

## Mark Binder

### Event Information Sheet

Office number to Mark's cell: 401-272-8707

### Setting up an event

Mark tries to keep his needs and wants to a minimum. These are meant to be a guideline and not impose undue burden on you.

- He'll usually arrive 45-60 minutes prior to the first presentation
- He can sometimes be a bit frazzled, especially if there was traffic, so please forgive him if he's all about getting set up
- A reserved parking spot near the load-in point (close to the event location) is appreciated.
- If someone can help him unload, that's always nice. Most of the equipment is light enough for a large student, and he will hoist anything too heavy.
- Let him know where the restrooms are, please.
- Please give him some time and an empty space to warm up his voice.

### All spaces need

- Access to power. Three prong. (Exceptions are when battery power is required)
- Small table (school desk size) or two music stands
- Bottle or cups of water
- One chair for Mark (which he rarely uses). Folding chair is fine. No wheels, please.
- Windows should be darkened/shades pulled down if there will be distractions or sunlight blinding listeners

### *About Sound*

We know that you are used to the sounds of your school. We also know that the quiet that is possible can be somewhat refreshing. The sound of an attentive audience is amazing!

Before he became a performer, Mark was much less picky about sound. He knows that chaos is a part of interactions with young people and does his best to work around any problems. (Ask him about the rat in the room...)

When possible, he will use voice-only. However he does use a huge range of vocal effects, and often rooms are impossible to manage sonically. He frequently travels with two sound systems, an awesome Bose system for large spaces, and a smaller battery-powered system for smaller spaces.

- Mark usually can manage the crowd's noise. We've found that "SHHHH" is actually louder and more distracting than the muttering of a child. That said, if things are getting out of hand, please do help.
- Please try to turn off soda machines. If possible to pre-chill Milk refrigerators and turn them off during presentations, you'll be startled at the difference.
- If air conditioning is loud, then cooling the room in advance and then turning off the air conditioner. (Same with heating...)
- Sometimes buzzing lights can be turned off. Let Mark know if the lights take a long time to warm-up
- Close any doors that can be closed to minimize noise.
- **IF a door will bang open and closed during a performance** (i.e. for teachers who need to come and go) then keep the door open or make sure it is muffled.
- Let any kitchen staff know about the event and ask them to moderate their noise
- No cash registers operating in the room during the event
- We know that teachers sometimes have important things to say to each other. If it can wait, that is best.

### ***Cafeteria/Gymnasium/All Purpose Room***

- Ideal setup for Mark is with his back to a wall, and the students spread out wide in front rather than deep. In other words in a gym he'd rather be set up on the sideline than under the basket. We understand that this is sometimes impossible. Usually Mark will pick his spot when he arrives. If you know his setup won't work, please tell him. Sometimes buildings have idiosyncrasies (like people always come in and out of *this* door and not *that one*...)
- No doors or throughways behind Mark. No listeners on the sidelines or behind Mark.
- Floors clean and swept
- Chairs for teachers on both sides as appropriate.
- If it's a **FAMILY** event the recommendation is NO chairs for parents set up (but chairs on side for those who need). Mark requests that "Families sit together". Not kids in front and parents in back.
- No center aisle for floor listeners, unless your fire code requires it. Mark likes to look at the group, and the center aisle puts a big hole right in the middle

### ***Auditorium / Stage***

- Depending on the size of the room and your group, sometimes Mark will set up on the floor in front of the stage.
- Stage area needs to be swept and clear of all debris.
- Mark prefers to work in front of a curtain if there is room, but he may set up sound equipment behind the curtain
- Seat audience frontmost and centermost first. Then sides moving back.

### ***Classroom / Library***

- Mark prefers a corner or space with his back to the wall with no distractions behind.
- If there is a rug seating area, please make sure that there is enough room for all listeners (no over-crowding)
- A few feet space in front of Mark is better than kids right on top, but he'll make it work.

### ***Outdoor Events***

- Please make sure that Mark knows well in advance if your event is going to be outdoors (see note below).
- Please make sure that power is available for larger events (more than 100) people.
- Also have rain plans and/or a tent
- Please have a chair for Mark to sit on
- Things to think about with outdoor audience setup.
  - o Shade for the audience is important. (Sunblock?)
  - o Shade for Mark is nice too. He'll usually sunblock and wear a hat.
  - o Sun to left or right is best
  - o Sun behind Mark doesn't work.

**A note about, "It's a nice say, let's do it outside."** We have found that the distraction level of the outside (butterflies, bees, dogs, cars, jackhammers...) reduces the benefit of fresh air to an enclosed room for storytelling. If your indoors is unbearable, then obviously outdoors will be better. Otherwise.... Let's stay inside.

## **Writing Workshop Presentations**

- Chalkboard, blackboard, whiteboard or paper on the walls
- Appropriate chalk, dry-erase, or markers
- Enough tables/desks for all students
- Ample space for each student at each desk/table
- Pens and paper for each student. (Pencils are ok, but Mark actually prefers to limit erases)
- Extra pens and papers
- Suggest to the teachers that they might enjoy participating rather than monitoring students

## **Story Making Presentations**

- Chalkboard, blackboard, whiteboard or paper on the walls
- Appropriate chalk, dry-erase, or markers
- Space for students to move around
- Students should wear loose comfortable clothes
- Suggest to the teachers that they might enjoy participating rather than monitoring students

## **Payment**

In most cases, balance of payment is due on the day of the event. If you could have someone give the check to Mark when he arrives or early in the day, it reduces awkwardness and chasing someone down later.

Thanks for reading this. If you have questions, if anything is unclear, or if you have suggestions on how to improve this, please let us know. Send an email to: [beth@markbinder.com](mailto:beth@markbinder.com)