



Meeting Type: Regular Meeting  
 Meeting Location: McConnell Center Cafeteria  
 Meeting Date: 6-10-13  
 Meeting Time: **6:30 p.m.**

### 1. Call to order

Present: Jake Johnson (Member), Jane Hamor (Co-Chair), Kim Schuman (Co-Chair), Martha Kaubris (Member), Jamie Clavet (Member), Northeast Ballet Theatre.

### 2. Guest, Northeast Ballet

Introductions of all attending - Megan Turnbull, Nicole Wilson, Edra Toth.  
[www.northeasternballet.org](http://www.northeasternballet.org)

Megan presented information about the NBT and the history of the company and founder (Edra Toth).

- Production Company, not just a ballet company.
- Professionals come in from outside the state to perform with the company.
- Local performers participate with professionals from out of state.
- Productions usually performed at Oyster River High School, Farmington, PCA, try to stay in Dover, also perform in Wolfboro.
- Russian method of Ballet, differentiates from other schools. Cater to the serious dancer and also recreational.
- Art form is the focus, not exams and recitals.
- The school is growing and draws students who want to learn classical ballet.
- Children from 5 years old have the opportunity to work with professional dancers, learning discipline and language of classical ballet.

NBT are looking to develop a partnership with the City to develop a more permanent use of space. Could possibly serve as the anchor for an Arts Space in Dover.

Company is currently rehearsing in St Thomas and hoping that the Arts Commission can support the companies attempt to move into the McConnell center with their specific proposal, as sent to Gary. We have not been given the information that was given to Gary.

Aimee Blesing clarified that the proposal is relative to the gradual increase in the rental cost of the space in return for free use of space, free classes for the community, serving to enhance the communities artistic life.

The value that is being added to the community must be clear to the City in order for us to support the company.

Kim Schuman mentioned the Arts Commission Facebook page so that we can stay in touch through social media and be supportive.

Arts Commission agreed that NBT seems to have a clear vision that we could be verbally supportive of if asked.

7:05, NBT completed their item

#### ACTION:

No specific action to be taken. If we are asked for information from Gary Bannon, we can say that we think the company is credible and that we would support them being in the McConnel Center.

### 3. May Minutes

Approved unanimously.

### 4. Membership status / Alternates

Jane Hamor contacted Ed Spuler about the details of Alternates, he has given some information and Jane will follow up when necessary. Aimee Blesing does not need to do anything else to continue the process of her application to be an Alternate. Jane will follow up with the Appointments Committee as more information becomes available.



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**ACTION:**

Jane following up with Appointments Committee as necessary.

**5. Surveys**

- Arts Commission survey & press release (Jake & Kim)

Length of press release should be succinct.

We would like to include graphs and a statement about the Commission.

100 words or 300 words is the norm for Foster's Showcase, which might be a good rule of thumb.

Include high quality images.

Perhaps get in touch with Foster's Editor and find out what the best image options are - graphs, picture from Cocheco Arts Festival.

We need to definitely have graphs for the meeting with The Strand committee.

Martha Kaubris is going to send an email to those who filled in the survey but is waiting for approval and for the press release to go out in a timely fashion. Everyone agreed to add survey and press release info to that email, and send at the same time as the press release goes out to the media.

Final approval of Press Release will go through the City.

**ACTION:**

Jake to put together the wording of the Press Release.

Kim to create graphs and image.

Jake/Kim will contact the media to find out the best format for images and length of press release.

Martha will insert Press Release info into email when completed and send.

**6. Strand Theatre Update (Jane)**

Jane Hamor passed out information about the arrival of Louise Stevens, who is doing the feasibility study.

Aimee Blesing will talk to Malone Cloitre about booking the conference room at the Collaborative Office Group (1 Washington Street, Suite 457, Dover NH 03820) for the meeting on Wednesday evening June 19, at 6:30pm. Also look at communal space on the 1st floor, Aimee will contact Dave at Great Mills Management about a meeting space if COG is not available.

Louise Stevens is doing the feasibility study for The Strand. Discussions took place with Molly, Jane et al about potential uses for the venue and the role that non-profit businesses or organizations might take.

Louise wants to talk to the Arts Commission about what we see as a vision for the cities needs and the community response to a space that is developed for that usage.

Jamie Clavet will be in Arizona for business and requested that she attend the meeting via Skype.

Discussion about the type of meeting we are having, Jane will contact Karen about whether the meeting needs to be posted.

We all need to make an effort to send the information about the Community Meeting on Thursday June 20th in the McConnel Center.

Jane put together a list of people to reach out to about meeting with Louise on Friday June 21st.

