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

19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301

February 11, 2020

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, Division of the Arts to award a Public Value Partnership Grant to Portsmouth Music and Arts Center, Inc. (VC #207373), Portsmouth, NH in the amount of \$15,000 to strengthen their capacity for affordable diverse arts programs to New Hampshire residents and visitors effective upon Governor and Executive Council approval through June 30, 2020. 100% General Funds

Funding is available in account, State Arts Development, as follows:

03-035-035-353510-41040000-073-500575 - Grants Non Federal

FY 2020
\$15,000

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 NH State Art Councilors 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. The evaluative criteria range from the administrative capacity of the organization, artistic quality, strategic planning, to community impact and accessibility.

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

Respectfully submitted,

A handwritten signature in black ink, reading "Sarah L. Stewart".

Sarah L. Stewart
Commissioner



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 Portsmouth Music & Arts Ctr (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:--

1. GRANT PERIOD: FY2020

2. OBLIGATIONS OF THE GRANTEE:

- The Grantee agrees to accept \$15,000.00 and apply it to the program(s) described in the grant application and approved budget for Investment in Cultural Infrastructure. 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:



New Hampshire
State Council on the Arts

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

- 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.

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.

DONOR APPROVAL

Contracting Officer for State Agency

Sarah Stewart 2/11/20
Signature Date

Name, Title:

Sarah L. Stewart
Commissioner

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

Gill Rabin 2/13/20
Office of Attorney General Date

GRANTEE SIGNATURE

Org/ Name: Portsmouth Music & Arts Ctr

Address: 973 Istington St. Portsmouth, NH

Russell B. Grazier, Jr. CEO

Printed Name of Authorized Official for Grantee

[Signature]
Authorized Official's Signature & Title

12/23/19
Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF

Rockingham

On the 23rd day of December 1919 before the undersigned officer, personally appeared

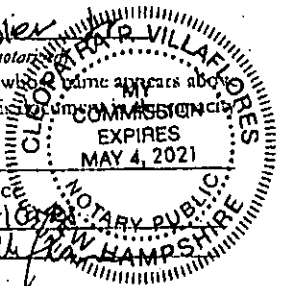
Russell B. Grazier

(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: Cheryl Villafra

My Commission expires: May 4, 2021



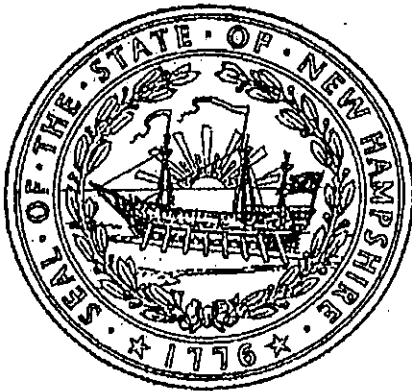
State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that PORTSMOUTH MUSIC AND ARTS CENTER, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on January 29, 2003. 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: 426650



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 1st day of May A.D. 2017.

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

William M. Gardner
Secretary of State

Business Information

Business Details

Business Name:	PORTSMOUTH MUSIC AND ARTS CENTER, INC.	Business ID:	426650
Business Type:	Domestic Nonprofit Corporation	Business Status:	Good Standing
Business Creation Date:	01/29/2003	Name in State of Incorporation:	Not Available
Date of Formation in Jurisdiction:	01/29/2003		
Principal Office Address:	973 Islington St, Portsmouth, NH, 03801, USA	Mailing Address:	973 Islington St, Portsmouth, NH, 03801, USA
Citizenship / State of Incorporation:	Domestic/New Hampshire		
		Last Nonprofit Report Year:	2015
		Next Report Year:	2020
Duration:	Perpetual		
Business Email:	NONE	Phone #:	NONE
Notification Email:	NONE	Fiscal Year End Date:	NONE

Principal Purpose

S.No	NAICS Code	NAICS Subcode
1	OTHER / TO PROVIDE PEOPLE OF ALL AGES, ABILITIES AND ECONOMIC STATUS WITH THE OPPORTUNITY TO ACHIEVE THEIR FULL CREATIVE POTENTIAL THROUGH QUALITY ARTS AND MUSIC INSTRUCTION, ENSEMBLE PARTICIPATION AND PERFORMANCE OPPORTUNITIES.	

