearsal - K. Shimizu, 2p to 6p	Recital Hall	Music Dept
	Rehearsal - K. Shimizu, 12:30 to 3p	Recital Hall	Music Dept
	Rehearsal - K. Shimizu, 4:30 to 7:30p	Recital Hall	Music Dept Music Dept
	Rehearsal - K. Shimizu, 5 to 6p	Recital Hall	BPAC
	BPAC Ambassdor Welcome Back Reception	BPAC Lobby Recital Hall	Music Dept
	Rehearsal - K. Shimizu, 1 to 2p	Recital Hall	Music Dept
	Rehearsal - B. Pimentel, 5 to 6:30p	Recital Hall	Music Dept
	Rehearsal - K. Shimizu, 2 to 5p	Recital Hall	Music Dept
	Rehearsal - K. Shimizu, 2 to 5p	Recital Hall	Music Dept
	Rehearsal - K. Shimizu, 10:30 to 11:30a	Recital Hali	Music Dept
	Opera Lecture Series	Recital Hall	Music Dept
8/2//2013 1	Faculty Recital - Dr. Brent Pimentel, Woodwinds FC Fraternity Recruitment (Elsie Lynn Ervin)	Lobby & West Parking Lot	Campus
	Foam Party	BPAC West Parking Lot	UPC
	JPC Mentalist	D&PL Theatre	UPC
	Convocation - Sr. Recital	Recital Hall	Music Dept
	Rehearsal - D. Mark, 3 to 6:30p	Recital Hall	Music Dept
	BPAC Board Meeting	BPAC Conference Rm	BPAC
	Dr. Jennings, the Madison Center	Recital Hall	Political Science
	Convocation - Sr. Recital	Recital Hall	Music Dept
	Mainstage - Jim Witter	D&PL Theater	BPAC
9/13/2013	Rehearse - D. Mark, 3 to 6:30p	Recital Hall	Music Dept
	Dr. Jennings, the Madison Center	Recital Hall	Political Science
	Rehearsal 5 to 6p	Recital Hall	Music Dept
	Convocation - Sr. Recital	Recital Hall	Music Dept
	Dr. Jennings, the Madison Center	Recital Hali	Political Science
	Convocation - Sr. Recital	Recital Hall	Music Dept
	History Movie Night	Recital Hall	History Dept
9/27/2013 F	Rehearsal - C. Payton 4:30 to 5:15p	Recital Hall	Music Dept
9/30/2013 0	Opera Lecture Series	Recital Hall	Music Dept
9/30/2013 L	JPC Movie Night	Recital Hall	UPC
	Rehearsal - ML Buchanan 5 to 6:15p	Recital Hall	Music Dept
10/2/2013	Guest Artist Recital	Recital Hall	Music Dept
10/3/2013 0	Convocation - Sr. Recital	Recital Hall	Music Dept
	Rehearsal, D. Mark 3 to 6:30p	Recital Hall	Music Dept
	Rehearsal, D. Mark 3 to 6p	Recital Hall	Music Dept
	Rehearsal, D. Mark 6 to 9p	Recital Hall	Music Dept
	oad-in - Stuart Little Matinees	D&PL Theater	BPAC
	Faculty Recital - Trombone	Recital Hall	Music Dept
	Natinees - Stuart Little	D&PL Theater	BPAC
	Convocation - Sr. Recital	Recital Hall	Music Dept
10/10/2013 H	History Movie Night	Recital Hall	History Dept
3/12 thru 10/20/13 E	Blocked off for lighting repair on stage & recital hall	D&PL Theater/Rec Hall BPAC Lobby	BPAC Nan Sanders

