

Guide to the International Festival of Arts and Ideas Records

MS 2021



compiled by Christy Tomecek

October 2015

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Collection Overview

REPOSITORY: Manuscripts and Archives
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CALL NUMBER: MS 2021

CREATOR: International Festival of Arts and Ideas

TITLE: International Festival of Arts and Ideas records

DATES: 1988-2013

PHYSICAL DESCRIPTION: 13.25 linear feet (60 boxes)

LANGUAGE: The material is in English.

SUMMARY: This collection consists of the records of the International Festival of Arts and Ideas, a New Haven, Connecticut festival, devoted to theater, dance, music, visual arts, other performance arts, and scholarly discussions. The records document the running and planning of the festival, and include minutes, agendas, correspondence, financial records, programs and other festival ephemera, and video recordings of festival events and training protocols. Administrative files and fundraising files comprise the majority of the collection, which document the broader financial and staffing needs for running the festival, as well as the nucleus committee that brought the festival into existence. Programming and planning files are also present, as well as film of performances. There are a small number of files documenting activities of the Board of Directors, but these files are not complete for any period of time of the festival's existence. Materials cover from 1988 to 2013, with the bulk from 1995 to 2006. In general, the earliest years of the festival are more extensively documented than later years.

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Key to the container abbreviations used in the PDF finding aid:

b. box
f. folder

Administrative Information

Immediate Source of Acquisition

Gift of the International Festival of Arts and Ideas, 2015.

Conditions Governing Access

The materials are open for research. Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository. Researchers wishing to obtain an additional copy of non-commercially produced items for their personal use should consult the ordering reproductions information on the Manuscripts and Archives website.

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Preferred Citation

International Festival of Arts and Ideas Records (MS 2021). Manuscripts and Archives, Yale University Library.

Biographical / Historical

The International Festival of Arts and Ideas was conceived in 1995 by Anne Calabresi, Jean Handley and Roslyn "Roz" Meyer. Their goal was to create an annual celebration in New Haven, Connecticut that would bring together artists and thinkers from around the world, ranging from the very established to newer ones starting their careers. The festival was officially incorporated in 1996. Types of performances include theater, solo performance work, music, puppet work, slam poetry and photography exhibitions. Ideas related programs are equally as varied and has included such programs as comparing and contrasting literature in the United States and China, analysis of music about wars and soldiers, using the arts to help high-risk youths, and the state of the ecosystem of Long Island Sound. The city of New Haven is heavily utilized for the festival, with venues including Yale University, the Shubert Theater, the New Haven Green, shopping centers, and even street corners. There is also family programming, tours of different neighborhoods and institutions in the city, and master classes on a variety of topics. The festival celebrated its 20th year in 2015.

Scope and Contents

This collection consists of the records of the International Festival of Arts and Ideas, a New Haven, Connecticut festival, devoted to theater, dance, music, visual arts, other performance arts, and scholarly discussions. The records document the running and planning of the festival, and include minutes, agendas, correspondence, financial records, programs and other festival ephemera, and video recordings of festival events and training protocols. Administrative files and fundraising files comprise the majority of the

collection, which document the broader financial and staffing needs for running the festival, as well as the nucleus committee that brought the festival into existence. Programming and planning files are also present, as well as film of performances. There are a small number of files documenting activities of the Board of Directors, but these files are not complete for any period of time of the festival's existence. Materials cover from 1988 to 2013, with the bulk from 1995 to 2006. In general, the earliest years of the festival are more extensively documented than later years.

Arrangement

The records are arranged in five series: I. Administrative files, 1988-2011. II. Board of Director files, 1990-2013. III. Fundraising files, 1995-2012. IV. Festival planning and programming files, 1995-2013. V. Performance recordings and materials, 1996-2000.

Collection Contents

Series I: Administrative files, 1988–2011

Series I consists of administrative files that document the broader staffing and financial needs of the festival, as well as its structural and strategic planning. Also included are press clippings of the festival and government citations honoring the festival. There are day-to-day financial records represented in these files but for information about its funding sources and funding planning, please see Series III, Fundraising files. Finally, the nucleus committee files that document the founding, naming, and incorporation of the festival are located in this series. Series I is organized alphabetically by topic, then title of folder.

General		
b. 1, f. 1-2	1995–1996	1995–1996
b. 1, f. 3	1997 English	1997
b. 1, f. 4	1998 English	1998
b. 1, f. 5	2005-2009, undated	2005-2009, undated
b. 1, f. 6	Festival stationery, form letters, and guides	1998
b. 1, f. 7	Human resources committee report	2008
b. 1, f. 8	Office	1996
b. 1, f. 9	Reference materials	2003
b. 1, f. 10	Staffing structure	Circa 1998-circa 1999
b. 1, f. 11-12	Annual meeting, 1997 November 19	1997
By-laws		
b. 1, f. 13	1997–2001	1997–2001
b. 1, f. 14	1997–2004	1997–2004
Correspondence		
b. 1, f. 15-16	General	1996–2004
b. 1, f. 17	Heyman, Ronnie	February 8, 1996
b. 1, f. 18	Kamba, Angeline	2008–2009
b. 1, f. 19	Professional Women’s Dinner Committee	January 30, 1997
Feasibility studies and analyses		
b. 1, f. 20	Greater New Haven Arts and Entertainment Facilities Study	September 2000
b. 2, f. 1-3	Greater New Haven Arts and Entertainment Facilities Study	September 2000

