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Winter Opera St. Louis COVID-19 PLAN

November 30, 2020

INTRODUCTION

Winter Opera St. Louis is working with Kirkwood Performing Arts Center (KPAC) and the City of Kirkwood to present an indoor concert in the Ross Family Theater on Sunday, January 10, 2021. In preparation, Winter Opera has carefully reviewed Missouri Arts Safe guidance. Winter Opera St. Louis is committed to the Missouri ArtsSafe pledge and is preparing to enact all of their universal measures.

Winter Opera has also reviewed documents from organizations posted on the Volunteer Lawyers for the Arts site and including very relevant measures from Kirkwood Performing Arts Center, The Kranzberg Arts Foundation Green Light Manual, general policies from the National Endowment for the Arts, and others. These documents go into great detail on shared commitments to artist and audience safety, and overall understanding of the threat the virus poses.

PERFORMANCE

Winter Opera St. Louis will move into the Ross Family Theater at Kirkwood Performing Arts Center on Sunday, January 10. The scheduled concert will feature songs from three vocalists, one pianist, and a string quartet. Running time of program is 70 minutes with no intermission. All artists will be prepared upon arrival and do not require any rehearsals that day.

WELCOMING THE AUDIENCE

Winter Opera St. Louis will be collaborating with KPAC for all COVID-19 planning. All volunteers and guests will be required to wear masks. Winter Opera will provide hand sanitizer for all guests, staff, and volunteers during this process. Signage will be posted encouraging social-distancing, requiring masks, and following of all COVID-19 protocols.

Winter Opera staff will include four staff members and six volunteers. Their duties will include: Enforce masking, assisting guests to their seats, taking tickets, encourage social-distancing and assisting with traffic flow.

One Winter Opera staff member will be working the Box Office. The Box Office staff member will be gloved as tickets and programs are picked up by attending patrons. All tickets and programs will be pre-printed and pre-sorted to help mitigate patrons' wait time in the lobby

before the performance. All guests are available on our contact lists for possible contact tracing. The other Winter Opera staff and volunteers will be ushering patrons to their seats. One volunteer will be on the elevator to take patrons to their seats on the upstairs balcony of the theater. This is to ensure only one party of patrons will ride the elevator at any given time. Our House Manager will oversee the event and front of house. Winter Opera will also work with Kirkwood Performing Arts Center to establish additional specific responsibilities as needed.

The theater will be open for seating early to discourage any gathering of crowds and to promote safe, social-distancing. All of our staff and volunteers are registering with Missouri ArtsSafe and watching the training video on its website.

If temperature checks are recommended, Winter Opera will work with Kirkwood Performing Arts Center to determine best practices for guests and performers.

ARTISTS/BACKSTAGE /PERFORMANCE

Only the Winter Opera Artists and General Director will be allowed backstage in the green room. All will be masked when interacting in the green room and backstage. Artist will be wearing masks until having to perform on stage. The string quartet will be wearing masks for the entire performance.

Winter Opera Artists will be performing from the stage of the Ross Family Theater in Kirkwood Performing Arts Center. Performers will be distanced at least twenty feet away from the nearest patron. The first row of seats in the Ross Family Theater will also be blocked off to ensure greater social-distancing and safety.

Winter Opera will respect all Kirkwood Performing Arts Center policies. They also include: All staff and patrons in masks; Capacity in the theater to be limited to 25%; Seats will be socially-distanced; and the theater, like all of the Kirkwood Performing Arts Center's spaces, will have before and after cleanings of the space.

COVID-19 POLICIES

- Winter Opera St. Louis will work with Kirkwood Performing Arts Center to establish temperature checks, as recommended by KPAC, for all - including Winter Opera staff and volunteers during the setup and for the concert. Winter Opera will also work with KPAC to establish these same procedures as required of attending patrons.
- Masks will be required for all Winter Opera staff, volunteers, and artists during concert (with the exception of the singers while performing). Masks will be required of all patrons.
- Artists will be staged 20' away from audience with first row of seating in the Ross Family Theater blocked off to further ensure social-distancing and safety of patrons.
- Guests will be spaced accordingly in the seats of the theater with 6' between each group.
- Hand Sanitization will be available for staff, volunteer, artist, and patrons.
- Reservations will be required and paid through the Winter Opera's Tix site. No tickets may be purchased the day of the performance. Our Box Office staff member will have a

list and can admit patrons after their names are checked. Since all attendees will have reserved tickets, their names will also be available for contact tracing.

- Kirkwood Performing Arts Center has established its own COVID-19 policies. Once approved, Winter Opera St. Louis will be publishing our COVID-19 policies on our website and use social media to spread the awareness of these policies for patrons who might attend the concert. Our staff is currently working with KPAC staff to ensure Winter Opera's compliance with KPAC's COVID-19 policies and procedures.

IN CONCLUSION

We appreciate your consideration of this effort. We understand the responsibility we all share: County health officials, City of Kirkwood personnel, Kirkwood Performing Art Center staff, Winter Opera staff, volunteers, artists and patrons. We believe a concert, if approved, can bring a ray of light and hope, and some thoughtful entertainment to the community.

If you have further questions or concerns, please contact our Administrative Director, Angela Sander via email at angela@winteroperastl.org. She can also be reached at our office Monday-Friday, 10 AM - 4 PM, via phone at (314) 865-0038.