Highlight indicates BPAC Personnel Present

10/23/2013 R	otary Club - Luncheon Meeting in Lobby	BPAC Lobby	Keith Fulcher
10/24/2013 C	onvocation - Sr. Recital	Recital Hall	Music Dept
10/24/2013 H	istory Movie Night	Recital Hall	History Dept
10/25/2013 R	ehearsal - J Won-Shin, 3 to 5p	Recital Hall	Music Dept
10/25/2013 R	ehearsal - K Shimizu, 5 to 5:45p	Recital Hall	Music Dept
10/26/2013 R	ehearsal - K Shimizu, 1 to 2p	Recital Hall	Music Dept
10/26/2013 8	ehearsal - C. Pavton, 2 to 3:300	Recital Hall	Music Dept
N	lainstage - North MS Symphony Orchestra w/ reception		
10/27/2013		D&PL Theater	BPAC
10/2//2013	pera Lecture Series	Recital Hall	Music Dept
10/28/2013	ehearsal - J Won-Shin, 10:40 to 11:40a	Recital Hall	Music Dept
10/29/2013 H	enearsal - J Wort-Shin, 10.40 (0 11.40a	Recital Hall	Music Dept
10/29/2013 R	ehearsal - J Won-Shin, 5 to 6p	Recital Hall	Music Dept
10/29/2013 R	ehearsal - K Shimizu, 6:30 to 8p	D&PL Theater	BPAC
10/30/2013 N	latinees - Mathemagic		Music Dept
10/31/2013 C	onvocation - Sr. Recital	Recital Hall	
10/31/2013 Ir	auguration Rehearsal/Set-up Inauguration	D&PL Theater	President's Office
11/1/2013 D	SU Presidential Inauguration	D&PL Theater	President's Office
		D&PL Theatre, Rec Hall, Tims	
11/1 & 11/2/2013 N	ational Pan-Hellenic Council Stompfest 2013 (Reh)	Gall, Green Rm, Lobby	Campus/Profit
	ehearsal - D. Mark, 1 to 8p	Recital Hall	Music Dept
11/4/2013 B	ehearsal - D. Mark, 10:30a to 12N	Recital Hall	Music Dept
11/4/2013	uest Artist Recital	Recital Hall	Music Dept
11/4/2013 0	loodwind Chamber Ensemble	Recital Hall	Music Dept
100/2013	onvocation - Sr. Recital	Recital Hall	Music Dept
11//2013 G	ercussion Ensemble & Steel Band	D&PL Theatre	Music Dept
11///2013 P	elevation clisemple el occi pallo	Recital Hall	Music Dept
11/11/2013 R	ehearsal - ML Buchanan 7:30 to 9:30p	Conference Rm	BPAC
	PAC Advisory Board Meeting	Green Room	Music Dept
11/12/2013 0	pera Rehearsal		Music Dept
11/12/2013 0	pera Rehearsal - 3 to 5:30p	Recital Hali	Music Dept
	ow Brass Ensemble	Recital Hall	
11/13/2013 R	ehearsal - Miss DSU	D&PL Theatre	Campus - SGA
	pera (ML Buchanan)	Recital Hall	Music Dept
	onvocation - Sr. Recital	Recital Hall	Music Dept
		Recital Hall	Music Dept
11/14/2013 R	ehearsal - K. Shimizu, 5:15 to 6:15p		Indusic Dept
		D&PL Theatre, Green Rm,	
11/14/2013 N	liss DSU Pageant	Lobby	Campus - SGA
11/15/2013 D	SU Jazz Ensemble Fall Concert (set-up & rehearsal)	D&PL Theatre	Music Dept
11/17/2013	SU Symphonic Band & Wind Ensemble Concert	D&PL Theatre	Music Dept
	ehearsal - JW Shin, 1:30 to 2:30p	D&PL Theater	Music Dept
			Music Dept
	pera Lecture Series	Recital Hall	
11/19/2013 R	ehearsal - K Shimize	Recital Hall	Music Dept
11/19/2013 S	r. Recital	Recital Hall	Music Dept
11/20/2013 N	atinees - June B. in Jingle Bells Batman Smells	D&PL Theatre	BPAC
11/20/2013 8	ehearsal - JW Shin, 3 to 5p	Recital Hall	Music Dept
11/20/2013 F	aculty Recital	Recital Hall	Music Dept
41/24/0049 0	onvocation - Sr. Recital	Recital Hall	Music Dept
	istory Movie Night	Recital Hail	History Dept
		Recital Hall	Music Dept
	ehearsal - JW Shin, 12:30 to 1p	D&PL Theatre	BPAC
	lainstage - Memphis the Muscial		Music Dept
12/4/2013 R	ehearsal - JW Shin, 8a to 11a	Recital Hall	
12/4/2013 R	ehearsal - JW Shin, 3 to 5p	Recital Hali	Music Dept
12/5/2013 C	onvocation - Sr. Recital	Recital Hall	Music Dept
12/5/2013 R	ehearsal - JW Shin, 3:30 to 5:30p	Recital Hall	Music Dept
12/6/2013 S	tudent Recital	Recital Hall	Music Dept
12/8/2013 W	lainstage - MS Delta Holiday	D&PL Theatre, Lobby	BPAC
	onvocation - Sr. Recital	Recital Hall	Music Dept
12/12/2013		D&PL Theatre, Rec Hall, Tims	
12/11 - 12/12/12	DS Christmas Program (Set-up & Reh)	Gall, Green Rm, Lobby	PDS
	rts Education Board Meeting	BPAC Conference Rm	BPAC
12/12/2013 1	chool of Nursing Pinning Ceremony & Reception (5:30p)	D&PL Theatre, Lobby	Nursing Dept
12/13/2013 3	Old Diana Dran Dragrom Desited	Recital Hall	Music Dept
12/14/2013 D	SU Piano Prep Program Recital	Recital Hall	Music Dept
	oshiem Rehearsal		
12/18/2013 F	oshiem Recital	Recital Hall	Music Dept
1/10/2014 F	ehearsal - JW Shin, 3 to 4p	Recital Hall	Music Dept
	ehearsal - JW Shin, 7 to 9p	Recital Hall	Music Dept
	onvocation - Sr. Recital	recital Hall	Music Dept
1/10/2014 C		D&PL Theatre, Rec Hall, Tims	
		Gall, Green Rm	Music Dept
1/16 - 1/18/2014	SU Honor Band / Music Dept		Music Dept
	ehearsal - JW Shin, 5 to 7:30p	Recital Hall	Music Dept
	Convocation - Sr. Recital	Recital Hall	