Feasibility studies and analyses (continued)

b. 2, f. 4	Market feasibility analysis, International Festival of Arts and Ideas	March 5, 1995
b. 2, f. 5	New Haven: City of Festivals	Circa 1995-circa 1996
Festival assessments		
b. 2, f. 6	General	1996
b. 2, f. 7	Comprehensive summary and debriefing	1999
Economic impact studies		
b. 2, f. 8	1999 English	1999
b. 3, f. 1	2002 English	2002
b. 3, f. 2	2006 English	2006
b. 3, f. 3	<i>Performances on the Green, Final Report</i>	April 30, 2007
b. 3, f. 4	Statistics	2006
Festival presentations		
General		
b. 3, f. 5-9	1996 English	1996
b. 3, f. 10	1997-1998	1997-1998
b. 3, f. 11	Festival facts	2008
b. 3, f. 12	History talk	2005
b. 3, f. 13	Major accomplishments	2006
Festival staff hiring		
b. 3, f. 14	General	1995-1996
b. 3, f. 15	Festival personnel	1995-1996
Job descriptions		
b. 3, f. 16	General	1996
b. 3, f. 17	Artistic director	Circa 1996
b. 3, f. 18	Director	2000
b. 3, f. 19	Executive director	Circa 1996
b. 3, f. 20	Festival director	1997
b. 3, f. 21	Reference materials, compensation and benefits	1988, undated

Festival staff hiring (continued)

b. 3, f. 22	Reference materials, executive director evaluation	2011
Searches		
b. 3, f. 23-25	Executive director	2000–2001
b. 3, f. 26	Festival director	2005
b. 4, f. 1	Festival director	2005
b. 4, f. 2	Festival general manager	1995–1996
b. 4, f. 3-4	Managing director	2003–2004
Financial records		
b. 4, f. 5-6	General	2005–2006
b. 4, f. 7	Audit	2003
b. 4, f. 8	Audit committee meeting, 1998 October 5	1998
b. 4, f. 9	Cash receipts journal	2002
Festival budget		
b. 4, f. 10-11	1995–1996	1995–1996
b. 4, f. 12	1998–1999	1998–1999
b. 4, f. 13	2001 English	2001
Finance committee meetings		
b. 4, f. 14	1997 January 21	1997
b. 4, f. 15	1997 May 16	1997
b. 4, f. 16	1997 September 15	1997
b. 4, f. 17	1997 November 14	1997
b. 4, f. 18	1997 December 18	1997
b. 4, f. 19	1998 January 15	1997–1998
b. 4, f. 20	Finance committee members	1997
b. 4, f. 21	Humanities festival budget	1995-circa 1996
b. 4, f. 22	Merrill Lynch account services	1996
b. 10, f. 1	Government citations	1996–2005
Individual staff files		
Aleskie, Mary Lou		
b. 4, f. 23-24	Board evaluation	2008

Individual staff files > Aleskie, Mary Lou (continued)

b. 4, f. 25	Contract	2006–2009
b. 4, f. 26	Introductory events	2005
	Biggs, Elinor	
b. 5, f. 1-2	Performance objectives and evaluation	1997
	Collard, Paul	
b. 5, f. 3-6	General	1997–2002
b. 5, f. 7	Contract	1997–1999
b. 5, f. 8	Cover letter and resume	March 16, 1997
b. 5, f. 9	Performance objectives	2001
b. 5, f. 10	Press release	July 17, 1997
b. 5, f. 11	Hedstrom, Cynthia	1995
	Miller, Mary	
b. 5, f. 12-15	2000–2004	2000–2004
b. 5, f. 16	Officers notes on individual staff members	1997
b. 5, f. 17	Soto, Mercedes María, Introductions	2006
	Nucleus committee	
b. 5, f. 18	General	1995
b. 5, f. 19	Art on the Edge	1995–1996
b. 6, f. 1	Background	1995
b. 6, f. 2	Consulting	1995–1996
b. 6, f. 3	Contacts	Circa 1995-circa 1996
b. 6, f. 4	Letter of agreement	1995
	Meetings	
b. 6, f. 5	1995 August 17-October 19	1995
b. 6, f. 6	1995 September 28	1995
b. 6, f. 7-8	1995 November 16	1995
b. 6, f. 9	Naming	1995
b. 6, f. 10	Nominating committee	1995
b. 6, f. 11	Presentation	Circa 1995-circa 1996

Nucleus committee (continued)

b. 6, f. 12	Proposal	1995
Other related ventures		
b. 6, f. 13-14	Center for American Music (CAM)	2001–2002
b. 6, f. 15	Center for American Music (CAM) and Jazz and American Music Museum (JAMM)	2000–2002
b. 7, f. 1	Jazz and American Music Museum (JAMM)	2001
b. 7, f. 2	Sense and Cents-ability	December 12, 2005
Press clippings		
b. 7, f. 3	1996 February 13-June 25	February 13, 1996-June 25, 1996
b. 7, f. 4-5	1996 English	1996
b. 7, f. 6-7	1996–2008	1996–2008
b. 7, f. 8	1997 English	1997
b. 7, f. 9	1998 English	1998
b. 7, f. 10	Selections for promotional materials	1999–2008
b. 7, f. 11	Proposed committees and task forces	2006
Strategic and operation planning		
b. 7, f. 12	1997 operating plan	1996–1997
b. 7, f. 13	1997 operating plan, management objectives towards operating plan	1997
b. 7, f. 14	1999 strategic plan	1999
b. 7, f. 15-19	2003 strategic plan	2003
b. 8, f. 1	2003 strategic plan, drafts and final copies	2003
b. 8, f. 2-4	2006 strategic plan	2003-April 2006
b. 8, f. 5	2007 strategic plan	2007
b. 8, f. 6	Strategic intervention	2008
b. 8, f. 7	Strategic intervention	2008–2009
Subject files		
b. 8, f. 8-10	Background research on festivals	1994–1996

