MINUTES OF A MEETING OF THE
NASHUA ARTS COMMISSION
February 11, 2020
City Hall Auditorium

Members in attendance: Lindsay Rinaldi, Jennifer Annand, Sara Caesar, Judy Carlson, John Egan, Alison Isaksen, Marc Thayer
Absent: Tina Cassidy, Paul LaFlamme,
Also present: Amy DeRoche NAC Admin, Elizabeth Lu Aldermanic Liaison

Called to order: 8:07 am

1. Minutes: Motion was made by John and seconded by Alison to approve the January minutes. Motion carries

2. Communication: Members of the commission have been invited to the Meri Goyette Luncheon on April 19th. Formal invitations will be sent out soon.

3. Old Business:
   - Membership update (see attached)
   - Policy & Procedures (see attached). The working group will send the completed polices to Amy and Lindsay. They would like a page added to the NAC website where all the polices can be found.

4. Public Comment: None

5. New Business:
   - Workshops (see attached)
   - Grants (see attached) Judy will prepare the award letters this year and include a critique of the applications. The grants evaluation committee will review the letters before they are sent. The letters will be ready by the March 10th meeting

*Motion* was made by John and seconded by Judy to accept the grant awards as presented by the evaluation committee as is. Motion carries.

-PAC update – Lindsay reported that the fundraising deadlines are being voted on Wednesday by the board of alderman to extend the bond for an additional 18 months. There is a request for a written public statement with general information about the PAC. Judy will bring the request to the capital campaign committee.

*Motion* was made by John and seconded by Judy to adjourn. Motions carries 9:08am
Hello Amy,

I would love it if you could share the following information about this year’s Meri Goyette Luncheon and Art Awards with the Arts Commission. A formal invitation is in the process of being designed. The event will take place at Sky Meadow Country Club on Sunday, April 19 at 11 am. The theme will be “Rock Around the Clock” *A Tribute to the Fabulous Fifties.*

Our next planning meeting will be held on February 11 at 6:30 pm at Panera on Amherst Street Nashua. All are welcome!

Thanks!
Rebecca Fredrickson
Meri Goyette Luncheon and Art Awards
Project Manager
603-566-1393

Thanks. I’ll make sure we let the NAC know the date/time at the next meeting

Amy DeRoche

Hunt Memorial Building Administrator
Nashua Arts Commission Admin
derochea@nashuanh.gov
603-594-3661
Goal: Keep all available Nashua Arts Commission seats filled by commissioners who would like to be actively involved in Nashua arts projects on a regular basis

Current Commissioners:

<table>
<thead>
<tr>
<th>Name</th>
<th>Expiry Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Annand</td>
<td>(Expires Feb 2021)</td>
</tr>
<tr>
<td>Alison Isaksen</td>
<td>(Expires April 2020)</td>
</tr>
<tr>
<td>Judith Carlson</td>
<td>(Expires April 2020)</td>
</tr>
<tr>
<td>Tina Cassidy</td>
<td>(Expires Sept 2021)</td>
</tr>
<tr>
<td>Sara Ceasar</td>
<td>(Expires April 2022)</td>
</tr>
<tr>
<td>John Egan</td>
<td>(Expires Sept 2022)</td>
</tr>
<tr>
<td>Paul Laflamme</td>
<td>(Expires April 2020)</td>
</tr>
<tr>
<td>Lindsay Rinaldi</td>
<td>(Expires April 2021)</td>
</tr>
<tr>
<td>Marc Thayer</td>
<td>(Expires April 2022)</td>
</tr>
<tr>
<td>Elizabeth Lu</td>
<td>(Expires Dec 2021)</td>
</tr>
<tr>
<td>Shohanna Kelly</td>
<td>(Aldermanic Alternate Expires Dec 2021)</td>
</tr>
<tr>
<td>Rachel Rendina</td>
<td>(Term expired Jan 31, 2020)</td>
</tr>
</tbody>
</table>

The Nashua Arts Commission currently has 4 Open Seats

Suggested New Commissioners Conditionally Approved by The Mayor*:
*Conditionally approval based on the successful submission of materials by nominated commissioners

- Chris Boncoddoo, Flipside Image Works
  Submitted by: Jennifer Annand

- Shaunae Nolet, City Arts Nashua
  Submitted by: Judy Carlson

- Keith Weirich, Artistic Director of Peacock Players
  Submitted By: Marc Thayer

- Steve Ruddock, Owner of Riverwalk Music Café
  Submitted By: Marc Thayer

Summary of Action:
Lindsay Rinaldi met with Mayor Donchess on Thursday, January 30th to review the current terms of existing members and reinforce the importance of keeping all available Nashua Arts Commission seats filled by commissioners who would like to be actively involved in Nashua arts projects on a regular basis. Ms. Rinaldi shared the recommendations provided by current commission members.

