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STATE OF NEW HAMPSHIRE
 DEPARTMENT of NATURAL and CULTURAL RESOURCES
 STATE COUNCIL on the ARTS

112

19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301

November 19, 2019

His Excellency, Governor Christopher T. Sununu
 and the Honorable Executive Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 261:97-c, Use of Funds, authorize the Department of Natural and Cultural Resources, State Council on the Arts, to award a Conservation Number Plate (Moose Plate) Grant to the Franklin Opera House (VC #158545), Franklin, NH in the amount of \$18,500 for the restoration of a section of their historic stage effective upon Governor and Executive Council approval through June 30, 2020. 100% Other Funds (Agency Income)

Funding is available in account, Conservation Plate Fund, as follows:

03-035-035-350010-34050000-073-509074 – Grants Non-Federal

FY 2020
\$18,500

EXPLANATION

The Conservation Number Plate Fund is used to promote the use and conservation of cultural resources in New Hampshire and to preserve the cultural heritage that belongs to all New Hampshire citizens by providing for the preservation of publicly owned historic properties.

After decades of use, the Franklin Opera House, once an important and vital social center of the community, ceased to provide the entertainment for which it was designed. Built in the 1890s, Soldier's Memorial Hall was designed by William Butterfield in the Romanesque Revival style. The red granite and brick building included town offices, the police and water departments, the city court, as well as, a function hall and theatre known as "The Opera House." The Franklin Opera House is located within the Franklin Falls Historic District as designated by the National Register of Historic Places.

The theatre and function hall were repurposed in the 1960s to fit the growing needs of city government. The police department expanded throughout the lower level, and district court offices were constructed on the stage. By 1970, administrative offices encroached into the auditorium until the balcony and stage were no longer visible to those attending meetings in what was to become City Council Chambers. A generation grew up unaware that there ever was a theatrical space in City Hall but that changed when, in 1999, the city constructed a new police department and courthouse facility across the street. With the vision of some dedicated and knowledgeable residents, City Hall began the transformation back into The Opera House once again. The drop ceiling was removed, the partitions which formed offices on stage were torn down, and a myriad of other aesthetic and technical improvements were made to enable the Franklin Opera House to be reborn.

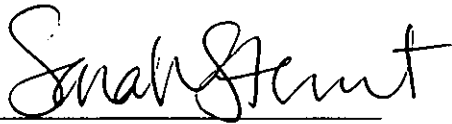
By 2001, the first shows in 30 years lit up the proscenium and breathed new life into this grand old building. In this new iteration of the Franklin Opera House, however, it soon became apparent that the technical and safety considerations of modern musical and theatrical production required a space larger than that of the original

building design. The Franklin City Council approved the creation of a 7-foot extension to the front of the stage, covering its original decorative apron and footlights, to accommodate modern theatrical needs, and the space has been used in that configuration ever since.

The construction quality of that added stage extension came into question a few years ago; initiating plans to consider a redesign, with a desire to replicate the original decorative, curved stage apron and footlight wells in a way that restored the artistic character of the space while maintaining a larger performance area for modern productions. Architects, structural engineers, and woodworking craftspeople were consulted to develop a plan. The finished work will suitably reflect the materials and qualities of the original 1895 construction.

The Attorney General's office has approved the agreement as to form, substance and execution.

Respectfully submitted,

A handwritten signature in cursive script, reading "Sarah L. Stewart". The signature is written in black ink and is positioned above a horizontal line.

Sarah L. Stewart
Commissioner


A small, circular stamp or mark, possibly a date or initials, located to the right of the signature. It appears to contain the number "12/20" inside a circle.




NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT AGREEMENT

This agreement between the State of New Hampshire, New Hampshire State Council on the Arts (hereinafter "Council") and Franklin Opera House Inc. (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:


- GRANT PERIOD: FY2020
- OBLIGATIONS OF THE GRANTEE:
 - The Grantee agrees to accept \$18,500.00 and apply it to the program(s) described in the grant application and approved budget for ~~To support the curved stage apron in an historic theater.~~ In the performance of this grant agreement, the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.
 - Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:

