

# TillesCenter

for the Performing Arts **LIU** Post



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## Krasnoff Theater

### Technical Specifications Manual

*Brookville, NY 11548-1300*  
*(Sometimes Greenvale, same zip)*

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Updated January 2023

Prepared By: Thomas A. Pascarella, General Manager

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Tilles Center is located on the LIU Post campus. The university is a private, independent college offering degree programs in the liberal arts and numerous professional areas.

Since its inaugural season in 1981, Tilles Center has served as the primary cultural resource for the campus and local community by promoting the appearance of professional companies, hosting many of Long Island's major performing arts organizations and presenting performances, lectures and conferences organized by the student body and campus community.

Krasnoff Theater has an intimate 506 seats that wrap around the stage in typical curved continental style, all of which have excellent sightlines. Krasnoff Theater is a wonderful place for chamber music, small cabarets, jazz ensembles, corporate events and meetings, and small theatrical productions.

The theater contains an HD projector with an HD roll down projection screen over stage. The Repertory lighting plot cannot be changed, however you are welcome to re-focus, re-gel, and an occasional barrel swap, as well as program the lighting to suit your needs.

Krasnoff Theater has a first class sound system, built around JBL VRX932 Line Arrays and a small JBL VRX928 outfill for the extreme House Right seats. The system is tuned and EQ'd for the room and presents a wonderful and even sound to all seats. Acoustically, the venue is wonderful for small chamber orchestras as well as unamplified voice.



*Krasnoff Theater*

# 1.1: BASIC CONTACT INFO & VENUE LOCATION

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**1.1: Mailing Address:**    **Tilles Center for the Performing Arts at LIU Post**  
**Attn: Name, Title or Event**  
**720 Northern Boulevard**  
**Greenvale, NY 11548**  
**GPS Coordinates: 40.817096, -73.597691**

*Note: USPS, FedEx, and UPS deliveries go through campus central receiving; you must allow extra time for items to get to us via these methods. AirEx, and independent shipping companies deliver directly to the Tilles Center Reception Area or Loading Dock. Certain Mapping Applications do confuse "Tilles Center" with another business about 15 miles away so we have provided our GPS coordinates so that you can make sure you have the correct address. Driving directions are provided below.*

## **1.1: Phone Numbers:**

Main Office (Reception) | **516-299-2752**

Main Fax | **516-299-2520**

Thomas A. Pascarella, General Manager | **516-299-2202**

John Lant, Production Manager | **516-299-3349**

Box Office | **516-299-3100**

LIU Post | **516-299-2000**

Public Safety **EMERGENCY** | **516-299-2222**

Brookville Police Dept. | **516-440-2300**

Roslyn Fire Department | **516-621-7539**

Poison Control | **516-542-2323**

North Shore University Hospital | **516-562-0100**

When ON CAMPUS, phone numbers with a 299- prefix can be directly dialed from any campus phone by just dialing the four digit extension. To make off campus calls from within campus, dial 9 and the number, For Long Distance, dial 9 plus 1 plus the area code then the number. Companies using the Tilles Center phone system may be assessed a charge for excessive usage and all long distance charges.

**ALL EMERGENCIES DIAL x2222**



## 1.2 KEY TILLES CENTER STAFF

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### ADMINISTRATION

*Executive Director*  
Tom Dunn

*General Manager*  
Thomas A. Pascarella

*Business Manager*  
Michaela Bowne

*Venue and Business Sales Associate*  
Stacy Lane

### MARKETING

*Director of Marketing*

*Assistant Director of Marketing*  
Vanessa A. Kellogg

*Community Engagement Manager*  
Eva Siegel

### PRODUCTION STAFF

*Production Manager*  
John Lant

### AUDIENCE SERVICES

*Ticketing & Audience Services Manager*  
Michael Johnson

*Operations & FOH Manager*  
James Montefusco

### DEVELOPMENT

*Director of Development*  
Shannon Preston

*Advancement Assistant*  
Samantha Hammond

### ARTS EDUCATION

*Director Of Education & Outreach*  
Stephanie Turner

*Arts & Education Coordinator*  
Megan Montemurro

## 1.3 CAMPUS DIRECTIONS & MAP

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### **Directions to Tilles Center, located on the LIU Post Campus.**

GPS Coordinates: [40.817096](#), [-73.597691](#)

The LIU Post Campus of Long Island University is located on Northern Boulevard (Route 25A) in Brookville (Nassau County), New York.

**NOTE – Once on campus, follow directions on attached Campus map!!**

#### **From New York City**

Take Queens-Midtown Tunnel to Long Island Expressway (I-495). **Take Exit 39** and make a left at the light (Glen Cove Road north). Go north for 2 miles; turn right (east) on Northern Boulevard (Route 25A). LIU Post is 2 miles on the right.

#### **From Bronx, Westchester and Points North**

Take the Throgs Neck Bridge to Clearview Expressway (I-295) south. Exit to eastbound Long Island Expressway (I-495); proceed to Exit 39 and continue as indicated above.

#### **From Southern New Jersey and Points South**

Take the New Jersey Turnpike to Exit 13. Cross the Goethals Bridge to I-278 east (Staten Island Expressway). Cross the Verrazano Narrows Bridge to the Belt Parkway east. Follow the Belt parkway to the Cross Island Parkway north (toward the Whitestone Bridge). Follow the Cross Island Parkway to Exit 30 - Long Island Expressway (I-495) east. Take the Long Island Expressway to Exit 39, and make a left at the light (Glen Cove Road north). Go north for 2 miles; turn right (east) on Northern Boulevard (Route 25A). LIU Post is 2 miles on the right.

#### **From Northern New Jersey**

Take the George Washington Bridge east to the Cross Bronx Expressway. Cross the Throgs Neck Bridge then follow directions given from Bronx, Westchester and Points North.

#### **From Eastern Long Island**

Take Long Island Expressway (I-495) to Exit 41N (Route 106/107). Turn right (north) onto 106/107 north. Road will fork, follow Route 107 North (left fork). Proceed to Northern Boulevard (Route 25A). Turn left (west) at Northern Boulevard. LIU Post is on the left. Use second entrance into campus (West Gate) for quickest route to Tilles Center.