Lindsay Rinaldi will contact each person above to notify them of their nomination for a seat on the Nashua Arts Commission. New commissioners will be appointed after the successful submission of materials (requested by the Mayors Office) and appointment by the Board of Aldermen.
Policy and Procedure Workgroup Report

To: Nashua Arts Commission  
From: Policy and Procedure Workgroup chair Jennifer Annand  
On Behalf of: Judy Carlson and John Eagan  
January 30th, 2020

The sub committee met January 28th at the Hunt Memorial Building.

Our findings were:  
We identified a need to help the public more aware of how to work with us.

Recommendations are:

Edit and then publish the following links on the city’s website, under the Nashua Arts Commission:

- Presenting at an Arts Commission Meeting
- Arts Commission Bylaws
- Arts Commission Endorsement
- The Grants Process
  - Guidelines
  - Cycle
  - Reporting after awarded
  - Policy on out-of-cycle awards
- Public Art Criteria
- Artwork on City Property
  - Call to Artists
  - Project Plan
  - Guidelines

We plan to work on this at future workgroup meetings.
Tina and Sara met on Friday 1/31 to talk about marketing our upcoming talk by Ginnie Lupi at Nashua Public Library scheduled for April 1. The doors will open at 5:30 to allow attendees to mingle and get food. The talk will start at 6:00 and will last for about 40 minutes.

Tina will be adding the event to community calendars including NHPR, DowntownNashua.org, the City of Nashua calendar, WMUR, NH Magazine, the Union Leader, the Telegraph and their other community papers, NH Happenings, Patch, the Hippo, and Fiddlehead Magazine. We’ll also be sending the information to arts organizations in the Southern NH region through email and on their Facebook groups. We’d like to discuss having a poster made for the event and will ask the commission if there are any members who are able to do it for us. Tina will send a press release to the Telegraph and will contact a reporter directly to see if we can have an article written about the event.
The grants review panel met at the Hunt Memorial Building on Monday, January 27 to review the twelve applications for the 2020 grant cycle.

General observations:
Some of the grants were extremely well done. Others, consistent with the past, were lacking in clarity and metrics and some were missing items. One application received no funding - it is for a state-wide theater program - the panel suggests recommending the applicant apply to the State Council on the Arts for the grant, since Nashua Art Commission grants are for Nashua programs and projects. The panel also recommends that panel comments on the applicant’s grant application are included in each grant award letter.

Below are the panel recommendations for approval by the Commission:

<table>
<thead>
<tr>
<th>Organization</th>
<th>Project</th>
<th>Score</th>
<th>Request</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nashua Int’l Sculpture Symposium</td>
<td>2020 Symposium</td>
<td>242</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Nashua Community Music School</td>
<td>Scholarships</td>
<td>237.5</td>
<td>$3,000</td>
<td>$3,000</td>
</tr>
<tr>
<td>Symphony NH</td>
<td>Adopt a School</td>
<td>236</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Sinfonietta Strings</td>
<td>Program Support</td>
<td>235</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>City Arts Nashua</td>
<td>Art Walk</td>
<td>218.5</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Nashua Choral Society</td>
<td>Concert Support</td>
<td>209.5</td>
<td>$4,000</td>
<td>$3,200</td>
</tr>
<tr>
<td>Actorsingers</td>
<td>Summer Teen Show</td>
<td>201.5</td>
<td>$5,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>Nashua Theatre Guild</td>
<td>Laramie Project</td>
<td>189</td>
<td>$5,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>Nashua Community Orchestra</td>
<td>Family Concert</td>
<td>183</td>
<td>$4,700</td>
<td>$2,350</td>
</tr>
<tr>
<td>Nashua Area Artists Assoc.</td>
<td>Marketing</td>
<td>168.5</td>
<td>$5,000</td>
<td>$1,450</td>
</tr>
<tr>
<td>Spartans</td>
<td>DCI Competition</td>
<td>167</td>
<td>$5,000</td>
<td>$ 500</td>
</tr>
<tr>
<td>NH Community Theatre Assoc.</td>
<td>State One-Act Festival</td>
<td>164</td>
<td>$3,000</td>
<td>None</td>
</tr>
</tbody>
</table>

The panel also discussed the application form, grant report form, and the evaluation form. The grants workgroup will meet to discuss their observations and make recommendation to the commission in a future meeting.

Respectfully submitted,
Judith Carlson, Tina Cassidy, Jennifer LaTouche, Ginnie Lupi, Steve Ruddock