

**HAA DOCENT COUNCIL – EXECUTIVE BOARD MEETING
MEETING MINUTES –Lecture Hall, Beretania Campus,
November 17th, 2011**

ATTENDANCE : Jill Clapes, co-facilitator with Nina Mullaly, Cookie Stephan, Dorothy Bicks, Marilyn Smith, Judy Malgren, Kit Kowalke, Lily Tashima, Betsy Robb, Jim Marsh, Myra Kent, Jan Tucker.

Apologies: Claire Shimabukuro, Deb Nehmad.

I. CALL TO ORDER

Meeting called to order at 12:05 pm.

Handouts included: Meeting Agenda, Treasurer’s report, Hospitality Committee report, Meeting Minutes October 29th. Docent Directories – available from Betsy.

Minutes of October 29th reviewed and amended. Jim Marsh motioned to adopt minutes as amended; seconded by Nina Minutes to be forwarded to Betsy.

II. AGENDA

1. EXPLORATORY COMMITTEE

Dietra Cordea has resigned from Docent Council Board and will continue to give tours and continue other assigned tasks.

Email from Stephan Jost, Director:

“This is Stephan and I am writing on Betsy’s computer. I heard that there was a meeting last weekend which ended with some friction and frustration. There has been so much good happening; I was saddened to hear this. That said, we are where we are and need to move forward.

Here are my thoughts. First, we need to have everyone focused on how to serve our public. Next, the docent leadership reports to Betsy who has the job to ensure that the highest quality training program is in effect and that the systems are in place to ensure that public demand is met by great tours from a strong

docent corps (which is what Jan does) Additionally, there are other areas where our education staff, working with docents, can help our mission. Things like using technology, developing quality programming for Gallery 30 and Spalding House and events like Art After Dark and Question Art are key. There is so very much to do, I am at a loss why the conversation moves to internal issues and becomes political in a negative way for some.

I am fearful that some of our best docents will find better uses for their time if we don't focus on our educational mission.

Recently the conversation among some of the docents has been pretty internal by which I mean focused more on us than upon our public. My goal, again, I want to make sure the docents are working to support the mission of the Academy of Arts. As I say again and again, this is not about me, or the staff, but about our public.

I can help spell out the values that I hold deeply if it will help to either the docent leadership or the group as a whole. Once we get everyone working in the same direction, I am game to have a conversation about the structures of docent groups, but I want to see clear evidence that we are all focused on our public, before we move to this part of our growth. If we don't have a sense of public service when we figure out our structure the result will most likely be self-serving. Ideally, we will get to this point in the early summer.

There is so much that we are working on that is great.

Stephan"

Nina's comment: Stephan may think that there is too much infighting in the group, but we are making constructive progress with our mission.

Betsy does pass on good constructive work we are doing as docents

II. CONTINUING EDUCATION:

On November 19th@10:30am, docents, Fred Smith and Jill Clapes will provide an orientation to the Beretania Campus for Spalding House docents who are interested; 8 docents signed up for tour! On Monday, November 21,2011, Docents In Training (DOTS), will have orientation to Spalding House . Dietra Cordea will introduce sculptures and the Hockney exhibit will be introduced.

First Friday Open Forum

Betsy listed docent suggestions that were discussed at Forum, on November 11, 2011, as in her e-mail.

Discussion re: further development of Garden Brochures for Spalding House. At present there is a binder full of brochures at their front desk at Spalding House.

ACTION: Nina and Judy will gather all current brochures from Spalding House, plan updates and submit revisions to Betsy for the printing process, through the Academy.

III. COMMITTEE REPORTS:

1. Treasurer's Report

Lily reported that there was no change in report from last meeting. Current total remains at \$8818.49 – line item #4010. Clarification made re: how to facilitate the management of reimbursement payments. The reimbursement folder has been relocated to Betsy's office to streamline process.

Judy Malmgrem submitted report for TCM Council with balance of \$2540.19

Discussion re: how moneys to be spent.

Suggestion from Betsy to buy and create a docent server. Current taped DVDs would be stored in the server so that docents can watch taped DVD's from home.

TCM Council Treasury is not a part of the HAA docent council treasury at this point. We need a proposal from TCM to merge their docent budgets.

Docent Executive Board will make decisions how money is to be spent

2. Hospitality Report

Cathy provided an updated report re: the Docents' Annual Holiday Luncheon. All aspects of the event have been assigned to committee members as Cathy will be on medical leave as of November 21,2011.

Suggestions made to include Vince Hazen as invitee as well as Erin Bolle from Linekona Art Center.

Discussion about how to mix staff and docents; tables could be organized to host a docent assigned for each VIP.

3. Docent Room

Docent Room rules have been posted. There are new parameters for borrowing DVDs.

CE offerings will be posted on Bulletin Board by Jan.

4. Donations –donations for Women's Shelter posted.

Cookie Sale by Security

IV. NEW BUSINESS

1. Cookie Stephan made suggestion, from front desk perspective.

Docents need to be present daily to give "Master Landscapes of the Palace" tour at 10:15am. Public enter museum to see this exhibit every day. Perhaps there should be 2 shifts of docents offering the tour. Add to sign-up as a priority

2. Need for CE program about Spalding House questioned. It was agreed and Nina will follow up for planning.

3. Meeting adjourned at 1:30 pm

4. Next meeting : Saturday, January 21,2012, 11am in Lecture Hall at Beretania Campus, HAA

Respectfully submitted

Dorothy Bicks, Secretary Docent Council.