Subject files (continued)

b. 8, f. 11	<i>Backstage</i> article English	2003
b. 8, f. 12	Board structure	1999, undated
b. 8, f. 13	Calabresi, Anne	1997–2008
b. 8, f. 14	Documents for reference	2001, undated
b. 8, f. 15	General publications	2003–2007
b. 8, f. 16	Humor article	Undated
b. 9, f. 1	IEG Sponsorship Reports	1999
b. 9, f. 2-4	National Arts Strategies, <i>Governance</i>	2003–2005
Work files of staff members		
b. 9, f. 5	Aleskie, Mary Lou	2005–2006
b. 9, f. 6	Brady, Bethanie	2007
b. 9, f. 7	Hershman, Linda	1996
b. 9, f. 8	Weis, Karen	2009

Series II: Board of Directors files, 1990–2013

Series II comprises materials produced by and for the Board of Directors of the festival. Much of this material consists of minutes, agendas, and related correspondence for different Board meetings, as well as their Executive Committee and their Nominating and Governance Committee (board members are the only ones who can serve on those committees). The Executive Committee determines festival goals while the Nominating and Governance Committee suggests new board candidates to fill vacancies. For activities of the Development Committee, see Series III, Fundraising files. For the activities of the Financial Committee, see Series I, Administrative files. For the activities of the Planning Committee, see Series IV, Planning and programming files. There are also guiding documents such as handbooks, regulations, and orientation materials. Series II is arranged by document type.

General		
b. 11, f. 1	1995–1996	1995–1996
b. 11, f. 2	Background research on forming a board of directors	1990–1996
b. 11, f. 3	Board committee lists	1996–1997
b. 11, f. 4-5	Board contact list	2004–2007, 2012–2013
b. 11, f. 6	Board contact list and meeting dates	2002
b. 11, f. 7	Board correspondence	1996–2008
b. 11, f. 8	Board meeting dates	2003
b. 11, f. 9	Board meeting time survey	2002
b. 11, f. 10	Board of Directors list	1998
b. 11, f. 11-12	Board profile	2003, 2009, 2009
b. 11, f. 13	Certificate of incorporation	1995
b. 11, f. 14	Example evaluations of University of New Haven board	2004
b. 11, f. 15	“Expanding the Minority Pipeline: A Guide for Board Members” English	1992
b. 11, f. 16	Former board member lists	1996–2012
b. 11, f. 17	Greening the City Event	2002
b. 11, f. 18	RSVP list for unknown event	Undated
Board manuals and notebooks		
Board manuals		
b. 11, f. 19	2003 English	2003
b. 11, f. 20	2004 English	2004

Board manuals and notebooks > Board manuals (continued)

b. 11, f. 21	2005 English	2005
Board notebooks		
b. 11, f. 22	2006–2007	2006–2007
b. 11, f. 23	2008-2009	2007–2010
b. 11, f. 24-25	2008-2009	2008–2009
Board Meetings		
b. 12, f. 1	Annual board meeting materials	November 22, 1999
Board meetings		
b. 12, f. 2-4	1996 January 16	1995–1996
b. 12, f. 5-7	1996 February 16	1996
b. 12, f. 8-10	1996 March 5	1996
b. 12, f. 11	1996 May 14	1996
b. 12, f. 12	1996 June 4	1996
b. 12, f. 13	1996 September 25	1996
b. 12, f. 14	1996 November 21	1996
b. 12, f. 15-17	1998 English	1998
b. 12, f. 18	1998 February 25	1994–1998
b. 13, f. 3	1999 May 17	1999
b. 13, f. 1-2	1998 February 25	1994–1998
b. 13, f. 4	2000–2001	2000–2001
b. 13, f. 5	2000 July 10	July 10, 2000
b. 13, f. 6	2000 October 16	October 16, 2000
b. 13, f. 7	2000 November 20	1997–2000
b. 13, f. 8-9	2002 English	2002
b. 13, f. 10	2003 English	2003
b. 13, f. 11	2003 May 13	2003
b. 13, f. 12	2003 July 20	2003

Board Meetings > Board meetings (continued)

b. 13, f. 13	2004 November 1	2004
b. 13, f. 14	2006–2010	2006–2010
b. 13, f. 15	2008 April 10	April 10, 2008
b. 13, f. 16	Board orientations for new members	1999–2008
Board retreats and workshops		
b. 13, f. 17	Board diversity activity	2008
b. 13, f. 18	Diversity dialogue: session II	2008
b. 13, f. 19	Mini-retreat on resource development and board engagement	2005
b. 13, f. 20	Retreat	2005–2006
b. 13, f. 21	Strategic planning retreat	2002
Board self evaluation		
b. 13, f. 22	2002 English	2002
b. 13, f. 23	2004 English	2004
b. 13, f. 24	2011 English	2011
Executive committee meeting		
b. 13, f. 25	1996 February 13	February 13, 1996
b. 13, f. 26	1996 April 17	1996
b. 13, f. 27	1996 April 23	1996
b. 13, f. 28	1997 October 23	1997
b. 13, f. 29	1998–2001	1998–2001
b. 13, f. 30	1999–2000	1999–2000
b. 13, f. 31	2002 October 8	October 8, 2002
b. 13, f. 32	2004 January 5	2004
b. 14, f. 1	2007 English	2007
Individual board members		
b. 14, f. 2	Geballe, Gordon T.	Circa 2004-circa 2007
b. 14, f. 3-5	Miglio, Dan	1996

Board Meetings (continued)

