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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



October 28, 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 Grant in the amount of \$7,800.00 to Monadnock Music, Peterborough (Vendor code 167076) to strengthen their capacity for affordable diverse arts programs to New Hampshire residents and visitors, effective upon Governor and Council approval through June 30, 2014.

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

	<u>FY 2014</u>
01-34-34-341010-1250000-073-500581 Grants Non-Federal	\$7,800.00

EXPLANATION

Public Value Partnerships 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

107070
FY2014OPP1 # 9111
Acct Code: 1250-073 345B1405



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 Monadnock Music (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 \$7,800.00 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:



Monadnock Music 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

Cassandra Mason 10/23/13
Signature Date

Name, Title: Lynn Martin Graton, Acting Director

[Handwritten Signature]
GRANTEE SIGNATURE

Org/ Name: Monadnock Music

Address: 2A Concord St

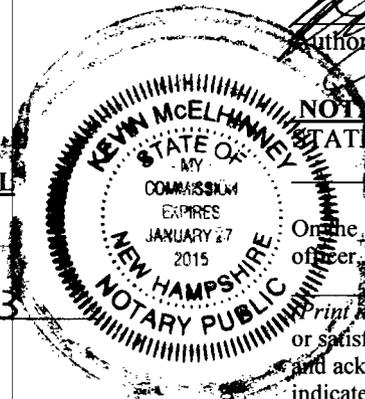
William J.H. Chapman
Printed Name of Authorized Official for Grantee

[Handwritten Signature]
Authorized Official's Signature & Title Date

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

[Handwritten Signature] 11-1-13
Office of Attorney General Date



NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF HILLSBORO

On the 10th day of SEPTEMBER 13 before the undersigned officer personally appeared WILLIAM J.H. CHAPMAN 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.

[Handwritten Signature]
Notary Public/ Justice of the Peace
Printed Name: Kevin D. McElhinney
My Commission expires: 1-27-15

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

1. *Resolution:

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

MONADNOCK MUSIC on SEPT 9, 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 WILLIAM CHAPMAN 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: Therrey Neilsen-Steinhardt
(Signature of the Clerk/Secretary to the Board)

Printed Name: THERRY NEILSEN-STEINHARDT

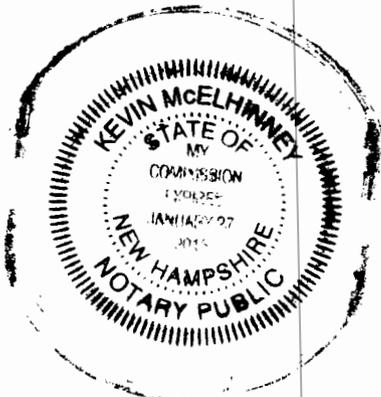
2. ** Certificate:

STATE OF NEW HAMPSHIRE
COUNTY OF HILLSBORO

On the 10TH day of SEPTEMBER, 2013 before the undersigned officer, personally appeared WILLIAM CHAPMAN ~~Therry Neilsen~~ ^{STEINHARDT}, or satisfactorily proven to be the person whose name appears above, and acknowledged s/he executed this document in the capacity indicated.

Kevin McElhinney

Notary Public/Justice of the Peace
Printed Name: KEVIN MCELHINNEY
My Commission Expires: 1-27-15





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: **Monadnock Music**

1. Statement of Purpose:

Monadnock Music (MM) is a unique 501 © 3 award-winning nonprofit which annually presents a six week summer festival of opera, solo, chamber and orchestral concerts in 16 towns in southwestern New Hampshire. Its corporate office is located in the Peterborough, NH Town Center, which is seventy miles northwest of Boston.

The mission of Monadnock Music is to make exceptional music accessible to all in intimate and informal settings in the towns and villages of the Monadnock region and beyond. Through a commitment to varied and imaginative performances and teaching, Monadnock Music keeps a sense of musical daring and discovery alive.

Monadnock Music fulfills its mission by providing:

1. Annual *free* concerts in as many as 18 historic village churches and meetinghouses across the region. More than 3000 people, most economically or geographically challenged, have exposure to serious classical music. Twelve concerts are planned for the 2013 festival;
2. Annual ticketed events, which are presented at the Festival's main stage in the Peterborough Town House More than 4000 people attend each season. Seven concerts will be offered in 2013;
3. Vital music education for 2000 students each year in the region's 22 elementary schools in nine school districts through its *Lend An Ear* Program. More than 29,000 children have attended since its inception in 1986;
4. *Musicians On Call* is an outreach program designed by Monadnock Music for non-ambulatory persons recovering in a hospital or living in long-term health care facilities.
5. Recordings, broadcasts and a developing on-line "venue" on Monadnock Music's web site: www.monadnockmusic.org;
6. Performances on Public Radio (NHPR and WGBH- Boston).