#### **From South Shore of Long Island**

In Nassau County, take the Wantagh State Parkway or Meadowbrook Parkway north to Northern State Parkway West to Exit 31 (Glen Cove Road North). At the light, turn left (north) onto Glen Cove Road. Proceed for 3 miles to Northern Boulevard (Route 25A), turn right (east). LIU Post is 2 miles on the right. In Suffolk County, take most convenient north-south road to the Long Island Expressway (I-495) and follow directions given from Eastern Long Island.



## 1.3 CAMPUS DIRECTIONS & MAP



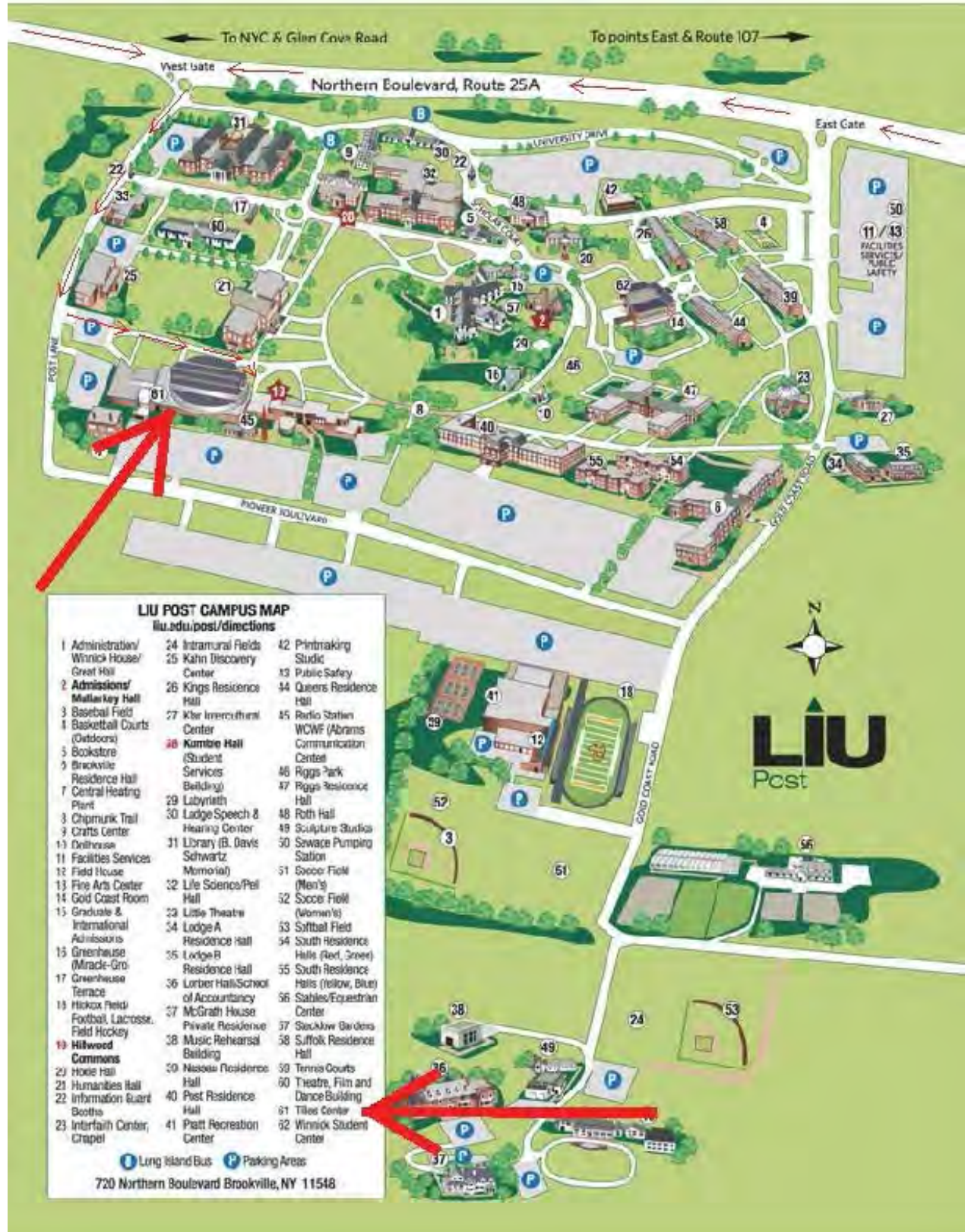
Turn into the campus at the WEST Gate and continue immediately to your right, down Post Lane. Continue through the 1st stop sign. 500 feet past the stop sign, make your 1st available Left, after 'Kahn Discovery Center'. (See next page)



This Access Roadway will take you past the Front of House of Tilles (a large glass atrium on your right). At the end of the Access Road, behind a row of tall bushes will be the Tilles Center Loading Dock and Stage Door.



# 1.3 CAMPUS DIRECTIONS & MAP



## 2.0 STAGE & OVERVIEW

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The Krasnoff Theater stage is our most intimate venue housing our chamber music performances, Cabaret at “Club T”, children’s performances as well as a host of other activities. The stage is surrounded by floor to ceiling ink blue draperies with fullness, on tracks that allow free movement of equipment during Load In and Load Out, or revealing the fluted block upstage wall if desired.

The stage is situated in the north-west corner of the room with a 34’ wide proscenium arch. The stage is best described as a 38’ x 27’ rectangle with the corner cut off. This fifth edge (the cut off corner) is the downstage edge of the stage. It is 30’-5” from corner to corner and is parallel to the center orchestra. The distance from the upstage wall to the downstage edge varies from stage right to stage left. The maximum distance from the upstage wall to the downstage edge is 28’-0” on the stage right side. The minimum distance from the upstage wall to the downstage edge is 14’-0” on the stage left side. Both of these measurements are to the respective ends of the 30’-5” downstage edge. (Drawings are available [here](#))

There are small wings that allow a person to preset on stage for an entrance. Stage left there is a 39” wide door in the upstage wall with a hallway that can be used for prop/ wardrobe storage. Stage right has a 29” door, and a double door which has a 66”x92” opening. There is a hallway that provides access from stage left to stage right that can be used as a crossover.

