

Minutes
FLOORS WORKING GROUP
 Wednesday, October 16, 2002
 Las Vegas Hilton Hotel
 Las Vegas, Nevada

Chair: Tim Hansen, Oasis Stage Werks, principal, producer
Recording Secretary: William L. Maiman

1 Opening Remarks

Tim Hansen welcomed everyone to the meeting, noted that a quorum was present, and the meeting started at 0800 hours.

2 Attendance and Membership

Members attending:

Bob Dagger American Harlequin Corp. Principal, Producer
 Keith Sklar; Actors' Equity Assoc.; Observer; General interest – via telephone
 Ken Greenwood; Actors' Equity Assoc.; Observer; General interest
 Tim Hansen; Oasis Stage Werks; Principal; Producer
 Tim Cox; PLASA; Principal; Producer
 Michael Sean Graves; Rosco Laboratories; Principal; Producer
 Jerry Gorrell; Theatre Safety Programs; Principal; User
 Richard D. Thompson; Thompson Associates; Pricipal; Gen. interest

Visitors:

Baer Long; Protech Theatrical Services

2.1 Introduction of those present

A sign-in sheet was passed around the room. While it was circulating, those present introduced themselves. It was noted that some members are participating via audio conferencing and that others had sent their regrets.

2.2 Call for Quorum

It was determined that a quorum was present.

3 Requirements for membership and Processing of new membership requests

Tim Hansen reviewed the membership requirements. Membership is open to all who are affected by the work of the group, but every principal member of the working group is required to attend meetings. Any principal member and voting alternate that both miss three consecutive meetings will have their membership status changed to observer. This action will be taken as the last item of business at each meeting and recorded in the minutes of that meeting.

The full list of Floors Working Group voters during the period of the meeting was thus:

Name	Company	Representing	Voting Status	Int. Cat.
Bob Dagger	American Harlequin	American Harelquin	P	P
Dick Thompson	Thompson Associates	Thompson Associates	P	G
Tim Hansen	Oasis Stage Werks	Oasis Stage Werks	P	P
Tim Cox	PLASA	PLASA	P	G
Michael Sean Graves	Rosco Laboratories	Rosco Laboratories	P	P
Jerry Gorrell	Theatre Safety Programs	Theatre Safety Programs	P	U
			6 votes	3 P 4 G 1 U

4 Approval of minutes from the previous meeting

Tim Cox moved that the minutes from the previous meeting be accepted. Dick Thompson seconded the motion. The motion was accepted unanimously on a voice vote.

5 ESTA Declarations

5.1 Anti-trust statement

Tim Hansen read aloud the anti-trust statement:

"The ESTA Board of Directors, the Technical Standards Committee and the leadership of this Working Group will reject or nullify any actions that unlawfully restrain trade. Anyone who feels that such an action is being or has been taken is requested to bring that matter to the attention of the chair immediately. Anyone who feels that action in restraint of trade have been taken and not properly annulled is requested to notify the TSC (chairs), or the ESTA President immediately.

"ESTA legal counsel has informed us that violations of the antitrust laws can have serious consequences. Individuals engaged in certain unlawful conduct can be found criminally liable. An individual convicted of a criminal violation of the Sherman Act may be fined as much as \$100,000 and imprisoned for up to three years. An easy to read pamphlet describing restraint of trade issues is available from the Technical Standards Manager."

No anti-trust issues were brought to the attention of the chair.

5.2 Call for Patents:

Tim Hansen read aloud the call for patents:

"ESTA intends not to publish any standard that contains protected intellectual property, unless that property can be licensed by anyone for a reasonable fee. ESTA uses a process of open patent and copyright disclosures to implement its intent. ESTA does not conduct patent or copyright searches and does not warrant that its programs contain no protected intellectual property."

"In keeping with the open disclosures policy, I ask if anyone present wishes to notify the working group of the existence of a patent that might protect material in a standard being developed by the working group. You need not be the holder of the patent or copyright to notify the working group of its existence."

No protected intellectual property issues were brought to the attention of the chair.

6 Approval of Agenda

Tim Cox moved that the agenda be approved. Dick Thompson seconded the motion. It was accepted unanimously on a voice vote.

7 Old Business

7.1 Report on Terminology, alternative words, Akron Rubber Center and PARA

It was agreed that Michael Sean Graves will provide information about Akron Rubber Center via e-mail to members of the WG. Bob Dagger will resend his e-mail on the subject of terminology to anyone that did not get it, prior to the next Floors Working Group meeting –so notify Bob directly if you need this. Bob Dagger will propose a definition of the word "bounce" and to get a distillation of meanings, regarding: resilience, shock absorption, sprung floor, and bounce.

