



STATE OF NEW HAMPSHIRE
 DEPARTMENT of CULTURAL RESOURCES
*State Council on the Arts, Division of Historical Resources
 State Library, Film & Television Office,
 Commission on Native American Affairs (administratively attached)*

20 Park Street
 Concord, New Hampshire 03301



VAN McLEOD
 Commissioner
 Van.McLeod@dcr.nh.gov

TEL: 603-271-2540
 FAX: 603-271-6826
 www.nh.gov/nhculture

August 18, 2014

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 \$13,000 to Opera North, Lebanon, (vendor code 166554) to strengthen their capacity for affordable diverse arts programs to New Hampshire residents and visitors, effective upon Governor and Council approval through June 30, 2015.
 100% Federal Funds.

Funds are available in the account titled Federal Arts Partnership Grant as follows:

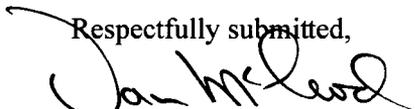
01-34-34-341010-1255000-072-500575 Grants Federal **FY15**
\$13,000

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.

Should Federal Funds become no longer available General Funds will not be requested to support this program.

Respectfully submitted,

 Van McLeod



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 Opera North (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

1. GRANT PERIOD: FY2015

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:



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

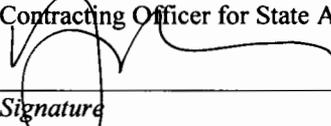
- The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
- The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this 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

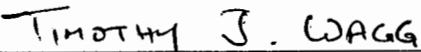
4. FINAL REPORT: The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. Failure to submit the final report will render the Grantee ineligible for Council funding for two years.

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 8.13.14
 Name, Title: Virginia Lupi, Director

GRANTEE SIGNATURE

Org/ Name: Opera North
 Address: 20 West Park St., Lebanon NH

 Printed Name of Authorized Official for Grantee
 Timothy J. Wagg TRUSTEE 8/11/14
 Authorized Official's Signature & Title Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF Grafton

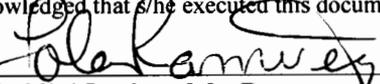
APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

 Office of Attorney General Date 8-27-14

On the 11th day of 8 2014 before the undersigned officer, personally appeared

Timothy Wagg
 (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.


 Notary Public/ Justice of the Peace
 Printed Name: Lola Ramirez
 My Commission expires: 11/9/2016
 LOLA RAMIREZ, Notary Public
 My Commission Expires November 9, 2016

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

Opera North on September 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 Timothy J. Wagg 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: Pamela A. Pautos
(Signature of Clerk/Secretary to the board)
Printed Name Pamela A. Pautos

2. **Certificate

STATE OF NEW HAMPSHIRE
COUNTY OF Grafton

On the 1st day of 8, 2014 before the undersigned officer, personally appeared Pamela Pautos, 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.

Lola Ramirez
Notary Public/ Justice of the Peace
Printed Name: Lola Ramirez
My Commission Expires 11/9/2016

LOLA RAMIREZ, Notary Public
My Commission Expires November 9, 2016

Laurie M. Sepulveda

69 New Aldrich Road, Grantham, NH 03753 - Phone: 404.788.8575
Email: laurie.sepulveda@gmail.com

Driven and results-oriented bilingual marketing and communications professional. Proven success in creating, planning and managing international student programs. Proficient in relationship-building and social media platforms.

SKILLS

Bilingual in Spanish	Experienced in International Student Services
Proficient in Proofreading, editing	Translator, Spanish-English
TESOL certified	Proficient in Microsoft Office, database development, Coda

INTERNATIONAL STUDENT SERVICES

International Programs, Business School

UNIVERSIDAD CATÓLICA DE CHILE

Santiago, Chile

6/03-9/04

- Developed ground-up international MBA study tour events to generate thousands of dollars of additional revenue for the business school (participating schools include NYU Stern, UF Warrington, UT Austin McCombs)
- Formulated marketing strategy, launched campaign to increase number of incoming study tour groups six-fold
- Created new bilingual web page to improve international communications

Exchange Coordinator, Business School

Santiago, Chile

10/02-06/03

- Oversaw exchange program for Business School at undergraduate and MBA levels
- Doubled amount of exchange applicants for 2002
- Organized admission, orientation and logistics for students
- Created database and statistical system to gauge growth
- Negotiated four new agreements with universities in Canada, US, Australia, France

MARKETING/COMMUNICATIONS

Marketing Manager

RAINBOW RESEARCH, INC.

Grantham, NH

7/12-Present

Provide marketing and communication services to Rainbow Research Inc., a pediatric clinical research trial company.

Responsibilities include:

- Creation and development of website (from conception to execution)
- Development of social media and online presence (Facebook, Twitter, specific trade websites)
- Creation of local radio/print media campaigns for drug trials

Account Executive

NOLEN & ASSOCIATES, INC.

Atlanta, GA

10/06-06/07

- Oversaw and executed development and integration of marketing & advertising campaigns for agency's principal client accounts (\$1M in billings) for BtoB and BtoC industries.
- Brought in new business---agency signed 5 new accounts in 2006, 3 new accounts in first 6 months of 2007.

