



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CULTURAL RESOURCES

Division of Arts, Division of Historical Resources,
Division of Libraries, Film and Television Office
Office of Curatorial Services

*American Canadian French Cultural Exchange Commission,
Administratively Attached*

Van McLeod, Commissioner



22
N

October 10, 2013

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

The Department of Cultural Resources, Division of the Arts, requests permission to award Public Value Partnership Grants totaling \$21,450.00 to the following organizations to strengthen their capacity for offering affordable diverse arts programs to New Hampshire residents and visitors, effective upon Governor and Council approval through June 30, 2014.
100% General Funds.

Funds are available in the account titled State Arts Development as follows:

01-34-34-341010-12500000-073-500581 Grants Non-Federal

	<u>Vendor Code</u>	<u>FY14</u>
Red River Theatres, Concord	159134	\$ 8,450
Manchester Community Music School	155769	<u>\$13,000</u>
Total		\$21,450

EXPLANATION

Public Value Partnerships Grants are awarded to nonprofit arts organizations, with a minimum of 5 years of continuous arts programming and professional staffing, to strengthen their capacity for offering affordable, diverse arts program to New Hampshire's residents and visitors. Grant categories and deadlines are advertised through the divisions' website, social media and electronic newsletters.

At a recent meeting, the Arts Council Board unanimously voted to accept the Arts Division's Public Value Partnership Review Panel's recommendations for the partnerships based on its funding priority ranking within a competitive review. The six-member peer panel, facilitated by an Arts Councilor, considered 17 criteria to arrive at a consensus ranking for each application. Each panelist is advised, both individually and collectively, of their obligation to disclose any conflict of interest and themselves from assessment if a conflict is present. The evaluative criteria range from the administrative capacity of the organization, artistic quality, strategic planning, to community impact and accessibility.

Respectfully submitted,

Van McLeod
Commissioner

159134
FY2014OPP1 # 9121
Acct Code: 250-072 34/8/13/4 05



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 Red River Theatres (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

1. GRANT PERIOD: FY2014/2015

2. OBLIGATIONS OF THE GRANTEE:

- The Grantee agrees to accept \$8,450.00 and apply it to the program(s) described in the grant application and approved budget referenced above. 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:



Red River Theatres is supported in part by a grant from the New Hampshire State Council on the Arts & the National Endowment for the Arts.

- The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
- 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.

3. PAYMENT will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council

4. 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.**

5. 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] _____
Signature Date 10/4/13

Name, Title: Lynn Martin Graton, Acting Director

GRANTEE SIGNATURE

Org/ Name: **Red River Theatres**

Address: 11 South Main St

Shelly Hudson
Printed Name of Authorized Official for Grantee

[Signature] Executive Director Date 8/28/13
Authorized Official's Signature & Title Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF Merimack

On the 28th day of August 2013 before the undersigned officer, personally appeared

Shelly Hudson
(Print name of person whose signature is being notarized, or satisfactorily proven to be the person whose name appears above, and acknowledged that s/he executed this document in the capacity indicated.)

Lucy J. Karl
Notary Public/ Justice of the Peace

Printed Name: Lucy J. Karl
My Commission expires: _____



APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

[Signature] _____
Office of Attorney General Date 10-22-13



CERTIFICATION OF BOARD RESOLUTION

Authorization to Enter into Contracts with
New Hampshire State Council on the Arts

Important: To expedite your payment these steps must be followed in this order:

* Resolution date must occur on or before the Grant Agreement is signed.

** Certificate on bottom of page must be signed and notarized on the same date or after the grant agreement is signed.

1. *Resolution:

THIS IT TO CERTIFY that the following is a true and correct copy of excerpts from resolutions adopted at a meeting of the Board of Directors

Red River Theatres on August 27, 2013
(name of organization)

at which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

"Be it resolved that Shelly Hudson is hereby authorized
(Printed name of authorizing official)

on behalf of this Corporation to enter into contracts with the State of New Hampshire and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate."

Signed: [Signature]
(Signature of Clerk/Secretary to the board)
Printed Name RACHEL A. HAMPE

2. **Certificate

STATE OF NEW HAMPSHIRE
COUNTY OF Hillsborough

On the 17th day of Sept., 2013 before the undersigned officer, personally appeared Rachel Hampe, or satisfactorily proven to be the person whose name appears
(print name of person whose signature is being notarized)

above, and acknowledged s/he executed this document in the capacity indicated.

