



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



TV 18

December 16, 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 a Public Value Partnership Grant in the amount of \$13,000.00 to the Friends of the Music Hall, Portsmouth (Vendor code 156203) 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.  
100% General Funds.

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	\$13,000.00

**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

156203

FY2014OPP1 # 9109

Acct Code: 1250-073 345131405



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 Friends of the Music Hall (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:



Friends of the Music Hall 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: [Handwritten Signature] Date: 12/12/13

Name, Title: Lynn Martin Gratton, Acting Director

GRANTEE SIGNATURE

Org/ Name: Friends of the Music Hall

Address: 28 Chestnut St. Portsmouth, NH

Robert W. Hickey, MD
Printed Name of Authorized Official for Grantee
Robert W. Hickey, MD President 9/3/13
Authorized Official's Signature & Title Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF Rockingham

On the 3 day of September 2013 before the undersigned officer, personally appeared Robert Hickey (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.

Jennifer Cain
Notary Public/ Justice of the Peace
Printed Name: Jennifer Cain
My Commission expires: 4/18/17

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

Rosemary K... 12-18-13
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

The Music Hall on April 17, 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 Robert W. Hickey, M.D. 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."

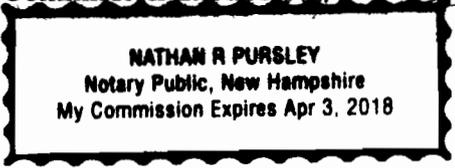
Signed: [Signature] (Signature of Clerk/Secretary to the board) Printed Name BARBARA HENRY

2. \*\*Certificate

STATE OF NEW HAMPSHIRE COUNTY OF ROCKINGHAM

On the 30 day of OCT, 2013 before the undersigned officer, personally appeared BARBARA HENRY, or satisfactorily proven to be the person whose name appears above, and acknowledged s/he executed this document in the capacity indicated.

[Signature] Notary Public/ Justice of the Peace Printed Name: NATHAN PURSLEY My Commission Expires April 3, 2018



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 Friends of The Music Hall

1. Statement of Purpose:

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

The mission of The Music Hall is to present the very best of diverse performing and related arts and to serve as an active and vital arts center for the enrichment of the Seacoast Community

2. Salary of Administrator:

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

\$117,000.00

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.

# The MUSIC HALL



## Patricia Lynch, Executive Director

Patricia Lynch, also known to her friends as Patty, has held leadership positions in the performing arts since the 1980's. Born and raised in the Midwest to parents originally from Philadelphia, Lynch credits her early life in Decatur, IL as helping to cultivate a rich imagination. Her family of artists, academics, and arts business owners now resides up and down the East Coast.

Upon arriving in Minneapolis after college, Lynch founded Brass Tacks Theater, which grew to be nationally known for new work, lean inventive management, and outstanding productions. A 501(c)3 nonprofit organization, it operated with an Actor's Equity Contract and was a member of Theater Communications Group. The theater, while small, flourished in the highly competitive Twin Cities performing arts market and was funded by major foundations, corporations and leading local philanthropists under the guidance of a dynamic board of directors. Brass Tacks Theater was cited as a major Minneapolis cultural attraction by the *New York Times* and the *Frommers Guide to the Twin Cities*, and was beloved by the local press. Lynch served as CEO and artistic director for 11 years, working with many distinguished artists who, like she, have gone on to make impressive contributions to the performing arts. In addition to artistic direction, she was responsible for the theater's financial performance, fundraising efforts, staff leadership, overall marketing strategy and board development. Alumni of the theater include leadership team members of regional LORT theaters, national playwrights and directors, and actors and designers who have played Broadway, off-Broadway and the regional theater circuit. Lynch has developed and commissioned numerous new plays, including works by Tony-award nominee Lee Blessing and NPR favorite Kevin Kling. In the early 1990's the theater closed debt-free after Lynch decided to pursue other opportunities.

Sought after as a national consultant with clients and associations that have included the McKnight Foundation, the National Endowment for the Arts, FEDAPT, and Arts Action Research, Lynch evaluates performing arts organizations, assists in the creation of strategic plans, and advises on organizational development.