Principals Information

Name/Title	Business Address
RUSSELL BOYD GRAZIER, JR. / Director	504 MIDDLE STREET, PORTSMOUTH, 03801, USA
WENDELL S PURRINGTON / President	40 LOCUST LANE, SOUTH BERWICK, 03908, USA
COLIN MCGEE / Treasurer	987 LANG RD, PORTSMOUTH, 03801, USA
KATHERINE B GRAZIER / Secretary	504 MIDDLE ST, PORTSMOUTH, 03801, USA
BRYAN CAMPBELL / Director	1167 SOUTH ST, PORTSMOUTH, 03801, USA

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Registered Agent Information

Name: Not Available

Registered Office Not Available
Address:

Registered Mailing Not Available
Address:

Trade Name Information

No Trade Name(s) associated to this business.

Trade Name Owned By

No Records to View.

Trademark Information

Trademark Number	Trademark Name	Business Address	Mailing Address
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No records to view.

Filing History Address History View All Other Addresses Name History
Shares Businesses Linked to Registered Agent Return to Search Back

Board Resolution

I, Chase Haganan, hereby certify that I am duly elected Clerk/Secretary of
(Name)

Portsmouth Music and Arts Center. 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 December 18, 2018
at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Russell B. Grier Jr., CEO is duly authorized to enter a
(Name and Title) person that sign the grant

Contract on behalf of _____ with the
(Name of Organization)

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 December 23, 2019. 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: 12/23/19

ATTEST: Chase Haganan Secretary
(Name and Title) Clerk/Secretary

New Hampshire State Council on the Arts

GRANTEE INFORMATION FORM for ORGANIZATIONS

Name of Organization: Portsmouth Music and Arts Center (PMAC)

1. Statement of Purpose:

Our mission is to build community through the arts by providing all people with the opportunity to achieve their full creative potential, regardless of age, ability, or economic status.

We accomplish this through high quality music and visual arts education programs along with creating ensemble, performance, and exhibition opportunities for students, professionals, and audiences.

2. Salary of Administrator: \$75,000/yr.

3. DUNS#: 790252014

4. Resume of Administrator (Russ Grazier, Jr.): To be submitted separately

5. Financial Statement: Attached

6. Board of Directors:

William Chamberlin – CHAIR (until 8.31.2020)

Aileen Dugan – VICE PRESIDENT

Tyler Butler – TREASURER

Chase Hagaman – SECRETARY

Forrest Elliott

Frank Getman, Jr.

Michael Getty

Rob Harbeson – (Chair beginning 9.1.20)

Charles Riopel

Lisa Shawney

Steve Viens

7. Geographic Areas Served:

PMAC primarily serves families in the Seacoast New Hampshire region, extending through York, ME through the entire NH Seacoast and down to Amesbury, MA. 90% of our families are NH residents, with the remaining 10% residing in ME and MA due to our geographic proximity. In NH, in addition to Portsmouth, we serve dozens of neighboring communities including: Dover, Rye, Greenland, New Castle, Stratham, Newington and Exeter with a total of 50 communities within the State

PMAC students come from 60 different communities throughout New Hampshire, Maine and Massachusetts with some traveling over 50 miles to access our programs.

We currently enroll over 720 students, ages 4 to 83, in weekly programs from September through June and over 250 students in our Summer programs. Our community concerts, exhibitions, outreach programs and events reach more than 5,000 community members annually. Our programs are designed for all levels of participation, from novice to advanced, for all ages ranging from Pre-K students through retirement and include programs designed for the disabled.