[Signature]
Notary Public/ Justice of the Peace
Printed Name: Ann M. Rozwadowski
My Commission Expires
ANN M. ROZWADOWSKI, Notary Public
My Commission Expires May 1, 2018



GRANTEE INFORMATION FORM for ORGANIZATIONS

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

Name of Organization Red River Theatres DUNS# : 80 9296937

1. Statement of Purpose:

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

MISSION: To present film + the discussion of film as a way to entertain, broaden horizons, and deepen appreciation of life for NH audiences of all ages.

2. Salary of Administrator:

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

\$ 62,500

Attach the Following:

3. Resume of Administrator

4. Financial Statement:

A one-page financial statement of your organization's most recently completed fiscal year.

5. 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.

6. List Geographic Areas Served by Organization

7. Certificate of Liability Insurance

8. Please include a copy of a current year Certificate of Good Standing.

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.

Shelly Hudson

[REDACTED]

[REDACTED]

[REDACTED]

Email: [REDACTED]

Website: [www.linkedin.com/in/shellyhudson](#)

www.redrivertheatres.org

Summary: I am a seasoned business and arts professional, accepted the position of Executive Director of Red River Theatres in 2012. She draws on 15 years of nonprofit, small business, and performing arts experience. I have mentored small businesses owners, nonprofits, and professionals, as well as arts entities and have been featured in print, radio, and television.

Arts Administration and Creative Experience:

Executive Director

Red River Theatres Inc.

February 2012 – Present (1 year 6 months) Concord, NH

Red River Theatres opened its doors October 19, 2007, after a 7-year community effort and a \$1.8 million capital campaign. The 3-screen, state-of-the-art Theater was designed and built by Sheerr McCrystal Palson Architects of New London. It is recognized as a beautiful and intimate space, unrivalled in the region for its aesthetic appeal.

The theater's mission is "to present film and the discussion of film as a way to entertain, broaden horizons and deepen appreciation of life for New Hampshire audiences of all ages." To that end, Red River offers a diverse program of first-run independent films, cult favorites, classics, local and regional film projects, foreign films and lots of discussions. Conversation and civic engagement are at the heart of what makes Red River so popular in the community and so important to the New Hampshire cultural scene.

Executive Director

G. Claremont Chamber of Commerce

October 2006 – February 2012 (5 years 5 months) Claremont NH

The Greater Claremont Chamber of Commerce is a non-profit (501 (c) (6) organization formed to represent business interests within the communities we serve. Since 1917 the Greater Claremont Chamber of Commerce has played a major leadership role in shaping the economic and social growth of the community it serves. Today, more than 220 member businesses and individuals support the Chamber's mission of community commitment.

The Chamber provides strong leadership in serving the interest of business, promoting the inter-

relationship between business and community, and encouraging business participation with civic and educational organizations and programs within the greater Claremont area.

Executive/Artistic Director/Founder

Performer's Playground

January 2001 – February 2012 (11 years 2 months) Newport New Hampshire

The Performer's Playground is a non-profit performing arts studio founded in 2001, based in Newport, NH. The Performer's Playground has become a community arts leader and partner serving over 500 Sullivan County youth through theatre and film making programs and productions. We work with youth 25 and under. The Performer's Playground is a recognized arts organization with both the state and federal level.

As the Executive/Artistic Director responsible for all executive and artistic elements of the studio from production work, Program development, Organizational infrastructure as well community outreach, identifying key stake holders and developing positive relationships with all these parties. I also do funding research and long range planning and grant writing for the studio. The Performer's Playground is a nominated studio for the NH Theatre Awards.

Education:

Dean College - Major: Theaters Arts

On Stage/Film Experience:

Stage - Oct 2011 Hamlet (mash up) - Polonius (produced by The Performer's Playground)

Film – August 2007 Assimilation – Investigator Jones (produced by Dramaworks)

Film – August 2004 To Be Continues – Mother (produced by Dramaworks)

Film – June 2001 Terror on Long Pond – Camp Counselor Jenny (produced by Dramaworks)

Stage – June 1995 Midsummer Night's Dream – Hippolyta (produced by Dean Theatre Department)

Stage – Sept 1994 – Once Upon Mattress – Minstrel (SHS Senior Production)

Stage – Spring 1993 – Roger and Hammerstein's Cinderella – Chorus/Dancer (off Broad Street Players)

Awards - Accomendation from Gov. Benson, Numerous directing and production awards, Set design and costume design awards, Alumni of Leadership NH.