Highlight indicates BPAC Personnel Present

	Rehearsal - K Shimizu, 10a to 12N	Recital Hall	Music Dept
	Rehearsal - JW Shin, 5 to 8p	Recital Hall	Music Dept
1/26/201	Rehearsal - JW Shin, 3 to 9p	Recital Hall	Music Dept
1/27/2014	Opera Lecture Series	Recital Hall	Music Dept
1/28/2014	Faculty Recital	Recital Hall	Music Dept
1/30/201	P Hankins, Class 10:50a	Recital Hall	Music Dept
	Rehearsal, K Shimizu, 12:05 to 1p	Recital Hall	Music Dept
	Convocation - Sr. Recital	Recital Hall	Music Dept
1/13/2014	Matinees - Five Little Monkeys		BPAC
		D&PL Theatre, Gr Rm, Lobby	· · · _
	Rehearsal - K Shimizu, 12N to 1p	Recital Hall	Music Dept
2/2/2014	Rehearsal - JW Shin, 2 to 5p	Recital Hall	Music Dept
2/2/2014	Rehearsal - JW Shin, 7 to 9p	Recital Hall	Music Dept
2/4/2014	Rehearsal - JW Shin, 11a to 1p	Recital Hall	Music Dept
	Senior Recital	Recital Hall	Music Dept
2/6/2014	Convocation - Sr. Recital	Recital Hall	Music Dept
2/6/2014	Mainstage Performance - American Spiritual Ensemble	D&PL Theatre, Gr Rm, Lobby	BPAC
20/201-	interiority of the second s	D&PL Theatre, Rec Hall, Tims	
00 00001	DSU Honor Choir / Music Dept	Gall, Green Rm	Music Dept
	Rehearsal K Shimizu, 11a to 1p	Recital Hall	Music Dept
		Recital Hall	Music Dept
2/13/2014	Convocation - Sr. Recital	Recital Hall	Music Dept
2/13/2014	Rehearsal, K Shimizu, 5 to 10p	Recital Hall	
	Guest & Faculty Plano Ensemble Concert		Music Dept
2/14- 15/2014	The Art of the Piano, Karen Foshiem	D&PL Theatre & Recital Hall	Music Dept
	BPAC Movie - Hunger Games	D&PL Theater	BPAC
	Rehearsal - K Shimizu, 2 to 7:30p	Recital Hall	Music Dept
	Rehearsal - C Payton, 6 to 9p	Recital Hall	Music Dept
2/18/2014	Rehearsl - K Shimizu, 12:45 to 1:30p	Recital Hall	Music Dept
2/18/2014	UPC Comedian	D&PL Theater	UPC
2/19/2014	Rehearsl - C Payton 7 to 9p	Recital Hall	Music Dept
	Convocation - Sr. Recital	Recital Hall	Music Dept
	Faculty Recital	Recital Hall	Music Dept
	Rehearsal - JW Shin 3 to 5:30p	Recital Hall	Music Dept
	Parking Lot Use - Fratemity Pick-up	West Parking Lot	Fratemity
	Art Dept - Film Forward Series	Recital Hall	R, Douglas, Art Dept
	Opera Lecture Series	Recital Hall	Music Dept
		Recital Hall	R, Douglas, Art Dept
	Art Dept - Film Forward Series	BPAC Lobby	Lucy Janoush
	Delta Home & Garden Club Meeting	Recital Hall	DSU Diveristy Comm
	Film Night, DSU Diversity Comm	and a second	Music Dept
2/2//2014	Convocation - Sr. Recital	Recital Hall	BPAC
	Mainstage Performance - Women of Ireland	D&PL Theatre, Gr Rm, Lobby	
	Arts Education Board Meeting	Conference Rm	BPAC
	Rehearsal - JW Shin, 4 to 8p	Recital Hall	Music Dept
	BPAC Movie - Frozen	D&PL Theater	BPAC
3/2/2014	Rehearsal - AG Ravetto 4 to 7p	Recital Hall	Music Dept
3/3/2014	Art Dept - Film Forward Series	Recital Hall	R, Douglas, Art Dept
	Matinees - Black Violin	D&PL Theater	BPAC
	Rehearsal - DSU Most Beautiful	D&PL Theater	Campus - SGA
	DSU Most Beautiful	D&PL Theater	Campus - SGA
3/5/2014	Rehearsal - Ravetto/Shin 7 to 9p	Recital Hall	Music Dept
	Convocation - Sr. Recital	Recital Hall	Music Dept
	Faculty Recital	Recital Hall	Music Dept
	Rehearsal - K Shimizu 9 to 10a	Recital Hall	Music Dept
		Recital Hall	Music Dept
	Dress Rehearsal - k wright	Recital Hall	R, Douglas, Art Dept
	Art Dept - Film Forward Series	Conference Rm	BPAC
3/18/2014	BPAC Board Meeting		Michelle Roberts
	Winning the Race: A Conference on Diversity & Community	Building Wide	
	Music Dept Convocation with Reception Set-up in Tims Gallery	Recital Hall/Tims Gallery	Music Dept
3/21/2014	Matinee - North MS Symphony Orchestra	D&PL Theater	BPAC
	Rehearsal - JW Shin 3 to 5p	Recital Hall	Music Dept
	Honor Recital Auditions	Recital Hall	Music Dept
3/25/2014	Mainstage Performance - The Tenors	D&PL Theatre, Gr Rm, Lobby	BPAC
	Opera - Green Room Use	Green Room	Music Dept
	Opera - Green Room Use	Green Room	Music Dept
	Convocation - Sr. Recital, Opera Performance	Recital Hall	Music Dept
	Art Dept - Film Forward Series	Recital Hall	R, Douglas, Art Dept
	Rehearsal - J. Armstrong 10 to 10:20a	Recital Hall	Music Dept
		Recital Hall	Music Dept
	Rehearsal - C. Payton 11a to 12N		Music Dept
3/28/2014	Rehearsal - JW Shin 3 to 5p	Recital Hall	Music Dept
		Recital Hali	WALSIG LICEN
	Rehearsal - C Payton, 12 to 12:45p	Recital Hall	Music Dept