Access to the house from stage is accomplished from stage left. Portable stairs are available to allow access on Stage Right or wherever may be needed. Please discuss stair needs in advance.

### BLUEPRINTS & PLANS:

Ground Plans, Light Plots, and Seat Charts are available in pdf as well as their native Vectorworks, Lighting Paperwork is available in Lightwright. Please contact us if you require these files, as well as information on our version numbers and abilities to convert to other formats.

*PDF Copies of all our Ground Plans and Seat Charts are attached at the end of this document.*





## 2.1 GENERAL BACKSTAGE INFORMATION

<b>LOADING DOCK</b>	<p>Stage and street at same height. 14' ramp available. Main Loading door dimensions 7'-9" high x 7'-3" wide. Our Dock is shaped like a comma, and can be tricky. There is some room to leave trucks or vehicles. Krasnoff Theater may also load in from a set of standard double doors that are a bit closer to the theatre if your gear can fit. Alternate Parking is available a short walk from the theatre in the Campus "Gold" and "Green" Lots. Please discuss your needs with us.</p>
<b>ORCHESTRA EQUIPMENT</b>	<ul style="list-style-type: none"> <li>· (120) black armless musicians chairs</li> <li>· Main Cond. Podium w/Rails (14" High)</li> <li>· Cello Box</li> <li>· (60) Incandescent Music Stand Lights</li> <li>· 93 'Manhasset' Music Stands</li> <li>· Large/Wide Conductors Music Stand</li> <li>· Small Conductor Booster Box</li> <li>· Assorted Stools</li> </ul> <p>Please note that the Krasnoff Theater can only accommodate up to a dozen orchestral musicians comfortably.</p>
<b>PIANOS</b>	<p><b>Mainstage:</b> (1) 9' Steinway Concert Model D with padded artist bench  <b>Krasnoff Theater:</b> (1) 7' Steinway Model B with padded artist bench  <b>Atrium:</b> 5'10" Steinway Designed" Boston GP-178 Grand w/padded artist bench  All Pianos Tuned to A-440  Piano tuning may only be done by Steinway Tuners (charges apply).  Space and Physics prevent Pianos from being moved between spaces</p>
<b>RISERS</b>	<p>Tilles Center owns only ONE Riser. It is a 6' x 6' Square Folding 'Drum' Riser. Please discuss your riser needs in advance so that we may arrange a rental. Due to the size of the stage and lack of storage, we attempt to use risers in small quantities and only when necessary.</p>
<b>LADDERS &amp; LIFTS</b>	<p>14' A-frame, 12' A Frame, 10' A-frame, 8' A-frame Skyjack Single Man Lift (36')</p>
<b>LAUNDRY FACILITIES</b>	<p>(2) Washer, (2) dryer, iron with ironing board, and steamers are available.</p>
<b>DRESSING ROOMS</b>	<p>Main Floor:  North Chorus Dressing Room (102): 18-20 people  South Chorus Dressing Room (110): 16-18 People  *Star Dressing Room A (107): 1-2 People  Star Dressing Room B (109): 1-2 People</p> <p>1 Flight Down:  Dressing Room A (009): 2-3 People  Dressing Room B (008): 2-3 People  **Warm Up Room C (010): 15-20 People</p> <p><i>*Handicapped Accessible Bathroom Attached</i>  <i>**Warm Up Room is typically reserved for catering. The room has no permanent mirrors and is basically an empty room with some tables and chairs. All Dressing Rooms have attached Showers with the exception of Star Dressing Room A (107) which only has a handicapped accessible toilet and sink.</i></p>

## 2.1 GENERAL BACKSTAGE INFORMATION

<b>COMPANY OFFICE</b>	Located backstage with desk and refrigerator. High Speed Internet Access (LAN and Wireless Available).
<b>CREW</b>	Our crew is very helpful and knowledgeable, and we all want to help you create a successful production. Tilles Center utilizes Professional Freelance, Student trainees, and Union Labor (when required) to staff all of our shows. All shows require at least (3) Crew; Lighting, Audio, and a Stage Manager, minimum. This, and any additional crew (requested, or determined to be needed by the Production Department, are billed separately, and is not included in your license fee. Tilles Center has access to professional Hair, Make-up, Followspot, Lighting Programmers, Audio Engineers, etc. to help produce your event. Please discuss your specific needs with the Production Manager, and we can work out a plan that meets your needs and your budget.
<b>RENTALS</b>	Tilles Center can typically help secure all of your rental needs from our network of local third party vendors. Please call us to discuss.
<b>MERCHANDISE</b>	Commission on all merchandise is 15% if you provide the salespeople and 20% if Tilles Center sells the merchandise. All merchandise is subject to an additional 8.625% sales tax. All taxes and commissions are due upon settlement at the end of the event.



