

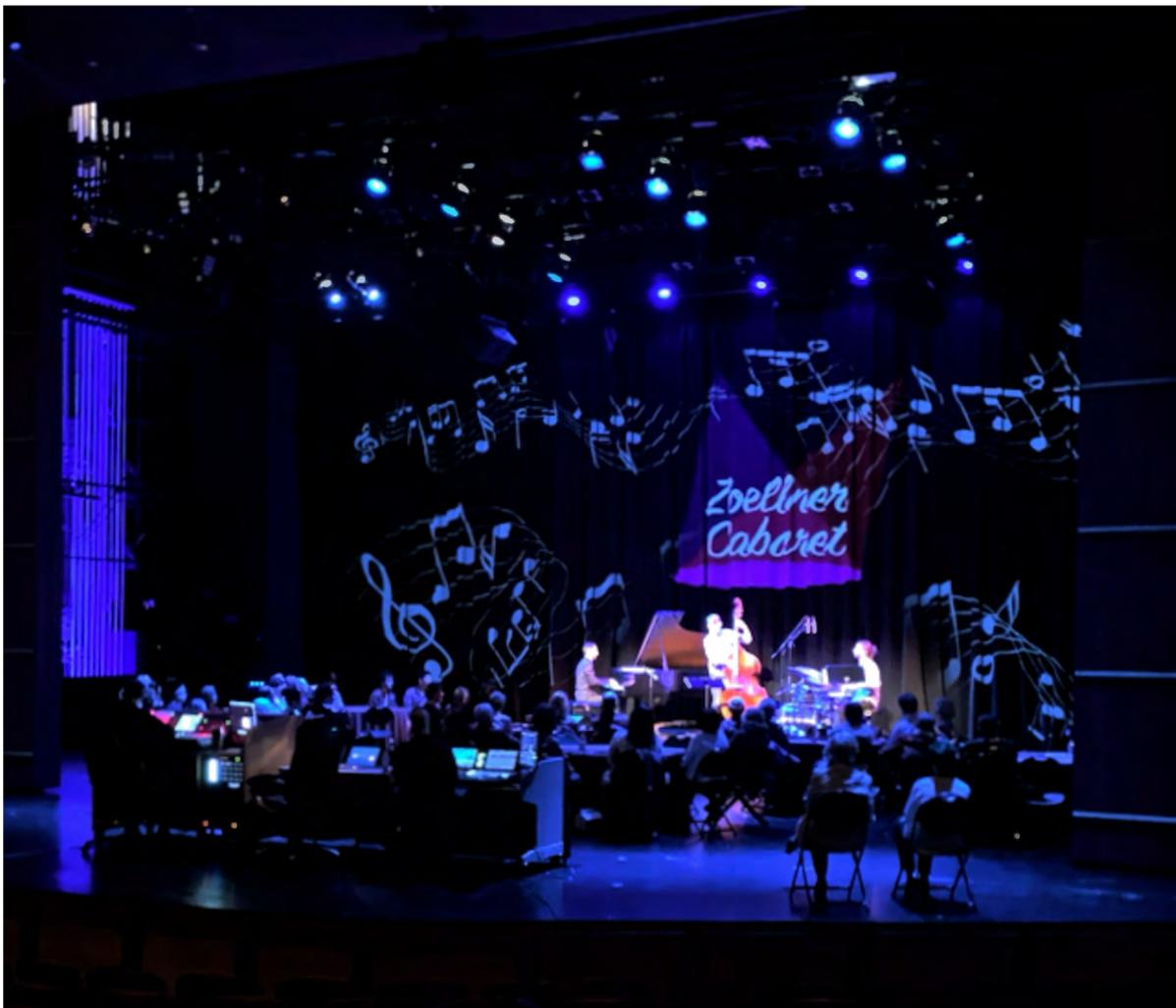
# ZOELLNER



ARTS CENTER • LEHIGH UNIVERSITY

420 East Packer Avenue, Bethlehem, PA 18015-3179.

## Zoellner Cabaret on Baker Hall Stage Technical Information Package



**Facility Description:** The Zoellner Arts Center, a division of Lehigh University’s College of Arts and Sciences, is a 23-year-old arts center housing four resident departments: Lehigh University Art Galleries, the Departments of Music and Theatre, and Administration. All building resources are shared among these four departments. There are three performance spaces: Baker Hall, a 940-seat concert/proscenium stage; Diamond Theatre, a 3/4 thrust stage seating 307; and the Fowler Black Box Theatre, a small multi-configuration space.