Nominating and Governance Committee

b. 14, f. 6-8	Background materials	1997-2007
b. 14, f. 9	Board biographies	2005
b. 14, f. 10-11	Board candidates	2004-2007, undated
b. 14, f. 12	Follow-up/board follow-up	Undated
b. 14, f. 13	Board profile materials	2003-2005
b. 14, f. 14	Board terms	1999-2003
b. 14, f. 15	Committee paperwork to be sorted and filed	2004-2006
Correspondence		
b. 14, f. 16	2002-2004	2002-2004
b. 14, f. 17	2009 English	2009
b. 14, f. 18	2010 English	2010
Meetings		
b. 14, f. 19	1997-1998	1997-1998
b. 14, f. 20	1997 October 14	1997
b. 14, f. 21	1998-2002	1998-2002
b. 14, f. 22	2003 English	2003
b. 14, f. 23	2003-2004	2003-2004
b. 14, f. 24	2003-2006	2003-2006
b. 14, f. 25	2003-2007	2003-2007
b. 15, f. 1	2004 English	2004
b. 15, f. 2-3	2005-2006	2005-2006
b. 15, f. 4	2005-2008	2005-2008
b. 15, f. 5-6	2006 English	2006
b. 15, f. 7	2006 May 17	2006
b. 15, f. 8-10	2007 English	2007
b. 15, f. 11-12	2007-2008	2007-2008

Board Meetings > Nominating and Governance Committee > Meetings (continued)

b. 15, f. 13-14	2008 English	2008
b. 15, f. 15	2009 English	2009
b. 15, f. 16	2009 March 30	2009
b. 15, f. 17	2009 June 1	June 1, 2009
b. 15, f. 18	2009 October 26	2009
b. 15, f. 19-20	2011 English	2011
b. 15, f. 21	2011 November 1	2011
b. 15, f. 22	2012 January 31	2011-2012
b. 15, f. 23	2012 March 27	2012
b. 15, f. 24	2012 November 27	2012
b. 15, f. 25	2013 April 30	April 30, 2013

Series III: Fundraising files, 1995–2012

Series III contains records related to the different methods of fundraising done for the festival. This includes individual and corporate donors, funding designated by government budgets and government programs, grants earned by the festival, and corporate sponsorship opportunities, including in-kind donations. Materials include correspondence, data about sources of funding, applications for funding, and guides for fundraising. The records of the Development Committee are also present in this series. Series III is organized first by topic, than alphabetically.

General

Chronological

b. 16, f. 1	1995–1996	1995–1996
b. 16, f. 2	1996 English	1996
b. 16, f. 3-4	1996–1997	1996–1997
b. 16, f. 5	1997–1998	1997–1998
b. 16, f. 6	2001 English	2001
b. 16, f. 7-8	2001–2003	2001–2003
b. 16, f. 9	2003–2004	2003–2004
b. 16, f. 10-12	2006–2007	2006–2007
b. 16, f. 13	2008 English	2008
b. 16, f. 14	Archival information	1999–2003
b. 17, f. 1-3	Development department procedure manual	2003–2005
b. 17, f. 4-5	Development events	2005–2006
b. 17, f. 6	Festival draft case statement	2006
b. 17, f. 7	Flier for American Lung Association of Connecticut benefit	1997
b. 17, f. 8-9	Funding	1996
b. 17, f. 10	Fundraising reports	1995–2004
b. 17, f. 11	Planned Giving Group of Connecticut all day conference binder	2002
b. 18, f. 1	Promotional materials	2007
b. 18, f. 2	Quinnipiack Club candidate list for board of governors	2005
b. 18, f. 3	Receptions	1996
b. 18, f. 4	Retreat	2005
b. 18, f. 5	Sample development lists and invitations	1996–2006

General (continued)

b. 18, f. 6	Simmons/Jude Kelly lunch	2008
b. 18, f. 7	Yale	1995–1996
Correspondence		
b. 18, f. 8	General	1996–2008
b. 18, f. 9	General	1998–1999
b. 18, f. 10	Sikorsky Aircraft and United Technology Corporation	1996
Development committee		
General		
b. 18, f. 11-14	1997 English	1997
b. 18, f. 15	1998–1999	1998–1999
b. 18, f. 16	2003–2004	2003–2004
b. 18, f. 17	2004–2005	2004–2005
b. 18, f. 18	2005 English	2005
b. 18, f. 19	2005–2006	2005–2006
b. 18, f. 20	2007 English	2007
b. 19, f. 1	Development post-mortem, 2003 festival	2003
b. 19, f. 2	List of committee members	Undated
b. 19, f. 3	List of foundation sources for funding	2004
b. 19, f. 4	Major donor brainstorming session	2008
b. 19, f. 5	Major donor subcommittee	2008
Meetings		
b. 19, f. 6	1996 February 12	February 12, 1996
b. 19, f. 7	1997 August 5	1997
b. 19, f. 8	1999 January 11	1999
b. 19, f. 9	2005 March 14	2005
Donors		
b. 19, f. 10	Appeals letter draft	2004
Board campaign		

Donors > Board campaign (continued)

b. 19, f. 11	2005 English	2005
b. 19, f. 12	2008–2009	2008–2009
b. 19, f. 13	Board donation and analysis	2008–2009
b. 19, f. 14	Board and individual campaigns data	2005
b. 19, f. 15	Board and individual donor data	2000
b. 19, f. 16	Current donors	2007–2008
b. 19, f. 17	Donations and comparison data	1998–2000
b. 19, f. 18	Donor forms	1996
b. 19, f. 19	Donor solicitation data	2005
b. 19, f. 20	Donor solicitation planning	2008
b. 19, f. 21	Elm City Market opportunity	May 24, 2012
b. 19, f. 22	<i>Favorite Poem Project</i> solicitation English	2009
b. 19, f. 23	Fundraising event, 1996 March 7	1996
b. 19, f. 24	Gala	Circa 1995
	Individual donors	
b. 19, f. 25	1995–1996	1995–1996
b. 19, f. 26-27	1997 English	1997
b. 19, f. 28	2000 English	2000
b. 19, f. 29	2003–2004	2003–2004
b. 19, f. 30	2005 English	2005
b. 20, f. 1	Individual donor benefits	2005
b. 20, f. 2	Major donor activity planning	2008
	Major donor prospects	
b. 20, f. 3	2000 English	2000
b. 20, f. 4	2003 English	2003
b. 20, f. 5	2008 English	2008