## 3.0 LIGHTING, ELECTRICS, & EFFECTS

<b>LIGHTING SYSTEM</b>	<p>The space has an ETC Sensor Pack with 48 dimmers, of which 30 of them are dedicated to the theatrical lighting system. Dimmers 31 through 48 control the house and work lights, and have no soft patch. There are also an additional (8) Non Dim circuits for LED Fixtures. The Lighting System battens and instruments are visible to the audience but are dressed neatly and do not create an eyesore. The upstage wall is covered with ink blue curtains minimizing reflection and bounce light. Finally, an extensive amount of color and templates are also available. Lights may be run from the rear of the house or in the booth off house right.</p> <p>All hanging positions are dead-hung above the stage floor.          There are 2 Pipes Front Of House and 3 Overstage: 1 Downstage of the Proscenium, and 2 upstage of the Proscenium          TL;DR Stats: 46 Circuits for 30 Dimmers + 8 Non Dims with 900 channels max</p>
<b>HOUSE/WORK LIGHTS</b>	<p>House lights in the Krasnoff Theater are controlled by a separate Unison Lighting System or through the Lighting Console. The House Lights occupy dimmers 31 through 48, and can be accessed through DMX at addresses 465-510 and is set to take precedence over the Unison system.</p>
<b>LIGHTING CONSOLES</b>	<p>The house lighting console in the Krasnoff Theater is a ION XE20 with a fader wing. Tilles Center also owns the following consoles which may be requested to use if available:</p> <ul style="list-style-type: none"> <li>· Strand Palette VL64 (oh!)</li> <li>· ETC Express 24/48 (oof)</li> <li>· ETC Expression 3 (wow)</li> <li>· ETC Acclaim 24 (yikes)</li> </ul>
<b>FOLLOWSPOTS</b>	<p>The room does not have any Followspots, and we strongly discourage their use. If a spot is absolutely required, we have the accessories to turn a 750w Source IV into a spot, but clearly it will not compete against any type of stage lighting.</p>
<b>BOOMS</b>	<p>Booms are not available, nor possible due to audience sightlines and no masking.</p>
<b>COMPANY SWITCH</b>	<p>Please contact us if you need access to a company switch for your power requirements. There is a small service that can be installed in the Krasnoff Theater if requested in advance. Larger service may be available from the Mainstage company switch, about 125' from the Krasnoff Theater stage.</p>
<b>ATMOSPHERICS &amp; EFFECTS</b>	<p>The use of any atmospheric effects (Smoke, Haze, Fog) may require an alteration of the fire alarm system. Please contact us to discuss your needs and any costs and personnel that may be associated with these requests.</p>
<b>LIGHTING CHALLENGES</b>	<p>The space has a repertory plot that cannot be changed, though you may adjust focus, change gel, and add templates. The space is not conducive to full lighting hangs. The plot that we has been designed to cover as many of the needs we have encountered.</p>

*6 weeks advance notice is required of all shows planning on using atmospherics and effects. Please contact the Technical Director for fees and scheduling. PDF Copy of our Repertory Light Plot is included at the end of this document. Copies of the "Rep" Instrument Schedule and Channel Hookup are available upon request.*

## 4.0 SOUND SYSTEM

<b>AUDIO SYSTEM</b>	A First Class Sound System appropriate to the space was installed and tuned during renovations in the summer of 2018. Designed and installed by SK Systems, the space has VRX932 Line arrays with a House Left Outfill of 928's driven by Lab Gruppen D-120-4L Amplifiers. Microphone, Monitor, and Instrument Lines are blanketed across the stage with a 32x8 Digital Snake that runs from the Control Deck at the back of House to Upstage Right.
<b>MONITOR GEAR</b>	(6) Matched Yamaha SM12IV (12") Monitors (3) CROWN XLS-402 2 Channel Amplifiers Or (8) Bi Amped JBL SRX 812 (12" & 1.5") Loaded Full Range Cabinets with 8 Channels of Crown XTi 4002 (@x1200W at 4 ohm) Plus Amplification and Cable to Complete a working System of up to 6-8 discreet mixes.
<b>ONSTAGE MONITOR MIXING</b>	Due to the size of the hall and lack of offstage space and masking, separate onstage Monitor mixing has not been successful and is strongly discouraged.
<b>CONSOLES AVAILABLE</b>	· Midas M32 (Digital) – Rep in Hous · Midas M32R (Digital))
<b>INTERCOM SYSTEM</b>	2 Channel Clear-Com system available throughout the theatre. Wired Single Channel Boxes with Single or Double Muff Headsets available. 3 Wireless Packs and Headsets Available (Telex BTR700 System) There is also a <b>paging system</b> to all dressing rooms and backstage areas.
<b>ASSISTED LISTENING SYSTEM</b>	The Theater uses an FM Assisted Listening System. All events are required to broadcast on our Assisted Listening System. The FM System is fed directly from the audio processors.
<b>MIX POSITION</b>	The Front of House mix position is approximately 60' from the downstage edge of the stage at the rear of the house. Due to the layout of the venue, this is the only available place to mix FOH. The original control booth is built into the house right wall overlooking the theatre at ceiling level, and houses all dimmers, amps, and other support equipment.
<b>BACKLINE</b>	Please ask for our most updated sheet of backline equipment available.

### Fees & Expenses:

You will be required to have one of our House Sound Technicians on call whenever the system will be in use.  
All Sound Equipment at Tilles Center is included for use in your License fee, however all equipment is subject to availability.

## 4.1 MICROPHONE INVENTORY

Quantity	Manufacture	Microphone Type/Model
13	Shure	SM58
2	Shure	SM58 (Switched)
1	Shure	BETA 58
4	Shure	SM57
3	Shure	SM81
1	Shure	SM11
2	Shure	PG52
3	Shure	PG56
5	AKG	C414
7	AKG	C535-EB
2	AKG	D190
2	Crown	PCC
2	Crown	PZM
1	DPA	4099 Stereo (Piano) Microphone
3	Shure ULDX	Dual Receivers (Wireless)
6	Shure ULXD1	Body Pack Transmitters
6	Shure ULXD2	Beta 87A Handheld Transmitters
6	Countryman B6	Lavalier Mics (Beige/Black)

## 4.2 MICROPHONE ACCESSORIES

Quantity	Accessory
9	DI Boxes
2	PCDI (Whirlwind)
2	POD-DI (Whirlwind)
1	POD-MIX DI (Whirlwind)
3	Desktop Base
2	Black Straight/Round Base Mic Stand (Atlas)
4	Silver Straight/Round Base Mic Stand
3	Baby (Bass) Boom Stand
13	Traditional Boom Stands (Various Arm Lengths)
3	Hot Spot Nano Personal Monitors



## 4.3 ADDITIONAL ANALOG PROCESSING & EQUIPMENT

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Quantity	Manufacture	Microphone Type/Model
1	Sony	Mini Disc Player MDS-E10
1	DENON	CD Player/Recorder
2	DENON	500CB CD/USB Player
5	Rane	ME60 1/2 Octave EQ (2 Channels)
1	Behringer	CX2310 Crossover
1	Alesis	Quadraverb Effects Processor
1	Yamaha	SPX990 Effects Processor
1	Alesis	3630 Compressor/Limiter
1	Whirlwind	150 foot 24/4 mic snake
1	Tilles	50 ft 6 Channel Mic Snake

Tilles Center owns XLR, Speakon, Patch cable, and adapters to create a working system for small to medium size performances. Please discuss your needs in advance with the Technical Director to determine if any rental equipment will be needed to completely fulfill your event requirements.