**Zoellner Cabaret’s** take place on Baker Hall’s stage. A secondary stage and all audience seating is placed upon the stage. Usually there are no audience members seated in the auditorium seats.

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## 1. Key Staff:

| Position                        | Name                | Email             | Office Phone |
|---------------------------------|---------------------|-------------------|--------------|
| Interim Administrative Director | Phillip Clauser     | pjc3@lehigh.edu   | 610-758-5323 |
| Production Manager              | Joshua Kovar        | jok7@lehigh.edu   | 610-758-5894 |
| Assistant Production Manager    | R. Elizabeth Miller | rema@lehigh.edu   | 610-758-5653 |
| Lighting Coordinator            | Justin Burns        | jeb719@lehigh.edu | 610-758-5666 |
| Assistant Lighting Coordinator  | Ponder White        | jpw319@lehigh.edu | 610-758-5644 |
| Audio Coordinator               | Phil Ingle          | phi214@lehigh.edu | 610-758-5871 |
| Stage Coordinator               | Becky Eshelman      | ree2@lehigh.edu   | 610-758-5387 |
| Costume Shop Coordinator        |                     |                   | 610-758-3628 |
| Travel & Hospitality            | Jennifer Mack       | jem3@lehigh.edu   | 610-758-5654 |
| Director of Audience Services   | Sandy Anderson      | saba@lehigh.edu   | 610-758-6641 |
| Programming Assistant           | Tahya Keenan        | pak512@lehigh.edu | 610-758-5643 |
| Green Room                      |                     |                   | 610-758-2252 |
| Main Fax #                      |                     |                   | 610-758-6537 |

## 2. Seating:

- Seating is at a combination of 60" round tables and 30" round bistro tables.
- Dinner is served prior to the show and there is a cash bar located off stage right.

## 3. Stage Dimensions:

- The stage is comprised of portable platforms and is usually 12' deep by 16' wide.
- The stage is located against the back wall of the actual stage with a blackout drop behind it.
- The stage is usually 16" high.
- Performers enter from stage right.

## 4. Lighting:

- Control is an ETC Ion with 40 sub-masters.
- The light board is located down stage center.
- Lighting design provided by center lighting staff.

## 5. Audio:

- The mix position is located down stage center.
- There is no ability to have a separate monitor mix position.
- Mixing Console is a Yamaha CL5.
- Loudspeakers are 4 self-powered EAW RSX 129's.
- arious ired and ireless microphones are available, see page 8.

## 6. Intercom/paging:

- Clear Com 2 channel party line system with remote SM station.
- Riedel Bolero wireless intercom system available.
- In-house FOH & backstage paging available.
- Patch points located throughout theater.
- Single channel and dual channel belt packs available.
- Single and double muff headsets available.

**7. Dressing Rooms:** Located on lower level, one floor below Diamond Theater.

- a) Dressing rooms are a shared resource and might not all be available.
- b) There are 2 individual dressing rooms with private shower/ washroom.
- c) There are 2 4-person dressing rooms with private shower/ & a shared washroom.
- d) There are 2 ensemble dressing rooms. The women's seats 26 and the men's 19. Each has showers and shared washrooms.
- e) Hospitality is usually located inside the greenroom or directly outside.
- f) Laundry room has a single washing machine & an electric dryer.
- g) An iron and a Jiffy steamer are available upon request.
- h) A wig dryer is available upon request.
- i) Rolling wardrobe racks are available.

**8. Loading Facilities:**

- a) The loading dock is located at 420 East Packer Ave. It is immediately to the right of the parking lot entrance. Please see page 6 for drawing.
- b) Dock will accommodate a 53' trailer and tractor.
  - a. Driveway opening is 14' high.
  - b. The dock is 3' above driveway & has an integral, adjustable dock plate.
- c) The loading dock opens onto a hallway leading to stage right.
- d) Door opening is 9'-0" x 9'-7" high.
  - a. Hallway and inner doors will accommodate scenery at least that height.
  - b. Large scenery pieces must travel through adjacent scene shop.

