

TO: Armin Panning
FROM: Jim Tiefel
RE: Chapel Organ Installation

1. The Martin Ott Organ is scheduled to arrive at the Seminary late afternoon or early evening on March 6, 1991. In advance of that date the following matters need to be addressed:

a. Re: the rear chandelier in the chapel and the recessed lights

Although the organ case will fit behind the chandelier, Mr. Ott feels it will greatly detract from the case. He suggests we remove it.

b. The farthest to the rear recessed ceiling lights (the last one on both sides) will need to be rendered inoperative. The second last set may remain functional. However, we may want to re-direct them toward the case. Nothing should be done until the case is installed.

b. Re: the rear ceiling fan

Mr. Ott says that the rear ceiling fan, when running, will produce an undulating sound when the organ is being played. He suggests that the rear fan be placed on a separate circuit if we want to retain the use of the front fan during services.

2. The organ will arrive in a disassembled condition via United Van Lines. The van will park in front of the tower arch and Mr. Ott's people together with our volunteers will carry cases and boxes into the building. In advance of that activity the following matters need to be discussed:

a. Mr. Ott and his craftsmen will need some room near the organ installation site for equipment, tables, etc. He will need more room at first, less room as the work progresses. He suggests that the last five pews on each side of the center aisle be removed in advance of March 6. Several of those benches may be able to be replaced after several days of work.

b. Mr. Ott will also require room to store pipes until they can be placed in the case. This storage spot should be either in the chapel or close to it.

c. We feel Room 24 would work well for both storing the chapel pews and the organ pipes. Students who normally use Room 24 would have to be relocated to another classroom for several weeks.

3. Mr. Ott, another of his men, and Mr. Gary Foxe will be on site for about three weeks. They will want to begin work early in the morning and will work until late at night. The following matters will have to be discussed.

a. Unless we decide to use the chapel itself and not Room 24 for storage, we will be able to have morning chapel in its regular location. The only morning on which this might prove impossible is Wednesday, March 7. Mr. Ott will not begin work until after 7:45 A.M.

Organ - page two

- b. We will not be able to use the Chapel for homiletics classes. For the three week span these will have to be moved to the MP Room or another room
- 4. Since Mr. Ott and his assistant will be spending five days a week for three weeks on our campus, and since there are few motels within a reasonable distance from the Seminary, I suggested to Mr. Ott that there was a possibility he might be able to use some dormitory room and take his meals on campus. He reacted very positively to that idea, and, of course, would be more than willing to accept this offer on a "pay" basis. He did request, however, that he and his assistant would need separate rooms. Can something be worked out with two study rooms or with the Sem's guest rooms? It seems that there would be no problems with his paying to eat meals in the dining hall.
- 5. Finally, we will need to make some careful plans re: seating in the chapel when benches are removed during the time the crew is working on the installation.

cc:

David Valleskey
Leroy Dobberstein
Richard Balge
David Martin