Highlight indicates BPAC Personnel Present

3

7/14/2014

3/31/201	4 Set-up President's Award Dinner	D&PL Theater	BPAC
	4 President's Award Dinner	D&PL Theater	BPAC
	A Rehearsal K Shimizu, 1 to 2:30p	Recital Hall	
	4 Convocation - Sr. Recital	Recital Hall	Music Dept Music Dept
	A Rehearsal K Shimizu 3 to 5p	Recital Hall	Music Dept
	2014 Technology in Teaching Symposium	Recital Hall	OIT
4/4 - 4/5/1	DSU Trombone Day	Recital Hall	
	BPAC Movie - The Nut Job	D&PL Theater	D. Mark, Music Dept
	Rehearsal - JW Shin, 3 to 4:30p	Recital Hall	BPAC
	Rehearsal - JW Shin, 6 to 7p	Recital Hall	Music Dept
	Guest Artist Recital		Music Dept
	Matinees - The Emperor's New Clothes	Recital Hall	Music Dept
	Rehearsal - JW Shin 9 to 10a	D&PL Theatre, Gr Rm, Lobby	
	Rehearsal - K Shimizu 2 to 3p	Recital Hali	Music Dept
		Recital Hall	Music Dept
	Delta International Film & Video Festival	Recital Hall	R, Douglas, Art Dept
	Convocation - Sr. Recital	Recital Hall	Music Dept
	Percussion Ensemble & Steel Band	D&PL Theatre	Music Dept
	Rehearsal - K Foshiem 12N to 2p	Recital Hall	Music Dept
	Rehearsal - K Foshiem 11a to 12N	Recital Hall	Music Dept
	Music Day	Tims Gallery & Recital Hall	Music Dept
	Faculty Recital	Recital Hall	Music Dept
	DSU Band Spring Concert (set-up & rehearsal)	D&PL Theatre	Music Dept
	Rehearsal K Shimizu 12N to 12:45p	Recital Hall	Music Dept
	DSU Jazz Ensemble Spring Concert (set-up & rehearsal)	D&PL Theatre	Music Dept
	Rehearsal K Foshiem 10:50 to 11:30a	Recital Hall	Music Dept
	Convocation - Sr. Recital	Recital Hall	Music Dept
	Rehearsal S Collins 3 to 4p	Recital Hall	Music Dept
4/21/2014	Opera Lecture Series	Recital Hall	Music Dept
4/22/2014	Rehearsal S Collins 3 to 4p	Recital Hall	Music Dept
	Cleveland High School Band Concert	D&PL Theater	Cleveland High
	Set-up / Rehearse Honor's Recital	D&PL Theater	Music Dept
4/23/2014	Woodwind Chamber Ensemble	Rectial Hall	Music Dept
4/24/2014	Convocation - Sr. Recital	Recital Hall	Music Dept
4/24/2014	Honor's Recital	D&PL Theatre	Music Dept
	Student Recital	Recital Hall	Music Dept
4/27/2014	Mainstage Performance - The Addams Family	D&PL Theatre, Gr Rm, Lobby	BPAC
4/29/2012	Athletic Awards Ceremony & Reception	D&PL Theatre, Lobby	Athletics
4/30/2014	Rehearsal - ML Buchanan	Recital Hall	Music Dept