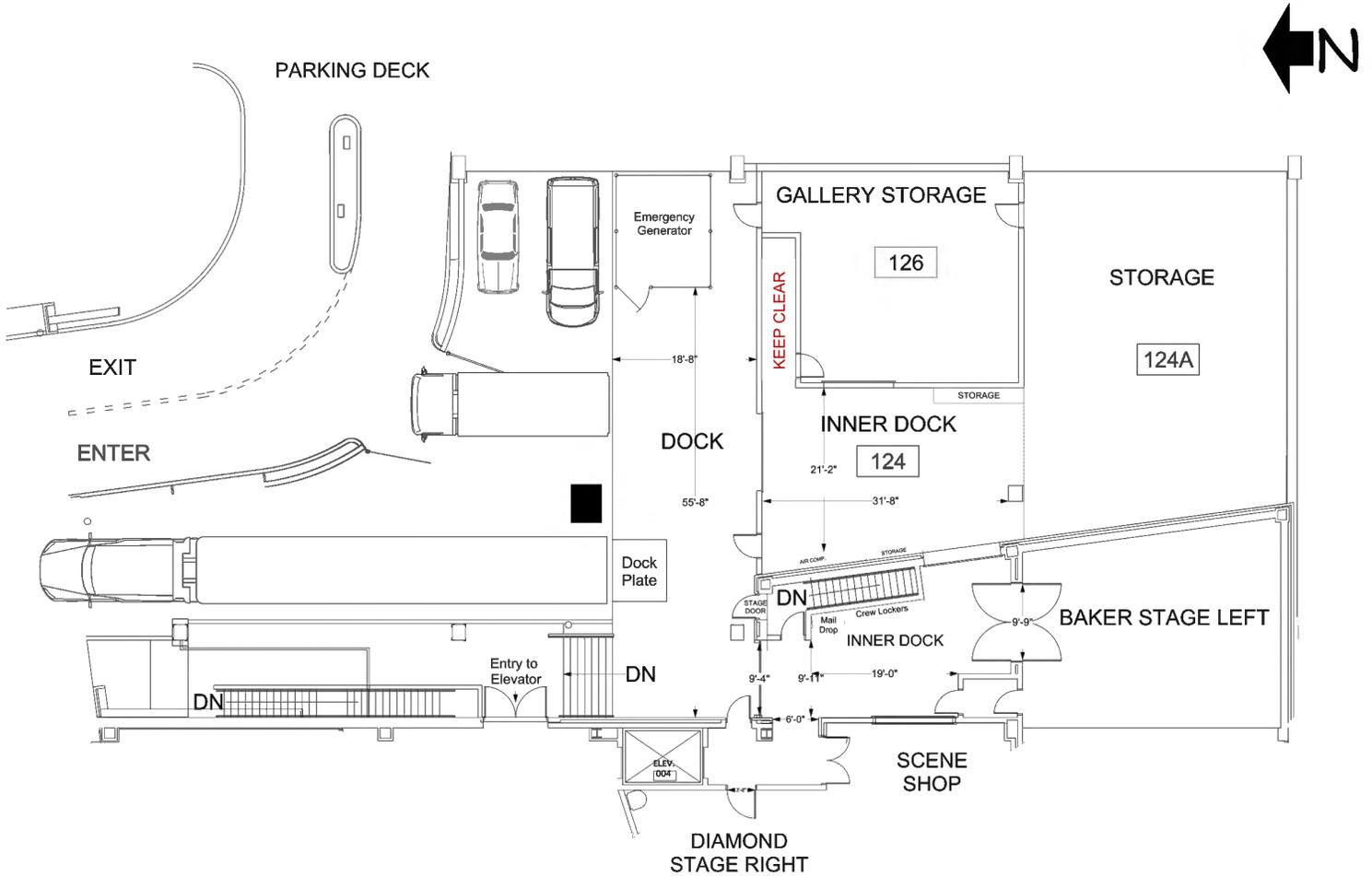
**9. Internet Access:**

- a) There is Wi-Fi available throughout the building, SSID: lehigh-guest. No password needed.
- b) A LAN jack is available in the greenroom. No password needed.
- c) There is a phone located in the greenroom for guest use.
  - a. Long distance calls must be made using calling cards.