## 5.0 TILLES PROJECTION & VIDEO INFO

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<b>Projector:</b>	
MAKE/MODEL:	PANASONIC DW8300U
LUMENS/BRIGHTNESS:	10,000 LUMENS (10K)
NATVE RESOLUTION:	1366x768 (WXGA)
CONTRAST RATIO:	10,000:1
ASPECT RATIOS:	16:9 and 4:3
LENS:	D75-LE4 (5.2-8.2:1 Zoom) or D75-LE30 (2.7-5.2:1 Zoom)

### 5.1 KRASNOFF THEATRE SCREEN

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The screen is a custom Da-Lite Tensioned Professional Roller screen with an HD 1.3 surface mounted over-stage, and be brought in to reveal a maximum screen area of 20'-0" wide by 11'-3" tall plus an additional 4' of black border above, allowing for an adjustable height between 0' and 14'-3".

	<b>16:9 Max Size</b>
Image Height	11'-3"
Image Width	20'-0"
Image Diagonal	22'-11"

### DISTANCE MEASURES

<b>From/To</b>	<b>Projector Screen</b>
Projector Lens	75'-0"

*Distances rounded to the nearest foot*

### 5.2 INPUT SOURCES

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BluRay Player	Blu-Ray, DVD, VCD, SVCD, CD, YouTube, Skype, BR3D
DVD Player	DVD, CD
Laptop	MP4, MP3, AVI, WAV, MPG, MOV
Cable TV	Dish Network
VCR	VHS Tapes

**SUPPORT EQUIPMENT:**

Presentation Switcher/Scaler Kramer VP-729 w/Assorted Inputs. We find PowerPoint to be an excellent program to organize your projections.

**CONTROL:**

Switching is done from the Control Deck at Back of House. Various inputs and Ethernet Baluns are available to move your sources anywhere in the venue and still be able to link to the projector.

**FEES:**

A video/projectionist is required to hire for all events utilizing the equipment.

## 6.0 Tilles Dimensions Quick List

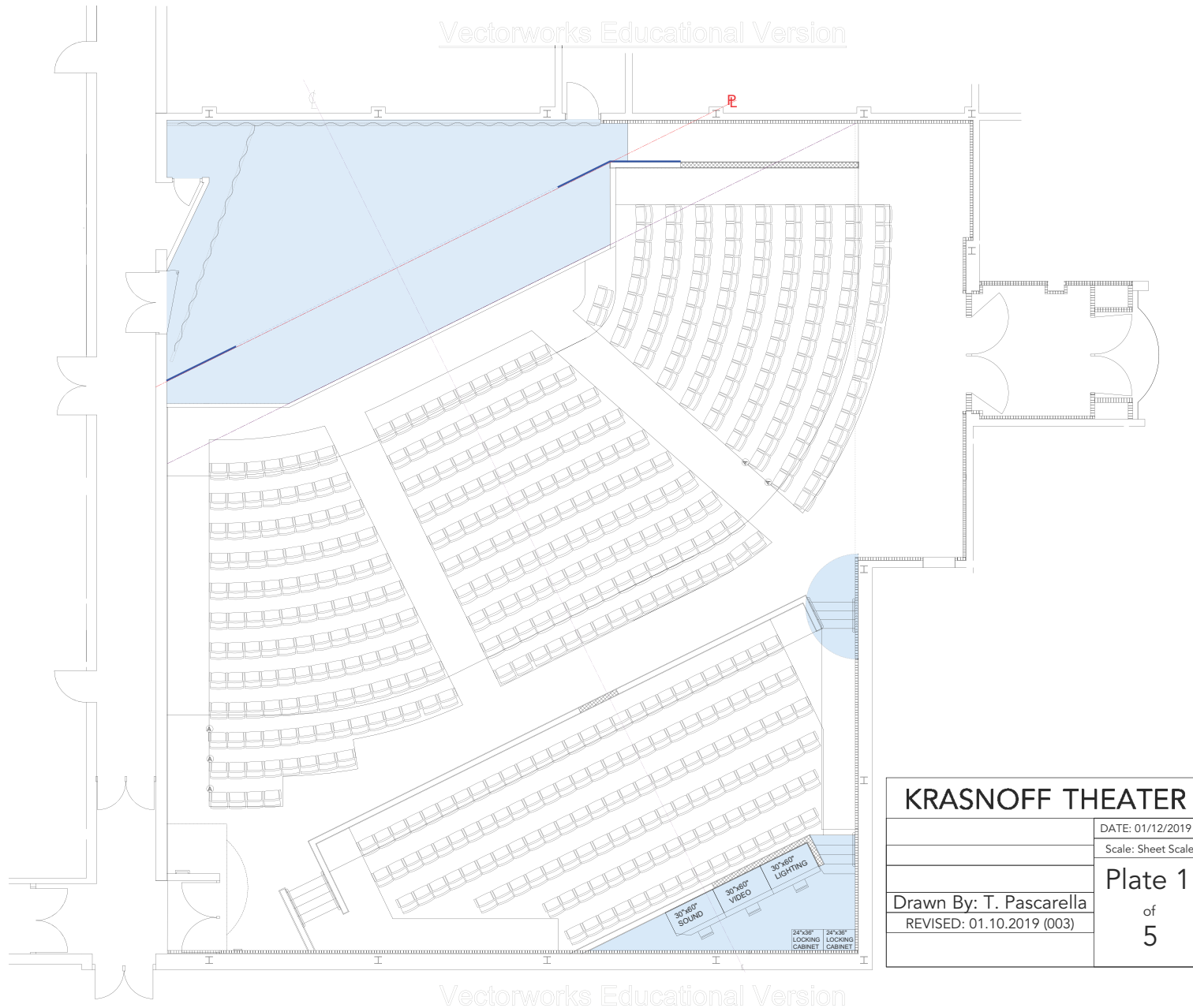
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### Krasnoff Theater Stage