4/30, 5/1 & 5/3/2014	Carla Parker Dance Recital (incl set-up, rehearsal, 2 perf)	D&PL Theatre	Non-Campus/For Profit
	Convocation - Sr. Recital	Recital Hall	Music Dept
5/5/2014	Juries	Recital Hall	Music Dept
5/7/2014	Marine Corp Band of New Orleans	D&PL Theater	BPAC
	Piano Prep Recital	Recital Hall	Music Dept
	BPAC Advisory Board Meeting	BPAC Conference Rm	BPAC
	BPAC Movie - Lego Movie		BPAC
		D&PL Theatre, Rec Hall, Tims	
5/29 - 5/30/2014	Delta Council	Gall, Green Rm, Lobby	Campus
		Sculpture Garden/BPAC	
6/5/2014	Patron Reception/Season Annoucement		BPAC
		D&PL Theatre, Rec Hall, Tims	
6/8 - 6/21/14	MSAI Camp & Performance		BPAC/Arts Ed
	Public Season Announce Reception		BPAC
	BPAC Movie - Muppets Movie		BPAC
	Final Performance Arts Camp		BPAC/Arts Ed
	MS Campus Law Enforcement Officers Assoc Meeting		DSU Police Dept
	Freshman Orientation	· · · · · · · · · · · · · · · · · · ·	
	Rehearsal - K Shimizu 9:50a to 12N		Elsie Lynn Ervin
	West African Delegation Visit to DSU & Reception		Music Dept
		· · · · · · · · · · · · · · · · · · ·	Dr. Paulette Meikle/Dr. 1
	BPAC Movie - Captain America	D&PL Theater	BPAC
0202014	TOT		

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Date	Vendini	Facebook	Twitter	Instagram	Comments
7/12/2012	1,120				START OF DATA
9/25/2012	1,420	1,000			The Temptations
11/2/2012	1,522	1,122			
11/29/2012	1,613	1,135			Shrek
12/4/2012	1,605	1,143	20		
12/13/2012	1,622	1,165	22		
1/2/2013	1,624	1,180	22		
1/8/2013	1,627	1,188	24		
1/22/2013	1,643	1,202	26		
1/25/2013	1,650	1,211	32		
2/1/2013	1,650	1,222	32		
3/4/2013	1,655	1,266	43	1	
3/15/2013	1,653	1,274	51	4	
3/22/2013	1,654	1,284	56	6	
4/1/2013	1,690	1,293	60	7	
4/8/2013	1,708	1,299	65	9	
4/19/2013	1,719	1,317	77	9	
4/30/2013	1,715	1,323	86	10	
5/2/2013	1,716	1,324	90	9	
5/23/2013	1,725	1,337	96	12	
5/30/2013	1,694	1,345	95	13	
7/26/2013	1,710	1,395	123	14	
11/4/2013	1,773	1,470	167	53	
12/5/2013	1,799	1,498	185	69	
12/20/2013	1,796	1,505	189	72	
2/17/2014	1,828	1,587	229	77	
2/25/2014	1,835	1,591	233	80	Women of Ireland
3/3/2014	1,860	1,609	238	81	Frozen (Spring Movie Series)
4/7/2014	1,900	1,646	258	97	The TEN Tenors
5/2/2014	1,916	1,711	275	104	THE ADDAMS FAMILY
6/11/2014	1,925	1,740	290	107	
7/7/2014	1,949	1,768	306	120	
ANGE	71%	71%	1275%	10300%	

