



Meeting Type: Regular Meeting  
 Meeting Location: McConnell Center Cafeteria  
 Meeting Date: May 14, 2012  
 Meeting Time: **6:30 p.m.**

**Meeting of the Dover Arts Commission, Monday May 14<sup>th</sup> 2012**  
**McConnel Center, Dover NH**

**Present:**

Kim Schuman, Jane Hamor, Aimee Blesing, Rebecca Proctor, Ed Spuler, Justine Roberts, Martha Kaubris, Malone Cloitre.

**1. Call to order**

- Aimee Blesing to take minutes for meeting
- Brint Shone from Great Mills Management will be visiting meeting to talk about busking. This may interfere with planned agenda.

**2. Minutes (All)**

Changes to minutes:

- Kim submitted changes to some punctuation, clarification and wording of minutes.
- Jane to update for City Council.

Motion to accept minutes as amended by Jane Hamor

Seconded by Rebecca Proctor

Motion passes unanimously

**3. Inventory of Dover artwork (Rebecca)**

- Rebecca will send inventory to Annie Dove.
- Discussed the number of art works that have been used/displayed in City Hall and around Dover, including the Police Department.
- We will not be including historical items in the art inventory.

**4. HS Project Update (Jane)**

- Press Release was sent to Commission members for review.
- Ed Spuler will confirm that Mike Gillis is the City contact person is for press releases.
- Jane will contact Chris Strickland at the HS and suggest that it would be a good idea to have a photograph taken of the students to send with the press release.
- City Hall needs to be sent the press release once we have a photo.

**5. Membership status (Jane & Kim)**

- Martha Kraubis & Malone Cloitre are the newest members.
- Justine will hopefully be a member soon, has been through the process but not completely confirmed yet. There are some issues with Justine's appointment regarding residency in Dover versus working at a Dover based business (Justine does not live in Dover but works for the Children's Museum in Dover). Ed has spoken to Robert Carrier about the issues with Justine's



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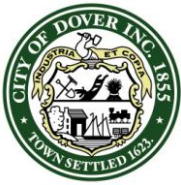
appointment and will present a resolution if necessary. Justine feels the membership of a Children’s Museum employee is a good resolution. At this stage Justine is considered a member, but has not received a letter or been sworn in as yet.

- Martha Mason, Aimee Blesing and Jamie Clavet have submitted applications. Jesse Burdwood, a UNH graduate, is also interested in the Arts Commission. Jane will check with him about whether he has submitted his application.

At this point in the meeting Kim made a suggestion to amend the agenda and go straight to Henry Law in preparation for Brint’s arrival.

#### 6. Web page, database/contact list, social media (All)

- There is a web page on the City website. There needs to be a way to contact Arts Commission on the website. Kim volunteered to look at the site and see what needs to be cleaned up and amended. We would like to have someone to consistently monitor and update the Arts Commission website.
- A database was created for artists on the Arts Commission webpage, however we need to drive artists to the NH State Council for the Arts database. We need to ask artists to add their information to the NHSCA database rather than ours. We will take down the database that was created and refer artists to the NHCA database. Jane has the letter for artists instructing them how to sign up for the database and will send it out to the Commission, asking them to forward it on to artists they know.
- We need to set up the approval system on facebook so that whoever wants to post information must have that information approved by an administrator of the page. Rebecca can change the setting on the page to enable comments to be approved before appearing on the page. Malone has volunteered as an additional administrator on the facebook page.
- Discussion about the guidelines for how to best use the fb page for the Arts Commission. What do we want on the facebook page? One problem is that musicians, artists, performers etc. don’t always work in one location. The Arts Commission facebook page should therefore be for arts events and artists who live or have their base in Dover. The policy/guidelines for posting acceptable material on the facebook page can be put on the information section on the facebook page.
- The Commission discussed the need for a social media policy. The following disclaimer statement will be added to our facebook page.  
*It is the mission of this fan page to provide discussion on topics related to arts events and artists living and working in Dover, NH. It should be understood that inappropriate comments, or language will be removed as soon as seen by an administrator.*
  - We need an info@artscommission email address so that people can contact us to be forwarded to a commission member. Kim will check into this with Mike Gillis. Once this has been approved it will be added to our facebook page disclaimer statement.