2. Salary of Administrator: \$50,000

Brief Biography of William H. Chapman

Executive Director of Monadnock Music

William J. H. Chapman graduated from Brown University with a BA in Classics, and went on to earn an MA from Harvard in Regional Studies- East Asia (Chinese). After completing his studies he spent several years in international banking, working for Citibank in Hong Kong, New York, Athens and Bahrain. After returning to the United States he joined HMV Music Group in Boston, working in a variety of management positions and specializing in classical music.

Since 1999 he has devoted himself to non-profit arts administration, working first at Boston Lyric Opera and from September 2000 through January 2011, at Opera Boston (originally Boston Academy of Music.)

Joining Boston Academy of Music first as Operations Manager and then Director of Development and Marketing, and as its second full-time employee, over the decade, he took the company from 2.5 full-time employees, a budget of under \$800,000 and 167 subscribers to over 8 full time employees, over 1600 subscribers and a budget of \$2.8M. During the same period he oversaw commensurate growth in the donor base, developed a more diverse and younger audience, strengthened its brand, and brought it national and international attention.

Mr. Chapman is currently Executive Director of Monadnock Music in Peterborough, NH. And has had a home in the Monadnock Highlands since 1998.

Monadnock Music
Profit & Loss
 October 1, 2012 through April 20, 2013

04/20/13
 Accrual Basis

	<u>Oct 1, '12 - Apr 20, 13</u>
Ordinary Income/Expense	
Income	
EARNED INCOME	9,339.16
UNEARNED INCOME	186,068.92
Investment income	29,240.93
Total Income	<u>224,649.01</u>
Gross Profit	<u>224,649.01</u>
Expense	
Ask my accountant	
Interest Expense	735.81
Administrative Expens...	98,466.30
PROGRAM EXPENSES	62,461.15
Fundraising expenses	284.74
Total Expense	<u>161,948.00</u>
Net Ordinary Income	<u>62,701.01</u>
Net Income	<u><u>62,701.01</u></u>

William J.H. Chapman, *Executive Director*
Gil Rose, *Asst. Dir.*

BOARD OF TRUSTEES

Michael Petrovick - Frankestown, NH (*President*)
John Colony, III - Harrisville, NH (*Vice President*)
Kevin McElhinney - Brattleboro, VT (*Treasurer*)
Therry Neilsen-Steinhardt - Brookline, NH (*Secretary*)

Kenneth Appel - Harrisville, NH
Lou Casagrande - Jaffrey, NH
Jackie Kahle - Wilton, NH
Amy Knight - Jaffrey, NH
Jean Leventhal - Dublin, NH & Newton, MA
Jody Simpson - Hancock, NH

ASSOCIATE TRUSTEES

William Banks - Temple, NH & Newnan, GA
I. Tucker Burr - Walpole, NH
William Coleman - Jaffrey, NH
Margaret Johnson - Hanover, NH
Ray Petty - Mercedita, PR & Deering, NH

William L.H. Chapman, *Executive Director*
Gil Rose, *Artistic Director*

GEOGRAPHIC AREAS SERVED BY MONADNOCK MUSIC

Monadnock Music is considered both a valuable cultural as well as economic resource in the Monadnock region. Since 1966, Monadnock Music has been a stable and integral part of the cultural life of New Hampshire.

Monadnock Music offers a six-week summer festival of opera, solo, chamber and orchestral concerts in as many as 18 towns in southwestern New Hampshire. These towns may include but are not limited to: Deering, Dublin, Frankestown, Hancock, Harrisville, Jaffrey, Keene, Marlow, Milford, Nelson, Peterborough, Rindge, Sullivan, Swanzey, Temple, Walpole, Washington and Wilton.

The demographics of our audience includes residents of New Hampshire as well as visitors from New York, Massachusetts, Vermont, Connecticut, and Maine who enjoy leaving the city and spending time in a charming, rural setting while experiencing excellent artistry and ambitious programming. While 65% of our audiences came from the region, another 35% come from out of the region, contributing to the economic growth of the region.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/6/2013

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 The Holt Agency 633 Elm Street Milford NH 03055-0009	CONTACT NAME: Cathy Casale PHONE (A/C, No, Ext): (603) 673-1201	FAX (A/C, No): (603) 673-4825
	E-MAIL ADDRESS: Cathyc@HPMInsurance.com	
INSURED Monadnock Music Inc 2A Concord Street Peterborough NH 03458	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Peerless Insurance Co	NAIC # 24198
	INSURER B: Wesco Insurance	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES **CERTIFICATE NUMBER:** All Lines - 12-13/13-14 **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	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			CBP9655862	11/22/2012	11/22/2013	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 15,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	GEN'L AGGREGATE LIMIT APPLIES PER:							
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC							
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR						AGGREGATE	\$
	EXCESS LIAB							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED							\$
	RETENTION \$							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WWC3039201	7/1/2013	7/1/2014	WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT	\$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 100,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Proof of insurance coverage for Grant

CERTIFICATE HOLDER NH State Council for the Arts 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 Cathy Casale/IKERD <i>Cathy Casale</i>

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 MONADNOCK MUSIC is a New Hampshire nonprofit corporation formed October 10, 1968. 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 30th day of August A.D. 2013

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

William M. Gardner
Secretary of State