 Franklin Opera House Inc. is supported in part by a grant from the New Hampshire State Council on the Arts & the Mooseplate License Plate Program.
 - The Grantee acknowledges that the NHSCA Program Coordinator may schedule a site visit to the organization and may request a site visit from the NHSCA.
 - The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant may cease. That determination rests within the sole discretion of the Council.
- PAYMENT will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council
- FINAL REPORT: The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. Failure to submit the final report will render the Grantee ineligible for Council funding for two years.
- SOVEREIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

COUNCIL APPROVAL

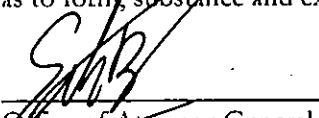
Contracting Officer for State Agency

 Signature Date 11/22/19
 Name, Title: Sarah L. Stewart
 Commissioner

GRANTEE SIGNATURE

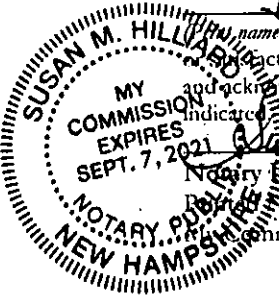
Org/ Name: Franklin Opera House Inc.
 Address: PO Box 172
 Franklin, NH 03235
 Printed Name of Authorized Official for Grantee
 Dan Darling
 Authorized Official's Signature & Title
 Executive Director 10/18/19
 Date

NOTARIZATION REQUIRED:
 STATE OF NEW HAMPSHIRE, COUNTY OF Merrimack

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

 Office of Attorney General Date 10/4/2019

On the 18 day of OCT 2019 before the undersigned officer, personally appeared
 Dan Darling

(The name of person whose signature is being notarized)
 and acknowledged that s/he executed this document in the capacity indicated
 Notary Public/ Justice of the Peace
 Name: Susan M. Hilliard
 Commission expires: 9-7-2021


State of New Hampshire

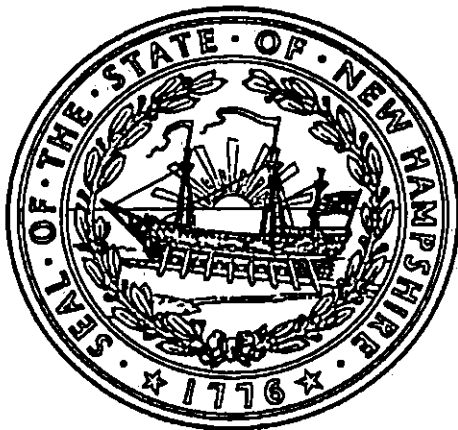
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that FRANKLIN OPERA HOUSE, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on March 30, 2000. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 342451

Certificate Number: 0004607507



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 18th day of October A.D. 2019.

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

Board Resolution

I, Valerie Perkins, hereby certify that I am duly elected Clerk/Secretary of
(Name)

Franklin Opera House. I hereby certify the following is a true copy of a vote taken at
(Name of Organization)

a meeting of the Board of Directors/shareholders, duly called and held on May 15, 2019
at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Dan Darling, Exec. Dir. is duly authorized to enter a
(Name and Title)

Contract on behalf of Franklin Opera House, Jeff Perkins, President with the
(Name of Organization) person signing grant

NH State Council on the Arts State of New Hampshire and further is
(Name of State Agency)

Authorized to execute any documents which may in his/her judgment be
desirable or necessary to effect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full
force and effect as of the 17th October, 20 19. I further certify that it is understood that the
State of New Hampshire will rely on this certificate as evidence that the person listed above currently
occupies the position indicated and that they have full authority to bind the corporation to the specific
contract indicated.

DATED: Oct 17, 2019

ATTEST: Valerie Perkins
(Name and Title) Clerk/Secretary



New Hampshire
State Council on the Arts

GRANTEE INFORMATION FORM for ORGANIZATIONS

Please complete the following for fulfillment of grant requirements by the State of New Hampshire's Department of Administrative Services.

Name of Organization Franklin Opera House

1. Statement of Purpose:

(Give your organization's mission statement or list your organization's objectives in the space below)

Franklin Opera House exists to be the community resource for the performing arts, offering opportunities for performers of all ages, and affordable entertainment for residents of Franklin and beyond.

2. Salary of Administrator:

(List annual salary of administrator, not artist's fees, who will be involved in this grant.)