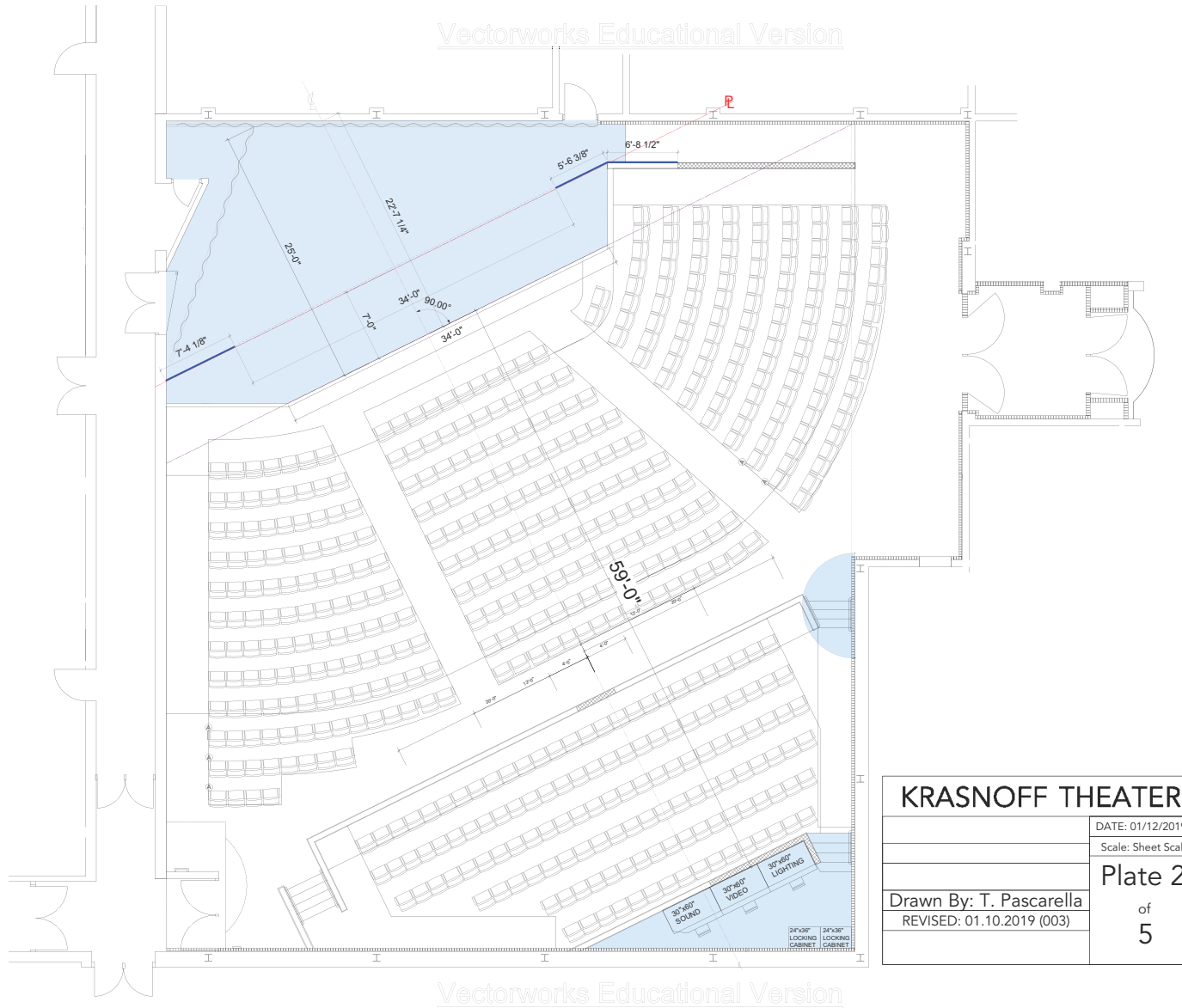
Depth of Stage at Centerline	0'-0"	0.00m
Depth of Stage at SR Proscenium Edge	0'-0"	0.00m
Depth of Stage at SL Proscenium Edge	0.00m	0.00m
Width of Proscenium Opening	34'-0"	10.36m
Height of Proscenium Opening	0'-0"	0.00m
Width of Stage at Plaster Line	0'-0"	0.00m
Wing Space Left & Right (approximate)	0'-0"	0.00m
House Floor to Stage Height	0'-0"	0.00m
Stage Deck to Ceiling Height	0'-0"	0.00m
Over-Stage Electrics Trim Height from Stage	0'-0"	0.00m
FOH Electric 2 to Plaster Line	0'-0"	0.00m
FOH Electric 2 to Plaster Line	0'-0"	0.00m
Stage Electric 1 to Plaster Line	0'-0"	0.00m
Stage Electric 2 to Plaster Line	0'-0"	0.00m
Stage Electric 3 to Plaster Line	0'-0"	0.00m
Projection Screen to Plaster Line	0'-0"	0.00m
Projection Screen to US Wall on Centerline	0'-0"	0.00m
Projection Screen to Projector Lens	0'-0"	0.00m
Total Depth of Venue on Centerline	0'-0"	0.00m
Total Width of Venue on Center	0'-0"	0.00m
Mix Position to DS Edge of Stage	60'-0"	18.29m
Mainstage Loading Doors Height	7'-10"	2.39m
Mainstage Loading Doors Width	7'-3"	2.21m