In 1996 she was recruited by the College of St. Catherine, one of the largest women's colleges in the country, to serve as the Executive Director of its performing arts center, The O'Shaughnessy. The second largest theatrical venue in the city of St. Paul, the hall had lost a sense of clear identity in a changing environment despite an illustrious past. Struggling in the second busiest performing arts market in the country to find a niche and crippled by lack of strategic vision and community enriching programs, The O'Shaughnessy presented Lynch with the challenge of a turn-around. Creating a strategic plan, she led the hall back to prosperity and an unprecedented profile in the Twin Cities. Audiences increased by 400% and contributions by 623% under her leadership. Focused on organizational development, the creation of strategic partnerships, increasing revenues, both earned and contributed and improving the financial performance, Lynch was able to usher in a new era for the O'Shaughnessy. She founded the acclaimed Women of Substance

series that features music, lectures, theater, dance and multi-media works. From Joan Baez, Mary Chapin Carpenter, Etta James, and Diana Krall, to off-Broadway musicals and plays, to the outstanding multimedia performances of Meredith Monk and Margolis Brown Company, to lectures by Hon. Madeline Albright, Dr. Jane Goodall, Doris Kearns Goodwin, and poetry readings by Maya Angelou, the Women of Substance Series has transformed The O'Shaughnessy and made an indelible contribution to the upper Midwest. Experienced in capital improvements as well, Lynch has overseen a million dollars in facility renovations during her tenure and led the refurbishing of the hall to a warm, contemporary style.

Lynch joined The Music Hall of Portsmouth, NH in May 2004 as Executive Director. A mature mid-sized arts organization, The Music Hall was poised to be taken to the next level and Lynch was charged to lead that effort. The theater was named an American Treasure by the US Senate in 2004 and with the match of the federal funds awarded by the American Treasures program under the National Park service the process of making critical repairs and restoring the Music Hall began. In the eight years she has served in the leadership position, the Music Hall has been restored, rehabilitated and expanded, with 11.8M raised for projects and future endowment through legacy giving. The Music Hall has won two outstanding architecture and design awards from AIA for the stunning Art Deco Founder's Lobby in 2009 and the chic Music Hall Loft in 2012. The Music Hall's visibility is up dramatically, with national and magazine press coverage including stories in the New York Times, National Geographic Traveler, Union Leader, Boston Globe and Portland Herald and Yankee Magazine. Membership in the Music Hall has increased by 123%. Overall attendance has increased from 70,000 annually to over a 100,000 patrons. 20,000 children experience the arts annually at The Music Hall with performances; meet the artist, and master classes. Corporate Sponsorship and major donor levels have increased in her tenure by over 150% and operating budget size has grown from 1.7M in 2004 to 3.5M in 2012 and contributes over 7M annually to the local economy in show related spending.

Lynch has created, facilitated and launched exciting new signature series for The Music Hall that has driven both attendance figures and membership. *Writers on a New England Stage* features top authors including Pulitzer prize-winner Doris Kearns Goodwin, and mega bestsellers, Dan Brown, Stephen King and John Irving in a rollicking radio show format, and is a partnership with New Hampshire Public Radio. *Writers in the Loft* is a more intimate version featuring National Book Award Winners like Stephen Greenblatt, international literary stars like Colim Tobin and breaking new bestsellers from writers like Deborah Harkness. *Innovation and Leadership Forums* offer tools for 21<sup>st</sup> Century living featuring speakers from Deepak Chopra to one of the first regional demonstrations on 3D printing with forum anchor, Digital Portsmouth. *Kids Rule!* is committed to bringing the best of children's programming and celebrating the magic of childhood with school day series, films and weekend performances. *Portsmouth Singer Songwriter Festival* brings legends, stars and up and comers together for a creative extended weekend with concerts, workshops, round robins and forums. The concert series *Intimately Yours* packs the house with legends and comers on the pop music scene. *Met@The Music Hall* brings HD broadcasts of the Metropolitan Opera to beautiful historic theater.

Community building is one the key elements under Lynch's leadership focusing on education, access and economic development. Whether its creating and organizing a candlelight vigil to the African Burying Ground following a gospel concert of Soweto Gospel Choir, or committing to a group of teen aged girls working with arts and their own self esteem with Explore + Learn partners of the year Arts In Reach, or creating destination programs to bring tourists to the region

with *Vintage Christmas* and *Telluride by the Sea*, Lynch and the Music Hall team have made this a cornerstone effort.