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### 7. Possible survey of Dover Arts & Culture (Jane)

See item 11

### 8. Henry Law Park planning(Justine)

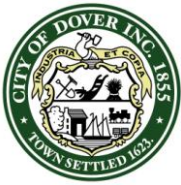
- Recreation Department has committed dollars to the renovation of Henry Law Park. The Children’s Museum is also committing dollars to the renovation and will partner with the Recreation Dept.in the design of the upper area of the park. There has been a public meeting for input from the community at large.
- We believe that the City is committing \$125,000 for the project.
- The Children’s Museum is trying to raise more money for the renovation and will use programs such as Kickstarter and other methods to do so. The Children’s Museum already have \$20,000 to contribute to the project, most likely for design.
- The Children’s Museum would like to see a higher level of design utilizing more natural materials and creating a learning environment rather than just a playground.
- The next open meeting is Tuesday 22<sup>nd</sup> Room 305 McConnell Center. Justine invited us all to attend if we want to contribute.

### 9. Artist Database (Jane)

- Jane will re-send NHSCA information for artists database to members of the Commission asking members to please forward the information on to the artists they know.

### 10. Busking /Artist database Flyer (Jake)

- Ed reached out to Sgt Spardel asking about where we should go with busking. The city doesn’t have a policy about busking. One possible issue could be disturbing the peace, which could be a problem, but only in the event that the performer became a disruption to the people around them in the community.
- We should suggest certain areas to buskers. The area outside Kellys Row/Blue Latitudes is owned by Chinberg Builders, they are happy for the area to be used for buskers and street performers. Brint raised the question - If tenants in the Cocheco Mill don’t like the music what can they do? Brint is interested in all kinds of performers as well as chalk artists and other creative ideas.
- Although we cannot have a ‘policy’ for buskers, we need guidelines for musicians and performers so that they can have some sense of what is suitable. This would include recommendations like no amplification, not disrupting or disturbing people, setting up in open spaces not in doorways or narrow walkways.
- Busking Flyer
  - We would like the busking to be open to magicians, musicians, street performers, theatre artists, circus performers, poetry readings and more! This should be included on the flyer.
  - The flyer needs the information about what they need to abide by, i.e. our suggestions.

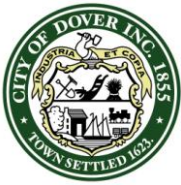


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- We should suggest that buskers contact the relevant businesses where they would like to busk for further information.
  - We need the original flyer so that we can make changes. Kim may be able to amend the file if it is in a format she can work with.
  - We need to check where the images came from and make sure that they are not copyrighted images.
  - They may not sell product or services, they may accept donations. If they want to sell, they need to get a vendor license.
  - The Busking Poster needs to get to Earcraft and Ralph's so that musicians know as soon as possible.
  - Aimee to talk to Brick House about flyers at open mic night.
  - We should include the Arts Commission logo on the flyer, so that people can see that it's legitimate information.
  - Question raised - Does the flyer need to go through City Council if we want to use a more 'City Council' style layout?
  - Once the design is done, Rebecca can make a poster and display at the June 9 event at 1 Washington.
  - Aimee can talk to musician friends about recommendations for busking suggestions.
  - Aimee & Jane will come up with a list of guidelines for buskers
- It would be fun to have a start off day where we invite a number of buskers who would be able to play and perform. This would work best in conjunction with something that is already happening so there is already an audience.
    - Possible dates or events to think about for the busking launch - July 4<sup>th</sup> or the weekend after, possibly the first Saturday after July 4<sup>th</sup>; Dover Night Out in Henry Law Park – Dover Police; September – the Bridge goes in – possibly a good time – “busk on the bridge”; Do we start a National Busking Day for Dover?
    - Jane to talk to Chamber and Main Street about their events.
    - We could kick the busking off by aligning it with an existing event, then, down the track, possibly make an event through the summer that happens every week or month.