## 2011-2012 Survey Results: How did you hear

Adopt a Student	1 (0.0%)
Gift Certificate	2 (0.1%)
Announcement at Church or Club etc.	7 (0.3%)
Facebook	10 (0.4%)
Director's Announcement	11 (0.4%)
Magazine	13 (0.5%)
Grant Comp Tickets	15 (0.5%)
Radio	36 (1.3%)
Newspaper Story	38 (1.4%)
Trade Agreement	42 (1.5%)
Posters Around Town	42 (1.5%)
Website	63 (2.3%)
Ambassador	77 (2.8%)
Television	81 (2.9%)
DSU Foundation	125 (4.6%)
Newspaper Advertisement	144 (5.2%)
E-Blast	180 (6.6%)
Friend	259 (9.4%)
Other	449 (16.4%)
Season Brochure	1151 (41.9%)

Total: 2746

u hear about the show? 13-14			Edit
Results			
Season Brochure	473 (32.1%	)	
Visiting the Bologna Center	71 (4.8%)	,	
From a friend	120 (8.2%)		
Bologna Center staff member	32 (2.2%)		
TV	48 (3.3%)		
Radio	5 (0.3%)		
Newspaper	75 (5.1%)		
Magazine	17 (1.2%)		
E-mail/ E-blast	142 (9.6%)		
Poster	13 (0.9%)		
Facebook or Twitter	28 (1.9%)		
Bologna Center website	28 (1.9%)		
Artist website	1 (0.1%)		
works on campus			1 (0.1%)
wife			1 (0.1%)
daughter told her			1 (0.1%)
employee			1 (0.1%)
student			1 (0.1%)
DSU Bd.			1 (0.1%)
Sister in camp			1 (0.1%)
work on campus			1 (0.1%)
just did			1 (0.1%)
ambassador			2 (0.1%)
trade tickets 2013-2014		1	1 (0.7%)
Trade tickets 2013/14			3 (0.2%)
Trade tickets 2013-2014			2 (0.1%)
Dr. Tabb requested 2 comp. tickets for CFO			1 (0.1%)
Dr. Tabb requested them and said she would	bring me the check at a later date {N	IEG} 📕	1 (0.1%)
Laura Howell, executive director			1 (0.1%)
President			2 (0.1%)
2 Comp tickets for the Ambassadors 2013-20	014		1 (0.1%)
used to be a professor here at DSU			1 (0.1%)
2 BPAC Staff Comp Tickets			1 (0.1%)
TV giveaway			1 (0.1%)
iPhone notification			1 (0.1%)
Ambassador 2 Comp. tickets for 2013-2014	season		1 (0.1%)
Music instructor at Holmes Comm College			1 (0.1%)
DSU President			2 (0.1%)
Ambassador Comp Tickets for 2013-2014 Se	eason		1 (0.1%)
professor told students about sga tickets			25 (1.7%)
SGA tickets			8 (1.2%)
sga tickets			1 (0.7%)
SGA Tickets			0 (0.7%)
SGA ticket			44 (3.0%)
sga ticket			1 (0.1%)
NMSO Conductor told her			1 (0.1%)
music class			2 (0.1%)
SGA Ticket			1 (0.1%)
Foundation tickets			2 (0.1%)
DSU Foundation			4 (0.3%)
rotery meeting			1(0.1%)
Dr. Moore in band			1 (0.1%)
Dr. Tabb requested them			1 (0.1%)
Foundation Tickets			1 (0.1%)
in class			1 (0.1%)
Conductor			2(0.1%)
class			1 (0.1%)

