



**November 27, 2006 Board Meeting  
Meeting Notes – to be approved**

**In Attendance:**

Jennifer Murphy Aubin  
Ellen Fineberg  
Russell Grazier, Chair  
George Friese  
M.L. Geffert  
Chris Greiner  
Blair Hundertmark  
Jane James  
Leanne Spees  
Deb Thompson  
Mimi White

**Absent:**

Tom Holbrook  
Marge Hubbard

**Also:**

Sue Cobler  
Emily Aronson, Portsmouth Herald

Russ Grazier began the meeting at 7:03pm.

**1. Review of Minutes**

A motion was made by Ellen Fineberg, with a second by Jane James to approve the October 23<sup>rd</sup> minutes. The motion was unanimously approved with one change to the minutes.

**2. Treasurer's Report**

Leanne Speeds reported that the 990 EZ form, which was prepared by Cummings, Lamont and McNamee was filed on time. The income and expense figures used in the filing were consistent with the budget that was previously reported to the board. Included with the 990EZ form was a list of people who



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were Art-Speak board members at any point between July 1, 2005 and June 30, 2006.

Leanne also reported that the annual report certificate was filed with the State of New Hampshire.

Leanne presented an update to the FY07 budget as of 10/31/06. The year to date program budget is \$31,408; the amount expended year to date is \$8,197.

The program administration budget has a balance remaining of \$111, and a bill is still expected from the accounting firm for the 990 filing. After some discussion, it was determined that funds may need to be moved from the trust fund to cover the accountant's bill. Questions were also raised about the funds allocated for website marketing (\$2132 budgeted, \$1922 still remaining. It was determined that more accurate budget projections for both program administration and website-marketing would be created going forward and will be revisited at the next board meeting.

Russ encouraged all board members to make a contribution to the Art-Speak fund before the end of the year and renew the commitment of board. Checks are to be made payable to Art-Speak and send to the attention of Sue Cobler.

**3. President's Report**

Russ Grazier encouraged all task forces to send notes from their meetings to Sue one week prior to the board meeting to be included with board packets.

The RFP is still being modified for the Islington Street corridor study, but Russ suggested that an Art-Speak board member should participate in the process once it is underway. James James will be the Art-Speak representative.

Finally, because the arts survey period is coming to a close, Russ encouraged all board members to finish their audience participation surveys before the end of year.

**4. Coordinator's Report**

Sue Cobler reported that the city has sent out an RFP for the African-American burial ground memorial. Art-Speak is providing input as needed. It was recommended that a representative from the public art committee should participate in this process.

Robin McIntosh invited Sue to attend at meeting on December 6th to discuss her project called "Focus on Portsmouth." Robin's concept is to engage 8<sup>th</sup> graders in



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a photography project that focuses on their heritage. Sue will attend that meeting as the project ties in to the youth component of strategic plan.

Sue reported that she attended a workshop on grant writing to identify some applicable grants. She identified a mini-grant that may be appropriate for overnight art. She also discontinued the SPAN component of the website.

Sue presented the board with an initial draft of the Strategic Plan and requested input for strategies under each of the outlined goals. Board members were encouraged to provide feedback on both short and long term goals prior to the next board meeting.

**5. Americans for the Arts Survey Update – Beth Shepard-Rabadam**

No report, as Beth did not attend meeting.

**6. Task Force Reports**

**a. American's for the Arts Survey**

- i. Chris Greiner reported that he met with Beth Shepard-Rabadam to review the raw data from the arts organization component of the Americans for the Arts survey. Beth was looking at the information and reviewing data that may be "off", such as the audience number discrepancies between 2000 and 2006. Beth will return the raw data to the Americans for the Arts by December 1<sup>st</sup>, who will then review both the audience survey data and the cultural organization data and report back in the spring..
- ii. It was noted that there were many new arts organizations that responded to the survey request, and relatively few that had closed since the 2000 survey was done.

**b. Public Art Ordinance Implementation Plan**

- i. Jane James reported that this committee had not met, so there was no report.
- ii. It was determined that a task force specifically designated to oversee a forum on public art would be created. Jennifer Murphy will lead this task force and all board members were encouraged to participate.

**c. Live/Work Zoning Ordinances**

- i. Jane James reported that this task force would be meeting with city officials again on December 7<sup>th</sup>. The Zoning Board was in the process of reviewing the zoning changes.



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**d. Overnight-Art**

- i. ML Geffert reported that she was concerned about funding, which is a key element of this event. Business sponsorship was suggested as a possible funding source, but a ballpark budget was needed in order to move forward. A \$2000 mini grant, due at the end of December and available in February, was suggested as a possible opportunity for some funding. After some discussion, it was determined that if there is interest from corporate sponsors, Art-Speak will pursue funding for Overnight-Art in 2007.

**7. Old Business**

No old business.

**8. New Business**

No new business.

**9. Adjournment**

Meeting was adjourned at 8:53pm.

Meeting notes taken by Deb Thompson, *Secretary*



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**Art-Speak, City Cultural Commission Board of Directors (alpha order)**

Jennifer Murphy Aubin  
Ellen Fineberg, *Vice Chair*  
George Friese  
M.L. Geffert  
Russell Grazier, *Chair*  
Christopher Greiner  
Tom Holbrook  
Marge Hubbard  
Blair Hundertmark  
Jane James  
Deb Thompson, *Secretary*  
Leanne Spees, *Treasurer*  
Mimi White  
Nancy Carmer, *Ex Officio*  
John Bohenko, *Ex Officio*