\$24,000

Attach the Following:

3. DUNS Number (If not provided on application)
4. Resume of Administrator
5. Financial Statement:
A one-page financial statement of your organization's most recently completed fiscal year.
6. Board of Directors:
A list of the current directors and officers of your organization.
Please do not include any personal information such as home addresses, phone numbers or emails.
7. List Geographic Areas Served by Organization
8. Certificate of Liability and Workers Comp Insurance with the Department of Natural & Cultural Resources as the certificate holder
9. Please include a copy of a current year Certificate of Good Standing. (if not provided with the application)
If you do not have a Certificate of Good Standing with the state of NH please call Secretary of State Corporate Division at 271-3244 and request an application.

**FRANKLIN OPERA HOUSE
FISCAL YEAR FINANCIAL REPORT
JULY 1, 2017 - JUNE 30, 2018**

FISCAL YEAR SUMMARY:

Total Income:	83,895.01
Total Expenses	<u>71,058.27</u>
Net Increase	<u>12,836.74</u>

CASH BALANCE:

Operating Account:	
Remodel Fund:	3,950.00
FACT Cash Acct	4,206.59
Stage Restoration	1,000.00
General Operating Acct.	<u>59,297.98</u>
Total Cash Balance	<u>68,454.57</u>

MONEY WE OWE:

ZERO!

FUNDRAISING DETAILS:

	<u>Net Amt. Earned</u>
Celebrity Waiter's	7,293.62
Festival of Trees	2,401.00
Concessions	<u>2,940.22</u>
Total Fundraising	<u>12,634.84</u>

SPONSORS FOR 2018-19 EVENTS:

AutoServ, AW Frost Agency, Beck & Bellucci,
Eversource, Franklin Savings Bank, Independence
Financial Advisors, Mayor's Drug Task Force,
and Watts Water Technologies, Inc.

DETAILED INFORMATION:

	ACCOUNT	AMOUNT	TOTAL	NOTES
INCOME:				
	DIRECT PUBLIC SUPPORT			
	Business Advertisers	4,440.00		
	Donations	8,372.90		
	Fundraising			
	Celebrity Waiters Dinner	9,065.33		
	Festival of Trees	2,401.00		
	Concessions	<u>3,202.42</u>		
	Total Fundraising	14,668.75		
	Membership	3,617.00		
	Sponsorship	12,000.00		
	Direct Public Support Other	<u>300.00</u>		Parks & Rec Dept/FACT
	Total Direct Public Support		43,398.65	
	Indirect Public Support			
	Grants Received	9,500.00	9,500.00	NHCharitable Foundation 2,500; Hannisalo Trust 6,000
	OTHER TYPES OF INCOME			
	Dividend, Interest (Securities)	112.87		Infinex
	FOH Fees Income	175.45		
	Gain on Investments	153.56		Infinex
	Gift Certificates Sold	64.00		
	Miscellaneous Revenue	97.24		
	Rental Fees Collected	<u>2,125.00</u>		
	Total Other Types of Income		2,728.12	
	PROGRAM INCOME			
	Show Ticket Sales	24,243.24		
	Tuition & Registration (FACT)	<u>4,025.00</u>		
	Total Program Income		<u>28,268.24</u>	
	TOTAL INCOME		<u>83,895.01</u>	