Donors > Major donor prospects (continued)

b. 20, f. 6	2008–2009	2008–2009
b. 20, f. 7	Major donor solicitation planning	2008–2009
Private events and receptions		
b. 20, f. 8	General	2008
b. 20, f. 9	Brunch	2005
b. 20, f. 10	Dinner, 2001 June 18	2001
b. 20, f. 11	Dinner, 2004 May 14	2003–2004
b. 20, f. 12	Lunch, 2001 June 22	2001
b. 20, f. 13	Party, 2001 June 24	2001
b. 20, f. 14	Reception, 2001 April 25	2001
b. 20, f. 15	Reception, 2001 May 3	2001
b. 20, f. 16	Reception, 2001 June 14	2001
Prospects		
b. 20, f. 17	1995–2008	1995–2008
b. 20, f. 18	1997–1999	1997–1999
b. 20, f. 19	2003–2008	2003–2008
b. 20, f. 20	2007 English	2007
b. 20, f. 21-23	2008 English	2008
b. 20, f. 24	2008–2009	2008–2009
b. 21, f. 1	Reference materials	2004
b. 21, f. 2	Solicitation cards	Circa 2002
b. 21, f. 3	Tenth anniversary campaign	2004–2005
b. 21, f. 4	Working capital campaign	2005–2006
Government funding		
General		
b. 21, f. 5	2003–2004	2003–2004
b. 21, f. 6	2005 English	2005
b. 21, f. 7-8	2005–2006	2005–2006
b. 21, f. 9	2005–2007	2005–2007

Government funding > General (continued)

b. 21, f. 10	2008–2009	2008–2009
b. 21, f. 11	Article related to fiscal year 2008 state budget	February 28, 2007
b. 21, f. 12	Call report	April 24, 1996
b. 21, f. 13	Correspondence	1997–2005
b. 21, f. 14	Government and Community Affairs Task Force	2008
b. 21, f. 15	Government plan	2005
Government relations committee		
b. 21, f. 16	2009 November 19	2009
b. 21, f. 17	2010 November 30	2010
b. 21, f. 18	2011 December 16	2011
b. 21, f. 19	2012 January 17	2012
b. 21, f. 20	Government relations conversation	October 5, 2012
b. 21, f. 21	Governor's budget	2007
b. 21, f. 22	Governor's budget	2008–2009
b. 21, f. 23-24	Grassroots campaign	2008–2009
b. 21, f. 25	Legislative invitations	2008
b. 21, f. 26	Legislative public relations	2007–2008
b. 22, f. 1	Meeting with Congresswoman Rose DeLauro	1997
b. 22, f. 2	Report on meeting with Toni Harp	February 9, 2009
b. 22, f. 3	Testimony and supporting documents for Appropriations Committee public hearing	2007
b. 22, f. 4	Testimony before the Appropriations Committee	February 27, 2010
Grants		
b. 22, f. 5	General	1995
b. 22, f. 6	Allianz Foundation	2006
b. 22, f. 7	Community Foundation of New Haven Renewal Grant	1997
b. 22, f. 8	Connecticut Commission on the Arts promotional logo	1996
b. 22, f. 9	Foundation research project	Circa 2004-circa 2005
General foundations grant materials		

Grants > General foundations grant materials (continued)

b. 22, f. 10	1995-1996	1995-1996
b. 22, f. 11	2002-2004	2002-2004
b. 22, f. 12	Grant announcements	2001
b. 22, f. 13	Music-related grant materials	2008-2010
National Arts Stabilization		
b. 22, f. 14	Greater New Haven Arts Stabilization project program design	2001-2002
b. 22, f. 15	Greater New Haven Arts Stabilization project terms	2003-2005
b. 22, f. 16-18	Long Wharf Theater strategic planning	2001
b. 23, f. 1-2	Planning team materials	2003
b. 23, f. 3	Strategic plan drafting and related meetings	2002-2003
b. 23, f. 4	National Endowment for the Arts	2002
b. 23, f. 5	Organization criteria	2008-2009
b. 23, f. 6	Other federal opportunities	2009-2011
Rockefeller Foundation		
b. 23, f. 7	Pre-press conference	2001
b. 23, f. 8	Press conference, 2001 April 24	2001
b. 23, f. 9	Press conference, 2001 May 1	2001
b. 23, f. 10	Proposal	2001
b. 23, f. 11	Time For Ideas	2000
b. 23, f. 12	Werth Family Foundation	2008
Sponsorships		
General		
b. 23, f. 13	1995 English	1995
b. 23, f. 14	1995-1996	1995-1996
b. 23, f. 15-16	1996 English	1996
b. 23, f. 17	1997 English	1997
b. 24, f. 1-4	1997 English	1997
b. 24, f. 5-6	1998 English	1998

