



Meeting Type: Regular Meeting
 Meeting Location: McConnell Center Cafeteria
 Meeting Date: 10-14-13
 Meeting Time: 6:30 p.m.

1. Call to order

6:34pm

Present: Jane Hamor, Aimee Blesing, Mark Cuddy, Martha Kaubris, Kim Schuman (arr. 6:47pm), Ed Spuler (arr. 7:18pm)

No recorder for meeting due to public holiday

2. Minutes

Only one change, "Agenda" to "Minutes".

Take off "Kim Schuman" from Outreach section.

MOTION: *Martha Kaubris:* To accept the minutes from the past meeting with the above changes.

Approved unanimously.

3. Membership status / Alternates

Mark is currently an alternate and needs to be in touch with Susan/Karen about being a member.

Once all members are assigned, we will have room for 2 alternates.

Mike Doyle will let people know at the Leadership Academy that the Arts Commission is looking for members/alternates. Aimee suggested that we encourage people who are interested to meet with us before applying at City Hall. This will help people to learn more about the commission before becoming members, thus enabling them to make an informed decision about joining the commission.

ACTION: All to come back to next meeting with names and contact details of potential Arts Commission members.

4. Final survey info & press release (Kim)

5. Business Cards status (Kim)

6. Exhibit Guidelines for Artists (Kim, Malone, Jamie, Jake)

Aimee suggested that Jamie and Jake look at these guidelines for update, development and approval next meeting.

ACTION: Jamie and Jake to complete draft of guidelines for next meeting.



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7. **Apple Harvest Day Artist's tent** (Rebecca)

Jane went to the McConnell tent and it seemed to go well, seemed busy. Thought it would have been a great idea to have more out reach beforehand so that artists knew the exhibit was there and that they could have exhibited. As the location is not part of the Apple Harvest organization, it makes it difficult to involve the Chamber.

8. **Strand Theatre update** (Jane)

Feasibility Report has been sent through to us all from Louise.

Jane suggested that it would be a good idea to get our information from the Arts Commission Surveys together with the Strand report and look at the information that helps the report.

We feel that it is important for the City to have an Arts Center Downtown. It will be important that the Engineers or Architects that investigate/assess the project have experience in a theatre. Jane will continue to keep updated and investigate the progress of the project.

9. **Legacy Fund** (Martha)

Martha met with Dan Lynch about questions from last meeting.

Dan wanted Ed to be the City Councillor to sponsor - Ed is happy to do so.

To be addressed: The funds themselves - two types of set-ups

Arts Commission votes to spend 1. the interest only or 2. the funds as needed.

All funds are invested in a common fund, watched very carefully by a Board of Trustees.

Having this kind of account means that we may have opportunities to be the Fiscal Agent for city related feasibility studies for the arts, not private projects or real estate.

The Arts Commission would like to set up a trust fund from which they would be able to access all expendable portions of the fund for use. Release of funds would be subject to approval by majority vote of the Arts Commission.

MOTION: *Martha Kaubris:* To present the above request to Dan Lynch for creation of a resolution in support of an Arts Commission Trust, to be approved by City Council.

Approved unanimously.

10. **Other**

Art Stroll in partnership w/ Main St (Jamie) - TO BE FOLLOWED UP BY JAMIE

Berlin Community Arts Center (Mark) - St Karen Community Center for the Arts, took over the closed church, north of Mount Washington.

\$120,000 operating budget a few years ago

\$20,000 income, ticket sales, \$36,000 income through sponsorship, others as well.



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Mostly music performance and concerts, art exhibits also, film screenings, Irish Festivals and more. Not a lot of work done to the building. Doesn't seem to have been a lot of cost involved in the set up. Bring people from about an hour away, rent space to outside people, have a membership program, have a board of advisors and an advisory committee.

\$12 for adults, \$6 for students, seats about 400 people

Art exhibit @ McConnell Center (Jane)

Summer theatre project (Aimee)

Been in touch with Gary, no meeting set up yet, now that Apple Harvest is done he may be more available. theatre.unmasked will aim to meet with Gary to get a sense of the expectations and responsibilities etc associated with the event

Cocheco Arts Festival (Jane)

ACTION: Aimee to email Mike Mengers about Cocheco Arts Festival. Can they add Aimee, Jane and Jake to mailing list re: committee meetings

11. Outreach reports (All)

Martha Kaubris has information about Liberty Mutual and the possibilities of charitable donations for the Commission. Martha is working on looking through the guidelines for us to apply for funding or donations.

Scott Anderson at Liberty Way is the contact.

Mark Cuddy let us know that Justine has left the Museum, Jane Bard (former Education Officer) will be the President of the Museum, Paula Race will now be the Vice-President of the Museum, focusing on outreach and community involvement.

12. New business

Arts Commission 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.

Meeting adjourned at 7:52pm