#### 11. June 9 One Washington Spring Gala

- The Arts Commission should have a booth or table. A small survey to promote the arts could be useful. Jane suggested having the Arts Commission set up on one of the upper floors. Once people have gone through the Mill and the whole event, it's easier for them to answer the questions because they have seen more of the art work and event activities.
- Rebecca has had a good response from people coming to exhibit and participate in the event. Cost to register is \$10 for non-mill vendors, \$5 for people who are in the Mill. 10-6pm, there is a facebook page for the Commission, the Spring Gala is on the page, Rebecca can send applications out to interested people. Suggestion about facebook page – to do events so that it can be shared. Rebecca to email information out so that it can be spread around.



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- Aimee suggested combining art forms in the survey and having a few questions on each, e.g. What do you want to see in Dover? Would you like an Arts/Cultural center in Dover?
- Aimee and Jane to put together a list of pertinent questions for the survey.
- The goal of the survey is important. Keep it simple. Simple questions, comments etc.
  - What are we lacking?
  - What makes people attend an event?
  - Where do you go to find info about arts events?
  - What kind of arts events would you be interested in?
  - What would you pay – what is affordable for you – what is your budget?
  - Would you like to be kept up to date with Arts Commission news and events?
  - The score for Dover in terms of Culture – where do you go for arts?
  - How would you like to find out about arts events in Dover?
  - Include name & email address on the survey to create a mailing list.
  - Kim has some information about potential questions/topics to cover in the survey. She will send it through to us.
- It would be good to collect the information from the surveys over time. We can launch the survey at the Spring Gala and include it at a number of events throughout the summer.
- The survey could be used to assist with other arts projects in Dover – especially those requiring funding resources for non-profit.
- Aimee volunteered for theatre.unmasked actors to assist with surveys. Please let Aimee know if you will be available to help with surveys at the Spring Gala. Email contact is aimee@theatreunmasked.com

Motion that that the Arts Commission have a table at the Spring Gala on June 9<sup>th</sup> at One Washington Center with representatives from the Arts Commission taking surveys around the Mill – Rebecca Proctor Seconded by Kim Shuman.

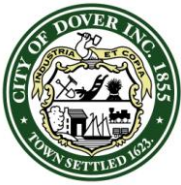
Motion passes unanimously.

## 12. Dover 2023 (All)

- Jane attended a meeting about Dover 2023. Information from past meetings was compiled and a master plan is in the works.
- Dover has impressive demographics compiled in an economic climate report available through Dan Barafauldi, Economic Development Director for the City.
- Jane spoke about One Washington as an example used at a recent Main Street Regional Meeting in Maryland for how to recreate an abandoned Mill.

## 13. Outreach reports (All)

**Jane Hamor** – wants all of us to view the website [www.artplaceamerica.org](http://www.artplaceamerica.org) – a group of foundations that provide grant opportunities for communities to provide arts spaces in their city or town.



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This would be a great idea for the development in Henry Law Park. Once there is a plan for Henry Law and a commitment has been made, then we can write a grant proposal should we decide to.

#### 14. New Business

None

Motion to Adjourn - Kim Shuman  
Seconded - Malone Cloitre  
Passed unanimously

Meeting adjourned at approximately 8:25pm

#### Summary of Actions:

1. Jane will update minutes for City Council.
2. Rebecca will send art inventory to Annie Dove.
3. Jane will organize a photograph for the press release in Item 4.
4. Jane will check with Jesse Burdwood & Martha Mason about whether they have submitted his application to the City.
5. Kim will look at the Arts Commission website and see what needs to be cleaned up and amended.
6. Rebecca will change the setting on the facebook page to enable comments to be approved before appearing on the page.
7. Malone will be added as an additional administrator on the facebook page.
8. Jane to re-send state arts information for artists database.
9. Aimee to talk to Brick House about handing out busking flyers at open mic night.
10. Original busking flyer artwork will be obtained & re-worked with changes noted at the mtg.
11. Jane to talk to Chamber and Main Street about their events in reference to busking launch.
12. Aimee can talk to musician friends about recommendations for busking suggestions.
13. Aimee and Jane to put together a list of pertinent questions for the arts survey.
14. Aimee will manage volunteers for survey taking at Spring Gala. All available should contact her as soon as possible at [aimee@theatreunmasked.com](mailto:aimee@theatreunmasked.com)