

MEETING MINUTES

Title	Nashua Arts Commission
Location	City Hall Auditorium
Date	April 11, 2023

Time Meeting Called To Order	8:04 AM
Members Present	Jennifer Annand, Judy Carlson, Tina Cassidy, Paul Laflamme, Lindsay Rinaldi, Steve Ruddock, Carol Robey
Others Participating	Amy DeRoche

General Meeting Highlights/Notes/Brief Description of Meeting

Motion to approve the February Minutes was made by Judy and seconded by Steve. Motion carries

Communications: None

Committee Reports: See attached.

*Motion was made by Judy and seconded by Carol to accept the grant committee recommendations for the NEA grant allocations. Motion carries.

New Business: There are 3 open seats on the arts commission. Send suggestions to Lindsay. The NAC thanks Steve for his service on the committee.

Arts Collaboration meeting: There is no need to create a paper calendar this year. A meeting will be held in the fall to solicit feedback from the arts organizations on what they need from the NAC.

Motion To Adjourn By	Carol/Paul
Time	9:13 am
Next Meeting	May 9, 2023

Nashua Arts Commission

Policy and Procedure Committee Meeting

February 16th, 1pm Hunt Memorial Building

Members in Attendance: Jennifer Annand, Judy Carlson, Joe Olefirowicz

Members Absent: Paul LaFlamme

1:00pm Call Meeting to order

Discussion of the following Initiatives:

- Arts Commission membership Program- was discussed that this was an initiative for the Outreach Committee to tackle

- Americorp Intern- was discussed that we could write up the job description for the position

- Presenting at a NAC meeting guidelines

- Arts Commission Endorsement

- Public Art Criteria/Artwork on City Property

We decided to work on what was considered the 'lowest hanging fruit' which was to work on a policy for Presenting at a NAC meeting. We started by making a list of 'who' and 'why' a person or group would want to present to us. Ideas were discussed to begin crafting a policy with,

No votes were taken and a subsequent meeting will be scheduled after the next full commission meeting on 3/14.

2:00pm Adjourn

Submitted by Jennifer Annand, Committee Chair 3/9/23

SANDY CLEARY COMMUNITY ART GALLERY

NASHUA CENTER FOR THE ARTS

OBJECTIVES

- **Provide a method of planning, operation, and management of the Sandy Cleary Community Art Gallery at the Nashua Center for the Arts that works with Spectacle Live but relieves them of the responsibility of running the gallery.**
- **Focus exhibitions on community artists from the greater Nashua Area.**

BACKGROUND

The Nashua Center for the Arts includes a visual art gallery, located on the ground floor inside the hall that runs along West Pearl Street, from the Main Street Lobby entrance to the West Pearl entrance. SLC Group Holdings secured the naming rights and selected to name it the Sandy Cleary Community Art Gallery. The gallery wall is approximately 60 feet long and ten feet high.

The Nashua Art Commission includes support of the Nashua Center for the Arts in its Arts and Culture Plan adopted by the Board of Aldermen in 2022. The mission of Nashua Community Arts includes supporting the Nashua Center for the Arts to ensure it is a community cultural facility that enhances quality of life, serves a resource and gathering place for the community and links the arts and cultural activities to the community at large, making them accessible to all. The Arts Commission and Nashua Community Arts are collaborating to provide Spectacle Live, the operator of the facility, with a plan for operation and management of the gallery. The plan was based on researching other galleries and exhibits including the Nashua Public Library, the Red River Theater in Concord, the Hollis Art Society Gallery on West Pearl Street, and the Nashua Area Artists Association's exhibition at St. Joseph Hospital and the Pheasant Lane Mall. The exhibitions will include recognized local artists, emerging artists, and student artists with a goal of reflecting the demographics of Nashua, the most diverse city in New Hampshire.