Sponsorships > General (continued)

b. 24, f. 7	2003-2004	2003-2004
b. 24, f. 8	2004 English	2004
b. 24, f. 9	2004-2008	2004-2008
b. 24, f. 10	Art on the Edge breakfast	1996
b. 24, f. 11	Background	1996
b. 24, f. 12	Call reports	1997
b. 24, f. 13-14	Corporate and business relations binder	2006
b. 24, f. 15	Corporate sponsor list	2004-2005
b. 24, f. 16	Corporate ticket binder	2006
b. 25, f. 1	Corporate ticket binder	2006
b. 25, f. 2	<i>Final Report: Manager, Strategic Partnerships</i> English	Circa 2009-circa 2010
	Fleet Bank	
b. 25, f. 3-4	1996 English	1996
b. 25, f. 5	1997 English	1997
b. 25, f. 6	Fusco Corporation	1996
b. 25, f. 7	IBM	1996
b. 25, f. 8	Lafayette Bank	1996
b. 25, f. 9	Lucent Technologies	1996
b. 25, f. 10-12	Mashantucket-Pequot Tribal Nation	1996
b. 25, f. 13	Mohegan Sun	February 4, 1997
b. 25, f. 14	New Haven Register	1995-1996
b. 25, f. 15-16	Northern Telecom (NORTEL)	1995-1996
b. 25, f. 17	Notes regarding sponsorships	Circa 1995-1996
b. 25, f. 18	Siemens	1996
b. 25, f. 19	Thank you notes	1997
b. 25, f. 20	US Healthcare	1996
b. 25, f. 21	Webster Bank	1997
b. 25, f. 22	Yale-New Haven Hospital	1996

Series IV: Festival planning and programming files, 1995–2013

Series IV contains materials related to the planning, logistics, and marketing of festival events and performances. Materials include correspondence, press releases, promotional ephemera and programs, training videos, prospective artist information, and tour materials. Series IV is arranged by festival year, then alphabetically.

1996 Festival		
b. 26, f. 1	Audioconference	1996
b. 26, f. 2	Example programs from other festivals	1996
b. 26, f. 3	Festival programs	1996
Marketing		
General		
b. 26, f. 4	1995–1996	1995–1996
b. 26, f. 5-6	1996 English	1996
b. 26, f. 7-8	Connecticut Radio Network advertising	1996
Marketing committee		
b. 26, f. 9	Meeting, 1996 May 17	1996
b. 26, f. 10	Meeting, 1996 May 30	1996
b. 26, f. 11	Marketing correspondence	1996
b. 26, f. 12	Marketing plan	1995
b. 26, f. 13	Marketing update	June 4, 1996
b. 26, f. 14	New Haven Advocate	1996
b. 26, f. 15	Opening night reception planning	May 1996
b. 26, f. 16	Operations and housing planning	1996
b. 26, f. 17	Press call reports	1996
b. 26, f. 18	Press conference	1996
b. 26, f. 19-20	Press release folder	1996
b. 26, f. 21	Programming	1995–1996
b. 26, f. 22-23	Programming folders	Circa 1996
b. 26, f. 24	Prospective artists	1996
b. 26, f. 25	Souvenir products	1996
b. 26, f. 26	Staff	1995–1996

1996 Festival (continued)

b. 26, f. 27	Talks, Council of Public Relations	1996
b. 26, f. 28	Talks, Regional Council, 1995 October 16	1995
b. 26, f. 29	Talks, Regional Council, 1996 May 22	1996
b. 27, f. 1	Ticket pricing	1996
b. 27, f. 2	Tours	1996
b. 27, f. 3	Travel arrangements for artists	1996
Venues		
b. 27, f. 4	General	1995-1996
b. 27, f. 5	General	1996
b. 27, f. 6	Conran's	1996
b. 27, f. 7	Flowers	1996
b. 27, f. 8	Housing	1996
b. 27, f. 9	Parking	1996
b. 27, f. 10	VIP Space	1996
b. 33	<p>"Welcome Volunteers" orientation film 1 Videocassette (VHS) 0:06:56 Duration (HH:MM:SS.mmm) English [Aviary] ms_2021_s04_b033</p> <p>As a preservation measure, original materials, as well as preservation and duplicating masters, may not be used. Digital access copies must be provided for use. Contact Manuscripts and Archives at beinecke.library@yale.edu to request access.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives.</p>	1996
1997 Festival		
b. 27, f. 11	Community initiatives	1997
b. 27, f. 12	Example programs from other festivals	1996
b. 27, f. 13-14	Familiarization (FAM) tours	1997
Marketing		
General		
b. 27, f. 15-16	1995-1997	1995-1997
b. 27, f. 17	1996-1997	1996-1997
b. 27, f. 18-19	1997 English	1997

1997 Festival > Marketing (continued)

b. 27, f. 20	Convention and Visitors Bureau	1996
b. 27, f. 21-22	Festival announcement with 1996 festival recap	1996
b. 27, f. 23	Programming information	1997
b. 27, f. 24	Press conference, 1997 April 7	1997
b. 27, f. 25	Press materials and release concerning Paul Collard becoming director	1997
	Programming	
b. 27, f. 26	General	1996-1997
b. 28, f. 1	Artist information	Circa 1997
b. 34	Prospective artist, Leahy <i>1 Videocassette (VHS) 0:36:11 Duration (HH:MM:SS.mmm)</i> [Aviary] ms_2021_s04_b034 As a preservation measure, original materials, as well as preservation and duplicating masters, may not be used. Digital access copies must be provided for use. Contact Manuscripts and Archives at beinecke.library@yale.edu to request access. A copy of this material is available in digital form from Manuscripts and Archives.	1997
b. 28, f. 2	Prospective artists	Circa 1997
b. 28, f. 3	Programs	1997
b. 35	Training session film <i>1 Videocassette (VHS) 1:04:00 Duration (HH:MM:SS.mmm)</i> [Aviary] ms_2021_s04_b035 As a preservation measure, original materials, as well as preservation and duplicating masters, may not be used. Digital access copies must be provided for use. Contact Manuscripts and Archives at beinecke.library@yale.edu to request access. A copy of this material is available in digital form from Manuscripts and Archives.	1997
b. 28, f. 4	Volunteer advisory committee	1997
b. 28, f. 5	Volunteers	1997
	1998 Festival	
b. 28, f. 6	General	1998
b. 28, f. 7	Marketing	1997-1998
b. 28, f. 8	Programming	1998
b. 28, f. 9	Programs	1998
	1999 Festival	
	Cities that Work conference	

