

NASHUA ARTS COMMISSION

DRAFT

MINUTES OF A MEETING OF THE
NASHUA ARTS COMMISSION
September 11, 2018
City Hall Room Auditorium

Members in attendance: Tracy Hall, Judy Carlson, John Egan, Paul LaFlamme, Tina Cassidy, Marc Thayer

Absent: Rachel Rendina, Lindsay Rinaldi, Alison Bankowski, Mitzi Barrett

Also present: Amy DeRoche NAC Admin, Cecilia Ulibarri

Called to order: 8:02 am

1. Minutes: Motion was made by John and seconded by Judy to approve the June minutes. Motion approved unanimously.
2. Michael Joseph has submitted his resignation. He is moving to Massachusetts.
3. Financial Report: Amy distributed the final report from FY18. (see attached) All funds with the exception of \$70.85 was spent/distributed by the commission. At the October meeting it will be determined how the funds will be broken out for FY19.

Motion was made by Judy and seconded by Marc to accept the final FY18 report. Motion approved unanimously.

4. Marketing: Judy reported that the survey contract has been signed and about 1/2 the funds have been raised to cover the cost. They still need about \$2500. So far the contributions have been: NAC \$1200, City Arts Nashua \$1000, Downtown Improvement Comm. \$1000, Symphony NH \$500, GAD \$500, ActorSingers \$250 and the Library \$350. Further donations requests have been sent to other organizations. The committee is still collecting contact information for all the arts organizations along with other data the survey requires.

The marketing comm. will be meeting next month. The calendar for the upcoming season is almost complete. Judy would like admin help with updating the calendar.

John would still like to see an advertisement in the telegraph of the calendar of the arts events. Tracy informed him that the price for that would be over 1/4 of our annual budget. The Telegraph will not donate ad space.

Judy would like admin help with Facebook.

5. PAC update: 3 subcommittees were formed, fundraising, design and operations. The fundraising feasibility study has been started for the capital campaign and a donor pamphlet has been created. So far 12-15 design/architect firms have responded to the RFP.

6. Old Business: The Grant application review needs to be completed to finalize the last changes that need to be made. The Grant Committee will be meeting soon to finish and will bring it to the NAC at the next meeting.

7. New Business: There are 2 workshops to be scheduled. One covering the NAC grant process and one for the online GAD Calendar.

Judy would like the agenda to go out earlier. Tracy requests that NAC members send her agenda items 1 week before the meeting. Tracy will try and get the agenda out faster.

The NAC will follow the school closing schedule for the winter. If schools are closed on the normal meeting date the NAC will meet the following week.

8. Public Comment: Cecilia reminded the NAC that the Multicultural Fair will be going on Sept. 15-16 at the Elm St. School.

Motion to adjourn was made by Judy and seconded by Paul. Motion approved unanimously at 9:03am

Nashua Arts Commission 2017 - 2018 Budget			Actuals as of 6/30/18	
Budget Area	Original Budget Amount	Adjusted 2/13/2018	YTD Expenditures	Balance remaining
Community Grants (Annual grant process)	\$35,000.00	\$37,050.00		
Actorsingers			\$2,500.00	
City Arts Nashua - Art Walk			\$5,000.00	
City Arts Nashua - Sculpture Symposium			\$5,000.00	
Discover Dance			\$4,000.00	
Great American Downtown			\$1,000.00	
Nashua Area Artists Association			\$2,000.00	
Nashua Chamber Orchestra			\$2,000.00	
Nashua Choral Society			\$1,500.00	
Nashua Community Concert Association			\$1,250.00	
Nashua Community Music School			\$3,000.00	
Nashua Theater Guild			\$500.00	
Sinifonietta Strings			\$4,000.00	
Spartans			\$2,800.00	
Symphony NH			\$2,500.00	
Subtotal Actual: Grant Recommendations			\$37,050.00	
Community Grants (discretionary)	\$2,500.00	\$450.00		
Original \$2,500 allocation adjusted 2/13/18 to move \$2,050 into grants				
Subtotal Actual: Discretionary			\$0.00	
Capacity Building / Community Education / Marketing	\$2,500.00	\$2,500.00		
Open House Budget	\$200.00	\$0.00	\$0.00	
Workshop Budget	\$500.00	\$500.00		
Fall Workshop Refreshments			\$132.68	
January Workshop Refreshments			\$93.64	
June Workshop Refreshments			\$129.37	
Workshop Supplies			\$64.96	
Subtotal: Workshops			\$420.65	
Marketing Budget	\$1,800.00	\$2,000.00		
NAC Logo redesign			\$200.00	
VISA Check card for Facebook			\$105.95	
NAC Tablecloth			\$152.55	
Subtotal: Marketing			\$458.50	
Subtotal Actual: Capacity Building / Educ / Marketing			\$879.15	
Clever Light - NAC Website Contribution			\$800.00	
City Arts Nashua - NAC Survey Contribution			\$1,200.00	
Total	\$40,000.00	\$40,000.00	\$39,929.15	\$70.85