GALLERY OPERATIONS

General Information:

The gallery will hold exhibitions four times a year for three months each. The second rotation, from April – June, will be reserved for student art and will be managed by representatives of the Nashua School District on the Gallery Steering Committee. Works of art by artists in the greater Nashua area will be displayed in each of the remaining rotations. A Call for Artists will be issued once a year to fill the three rotations. The Gallery Steering Committee may initiate themes for certain rotations.

Art subject matter must be approved by the Gallery Selection Committee and found not offensive to general members of the public. Works must be two-dimensional, framed, with secure hanging wires. Artworks will be hung and removed by the artists at a time mutually agreed upon by the Spectacle Live venue manager and the Steering Committee chair. All artworks should remain hung for the duration of the exhibition except under special circumstances.

The gallery space is neither supervised nor locked. Artist exhibitors must sign a waiver of liability for any damage or loss of artwork. Exhibit Labels will be provided by the artist and artwork sales will be managed by the artist using contact and pricing information listed on the Nashua Community Arts web site. Participants are encouraged to schedule an opening reception with Spectacle Live and may arrange for a workshop in conjunction with their exhibition.

Call for Artists:

Each Call for Artists will be announced to local arts organizations, included in both the Nashua Center for the Arts and Arts Commission social media, distributed to local arts organizations, Great American Downtown and Chamber of Commerce for newsletters, and included in the State Council on the Arts email list of arts opportunities. The application and materials will be managed through the Nashua Community Arts website.

SANDY CLEARY COMMUNITY ART GALLERY NASHUA CENTER FOR THE ARTS

Selection Process:

The Gallery Selection Committee will be responsible for reviewing, selecting, and scheduling the finalists. The Gallery Committee Chair will inform all finalists and coordinate installation and removal of each exhibition with Spectacle Live.

PROJECT MANAGEMENT

Gallery Steering Committee

- Carol Robey, Chair, Nashua Art Commission
- Judith Carlson, Nashua Community Arts
- Jake Crumb, Spectacle Live
- Meghan Durden, Nashua School District Arts Coordinator
- Angela Walsh, Nashua School District Arts
- Marilene Sawaf, Nashua Area Artists Association
- Carolyn Maul, Hollis Art Society

Selection Committee

- Members of Steering Committee
- Sarah Buckley
- Amber Morgan
- Stephen Previte
- Meri Reid
- Carole Murphy
- Members of the Nashua Arts Commission and Nashua Community Arts

BUDGET

Item	Length	#	Price @	Total
1. Moderna Picture Rail (SystematicArt.com)	6 ft.	10	\$26.95	\$ 269.50
2. Stainless-steel J hook cable (Plastic coated) (SystematicArt.com)	6 ft.	50	\$10.95	\$ 479.50
3. Basel Self-gripping Picture Hook (SystematicArt.com)		100	\$10.95	\$1095.00
			<u>Total</u>	<u>\$1862.00</u>
4. Framing for Student Art			TBD	

FUNDING

Items 1-3 to be included in the FF&E expenses (in stock)
Item 4 being explored by Ms Durden and Walsh with help from Ms Sawaf and Ms Maul

SANDY CLEARY COMMUNITY ART GALLERY NASHUA CENTER FOR THE ARTS

TIMELINE

- February: Plan approval
Order equipment
- March: Finalize Artist Waiver
Install rails
Finalize and install Special Exhibition Honoring Meri Goyette (April)
- April: Finalize planning for Student Exhibition (May – June)
- May: Install Student Exhibition TBD by Spectacle Live
Finalize Call to Artists, Application Form and Artist Agreement
- June: Review and select artists
- July: Install new rotation TBD by Spectacle Live
- October: Install new rotation TBD by Spectacle Live

NASHUA ARTS COMMISSION

NASHUA ARTS COMMISSION Outreach Committee Meeting
February 2/24 at 12pm and Hunt Memorial Building

Called to order at 12:11pm

Missing: Tina, Judy arrive at 12:16pm

NACP Video Committee suggests that we scrap the professional video angle and enlist the help of the Nashua High School South Video Production Department to help put together the initial promo video.

