



Meeting Type: Regular Meeting  
 Meeting Location: McConnell Center Cafeteria  
 Meeting Date: December 16, 2013  
 Meeting Time: **6:30 p.m.**

Present: J Hamor, K Schuman, J. Clavet, M. Kaubris, A. Blesing, M. Cuddy

Absent: J. Johnson, R. Proctor

1. Call to order at 6:35 p.m.
2. Minutes  
 October Minutes - Approved.  
 November Minutes – There was no quorum at the November meeting. The notes will be submitted as a Summary. Jane will update prior to submission
3. Membership status / Alternates/City Council Rep (all)  
 Gary Bannon is the Arts Commission City Department representative. Mark Cuddy is now a regular member. Stephanie Moquin has been appointed as a regular member. Liz Goldman and Cecilia Kiely are appointed as alternates. Jane and Kim will reach out to the new members prior to the next meeting. Jane has contacted John O’Connor, the new city councilor, about joining the Arts Commission. She will contact Mike Joyal to find out if there is another councilor who would be interested in being our liaison.
4. Final survey info & press release (Kim)  
 There was discussion around the purpose of the survey and how frequently the data is gathered and reported. It was suggested it could primarily be used to understand and inform on the arts interests of the community. The information could also be used to educate the new City Council. The timing of the next survey and frequency needs to be determined. In lieu of a press release, Kim will create a draft report by January 13 for review at the next meeting.
5. Business Cards (Kim)  
 No update on this topic.
6. Exhibit Guidelines for Artists (Jamie, Jake)  
 Jamie presented a draft. Jane suggested sending a copy to Gary Bannon for his review. Kim recommended to compare to the Public Art Display resolutions to see if there was any information to supplement the draft. Jamie will send questions to Gary to see if there should be general guidelines or if there are or should be specific guidelines for each city location, e.g. McConnell Center, police station, or library. Jamie will prepare a final version for review at the January meeting.
7. Strand Theater update (Jane)  
 Jane attended a recent stakeholders meeting. The next step is to make a request to the NH Charitable Organization for a grant to support and structural study. The Commission will help to drive this step.
8. Legacy Fund (Martha)  
 The Fund has been set up. Martha provided a copy of the process to submit donation and request distributions. Dan Lynch will add the Fund to the green envelope that goes out with tax bills at next printing. There was discussion on how the funds will be used and if there are specific projects identified that could be reference when making donation suggestions. The Children’s Museum has submitted a grant proposal for a large art project for the Henry Law playground. SEED is raising money for the schools. In general, the Fund will be used to support artistic projects



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in Dover. Member will give thought to how to support existing projects and discussion will continue at next meeting with new members.

9. Cochecho Arts Festival (Aimee)

The Committee has developed a mission statement. There is interest in preserving tradition and taking small steps to develop the Festival with other options. To start, the Committee is looking at existing arts activities that could be marketed as part of the Festival, e.g. Sunday Arts Market, movies, etc. There is also the opportunity to partner with Amtrak. The Festival will run for 7 weeks in 2014, starting and ending on a Friday night.

10. UNH Project (Jane)

Jane is working with Peter Paul School (UNH) professor on a student marketing project for Spring Semester 2014. The proposal is to have the students gather information and develop a report on Dover art activities over the past year. Discussion will continue at the next meeting.

11. City Council Presentation

This topic is tied to identifying the City Council representative liaison to the Arts Commission. Ideas for what should be in the presentation included survey results, Arts Fund projects, Cochecho Arts Festival liaison role. Discussion will continue at the next meeting.

12. Other Goals

Jane asked members to pick projects to work on. One specific need is to update the Commission's website. The list will be reviewed with all, including new members, next month.

13. Outreach Reports

Recent local art activities included: Movie at Kettlebell, TheaterUnmasked final class presentation – ages 7-15, and the Dover Tree Lighting

14. New business

A Gundalow is coming to Dover, which might provide an opportunity to promote the history of Dover. This might include a partnership with the Woodman Institute.

Meeting adjourned at 8:20 p.m.