Jerry Gorell will look into athletic industry contacts and shoe representatives in order to see about their use of definitions and testing of properties of shoes (floors).

Dick Thompson will talk with sports medicine, and foot/ankle experts about properties and correlation to medical issues that affect the foot/ankle.

7.2 ANSI Standard on Floors – Refine and approve the scope, determine the process and assign tasks

It was agreed that Jerry Gorrell will follow-up with City of Phoenix safety department about access to testing machines and if they have a contract to test floors –for slip resistance, etc. Then he will look at existing options – and how they apply to our usages, and report back to the Task Group.

Tim Hansen will communicate with Bill English regarding his testing methods and their usefulness on measurements regarding pressure at the toe rather than at the heel.

There was also discussion about George Sotter, his book, and his recent presentation before the Floors WG. Tim Hansen agreed to communicate with George Sotter regarding his testing methods and their usefulness on measurements regarding pressure on the toe.

There will be more discussion at the next meeting.

7.4.1 Draft of Scope of proposed Standard

The discussion continued on what aspects of the proposed standard should cover. There was a general consensus to limit the standard to performance areas – Michael Sean Graves offered to research ---what does performance areas mean and what is meant by resilience.

Tim Cox commented that narrowing the proposed scope, as noted at other meetings would allow for faster development of a standard and that the WG could develop additional standards over time, all relating to floors, performance spaces, and dancers/actors.

7.4 Examination of WG Mission Statement terminology

Michael Sean Graves agreed to review all of his notes/files and to forward all to Bill Maiman for distribution to the Working Group, by end of November.

7.5 Raked Stages, Definition and other Criteria

Keith Sklar will report on Study Developments and Progress at the next meeting. Keith will also review the "Production Rule Book" for information and limitations on Rake.

8 New Business

8.1 Dancers' concerns and expectations

It was reported that due to illness and scheduling conflicts the presentation by dancers associated with the "Jubilee" show did not occur.

There was discussion about the subject. Jerry Gorrell agreed to review the "Stress and Lifestyle/exercise study that he discussed.

Dick Thompson offered to contact DARPA regarding sleep deprivation and the effects of alcohol consumption and to seek other studies and guidelines.

9 Other Business

Tim Cox discussed the new "Dance Floors" book (distribution limited to the UK) and offered to purchase copies and distribute them at the January meeting. "Dance Floors" A Handbook for the Design of Floors for Dance," by Mark Foley, Dance UK, London. The Floors Working Group expressed their appreciation to PLASA for making the copies available to the Group.

10 Schedule for Future Meetings

The Technical Standards Program will hold the next series of meetings in Dallas over the weekend of January 17 – 19, 2003. USITT is being held in Minneapolis, during March 19 – 22, 2003

11 Adjournment

Dick Thompson made a motion to adjourn and Bob Dagger seconded the motion. The motion was approved by acclamation. The meeting adjourned at 11:15AM.

Floors Working Group Membership List at the End of the Meeting

Name	Company	Representing	Voting Status	Int. Cat.
Keith Sklar	Actors' Equity Association	Actors' Equity Association	O	G
Ken Greenwood	Actors' Equity Association	Actors' Equity Association	O	G
Bob Dagger	American Harlequin Corp.	American Harlequin Corp.	P	P
Fred Allen	Fred Allen & Associates	Fred Allen & Associates	O	U
Edward Paget	Jones & Phillips Associates, Inc.	Jones & Phillips Associates, Inc.	O	G
Nevin Kleege	Kleege Industries	Kleege Industries	O	G
Seth Popper	League of American Theatres and Producers, Inc.	League of American Theatres and Producers, Inc.	O	G
Tim Hansen	Oasis Stage Werks	Oasis Stage Werks	P	P
Gary Justesen	Oasis Stage Werks	Oasis Stage Werks	A	P
Tim Cox	PLASA	PLASA	P	G
Michael Sean Graves	Rosco Laboratories	Rosco Laboratories	P	P
Jerry Gorrell	Theatre Safety Programs	Theatre Safety Programs	P	U
Richard Thompson	Thompson Assoc.	Thompson Assoc.	P	G
Mark Elliott	Walt Disney Co.	Walt Disney Co.	O	U
Steven Wiese	Wenger Corp.	Wenger Corp.	P	P

Voting Status

- O Observer, non-voting
- P Principal voting on behalf of an organization or company
- A Alternate voting member representing an organization or company
- I Individual voting member representing no entity other than him or herself

Interest Category

- G General Interest
- U User of floors or flooring products
- P Manufacturer of floors or flooring products