Red River Theatres, Inc.
Profit & Loss
January through December 2012
UNAUDITED - DRAFT

	<u>Jan - Dec 12</u>
Ordinary Income/Expense	
Income	
4000 · TICKETS	479,848.00
4050 · SALES OF CONCESSION & MERCH	164,169.57
4100 · RENTAL INCOME	48,801.49
4200 · OTHER INCOME	652.12
4300 · MEMBERSHIPS	105,096.00
4400 · SPONSORSHIP	37,002.70
4600 · FUNDRAISING EVENTS	206.00
4700 · ALL OTHER CONTRIBUTIONS	147,337.61
Total Income	983,113.49
Cost of Goods Sold	
5000 · COST OF GOODS SOLD	306,032.57
Total COGS	306,032.57
Gross Profit	677,080.92
Expense	
6000 · WAGES	324,610.84
6030 · PAYROLL TAX	29,990.90
6040 · OTHER EMPLOYEE BENEFITS	33,307.82
6100 · FEES FOR SERVICES	3,374.00
6150 · ADVERTISING & PROMOTION	80,320.92
6200 · OFFICE EXPENSES	762.52
6250 · INFO TECHNOLOGY	9,856.84
6400 · OCCUPANCY	176,442.12
6500 · TRAVEL AND MEETINGS	3,949.01
6600 · INTEREST	15,982.35
6625 · DEPRECIATION	123,540.84
6650 · INSURANCE	11,604.00
6670 · DEVELOPMENT	29,290.35
6900 · OTHER EXPENSE	14,096.61
Total Expense	857,129.12
Net Ordinary Income	-180,048.20
Net Income	-180,048.20



RED RIVER THEATRES BOARD OF TRUSTEES

Lucy Karl, Esq. *Chair*, Lawyer, Shaheen and Gordon
Deane Morrison, *Vice-Chair*, VP, Information Systems- Concord Hospital
Jack Weston, *Treasurer*, VP, Lincoln Financial Group
Rachel A. Hampe, *Secretary*, Lawyer, McLane, Graf, Raulerson & Middleton PA
Andrew Luce, *Asst. Treasurer* CPA - Mason & Rich

Debbie de Peyster, Freelance writer
Amanda Dezan, CPA – Nathan Wechsler
Bob Gile, Financial Manager-Wedbush Securities
Angela Novak Greene, HR-Riverbend Community Mental Health
Jeanne Herrick, Esq., Lawyer
Harold Janeway, Investment, retired
David Juvet, Senior VP – NH Business & Industry Association
Alex Koutroubas, Government Relations, Dennehy & Bouley
Connie Lane, Esq., Lawyer, Orr & Reno
Susan Paschell, Government Relations, The Dupont Group
Jeanine L. Poole, Esq. , Lawyer, Sulloway & Hollis, PLLC
Susan Palmer Terry, Healthcare consultant
Van McLeod, *Ex-officio*, Commissioner, NH Department of Cultural Resources

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 05 2005

RED RIVER THEATRES INC
15 PLEASANT ST
CONCORD, NH 03301-4026

Employer Identification Number:
02-0521681
DLN:
17053148800055
Contact Person:
DEL TRIMBLE ID# 31309
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated AUGUST 2001, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

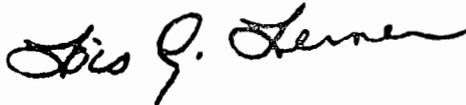
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:30 a.m. - 5:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/30/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