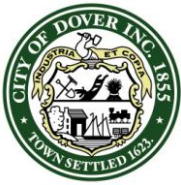
**ACTION:**

Aimee will contact COG and Malone Cloitre about booking/using the Conference Room.

Jane will contact Karen about whether the meeting with Louise on Wednesday June 19th needs to be posted.

All will communicate information about the Community Wide Engagement Session on Thursday June 7th at 7pm as they can.

All will try to attend the June 19 meeting.



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All will try to attend the June 20 meeting.

### 7. Exhibit Guidelines for Artists (Kim, Malone)

McConnell Center art exhibit guidelines

Malone Cloitre is going to work on this project for the next meeting.

Jane Hamor spoke to Gary Bannon and he thought it was a good idea to organize the exhibitions through the Arts Commission.

Jane Hamor suggested that we provide some guidelines for the art shows so that we do not have to be selecting and managing the art works.

Jamie Clavet suggested that a rotating curator schedule might be helpful.

When the current art comes down Community Partners will be installing artworks for the next exhibition.

#### ACTION:

Jamie Clavet will forward examples from corporate Art Curation as a guide for Malone, forward also to Kim Schuman.

Malone will work on the guidelines to be completed for the next Arts Commission meeting.

### 8. Business Cards status (Kim)

Kim has revised drafts of the business cards with all members City email addresses.

Discussion about how to proceed with the draft.

Suggestion to include 2 emails of Co-Chairs and Group Email for the Arts Commission, not Ed Spuler in case of changes to his City Council position.

Phone numbers for Kim, Jane and City Hall will be included.

Discussion about a section for "Referred by:" so that whoever hands out the card can identify themselves, their instructions or recommendations, and who the person needs to contact. This also allows the card to be multi-use in that we can include a personal message, a contact name, a reminder or a thank you note.

#### ACTION:

Kim will make edits to the business card as discussed.

Kim and Jane will have final approval of the business card.

### 9. Coheco Arts Festival Arts Commission volunteer date (Malone)

Malone Cloitre emailed about volunteering about manning the booth at the Festival. Conditions for volunteering as a non-profit for promotional benefits.

Jake Johnson has a 10x10 tent and information boards about the commission.

Discussion about the relevance of participating in this activity at our current stage, we are not sure that the event is the most worthwhile use of time.

For next year, we will need to make sure that we have an intention to have a member on the Arts Festival committee with a specific purpose.

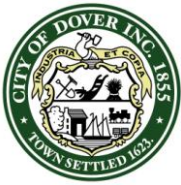
#### ACTION:

No pertinent action other than if asked, we will not be participating in the volunteer activity

Next year - Review Arts Commission involvement for next year's Coheco Arts Festival.

### 10. Outreach reports (All)

theatre.unmasked's Aimee Blessing and Jamie Clavet reported that Dover Children's Festival was somewhat successful in Henry Law Park. Aimee and Jamie are going to put together some



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recommendations for Michele at Dover Main Street about their experience for theatre.unmasked in the Cocheco Mills Courtyard.

Kim Shuman spoke to Freddie Catalfo who is looking at showing short films (specifically "Rocketship") locally. Stages at One Washington was suggested as a possibility, however it is a very small venue and more geared towards adults. Suggestion of using the half shell in Henry Law Park for possible screenings, possibly connecting with the Irish Festival (musical interest).

Jake Johnson - Got information about how to accept donations for the commission. We can do a town trust (has specific rules as per the Floral Trust) which is managed elsewhere but allows us to be "on the envelope" i.e. when the City send the option to make a donation to the city, we can be included as the directed fund; or our own organization for which we would have to make the rules, it would have to be its own non-profit (e.g. friends of the library). This information could also be useful in The Strand study.

Jane Hamor - ArtsStream gallery is moving to Second Avenue from Rochester.

#### 11. Goals

- Representation/Partnership with community groups and event planning committees.
- Marketing the Arts Commission - who we are, what we do.
- Major projects for focus (sponsorship).
- Spear Head Strand Theater Project.
- Outline a legacy and donation giving protocol.

#### 12. New business

Arts Commission Database on Website:

Revamping or taking down the Arts Commission database.

Kim will organize to have the database removed from the website.

The database of contacts that we do have from the surveys and the original database should be stored somewhere.

The following items will be added to the next meetings agenda:

Making People aware of the Arts Resources in Dover:

Can we develop a map or list of local information that directs people to art, music, theatre etc in Dover. Perhaps Rebecca can put together her known locations.

**Adjourned 8:34pm**