8. **Certificate of Liability and Workers Comp Insurance:** Attached
9. **Certificate of Good Standing:** Attached

PMAC Operating Budget for FY20

	FY20 Budget	FY19 Actual	Change from Prior 12 months	Percentage Change
REVENUES				
4 - Contributed Support	\$ 297,000	\$ 268,695	\$ 28,305	11%
5 - Earned Revenues	\$ 652,098	\$ 558,330	\$ 93,768	17%
5800 - Special Events	\$ 150,000	\$ 119,177	\$ 30,823	26%
5000 - COGS	\$ -	\$ -	\$ -	0%
TOTAL REVENUES	\$ 1,099,098	\$ 946,202	\$ 152,896	16%
EXPENSE				
7200 - Salaries & Related Expenses	\$ 804,085	\$ 694,108	\$ 109,977	16%
7500 - Other personnel expenses	\$ 22,478	\$ 23,120	\$ -	0%
8100 - Non-personnel expenses	\$ 65,613	\$ 53,169	\$ 12,444	23%
8200 - Occupancy Expenses	\$ 56,151	\$ 55,777	\$ -	0%
8300 - Travel & Meeting Expenses	\$ 16,160	\$ 11,715	\$ 4,445	38%
8400 - Depreciation & Amortization expense	\$ 39,935	\$ 41,243	\$ (1,308)	-3%
8510 - Interest Expense	\$ 150	\$ 641	\$ -	0%
8520 - Insurance - non-employee	\$ 9,300	\$ 9,239	\$ 61	1%
8570 - Advertising and Marketing	\$ 16,170	\$ 17,074	\$ (904)	-5%
8585 - Cleaning	\$ 11,100	\$ 10,655	\$ 445	4%
8500 - Misc Expenses	\$ 3,324	\$ 3,213	\$ 111	3%
8600 - Business Expenses	\$ 14,196	\$ 13,007	\$ -	0%
8700 - Special Events Expenses	\$ 45,580	\$ 41,343	\$ 4,237	10%
TOTAL EXPENSES	\$ 1,104,241	\$ 974,304	\$ 129,937	13%
Surplus/Shortfall	\$ (5,143)	\$ (28,102)	\$ 23,388	0%

Cash Flow:

Net Income	\$ (5,143)
Prior years pledges receivable during FY20	\$ 24,872
New multi-year pledges not receivable in FY20	\$ (30,000)
Depreciation Expense	\$ 39,935
Interest Expense	\$ 32,682
Mortgage payments	\$ (48,004)
Reserve Fund	\$ (10,000)
Net change in cash	\$ 4,343
Net change in Reserve funds	\$ 10,000
TOTAL CHANGE IN CASH	\$ 14,343



RUSSELL B GRAZIER, JR



RUSS@PMAONLINE.ORG

PROFESSIONAL EXPERIENCE

Portsmouth Music and Arts Center

Co-Founder

Executive Director/Chief Executive Officer | November 2002 – Present

Director of Education | November 2002 – Present

New England Conservatory

Faculty, Preparatory School | September 2000 – May 2005

Merit School of Music

Instructor | 1999 – 2000

Roosevelt University

Adjunct Professor | 1999 – 2000

University of Chicago

Instructor, College | 1998 – 2000

Boston Conservatory

Adjunct Professor | 1993 – 1994

VOLUNTEER EXPERIENCE

The Chamber Collaborative of Greater Portsmouth

Board Member | 2018 – Present

New Horizons International Music Association


Board Member | 2018 - Present

Seacoast Jazz Society Board

2015 - Present

NH Health Exchange Advisory Board

2012-2015



Parents Music Club of the Portsmouth Public Schools

Board of Directors | 2008 - 2016

Art-Speak (Cultural Commission for the City of Portsmouth, NH)

Board of Directors | 2006 – 2012

Chair, Board of Directors | 2009-2011

Portsmouth Rotary Club

Member | 2005 - 2016

Board of Directors | 2008 - 2009

AWARDS AND ACKNOWLEDGEMENTS

2016 Arts Advocate of the Year Award, New Hampshire Citizens for the Arts

2013 Keynote Speaker, NAMI NH Annual Conference

Duo Fujin 2011 One Day Composition Competition – Winner

Virginia Carty DeLillo Composition Prize

Randolph Rothschild Award in Composition

EDUCATION

The University of Chicago

Graduate Studies, Music Composition | 1994 – 2000

Peabody Conservatory of Music at Johns Hopkins University

Master of Music, Music Composition | 1991 – 1993

The Boston Conservatory of Music

Bachelor of Music, Music Composition, Saxophone Concentration | 1986 – 1990

The Tanglewood Institute

Chamber Music Certificate | 1985