Account Services Coordinator

Atlanta, GA

3/05-10/06

- Managed largest client's account; budget doubled from 2005.
- Implemented new internal marketing plan-increased new client wins to realize 33% more revenue in 2 months.
- Coordinated marketing & advertising campaigns for 5 key client accounts.

Freelance Editor

HARVARD UNIVERSITY, SOCIAL ENTERPRISE KNOWLEDGE NETWORK (SEKN) 11/04-04/06

- Vetted business cases translated into English from Spanish researched and written by teams at business schools within SEKN. Cases were specifically focused on local social enterprise efforts from corporations in emerging markets and Spain.

LEADERSHIP/STRATEGIC PLANNING

Account Executive

NOLEN & ASSOCIATES, INC. Atlanta, GA 10/06-06/07

- Oversaw and executed development and integration of marketing & advertising campaigns for agency's principal client accounts (\$1M in billings) for BtoB and BtoC industries.
- Allocated yearly budgets, participated in marketing strategy sessions for key clients including Bruder Healthcare, MeadWestvaco Paper, Orange Business Services, Digital Insurance.
- Developed marketing strategy campaigns for two biggest clients for increased presence in new media outlets (search engine marketing, optimization).

International Programs, Business School

UNIVERSIDAD CATÓLICA DE CHILE Santiago, Chile 6/03-9/04

- Developed ground-up international MBA study tour events to generate thousands of dollars of additional revenue for the business school (participating schools include NYU Stern, UF Warrington, UT Austin McCombs)
- Formulated marketing strategy, launched campaign to increase number of incoming study tour groups six-fold
- Created new bilingual web page to improve international communications
- Planned, researched and wrote draft of 100-page EQUIS report for European accreditation (reported directly to dean of business school)

EDUCATION

FURMAN UNIVERSITY Greenville, SC 1997-2001

Bachelor of Arts in English and Spanish (3.4 GPA).

- Dean's List, graduated cum laude / *National Merit Scholarship recipient.*
- Furman Founders Scholarship recipient / *Sigma Tau Delta (English Honor Society).*
- Sigma Delta Pi (Spanish Honor Society) / *Participant, Furman Advantage Program, Summer 1999*
- Presenter, 20th Century Languages & Literature Conference, Spring 2000 / *Member, Student Alumni Council (Social Chair)*

Additional Experience:

- Furman Admission Network (FAN) Alumni Volunteer, 2011-present
- Volunteer, New London Food Pantry, 2012-present
- Elder, Kearsarge Community Presbyterian Church, 2012-present
- Publicity Chair, Mothers of Preschoolers (MOPS) Program, 2011-2013
- Area Manager (team of 12), Arbonne International (direct sales company), 2005-2012
- Private Spanish tutor, 2010-2011

Other Skills/interests:

- Avid runner
- International traveler
- Pie-making enthusiast

References: Available upon request.

OPERA NORTH BOARD OF TRUSTEES 2013-2014

ASSMUS, GERT: Professor of Business Administration, Emeritus at Tuck School of Business

ELLIS, EVELYN: Vice President of Diversity and Equity at Dartmouth

GARTHWAITE, ANDREW: Architect for Haynes & Garthwaite Architects

KEYSER, ALDEN: Retired CPA and financial consultant for non-profit organizations

NYHOLM, BARBARA: Retired importing business owner with an earlier career in the financial services industry

PAXTON, WILLIAM D.: Retired Director/Manager - International Programs Development for GE Aircraft Engines

PAUSE, SAMANTHA: Vice President of Sales and Marketing, Mascoma Savings Bank

RATTIGAN, ELIZABETH: Attorney for Downs, Rachlin, Martin PLLC

RUTTER, SALLY: Real Estate Agent for Coldwell Banker

SEVCENKO, NANCY: Vice President of the International Center of Medieval Art

SKOFIELD, JAMES: Opera librettist/ children's book author

SUMMERALL, THOMAS: CEO of Media Lab, Inc

WAGG, TIMOTHY: Retired, CFO, Consolidated-Bathurst

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 OPERA NORTH, a(n) Vermont nonprofit corporation, registered to do business in New Hampshire on January 19, 1994. I further certify that it is in good standing as far as this office is concerned, having 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 29th day of November, A.D. 2010

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

William M. Gardner
Secretary of State



OPRANOR-01

MSHRIVER

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/11/2014

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 Maury, Donnelly & Parr 24 Commerce St. Baltimore, MD 21202	CONTACT NAME:	
	PHONE (A/C, No, Ext): (410) 685-4625	FAX (A/C, No): (410) 685-3071
INSURED Opera North 20 West Park St Lebanon, NH 03766	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Great American Insurance Company	
	INSURER B : St. Paul Travelers	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		
		NAIC # 16691

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	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			PAC0737178	05/31/2014	05/31/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below		<input type="checkbox"/> Y <input checked="" type="checkbox"/> N / A	4223T826	05/31/2014	05/31/2015	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

New Hampshire State Council on the Arts
19 Pillsbury Street—First Floor
Concord, NH 03301

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

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