

LONDONDERRY ARTS COUNCIL TOWN COUNCIL CHARGE

PURPOSE:

The Londonderry Arts Council ("Committee") shall exist to promote the appreciation and understanding of literature, arts, and music for all Londonderry citizens of all ages.

REPRESENTATION:

The Committee shall consist of seven (7) to nine (9) voting members, and one (1) to three (3) alternate voting members to be appointed by the Town Council. The Committee shall determine its own rules and order of business, unless otherwise provided by law or Town Charter. The Committee shall choose from its members a Chairperson, Vice-Chairperson, Treasurer and Secretary. The committee shall report to the Londonderry Town Council and exist until such time the Town Council deems it inactive.

DUTIES/ RESPONSIBILITIES:

1. Hold meetings, in accordance with RSA Chapter 91-A.
2. Develop a mission statement, goals, and objectives.
3. Develop and implement committee and meeting by-laws.
4. Coordinate, host, and sponsor programs for Londonderry citizens of all ages that promote performing arts, cultural events, literature, and studies.
5. Review community programs and act as liaison, on behalf of the Town Council, to other similar groups and entities that facilitate the promotion and education of cultural affairs.
6. Maintain a permanent project file that at a minimum includes:
 - a) Committee minutes and progress reports.
 - b) Project correspondence.
 - c) Other materials as deemed necessary.
7. Provide the Town Council with an annual update or report on the committee's accomplishments.