EXPENSES:			
BUSINESS EXPENSES			
Business Registration Fees	135.00		
Memberships in Prof. Organizations	375.00		
Miscellaneous Expenses	189.32		
Total Business Expenses		699.32	
CONTRACTED SERVICES			
Arts People Fees	773.05		Ticketing & membership database
Credit Card Fees	837.38		
Executive Director Compensation	20,808.00		
FACT Director	2,500.00		
Operations Mgr. Compensation	2,400.00		
Paypal Fees	69.09		
Ticketpeak Fees	767.00		
Total Contracted Services		28,154.52	
FACILITIES & EQUIPMENT			
Building Maintenance/Repair	687.62		
Equipment Rental & Maintenance	1,447.74		
Theatre Equipment	5,950.73		Stage Curtain, lighting, projector
Facilities and Equipment:Other	-20.93		
Total Facilities and Equipment		8,065.16	
FUNDRAISING EXPENSE			
Celebrity Waiters Dinner	1,771.71		
Concessions Expense	262.10		
Murder Mystery	530.70		
Fundraising Expense:Other	155.00		
Total Fund Raising Expense		2,719.51	
OPERATIONS			
Electricity	2,242.26		
Equipment repair & maintenance	15.96		
New Equipment	96.13		
Office Equipment/Software	512.45		Printer & cables
Postage, Mailing Service	463.46		
Supplies	847.00		Toner, Tapes, Pencils, trash bags, cleaning items, paper, envelopes
Telephone, Communications	762.83		Telephone & Internet
Total Operations		4,940.09	
OTHER TYPES OF EXPENSES			
Advertising (General)	1,781.60		Signs, posters
Bank and Other Fees	12.50		
Insurance:Liability, D & O	2,656.00		
Loss on Investments	205.20		
Other Costs	267.66		
Refunds	388.00		
Total Other Types of Expenses		5,310.96	
PROGRAM EXPENSES			
Program Advertising	3,183.76		Posters, internet, newspapers
Artist/Performer Fees	8,511.60		
FACT Personnel	6,150.00		(FACT 1 & 2 2017)
Hospitality	173.50		
Miscellaneous	960.05		
Performance Supplies	113.42		
Printing	914.06		Program Guides, posters, etc.
Refund on tickets	191.50		
Show License Fees			
FACT License Fees	160.00		
Show License Fees:Other	285.82		
Technical Personnel	525.00		
Total Program Expenses		21,168.71	
TOTAL EXPENSES		71,058.27	

Current FOH Board members and terms

Term	Member	Role
2019-2022	Jeff Perkins	President
2019-2022	Judith Ackerson	
2019-2022	Sue Bitetto	Footlight Liaison
2019-2022	Ernie Smith	
2019-2022	Steve Foley	
2017-2020	Carol Hodgdon	Treasurer
2017-2020	Peter Heath	
2017-2020	Alison Cross	
2017-2020	Valerie Perkins	Secretary
2017-2020	Denise Steadman	
2018-2021	Jule Finley	Operations Mgr.
2018-2021	Alicia Humphrey	
2018-2021	Leigh Webb	Vice President
2018-2021	Chris Seufert	
2018-2021	Nicolette Gala Grano	

Dan Darling

Professional Résumé

Franklin, NH 03235

mobile: 603-380-0246 · dand0919@gmail.com

Summary

A career distinguished by meaningful contributions to organizations in electronic media, theatre production, administration and facilities management and notable for steady progression in responsibilities, respect of employers and colleagues, and recognition of a broad knowledge base and ability to manage and implement multi-scale operations.

Theatre Production and Management Experience

Executive Director

Franklin Opera House, Franklin, NH contract position, April 2015 to present

- Manage 299 seat non-profit historic community performance venue, including fundraising, scheduling, technical operations, personnel, and production contracts.

Stage Manager, Assistant Stage Manager / Lighting Technician

Chanhassen Dinner Theaters, Chanhassen, MN full time 1983-85; occasional vacation replacement, 1988-97

- Under Actors Equity contract, managed all aspects of rehearsal and production in largest professional dinner theatre complex in the United States.
- Managed all backstage operations, crew, rigging, sets and prop maintenance.

Technical Director

Grand Marais Playhouse, Grand Marais, MN 1980

- Managed set construction, lighting, and sound for summer theater.

Stage Technician Intern

Guthrie Theatre, Minneapolis, MN 1979

- Ten-city touring production of *The Marriage* by Nikolai Gogol.

Media Production Experience

Producer, Director, Editor, and Owner

Heartstring Media Production, Franklin, NH November 2011–present.

- Produced life stories and memoirs, organization histories; provide editing and videography services to business.

Executive Producer—New Media Technologies

American Express Financial Advisors (now Ameriprise), Minneapolis, MN 1994-97

- Produced and directed interactive and video communication projects on uses of new technology.
- Researched, tested, and evaluated digital and interactive media technologies for potential applications.

Production Supervisor

Electronic Media Group 1988-94

- Coordinated all production logistics for 300+ media projects annually; scheduled use of studios, edit bays, graphics suites, and equipment; contracted crews, talent, facilities and equipment when necessary.
- Evaluated and contracted freelance production crews; recruited and managed interns; contracted on-camera and voice talent.

Facility Management Experience

Co-Coordinator, Facilities Technology and Guest Services

Louhelen Bahá'í School (Retreat and Conference Center), Davison, MI 2007–2011

- Shared coordination of facilities and grounds maintenance; performed routine maintenance and repairs.
- Coordinated and maintained audio/visual and computer equipment for classroom, staff and guest use.
- Produced and maintained media assets (web, print, audio, and video); provided on-site technical support.