# Audio Inventory

| <b>Equipment Type</b>   | <b>Brand/ Model</b> | <b># in Stock</b> |
|-------------------------|---------------------|-------------------|
| Mixing Console          | Yamaha CL5          | 1                 |
| iMac w/QLAB             | Apple               | 1                 |
| Multi-channel Interface | MOTU 828mk2         | 1                 |
| Dual CD player          | Numark CDN450       | 1                 |
| CD player               | Denon DN-C680       | 1                 |
| Compact Flash Recorder  | Tascam –SSR1        | 1                 |
| Microphones             | Neumann, AKG, Shure | Variety           |
| Wireless Microphones    | Shure ULX D         | 20 Channels       |
| Microphone Stands       | Variety             | Variety           |

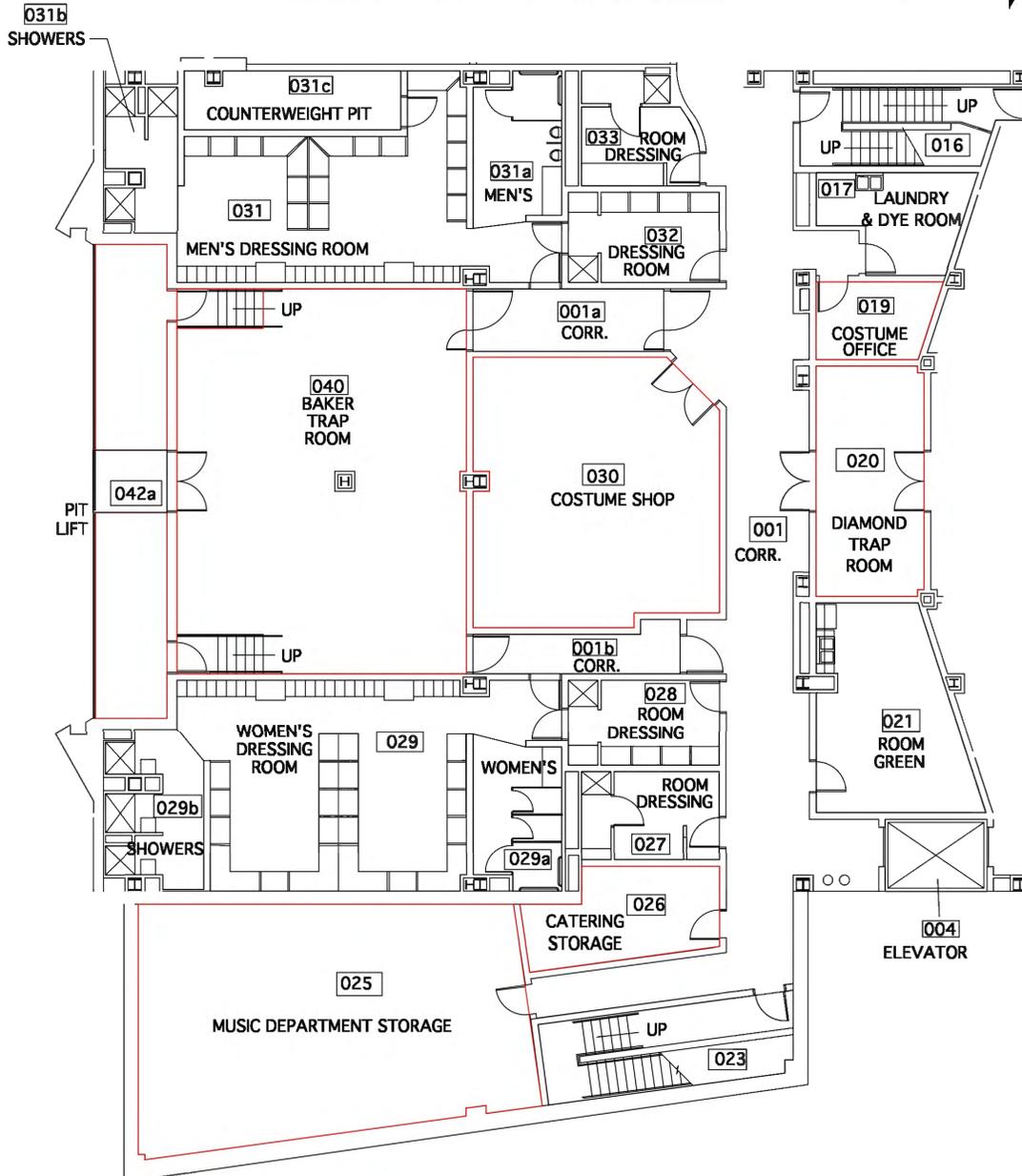
# Loading Dock Detail



# Dressing Room Layout



Areas Outlined In Red Are Off Limits



# Cabaret Ground Plan

