

Mencio, Santos

From: Mireles, Matthew
Sent: Tuesday, October 26, 2021 4:03 PM
To: Mencio, Santos
Subject: FW: Spring Jazz Clinics

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Dr. Matthew Mireles
Chair, Department of Music
Director of Bands




ST. MARY'S UNIVERSITY

The Catholic and Marianist University
One Camino Santa Maria
San Antonio, Texas 78228


Pronouns: He/Him/His

Executive Board of Directors
Youth Orchestras of San Antonio

 **changes kids' lives through**

From: "White, Curtis" 
Date: Wednesday, March 17, 2021 at 11:19 AM
To: "Rankin, John" 
Cc: "Mireles, Matthew" 
Subject: RE: Spring Jazz Clinics

John,


Based on what you have described we are good to move forward on this event. We discussed at CIRT and talked about the fact that the groups will come to campus, perform and leave while the next group arrives so we should not exceed 50 and all COVID-19 precautions will be followed (in addition to any other precautions appropriate to the event participants). Based on this information, reserving UC-A should suffice because the capacity limit is 50 on that room. Please let me know if there are any questions and if there is anything else needed for the event.


Curtis

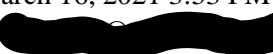
Curtis White
Vice President, Information Services (CIO)

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From: White, Curtis
Sent: Tuesday, March 16, 2021 3:53 PM
To: Rankin, John 
Subject: RE: Spring Jazz Clinics


Perfect! Thanks so much John.


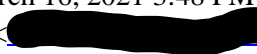
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From: Rankin, John 
Sent: Tuesday, March 16, 2021 3:48 PM
To: White, Curtis < >
Subject: Re: Spring Jazz Clinics

Curtis,
I need to make sure and let you know that we only plan to have six ensembles. Sorry I left that off my earlier response.
John

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From: Rankin, John [REDACTED]
Sent: Tuesday, March 16, 2021 3:46:06 PM
To: White, Curtis [REDACTED]
Subject: Re: Spring Jazz Clinics

Curtis,

We believe having each ensemble perform and then leave campus should avoid problems with capacity at either venue, each self contained ensemble will do their performance and leave campus that's our plan. The ensembles will have between 18 and 25 participants each that along with five adjudicators will be our total number of participants. Our working crew should be around a half dozen people at any given time. I hope this answers the question. We have four confirmed groups and two that are waiting for the event to be confirmed. Thanks for all your help. John

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From: White, Curtis [REDACTED]
Sent: Tuesday, March 16, 2021 3:36:55 PM
To: Rankin, John [REDACTED]
Subject: RE: Spring Jazz Clinics

Thanks John. This is on the CIRT agenda for tomorrow. Do we know the total numbers of participants expected for this event and the breakdown? Will they RSVP so we do not exceed any capacity limits. Please let me know.

Many thanks!

Curtis

Curtis White
Vice President, Information Services (CIO)

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[REDACTED]

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From: Rankin, John [REDACTED]
Sent: Monday, March 15, 2021 11:39 AM
To: White, Curtis [REDACTED]
Subject: FW: Spring Jazz Clinics

Curtis,

Here is the proposal. Let me know if this works or you need more information. Thanks

,
John

From: "Mireles, Matthew" <[REDACTED]>
Date: Monday, March 15, 2021 at 11:21 AM
To: "Rankin, John" <[REDACTED]>
Cc: "Ortega, Edith" <[REDACTED]>, "Rankin, John" <[REDACTED]>
Subject: Re: Spring Jazz Clinics

Looks good. Send it to Curtis

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From: Rankin, John <[REDACTED]>
Sent: Monday, March 15, 2021 11:19:53 AM
To: Mireles, Matthew <[REDACTED]>
Cc: Ortega, Edith <[REDACTED]>; Rankin, John <[REDACTED]>
Subject: Spring Jazz Clinics

Matt, Here is the proposal. Let me know if it needs something.

John