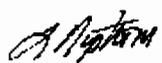
PRODUCER USI INSURANCE SERVICES LLC PO BOX 6360 MANCHESTER, NH 03108	CONTACT NAME: PHONE (A/C, No, Ext): (877) 463-2723 E-MAIL ADDRESS: Certificate@hanover.com FAX (A/C, No): 866-828-2424													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Massachusetts Bay Ins Co</td> <td>22306</td> </tr> <tr> <td>INSURER B: Hanover Insurance Co</td> <td>22292</td> </tr> <tr> <td>INSURER C: Citizens Ins Co of America</td> <td>31534</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Massachusetts Bay Ins Co	22306	INSURER B: Hanover Insurance Co	22292	INSURER C: Citizens Ins Co of America	31534	INSURER D:		INSURER E:		INSURER F:
INSURER(S) AFFORDING COVERAGE	NAIC #													
INSURER A: Massachusetts Bay Ins Co	22306													
INSURER B: Hanover Insurance Co	22292													
INSURER C: Citizens Ins Co of America	31534													
INSURER D:														
INSURER E:														
INSURER F:														
INSURED RED RIVER THEATRES INC C/O CONSTANCE 11 SOUTH MAIN ST CONCORD NH 03301														

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
------------------	----------------------------	-------------------------

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WVT	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC		ZDV 0847433 07	03/20/2013	03/20/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ INCLUDED
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		ZDV 0847433 07	03/20/2013	03/20/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED: RETENTION \$	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	UHV 5197586 07	03/20/2013	03/20/2014	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N / A	WBV 5210110 04	03/20/2013	03/20/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E L EACH ACCIDENT \$ 500,000 E L DISEASE - EA EMPLOYEE \$ 500,000 E L DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER NHSCA 19 Pillsbury St. Concord, NH 03301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

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 RED RIVER THEATRES, INC. is a New Hampshire nonprofit corporation formed November 13, 2000. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 9th day of September A.D. 2013

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State



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 Manchester Community Music School (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

1. GRANT PERIOD: FY2014/2015

2. OBLIGATIONS OF THE GRANTEE:

- The Grantee agrees to accept \$13,000.00 and apply it to the program(s) described in the grant application and approved budget referenced above. 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:



Manchester Community Music School is supported in part by a grant from the New Hampshire State Council on the Arts & the National Endowment for the Arts.

- The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
- 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.

3. PAYMENT will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council

4. 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.

5. 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

Name, Title: Lynn Martin Graton, Acting Director

GRANTEE SIGNATURE

Org/ Name: Manchester Community Music School

Address: 2291 Elm St. Manchester, NH 03104

Dennis J Haley Jr.

Printed Name of Authorized Official for Grantee

Dennis J Haley Jr.

8-28-13

Authorized Official's Signature & Title

Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF _____

Millsborough

On the 28th day of August 2013 before the undersigned officer, personally appeared

Dennis J Haley, Jr

(Print name of person whose signature is being notarized)

or satisfactorily proven to be the person whose name appears above, and acknowledged that s/he executed this document in the capacity indicated

Margaret E. Andersen

Notary Public/ Justice of the Peace

Print MARGARET E. ANDERSEN, Notary Public

My Commission Expires: August 20, 2016

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

Rosemary A. ...

10-22-13

Office of Attorney General

Date

CERTIFICATION OF BOARD RESOLUTION

Authorization to Enter into Contracts with
New Hampshire State Council on the Arts

Important: To expedite your payment these steps must be followed in this order:

* Resolution date must occur on or before the Grant Agreement is signed.

** Certificate on bottom of page must be signed and notarized on the same date or after the grant agreement is signed.

1. *Resolution:

THIS IT TO CERTIFY that the following is a true and correct copy of excerpts from resolutions adopted at a meeting of the Board of Directors

mcms on August 19 2013
(name of organization)

at which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

"Be it resolved that Dennis J Haley Jr. is hereby authorized
(Printed name of authorizing official)

on behalf of this Corporation to enter into contracts with the State of New Hampshire and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate."

Signed: Colette M. Jurnak
(Signature of Clerk/Secretary to the board)
Printed Name Colette M. Jurnak

2. **Certificate

STATE OF NEW HAMPSHIRE
COUNTY OF Hillsborough

On the 28th day of August, 2013 before the undersigned officer, personally appeared Colette M. Jurnak, or satisfactorily proven to be the person whose name appears
(print name of person whose signature is being notarized)
above, and acknowledged s/he executed this document in the capacity indicated.

Margaret E. Andersen
Notary Public/ Justice of the Peace
Printed Name: _____
My Commission Expires _____

MARGARET E. ANDERSEN, Notary Public
My Commission Expires August 10, 2016

New Hampshire
State Council on the

Arts

GRANTEE INFORMATION FORM for ORGANIZATIONS

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

Name of

Organization Manchester Community Music School

1. Statement of Purpose:

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

changing lives through the power of Learning, Sharing
and Making music.