How to approach local nonprofits with our the Nashua Arts & Culture Plan:

-Create Unified Elevator pitch, maybe create a tagline

Poise the discussion as: "What can we [NAC] do for you?"

-distribute funding

-collects data that can help your grants

-collaboration and connections across all arts orgs and professional referrals, helpful data

-advocating on behalf of the arts orgs

-general resource (that maybe you didn't know what there)

-we want their input, this is a way for us to gain your input

-what are your most excited about?

Send both Executive Summary (1 week before) and full plan 1 month ahead to each nonprofit

-establish a max of 3 initiatives per org

-what does this initiative do for them

-What does that contribution mean or look like?

Ask for board time (15min)

-what we do, why give us the time, why you should work with us, what do you get out of it

-Bring with us a clear agenda separate from Executive Summary with bullets (on the back of the summary)—One bullet is: our ideas on how you can help

NASHUA **ARTS** COMMISSION

- offer presenters to cover own orgs or invite different people
- provide data from Americans for the Arts in their grants
- you helped fund the first Americans for the arts study

Executive Summary

Who are we

Here's the plan and 4 goals

Here's current work done or in process

Hone down priorities

Next steps:

- Linds going to draft an Exec Summary of the plan
- Judy will update the list arts orgs
- Laurie draft bulleted agenda
- Sarah drafting talking points
- why I'm on the arts commission

At the next NAC meeting;

- explain the rollout, presenting the summary for edits, discussing the talking points and framework for presentation and sequence of contact and sign-up to volunteer speak

What comes after the initial contact?

- NAC liaison for each org
- NAC person would have to document the feedback and bring it back to the commission, which will help us prioritize and create action plans for the initiatives, which we would then and be involved hopefully

Different March agenda item:

- are we doing the annual collaborative meeting in may (this is different agenda item)
- is there someone that would create a calendar

Adjourn: Judy, Sara 1:09pm

**Nashua Arts Commission Grants Committee
Round 2 NEA Subgrant Review Meeting Minutes
Hunt Memorial Building March 21, 2023 1:00 pm**

The meeting was called to order at 1:10 pm by chair Judith Carlson. Present in person by roll call were Commissioners Judith Carlson, Patricia Klee, and Steven Ruddock. Present via Zoom (alone and because of prior commitments) by roll call were Commissioner Carol Robey and Lisa Burk-McCoy of the NH State Council on the Arts. There was a quorum of in-person attendees.

The committee then reviewed the following applications, all of which requested \$7,500:

1. Actorsingers
2. City Arts Nashua
3. Discover Dance
4. Nashua Area Artists Association
5. Nashua Chamber Orchestra
6. Nashua Community Music School
7. Nashua International Sculpture Symposium
8. Nashua Theatre Guild
9. Spartans
10. Symphony NH
11. Positive Street Art

The Committee was reminded that City Arts Nashua would qualify for the full \$7500 limit on the grant since they did not apply for or receive a Round 1 NEA Subgrant.

After discussing individual applications, Commissioner Carlson made a motion, second by Commissioner Ruddock, to recommend to the Arts Commission at the next Commission meeting, that City Arts Nashua is awarded a \$7500 grant, and the remainder of funds are divided between the remaining 10 applicants with each receiving \$3950, with the stipulation that Positive Street Arts provides a copy of their IRS nonprofit determination letter and an updated P&L statement breaking out Charitable Gaming before the next Arts Commission meeting. The PSA application included an EIN number assignment letter. The motion passed unanimously by roll call.

Commissioner Klee made a motion to adjourn, second by Commissioner Robey; it passed unanimously by roll call vote. The meeting was adjourned at 2:20 pm.

Respectfully submitted,
Judith Carlson, Chair

Addendum:

On March 27 Positive Street Art provided the requested update to their P&L Statement, and their IRS nonprofit determination letter dated December 18, 2014,