Comp	1 (0.1%)
sga	2 (0.1%)
been here previously to view a Night at Movies	1 (0.1%)
Foundation	<b>3</b> 1 (2.1%)
faculty at DSU	1 (0.1%)
employee comp tickets	1 (0.1%)
husband is in the Hall of Fame at DSU	1 (0.1%)
Artist	2 (0.1%)
Corporate Spon.	1 (0.1%)
Ambassador	6 (0.4%)
husband in show	1 (0.1%)
poster	2 (0.1%)
Bolivar Bulletin	1 (0.1%)
In show	1(0.1%)
In Show	1(0.1%)
Daughter is in the show Comp tickets	1 (0.1%) 1 (0.1%)
Inauguration Donor	28 (1.9%)
Faculty	1 (0.1%)
Artist family	1 (0.1%)
Comp Tickets	1 (0.1%)
Foundation Inauguration Donors	1 (0.1%)
Popovich Canceltation	1 (0.1%)
Pop Cancel Exchange	1 (0.1%)
Employee Comp Tickets	2 (0.1%)
Ambassador Comp Tickets for 2014	1 (0.1%)
Ambassador Comp Tickets 2014	3 (0.2%)
ambassador comp tickets	3 (0.2%)
Convocaton	1 (0.1%)
Convocation	2 (0.1%)
voucher	13 (0.9%)
President's Reception Gift 2014	54 (3.7%)
from a friend	
Gift Cert	
Ambassador Tickets	1 (0.1%)
Ambassador Comp Ticket Church Letter	1 (0.1%) 1 (0.1%)
Dept. of Music Chair	1 (0.1%)
Artist comp. tickets	1 (0.1%)
Mom	2 (0.1%)
mom	1 (0.1%)
Mom works at DSU	1 (0.1%)
Mom works for DSU	1 (0.1%)
ASE	1 (0.1%)
Grandmother Works for DSU	1 (0.1%)
DSU	2 (0.1%)
Keith Fulcher	1 (0.1%)
Corporate Sponsor	1 (0.1%)
Ambassador Comp Tickets	2 (0.1%)
Bolivar Bullet	1 (0.1%)
employee Comp tickets	1 (0.1%)
recieved two tickets as a gift and wanted to buy one more	1 (0.1%)
Wife	2 (0.1%)
Employee	
Faculty at DSU	1(0.1%)
Ambassador Comp	2(0.1%)
The fabulous Laura Howell (she rocks) Friend	1 (0.1%) 1 (0.1%)
Friend	1 (0.1%)
email to hospital	1 (0.1%)
school	1 (0.1%)
through work	1 (0.1%)

Church news letter At Church UPC student tickets UPC Student Complimentary UPC Student Complimentary Tickets UPC Student Complimentary Tickets UPS Student Tickets The board in front of the coliseum Dr. Tabb Mr. and Mrs. Beevers 2 comp tickets each for being an Ambassador Popovich Cancelation Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw it in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%) 1 (0.1%) 1 (0.1%) 2 (0.1%) 2 (0.1%) 2 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 2 (0.1%) 1 (0
At Church UPC student tickets UPC Student Complimentary UPC Student Complimentary Tickets UPC Student Complimentary Tickets posters and email UPS Student Tickets The board in front of the coliseum Dr. Tabb Mr. and Mrs. Beevers 2 comp tickets each for being an Ambassador Popovich Cancelation Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	$\begin{array}{c} 1 \ (0.1\%) \\ 2 \ (0.1\%) \\ 2 \ (0.1\%) \\ 1 \ (0.1\%) \\ 4 \ (0.3\%) \\ 5 \ (0.3\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \\ 1 \ (0.1\%) \end{array}$
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UPC Student Complimentary Tickets posters and email UPS Student Tickets The board in front of the coliseum Dr. Tabb Mr. and Mrs. Beevers 2 comp tickets each for being an Ambassador Popovich Cancelation Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	$\begin{array}{c} 4\ (0.3\%)\\ 5\ (0.3\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ 1\ (0.1\%)\\ \end{array}$
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UPS Student Tickets The board in front of the coliseum Dr. Tabb Mr. and Mrs. Beevers 2 comp tickets each for being an Ambassador Popovich Cancelation Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 2 (0.1%) 1 (0.1%)
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Dr. Tabb Mr. and Mrs. Beevers 2 comp tickets each for being an Ambassador Popovich Cancelation Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 2 (0.1%) 1 (0.1%) 1 (0.1%)
Mr. and Mrs. Beevers 2 comp tickets each for being an Ambassador Popovich Cancelation Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%) 1 (0.1%) 1 (0.1%) 1 (0.1%) 2 (0.1%) 1 (0.1%)
Popovich Cancelation Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%) 1 (0.1%) 1 (0.1%) 2 (0.1%) 1 (0.1%)
Possible Annual Member receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%) 1 (0.1%) 2 (0.1%) 1 (0.1%)
receive certificate from charity ball foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%) 2 (0.1%) 1 (0.1%)
foundation employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	2 (0.1%) 1 (0.1%)
employee at BPAC Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%)
Family saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	
saw it in memphis saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	
saw in memphis seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%)
seen a poster at another show Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%)
Programming committee Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%)
Ambassador Comps for 2013-2014 Bologna Supervisor PDS Delta Arts online	1 (0.1%)
Bologna Supervisor PDS Delta Arts online	1 (0.1%)
PDS Delta Arts online	1 (0.1%)
Delta Arts online	1 (0.1%)
online	1 (0.1%)
	1 (0.1%)
	1 (0.1%)
DSU Website	2 (0.1%)
kid	1 (0.1%)
daughter	1 (0.1%)
	1 (0.1%)
	1 (0.1%)
	1 (0.1%)
DAA	1 (0.1%)
Hide "Other" Responses	