1999 Festival > Cities that Work conference (continued)

b. 28, f. 10-11	General	1998-1999
b. 28, f. 12	General	1999
b. 28, f. 13	Contact information	1999
b. 28, f. 14	Day one	1998-1999
b. 28, f. 15	Pamphlets	Circa 1999
b. 28, f. 16	Festival events	1999
b. 36	Supervisor training overview/production <i>1 Videocassette (VHS) 0:55:58 Duration (HH:MM:SS.mmm)</i> [Aviary] ms_2021_s04_b036 As a preservation measure, original materials, as well as preservation and duplicating masters, may not be used. Digital access copies must be provided for use. Contact Manuscripts and Archives at beinecke.library@yale.edu to request access. A copy of this material is available in digital form from Manuscripts and Archives.	1999
b. 37	Volunteer training overview <i>1 Videocassette (VHS) 0:43:58 Duration (HH:MM:SS.mmm)</i> [Aviary] ms_2021_s04_b037 As a preservation measure, original materials, as well as preservation and duplicating masters, may not be used. Digital access copies must be provided for use. Contact Manuscripts and Archives at beinecke.library@yale.edu to request access. A copy of this material is available in digital form from Manuscripts and Archives.	1997
2000 Festival		
b. 28, f. 17	General	1999-2000
b. 29, f. 1	Cities tour	2000
Evolving City conference		
b. 29, f. 2	General	1998-2000
b. 29, f. 3	General	2000
b. 29, f. 4	Agenda	2000
b. 29, f. 5	Committee meeting materials	1999-2000
b. 29, f. 6	Logistics	1999-2000
b. 29, f. 7	Marketing	1999-2000
b. 29, f. 8	Press materials	2000
b. 29, f. 9	Programming	2000
b. 29, f. 10-11	Programs	2000

2000 Festival (continued)		
b. 30, f. 1	Programs	2000
2001 Festival		
b. 30, f. 2	General	2001
Cities conference		
b. 30, f. 3-4	General	1999–2001
b. 30, f. 5	Committee meeting	January 31, 2001
b. 30, f. 6-8	Project for Public Spaces	2000–2001
b. 30, f. 9	Waterfront development	1998–2001
b. 30, f. 10	Program	2001
2002 Festival		
b. 30, f. 11	General	2002
b. 30, f. 12	Cities Conference committee meetings, 2001 September 19-October 10	2001
b. 30, f. 13	Cities Conference committee meetings	October 10, 2001-November 20, 2001
b. 30, f. 14	Cities Conference committee meeting, 2002 March 12	2002
b. 30, f. 15	Marketing plan/update	2002
b. 30, f. 16	Press list	2002
Programming		
b. 30, f. 17	General	2002
b. 31, f. 1	"A Greenway for New Haven" workshop English	2002
b. 31, f. 2-3	Announcements	2002
b. 31, f. 4	Ticketed performances	2002
b. 31, f. 5	Programs	2002
b. 31, f. 6	Ticket sales	2002
2003 Festival		
b. 31, f. 7	Fleet Lunch presentation	June 2003
b. 31, f. 8	Press announcements	2003
b. 31, f. 9	Programs	2003
b. 31, f. 10	Ticket package	2003
2004 Festival		

2004 Festival (continued)

b. 31, f. 11	General	2003–2004
b. 31, f. 12	Programming	2004
2005 Festival		
b. 31, f. 13	Marketing committee	2004
b. 31, f. 14	Programming	2005
b. 31, f. 15	Programs	2005
b. 31, f. 16	<i>Throat</i> ticket requests	2005
2006 Festival		
b. 31, f. 17	Programs	2006
2007 Festival		
b. 32, f. 1	General	2007
b. 32, f. 2	Programming	2007
2008 Festival		
b. 32, f. 3	Programming	2008
b. 32, f. 4	Programs	2008
2009 Festival		
b. 32, f. 5	Advanced sales	2009
b. 32, f. 6-7	Programming	2009
b. 32, f. 8	2010 Festival programming	2009
b. 32, f. 9	2012 Festival "Look to the Future" meetings	2011
2013 Festival planning committee		
b. 32, f. 10	2012 English	2012
b. 32, f. 11	2012–2013	2012–2013
b. 32, f. 12	2013 English	2013
b. 32, f. 13	August 2012	August 2012
b. 32, f. 14	August 2012–October 2012	August 2012– October 2012
b. 32, f. 15	2012 October 2	2011–2012
b. 32, f. 16	2012 November 1	2011–2012
b. 32, f. 17	2012 November 27	2012

Undated planning materials

b. 32, f. 18	General	Undated
b. 38	<p>New Haven Song: promotional DVD played on the New Haven Green <i>1 Optical Disc (DVD)</i></p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p>	Undated
b. 39	<p>Promotional DVD for New Haven Green with STREB footage <i>1 Optical Disc (DVD)</i></p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p>	Undated
b. 40	<p>Sweet Honey in the Rock public announcement <i>1 Optical Disc (DVD)</i></p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p>	Undated

Series V: Performance recordings and materials, 1996–2000

Series V consists of video recordings of performances and seminars that took place in the early years of the festival. Almost all of them are from the 1997 and 1998 festivals. Series V is arranged alphabetically.

Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository. Researchers wishing to obtain an additional copy for their personal use should consult Copying Services information on the Manuscripts and Archives web site.

b. 41	<p>"Beyond Rage: Healing High Risk Youth through the Arts" seminar <i>1 Videocassette (VHS) 1:40:00 Duration (HH:MM:SS.mmm)</i> English [Aviary] ms 2021 s05 b041</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p>	June 25, 1998
b. 42	<p>Le Cirque Baroque circus performance <i>1 Videocassette (VHS) 0:39:52 Duration (HH:MM:SS.mmm)</i> [Aviary] ms 2021 s05 b042</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p>	June 27, 1998
b. 43	<p>Le Cirque Baroque circus performance <i>1 Videocassette (VHS) 0:40:04 Duration (HH:MM:SS.mmm)</i> [Aviary] ms 2021 s05 b043</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p>	June 28, 1998
b. 44	<p>Le Cirque Baroque circus performance <i>1 Videocassette (VHS) 0:14:35 Duration (HH:MM:SS.mmm)</i> [Aviary] ms 2021 s05 b044</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p>	Undated
b. 45	<p>Le Cirque Baroque circus performance <i>1 Videocassette (VHS) 1:18:00 Duration (HH:MM:SS.mmm)</i> [Aviary] ms 2021 s05 b045</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p>	Undated

-
- b. 46 "Cities of the Future: What Works?": Cities Conference seminar June 25, 1998
1 Videocassette (VHS) 2:03:00 Duration (HH:MM:SS.mmm)
English
[\[Aviary\] ms_2021_s05_b046](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
-
- b. 47 "Cities of the Future: What Works?": Cities Conference seminar June 25, 1998
1 Videocassette (VHS) 2:02:00 Duration (HH:MM:SS.mmm)
English
[\[Aviary\] ms_2021_s05_b047](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
-
- b. 48 "Cities of the Future: How Will Cities Change?" Cities Conference seminar June 26, 1998
1 Videocassette (VHS) 1:19:00 Duration (HH:MM:SS.mmm)
English
[\[Aviary\] ms_2021_s05_b048](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
-
- b. 49 "Convergence: Some Parades for Charlie's Dad" musical performance June 18, 2000
1 Videocassette (VHS) 0:54:38 Duration (HH:MM:SS.mmm)
English
[\[Aviary\] ms_2021_s05_b049](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
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- b. 50 Gergen, David talk on politics June 24, 1998
1 Videocassette (VHS) 1:12:00 Duration (HH:MM:SS.mmm)
[\[Aviary\] ms_2021_s05_b050](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
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- b. 51 Northern Broadsides and Barrie Rutter talk on making theater a popular art form June 28, 1997
1 Videocassette (VHS) 0:57:37 Duration (HH:MM:SS.mmm)
[\[Aviary\] ms 2021 s05 b051](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
-
- b. 52 "Out Loud: Poetry Slam" June 27, 1998
1 Videocassette (VHS) 1:21:00 Duration (HH:MM:SS.mmm)
English
[\[Aviary\] ms 2021 s05 b052](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
-
- b. 53 Pinsky, Robert poetry reading June 28, 1997
1 Videocassette (VHS) 1:04:00 Duration (HH:MM:SS.mmm)
[\[Aviary\] ms 2021 s05 b053](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
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- b. 54 Red Shirt, Delphine. Reading from *Bead on an Ant Hill: A Lakota Childhood* June 27, 1998
1 Videocassette (VHS) 0:38:34 Duration (HH:MM:SS.mmm)
[\[Aviary\] ms 2021 s05 b054](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
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- b. 55 Royal National Theater of London June 25, 1998
1 Videocassette (VHS) 0:59:07 Duration (HH:MM:SS.mmm)
[\[Aviary\] ms 2021 s05 b055](#)
Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.
A copy of this material is available in digital form from Manuscripts and Archives and [online](#).
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|-------------------------------------|---|---------------|
| b. 56 | <p>Trillin, Calvin reading
 <i>1 Videocassette (VHS) 0:43:41 Duration (HH:MM:SS.mmm)</i>
 [Aviary] ms_2021_s05_b056</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p> | June 24, 1998 |
| Video presentations of the festival | | |
| b. 57 | <p>Festival
 <i>1 Videocassette (VHS) 0:09:33 Duration (HH:MM:SS.mmm)</i>
 [Aviary] ms_2021_s05_b057</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p> | 1996 |
| b. 58 | <p>Festival
 <i>1 Videocassette (VHS) 0:08:06 Duration (HH:MM:SS.mmm)</i>
 [Aviary] ms_2021_s05_b058</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p> | 1997 |
| b. 59 | <p>Festival
 <i>1 Videocassette (VHS)</i>
 [Aviary] ms_2021_s05_b059</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p> | 1998 |
| b. 60 | <p>"Visual Artists in Residence"
 <i>1 Videocassette (VHS) 0:58:32 Duration (HH:MM:SS.mmm)</i>
 English
 [Aviary] ms_2021_s05_b060</p> <p>Original audiovisual materials, as well as preservation and duplicating masters, may not be played. Researchers must consult use copies, or if none exist must pay for a use copy, which is retained by the repository.</p> <p>A copy of this material is available in digital form from Manuscripts and Archives and online.</p> | June 25, 1998 |

Selected Search Terms

The following terms have been used to index the description of this collection in the Library's online catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically therein.

Subjects

Lectures and lecturing
Performing arts festivals
Performing arts festivals -- United States

Geographic Names

New Haven (Conn.)

Corporate Body

International Festival of Arts and Ideas