WE ARE IN THE PROCESS OF CONFIRMING ALL MEASUREMENTS

# APPENDIX A: GROUND PLANS



# HI RES GROUND PLAN P2

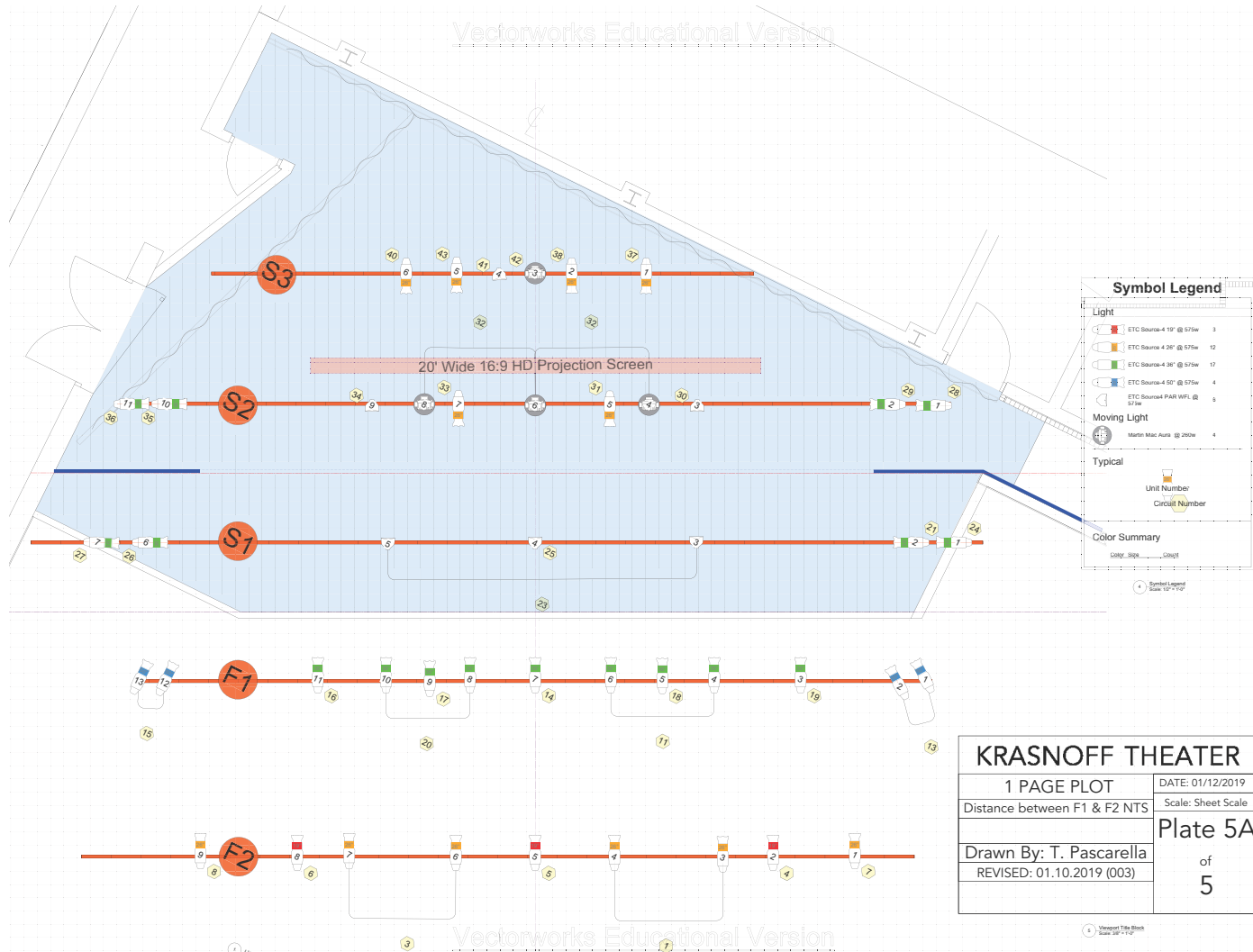


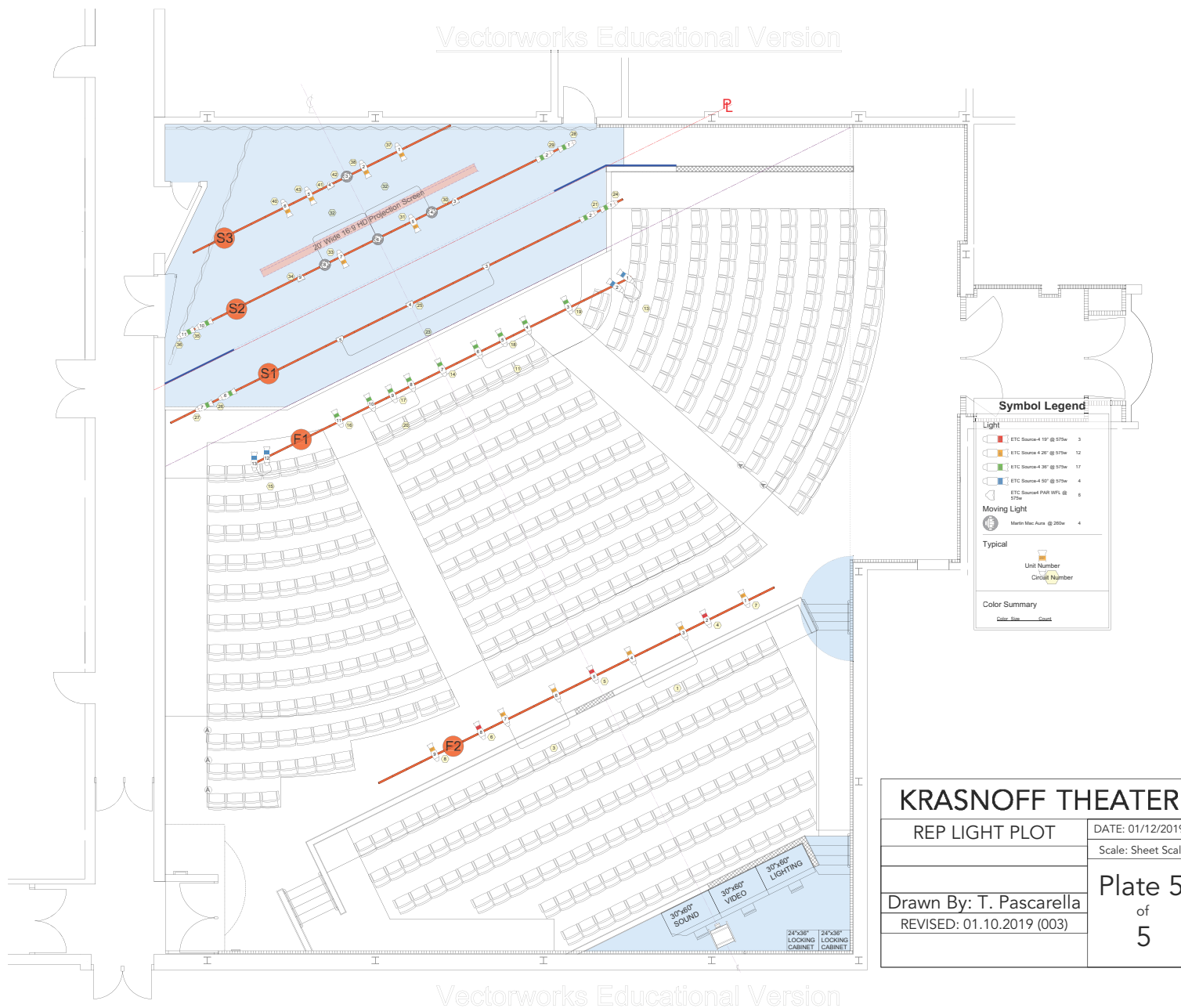


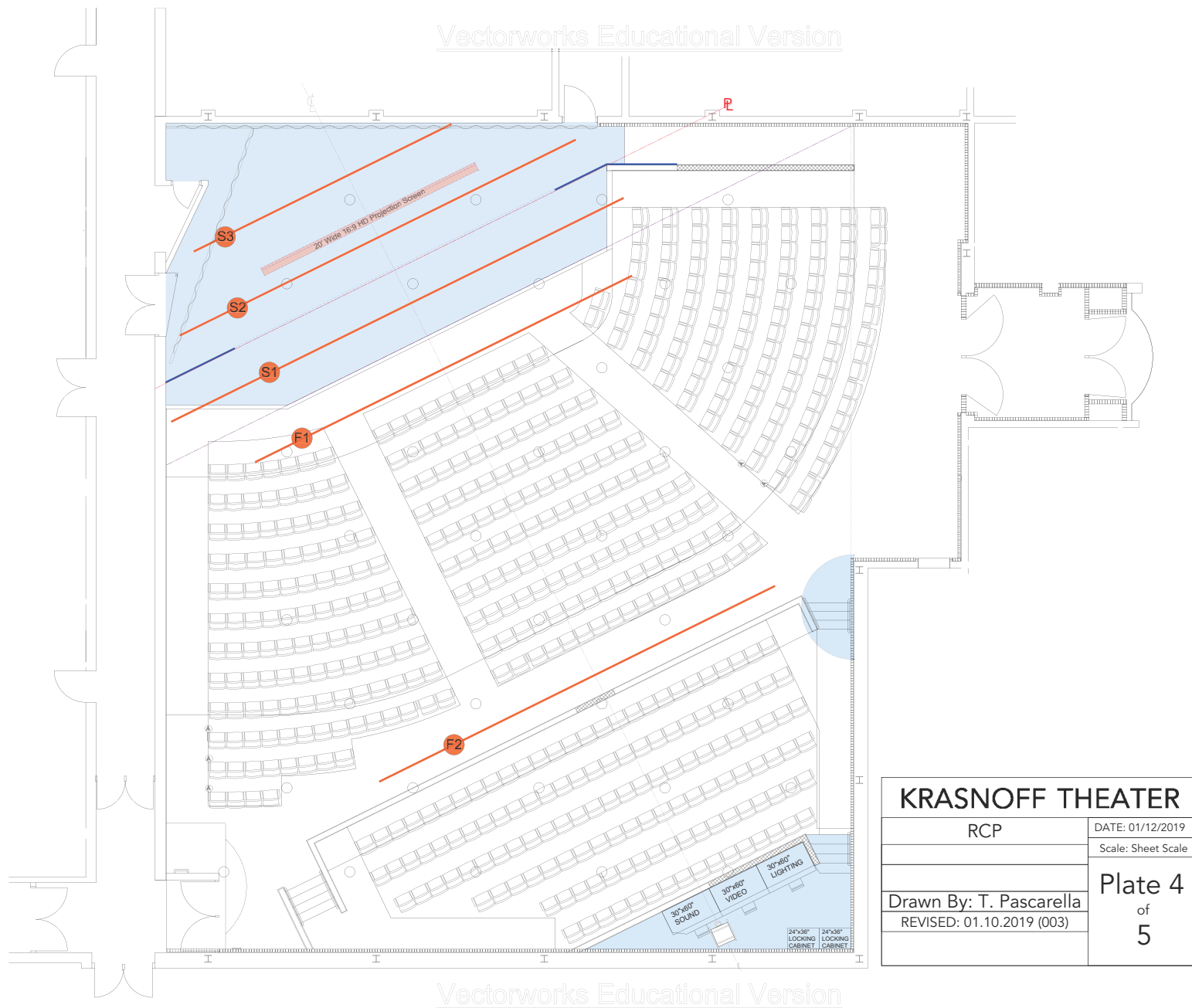


# APPENDIX B: LIGHT PLOTS & RCP

INSTRUMENT SCHEDULES & CHANNEL HOOKUPS AVAILABLE REQUEST/PDF OR LIGHTWRITE







**KRASNOFF**  
**THEATER**  
**TillesCenter**  
for the Performing Arts **LIU Post**

