

Current draft, 17 March 2014

Preservation Committee, BHCA

Garman Opera House archival project goal: Comprehensive Plan to Create Register of Known Records

1. **Immediate Priority:** Locate as much documentation as possible to solidify our knowledge of the physical appearance and architectural features of both the Garman Opera House and the Hotel (later Do De), facades and interior
2. **Immediate Priority:** To ascertain the results , to inventory, and to photograph, where necessary, all results of the Memorandum of Agreement signed by Ara Karvandjian for the Bellefonte Mews LP regarding commitment to provide:
 - A. Photodocumentation of the Project's three buildings
 - B. Salvage of Architectural Details and their assigned disposition
3. **Second and On-going Priority:** Locate throughout the community and elsewhere performance history records for the life of theatre and business and management histories of both buildings

The Garman Opera House and Hotel, Bellefonte

Register of Known Artifacts and Documentation of Their Histories to 2014

Potential material to locate as follows:

STRUCTURAL EVIDENCE (Immediate Priority)

1. Physical Materials
 - Surviving architectural elements
 - Furnishings and appointments, such as instruments, curtain, seats, lighting fixtures [immediate attention to the player piano salvaged: Sally Houser is conducting research on restoration and preservation; item currently stored in Cerro Bldg.]
2. Visual Records
 - Building plans and elevations encompassing historical phases as well as the final one
 - Photographs, including those published, interior and exterior of the buildings
 - Moving image documentation [i.e. Peter Warren's final video treatment of theatre demonstrating relative stability of theatre, despite impending destruction.]
 - Prints and drawings, models
3. Administrative and Legal Records contributing to the history of the buildings and renovations

4. To be determined: Include Final Evaluations of Physical Condition conducted of the buildings?

Second and continuing priority:

HISTORY OF THEATRICAL PERFORMANCE DOCUMENTATION

--Original and Printed Materials: Publicity, including advertisements, posters, show cards, programs, texts, press reviews, announcements

--Photographs, original and reproduced: performance scenes, actor portraits, costume and scenography, etc.

--Original/ Manuscript materials: any scripts, stage designs, costume drawings, portraits, letters, diaries

--Music: sheet music, production music

--Archival records for successive history of managements, especially in order to recognize the efforts of all managers; ;financial records of all eras, esp. performance contracts and production expenses. In the process, consult artists' archives where they exist.

--Oral Histories; Recorded Sound: consider relevant sound recordings; develop oral histories and memory documents where viable

METHODOLOGY

1. Establish a task force, utilizing several members of the BHCA Preservation committee while inviting other members of BHCA to join in conducting research for materials and information
2. Depend on word-of-mouth initially for sources of records as well as create publicity and announcements of project search. The task force will organize the contact follow-up. Also will consult institutions likely to have materials.
3. Focus on recording locations and ownership along with inventorying materials, which is the ultimate goal. Should contributions of such materials come forth or copies of originals become a possibility, plans will ensue to house them properly.
4. Professional cataloging of original materials, should it become a possibility or necessity, will be a separate mandate.