2. Salary of Administrator:

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

\$63,000

Attach the Following:

3. Resume of Administrator
4. Financial Statement:
A one-page financial statement of your organization's most recently completed fiscal year.
5. 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.
6. List Geographic Areas Served by Organization
7. Certificate of Liability Insurance
8. Please include a copy of a current year Certificate of Good Standing.
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.

DUNS# 932934805

JEANINE TOUSIGNANT
BIOGRAPHY

CEO
Manchester Community Music School

8 years at MCMS

A graduate of HARTT School of Music with a Bachelor's of Music degree in Music Management, Jeanine Tousignant joined the Manchester Community Music School as the school's first Director of Development in June 2005. Since that time, she was first promoted VP for Advancement, and became CEO in 2009. Since joining MCMS, donations to the Music School have grown by 125%.

Throughout her sixteen year career in the field of development Jeanine has served in nearly all aspects of the field from Database Manager to Director of Development. She has worked for the Hartford Symphony Orchestra, Boston Symphony Orchestra, New Britain Symphony, and the Buffalo Museum of Science. As she continued to grow in the field of Development, Jeanine became the Assistant Director of Development at Nardin Academy (Buffalo, NY) and returned to New Hampshire as the Assistant Director of Development at the Concord Community Music School. In 2002, Jeanine joined the Women's Fund of New Hampshire as their first Director of Development, where she led all fundraising efforts. At the time of her departure in 2005, the development program had grown to raising nearly \$250,000 annually with a strong system and structure for growth in place. Returning to her love of the arts after three years with WFNH, Jeanine joined the Manchester Community Music School as their first Director of Development. In 2009, Jeanine was name CEO of MCMS.

Jeanine is on the Advisory Board of Leadership Manchester, and coordinates the annual Arts & Culture Day. She is also on Vice President of the Manchester Rotary Club, and Secretary of the NH Business Committee on the Arts. Jeanine is past President of the Board of Directors of CONFR (Continuing Education in Fundraising). In addition, has been an active volunteer with the Greater Manchester YMCA, and pursues her love of playing the clarinet with the chamber music group Dynamic Trio and with the Manchester Community Music School Summer Band. An active member of the Manchester Young Professionals Network, she served on their Nominating Committee. She served on the Manchester Arts Commission from 2007-2009. She is active in her Manchester neighborhood, helped to start the Weston Street Neighborhood Association and has led the effort to establish Weston Street Park.

In 2010, Jeanine received The Award for Excellence in Development from CONFR, and is also a member of the 2009 of the Union Leader's 40 Under 40 Class. She is a 2007 graduate of Leadership Manchester and a graduate of Leadership New Hampshire, class of 2012.

Manchester Community Music School
Fiscal Year 2013
September 1, 2012 - August 31, 2013

REVENUE

Tuition and fees	\$	751,313
Contributed Income :		
Individual		109,079
Corporate		71,695
Foundations		58,800
Government Grants		14,764
Events		60,814
Scholarship Funds		38,100
<i>Subtotal Contributed Income</i>		353,252
Other income including Ticket Sales, Musicians for Hire, Facility Rental, Recording fees, Interest & Dividend Income		19,303
Total Operating Revenue	\$	1,123,868
Campaign for the Future		77,000
Total Revenue		1,200,868

EXPENSES

Faculty Salaries	\$	418,357
Independent Contractors		4,525
Program Salaries		203,785
Administration - Management		93,960
Facility Salaries		31,999
Payroll Taxes		58,379
Health Insurance		20,861
Nashua Symphony Collaboration		5,000
Payroll Processing fees		2,616
Professional fees		11,968
Program Book Consultant		5,946
Insurance		7,951
Postage		2,350
Website & Technology support		8,595
Advertising & Marketing		6,933
Publication & Printing		14,776
Music & program supplies		7,030
Musical - Piano tuning		2,684
Program Support		30,227
Financial Aid		82,105
Professional Development		1,724
Office Expense		7,855
Telephone & internet		2,515
Dues & Subscriptions		2,185
Credit Card and bank fees		7,124
Equipment leases		2,325
Repairs & Maintenance - Building		681
Mileage Reimbursement		2,201
Facility Operations and Maintenance		43,482
Building Mortgage Principal & Interest Expense		18,121
Bad Debt and Write offs		3,987
Depreciation and Amortization		40,449
Total Expenses	\$	1,152,696