#### BILL CONNER ASSOCIATES LLC 637 North Marion Street Oak Park, Illinois 60302 708 437 0505 - office 708 323 III8 - fax www.bcaworld.com

# SITE REPORT

Date: 10 December 2013

Project: Bologna Performing Arts Center / Delta State University

Date(s) of visit: 9-10 December 2013

### **General Comments**

Bill Conner and Paul Sanow visited the site and reviewed the work of McInnis Electric and their subcontractors. In general we found the work to be complete and ready for review as well as of very high quality.

We reviewed the following: Fire Safety Curtain renovations, Smoke Vent release renovations, house lighting work in both the main theatre and recital hall, lighting controls in main theatre, recital and Jobe Hall. We thoroughly tested the Fire Safety Curtain hoist for operation, inspected curtains visually, tested all smoke vents and found all to be working satisfactorily. We also tested the lighting network, control console, remote control and related work.

While on site we have reviewed various other conditions which are outside the scope of this document. Those recommendations will be submitted to the owner at a later date, after we are able to review the riggers inspection notes and include relevant comments.

The following are our review notes. Some work was completed while we were present.

#### **Specific Notes and Observations**

Area	Item	Discipline	Description	Completed
Stage	1	Rigging	Remove stay chains from head block beams	Y
Stage	2	Rigging	Lineset 54 / traveler US: there is a seam pucker on the SL side.	Y
Stage	3	Rigging	One border missing labels. Affix labels.	Y
Stage	4	Rigging	Lineset 15 / onstage leg SR hem thread pull.	Y
Stage	5	Rigging	Install sandbags on takeup pulleys.	Y
Stage	6	Rigging	Submit complete rigging report, O&M manuals for new equipment.	*** Y
Stage	7	Rigging	Adjust the high trim of the fire safety curtain as high as possible; remove the arbor stop batten.	Y
House Catwalks	8	Lighting	Correct safety cables on several of the new houselights so safety cables are only clipped to structure (pipe guards, hangers, etc not conduit) and that all clips	Y

Delta State University FY 2014 Unit Level Report Department: Bologna Performing Arts Center BPAC Renovation Review Bill Conner Associates LLC 10 December 2013

Area	Item	Discipline	Description	Completed
			are fully closed. Add second safety cable where necessary to extend length.	Y
House Catwalks	9	Lighting	Make minor adjustments to the focus as needed to eliminate dead spots in house lighting distribution. End User (Lloyd) crew has volunteered to do this work.	Y *End User Performing Work*
House Catwalks	10	Rigging	Acoustic Curtain #2 (catwalk 3) cables are hung up and not operable. Tag winch as inoperable / DO NOT USE. At End User's request clip the banner D-Rings to prevent hanging down the lights and leave in place deployed.	Y
Stage	11	Rigging	One more thermal link than intended was used during testing. Replace for owner's attic stock.	Y *Additional ETL Drop-Shipping*
Jobe Hall	12	Lighting	Provide another copy of Ion training DVD.	** Y
BPAC & Jobe	13	Lighting	Note requirement for (2) separate 4-hour training sessions. Provide second training session at owner's convenience. Coordinate with Jobe Hall staff	\$ Y
Jobe Hall	14	Lighting	At direction of End User (Ray) do not replace 5-button station faceplates. Acceptable as is.	Y
Jobe Hall	15	Lighting	Provide replacement LCD station faceplate bezel for end-user installation.	Y *Shipping from Lite-Trol*

### Submitted by: P. Sanow ASTC

\$ - 4Wall will provide an additional training session. 4Wall will coordinate with the end user to include the BPAC, OIT, and the Drama Department. Additional session to be scheduled at the convenience of all invited parties next semester.

\*\* The additional training DVD was delivered to Jonathan Moulder Network Administrator on 12/16/13 via Federal Express.

The Change Order #2 lighting fixtures were delivered to BPAC on 12/16/13.

\*\*\* The Item 6 Rigging Report is included as an attachment. The O&M manuals will be included with closeout documents.