Program Coordinator

National Children's Education and Resource Center, Davison, MI 1999-2007

- Produced training materials and media for character education and community development programs.
- Supervised, supported, and advised course facilitators throughout U.S. and internationally.
- Contributed to the development and management of online graduate certificate/degree program in conjunction with Fort Hays State University in Hays, Kansas.

Facilities Assistant

- Louhelen Bahá'í School (Retreat and Conference Center), Davison, MI 1997-1999.
- Setup meeting rooms and audio/visual equipment for scheduled classes and rental groups.
 - Perform general repair and maintenance duties as assigned.

Administrative and Other Experience

Education Services Administrator

- Association of Personal Historians, international professional organization January 2014–present.
- Manage scheduling, registration, promotion, and execution of online learning initiatives for personal history professionals. Contract, part-time.

Interpretive and Education Guide

- Canterbury Shaker Village, Canterbury, NH September 2012–present
- Conduct guided tours and interpret historical village buildings for adult tours and school groups. Part-time.

PLATO Learning Lab coordinator

- Franklin High School, Franklin, NH August 2013–January 2014
- Managed online learning lab with 16 workstations and assist high school students with online coursework. Part-time.

Education

- Master of Fine Arts, Radio-TV-Film, 1994, Temple University, Philadelphia, PA -- GPA 3.56
- Bachelor of Arts, Theatre, 1979, St. John's University, Collegeville, MN -- GPA 3.62
- Certificate, Broadcasting, 1982, School of Communication Arts, Minneapolis, MN -- GPA 4.0
- Graduate Certificate, Online Teaching & Learning, 2000, California State University-Hayward, Hayward, CA -- GPA 3.85

Presentations and Workshops

- Various video production workshops, Association of Personal Historians' Annual Conferences, 2012–2015.
- *Getting Personal with History*, Franklin Historical Society, 2013.
- *Moving to Digital*, Softbank Institute "Interactive '95" Conference, Los Angeles, 1995.

Consulting and Freelance experience

- Television production, editing, and development consultant (occasional), Westwind Pictures, Toronto, ON.
- Freelance and temporary experience as Video Editor, Set Designer, Lighting Designer, Technical Director, Stage Director, Associate Producer, Assistant Stage Manager.

Community Involvement

- Board of Directors, Franklin Opera House, Inc. (2014-15)
- Board of Directors, Choose Franklin, Inc. (2013-present)
- Member, website coordinator, Franklin Historical Society (2013-present)

Awards and Recognition

- Chairman's Award for Quality, American Express Financial Advisors, 1996
- Guest Faculty, "Moving to Digital," Interactive '95 Conference, Los Angeles, 1995
- Guest Speaker/Panelist, ITVS/ICCS Joint Meeting, Minneapolis, 1995
- Quarterly VIP Award, American Express Financial Advisors, 1992
- Selection Committee member, U.S. Department of Education, Technology in Education grant program, 1991
- Midwest Regional Judge, ITVA Video Awards, 1989
- Northeast Regional Judge, American Film & Video Festival, 1987

Teaching

- Graduate Assistant, Dept. of Radio/TV/Film, Temple University, Philadelphia, PA. 1985-87.
- Courses taught: Studio/Field Video Production, Video/Audio Post-Production, Mass Media & Society, Art & Aesthetics
- Research interests: History of Television, Television Production Techniques, Television and Society, Film History

References

Barbara Johnson
Instructional Chair
Colorado Mountain College
Phone: 970-625-6945
Email: bkvjohnson@coloradomtn.edu

Karen Martin
Former Administrator,
Louhelen Bahá'í School
Phone: 517-290-6230
Email: kmartin@usbnc.org

Clark Donnelly
President and Executive Producer,
Westwind Pictures
Toronto, ON, Canada
Phone: 416-919-1625
Email:
clarkdonnelly@westwindpictures.com

Franklin Opera House

Primary Communities Served:

- Franklin
- Northfield
- Tilton
- Sanbornton
- Andover
- Salisbury
- Boscawen
- Hill
- Bristol
- New Hampton
- Laconia
- Belmont
- Danbury

Audiences for shows generally live within a 40-mile radius of Franklin.