MANCHESTER COMMUNITY MUSIC SCHOOL BOARD OF DIRECTORS

President: Dennis J. Haley, Jr.
Attorney, McLane, Graf, Raulerson & Middleton

President-Elect: Dan Scanlon, JD, CCIM
Colliers International

Treasurer: Court Klein, CPA
Manager, BerryDunn

Secretary: Colette Jurnak
MCMS Parent

R. Bradley Alderfer, JD, CFP, MSFS, AEP
Wealth Management Advisor
Northwestern Mutual Wealth Management Co.

Adele Boufford Baker
Vice President, Boufford Funeral Homes

Donald R. Cox, D.M.A.
Professor of Music, Southern NH University

Bobbie (Anna Barbara) Hantz, Esq.
Sheehan Phinney Bass + Green, PA

Elizabeth Hitchcock
Community Arts Advocate / Hitchcock Creations

Thomas M. Lewry, CFP
President & CEO, Curbstone Financial Management

James T. Lombardi
Attorney, Greene Lombardi Law Group

Allen Pattee
Retired Chief Financial Officer & Treasurer, Wiggins Airways

Paul Pouliot, CFP, ChFC, CASL
Owner, Paul A. Pouliot & Associates, Ameriprise Financial

Bob Robbins, CPM
Robbins Farley



Manchester Community
MusicSchool

Geographic Areas Served (Cities/Towns/States)

1,200 students hail from 65 NH cities and towns and 4 MA communities

New Hampshire

Manchester
Allenstown
Amherst
Auburn
Barrington
Bedford
Boscawen
Bow
Bradford
Brookline
Candia
Canterbury
Chester
Chichester
Concord
Danville
Derrig
Derry
Dover
Dunbarton
Exeter
Francestown
Gilford
Goffstown
Hampstead
Hampton
Henniker
Hollis
Hooksett
Hudson
Keene
Kensington
Kingston
Lee
Litchfield

New Hampshire (cont'd)

Londonderry
Merrimack
Milford
Mount Vernon
Nashua
New Boston
Newbury
Newport
North Conway
North Hampton
Pelham
Peterborough
Plaistow
Raymond
Rye
Salem
Sandown
Weare
Wilton
Windham

Massachusetts

Cambridge
Haverhill
Methuen
Tyngsboro



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/30/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

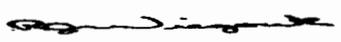
PRODUCER Wieczorek Insurance 166 Concord St. Manchester NH 03104	CONTACT NAME: Nicole Laprise PHONE (A/C No. Ext): (603) 668-3311 E-MAIL ADDRESS: nicole@wizinsurance.com	FAX (A/C No.): (603) 668-8413
	INSURER(S) AFFORDING COVERAGE	
INSURED Manchester Community Music School 2291 Elm Street Manchester NH 03101	INSURER A: Philadelphia Indemnity	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER: CL1371004697** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDC SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS	N N	PHPK926582	10/24/2012	10/24/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

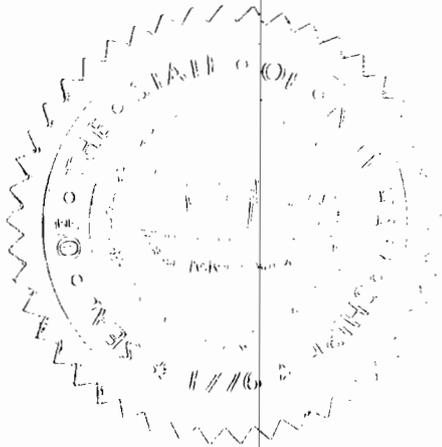
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Certificate of Insurance is subject to policy terms, conditions and limitations.

CERTIFICATE HOLDER NH State Council on the Arts 19 Pillsbury St. 1st floor Concord, NH 03301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE R Wieczorek/NICKI 

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 MANCHESTER COMMUNITY MUSIC SCHOOL is a New Hampshire nonprofit corporation formed June 17, 1983. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 4th day of September A.D. 2013

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State