

## SHAKESPEARE SUBCOMMITTEE

October 13, 2016

The Shakespeare Subcommittee of the Building Needs Committee conducted a meeting on Thursday October 13, 2016 in Room 213 of Stratford Town Hall, 2725 Main Street, Stratford CT, pursuant to notice duly posted.

SUBCOMMITTEE MEMBERS IN ATTENDANCE: Council members Beth Daponte (Chair), Alan Llewelyn and Philip Young; Electorate members Jancee Pust-Marcone\*, Christopher Rooney and Peter Wood.

Initially, there was a lack of quorum, so an Informational Discussion was held. Ms. Daponte stated an RFQ went out for architects 9-30-0216. Mr. Young announced sixteen architects arrived for the 10-13-2016 walk-through of the building (see attached), although Mr. Crosskey was not there. Mr. Young and CAO Chris Tymniak were present for the walk-through and discussed project specifications with the architects. Most, he noted, were excited this project is going forward. Mr. Catalano added others in the Boston area are interested as well, adding money is available if there is a viable entity to accept it. Per Mr. Young, the architects will respond to the CAO, who will then forward it to this committee. Mr. Llewelyn suggested creating a subcommittee to make an initial recommendation to this committee, to then be sent to the Building Needs Committee, and then to the Town Council. Ms. Daponte stated the architect's purpose will be to create documents for an RFP. The Town will then create a contract for the chosen architect to define the scope of work. She added that the CAO recommended when the list is narrowed down, to ask the final three to meet with this committee.

Ms. Daponte noted the Building Needs Committee is expecting an interim report soon. Mr. Rooney received an email from someone who is glad this project is going forward. Ms. Daponte thanked everyone for the item in the op-ed piece in the newspaper. She added John Ferguson is interested in getting the same piece in the CT Post. Mr. Rooney suggested doing the same as a news release. Ms. Daponte will email everyone to get permission for their names to be used as such. She announced the Town hired Margaret Bodell as an Arts Coordinator (see attached) whose anticipated start date is 11-1-2016. Mr. Rooney noted Ms. Bodell is very qualified, and knows the State funding system quite well. Mr. Catalano added he is familiar with some of her previous projects, and is pleased she was chosen. Ms. Daponte stated Ms. Bodell will interact with this committee, as well as the Arts Commission. While the CAO will track her hours, Ms. Bodell's reporting line is to the Town Council. Mr. Rooney suggested all arts-based information be posted on the Town's website. Mr. Llewelyn suggested Ms. Bodell meet with Pat Naylor regarding available grants.

\* Ms. Pust-Marcone arrived, and there was a quorum, so the meeting could proceed.

### I. CALL TO ORDER

Chairman Daponte called the meeting to order at 7:09pm.

## II. BUILDING SAFETY & SECURITY UPDATE

Ms. Daponte accepted a motion from Mr. Young, seconded by Mr. Rooney, to strike this from the agenda. The motion passed unanimously.

## III. COMMUNICATIONS TO & FROM COMMITTEE

Ms. Daponte accepted a motion from Mr. Young, seconded by Mr. Rooney, to strike this from the agenda. The motion passed unanimously.

## IV. HISTORIC DESIGNATION OF BUILDING

Mr. Catalano noted there are different levels of historic designation. Mr. Rooney questioned if the designation should come through the local Historic District Commission. Ms. Pust-Marcone recommended looking at the pros and cons of doing so, specifically in terms of state and federal funding availability in either case. Ms. Daponte then accepted a motion from Mr. Catalano to table this item. Mr. Young seconded the motion, which passed unanimously.

## V. ORGANIZATIONAL ISSUES

### A. NON-PROFIT ORGANIZATION

Mr. Rooney recommended the formation of a working board consisting of 3-5 people (2 lawyers, 1-2 accounting people, and perhaps one with building experience). He stated this should act as a separate organization independent of the Town Council and make a pitch for an arrangement with the Town on a contractual basis to raise money for the project. Mr. Rooney added the committee should develop ways for the Town Council to remove the authority of the non-profit's initial board if they fail to do what they were initially charged to do. He also recommended waiting to form a second generation non-profit group until the first group has been successful. Mr. Catalano suggested Bruce Tibida (New York and Boston) could be helpful. Mr. Wood recommended Shakespeare Subcommittee members form the board rather than outsiders. Per Mr. Rooney, not-for-profits often get in trouble if boards are too large. If the goal is to move the process quickly, a smaller board is needed. Some people on it should have a resume with credibility outside the Town, and others should have ties to the community and this project. Ms. Daponte questioned the possibility of having more people on the initial board, with the understanding that a smaller group therein will do the brunt of the work – at least initially. Per Mr. Rooney, the founding person fills out the initial form and submits it to the State. The board then begins the process of completing all the necessary paperwork, which takes approximately eighteen months. He then recommended the committee begin to accept nominations for the 501K board. Ms. Daponte noted potential critics might question why the committee is not using an existing non-profit. She also questioned if all interested subcommittee members should be allowed on the board. Mr. Llewelyn recommended no more than two subcommittee members be on the board. Mr. Rooney noted there is a way to rotate who those two people are (e.g. after a year, two different people switch places with those on the board). Mr. Catalano suggested the founding board may need to have its own subcommittee. Mr. Wood suggested that at least in the early stage, this

committee should guide the 501K founding board. He added there should be rules and regulations in place so the nonprofit cannot change the guidelines and missions of this committee. Mr. Rooney suggested committee members submit names for the founding board, as well as a short paragraph with reasons why that person should be chosen, via email to Ms. Daponte before the next meeting (scheduled for Oct. 27<sup>th</sup>).

#### B. MISSION & VISION STATEMENTS

Upon discussion, Ms. Daponte accepted a motion by Mr. Wood to change the Vision Statement to read:

*The Stratford Shakespeare Theatre for the Performing Arts will be a world-class theater and a global destination for the performing arts and will provide opportunities for cultural and educational enrichment.*

Mr. Rooney seconded the motion, which passed unanimously.

Upon discussion, Ms. Daponte accepted a motion by Mr. Wood to change the Mission Statement to read:

*The mission of the Stratford Theatre for the Performing Arts will be to entertain, inform, and educate through the performing and musical arts, thereby enriching the cultural life of the community and surrounding area. The Center shall provide area residents and visitors the opportunity both to attend and participate in quality presentations of a cross-section of the finest theatrical works available. The theater will be dedicated to the performance and interpretations of the works of William Shakespeare as well as being a venue for other performing arts.*

Ms. Pust-Marccone seconded the motion, which passed unanimously.

Upon discussion, Ms. Daponte accepted a motion by Mr. Wood to change the Mission of the Shakespeare Subcommittee to read:

*The committee is formed to provide advice to the Building Needs Committee on the process to see the theater and its property become an active center for the performing and cultural arts. The committee will identify proposes for the theater, potential partners for the restoration and operation of the theater, and a process going forward to see the theater operate in perpetuity.*

Ms. Pust-Marccone seconded the motion, which passed unanimously.

#### VI. ADJOURNMENT

Ms. Daponte accepted a motion from Mr. Rooney to adjourn at 8:30pm. Ms. Pust-Marccone seconded the motion, which passed unanimously.

Respectfully submitted,

*Aileen Marsh*

Recording Secretary