*Personal Background:*

Lynch's works as a playwright have been produced in the Twin Cities as well as Philadelphia, Chicago, Atlanta, Milwaukee and on tour throughout eleven states. She is published and has been featured in prominent new works festivals around the country. She has won numerous awards from the likes of the Kennedy Center's Fund for New American Plays, the Jerome Foundation, the Minnesota State Arts Board, and Theater Communications Group.

She is happily married to award-winning director-playwright Kent Stephens who has directed over 150 professional theatre productions around the country, has plays currently touring, and has served on artistic leadership teams for several important regional theaters, including Atlanta's Alliance Theatre and the Illusion Theatre of Minneapolis. He served as head of the B.A. program in the Department of Theatre Arts and Dance at the University of Minnesota and is currently serving as the producing artistic director of Stage Force. Kent and Patricia have collaborated on many projects both domestic and professional throughout their twenty year marriage.

The newest addition to their family is Sgt. Clancy, their lovable Norwich terrier puppy.

The Music Hall Board of Trustees

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FY 2014

Robert W. Hickey, M.D.  
*Board President*

Josephine Lamprey  
*Board Vice President*

Barbara Henry  
*Board Secretary*

Harry Schult  
*Board Treasurer*

Jay McSharry  
*Executive Committee Member at Large*

Kristin Morales  
*Executive Committee Member at Large*

Ben Auger

Maile Buker

Patrick Carey

Eric J. Chinburg

Geoffrey E. Clark, M.D.

Debra Ford

Edwin Garside

Brook Gassner

Brad Honeyman

Mary C. Horigan

Ann Kendall

Michael Labrie

Bob Lord

Philip Marcus

Jeffrey Mountjoy

John E. Ricci

David Splaine

Ex Officio:  
Jameson French

Patricia Lynch

## **Geographic Areas Served by The Music Hall**

The Music Hall welcomes more than 100,000 patrons a year (including 20,000 children) from the tri-state area and beyond. Our reach stretches from the Seacoast of NH and Rockingham County to the rest of NH. Patrons also come to The Music Hall from Southern Maine and Northern Massachusetts.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/24/2013

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).

<b>PRODUCER</b> J. Clifton Avery Insurance Agency 21 South Main Street PO Box 1510 Wolfeboro NH 03894-1510	<b>CONTACT NAME:</b> Denise Corriveau <b>PHONE (A/C No. Ext):</b> (603) 569-2515 <b>FAX (A/C No.):</b> (603) 569-4266
	<b>E-MAIL ADDRESS:</b> denisec@averyinsurance.net
<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURER A:</b> Hanover Insurance	NAIC # 22292
<b>INSURER B:</b> Mass Bay	22306
<b>INSURER C:</b> National Casualty	
<b>INSURER D:</b>	
<b>INSURER E:</b>	
<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** 13/14 Master                      **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	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			ZDV9602334	7/1/2013	7/1/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included Liquor Liability \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ZDV9602334	7/1/2013	7/1/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			JHV9602332	7/1/2013	7/1/2014	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
	<b>B WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N			3A States: NH WDV3499438	7/1/2013	7/1/2014	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Directors & Officers			EKO3103645	7/1/2013	7/1/2014	Each Occurrence 2,000,000

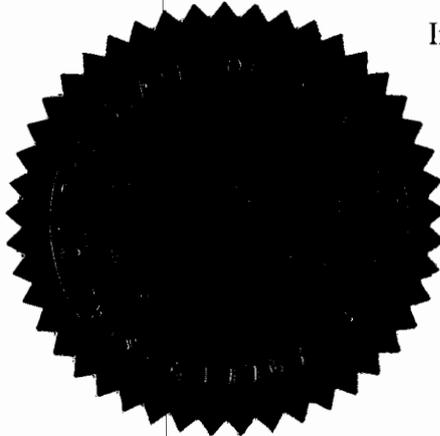
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Coverage as per terms and conditions of policy. This certificate of insurance is issued as a matter of information only and conveys no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage, terms exclusions, and conditions afforded by the policy or policies referenced herein.

<b>CERTIFICATE HOLDER</b>  New Hampshire State Council on the Arts 19 Pillsbury St 1st Fl Concord, NH 03301	<b>CANCELLATION</b>  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  Thomas O'Dowd/DENISE

# 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 FRIENDS OF THE MUSIC HALL is a New Hampshire nonprofit corporation formed September 19, 1986. 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 26<sup>th</sup> day of November A.D. 2013

A handwritten signature in cursive script, reading "William M. Gardner".

William M. Gardner  
Secretary of State