

**Honolulu Museum of Art
Docent Council Board
Meeting Minutes of June 19, 2014**

Attendees: Lynne Armstrong, Dietra Cordea, Sue Francis, Cathy Levinson, Dwight Lowrey, Sherree McKellar, Sonoko Ota, Mary Rhine, Carol Root, Jeri Simons, and from Education: Jenny Engle, Betsy Robb, Jan Tucker.

Welcome: Co-President Carol Root called the meeting to order at 1:10 p.m. and welcomed the new board to its first meeting of the year. She asked the group: What does the Docent Council do? Members agreed that the Council supports our Education Department and the museum, acts as a liaison between all docents and Education, and provides opportunities for docents to interact with each other.

Treasurer's Report: Dwight Lowrey reported that the balance at the beginning of May (when the new board was elected) was approximately \$13,000. There are approximately 180 dues paying docents and most have paid for the 2014-2015 year (only 9 outstanding). Generally, income from dues and contributions of approximately \$3,000 equals expenses each year. Expenses include the two major luncheons (\$1,000 in 2013-14), National Docent symposium registrations (5 @ \$450 for a total of \$2,450) and occasional receptions. It was noted that budgeting for the National Docent Symposium runs over a two-year period as the symposium is held every two years.

Dwight was commended for his tireless work in setting up an accounting system that can be reconciled with the museum finance office and can give the Docent Council Board a complete and up-to-picture of the Council finances.

Committee Reports:

Hospitality

Jeri Simons reported that she and co-chair Marianne Dymond received the 2013-2014 report from former chair Cookie Stephens and met to review them and begin plans for this year. They are recruiting committee members and Steve Miller has agreed to sign on. Some ideas for the year include a guest speaker at one of the luncheons or at a special event. Jeri mentioned a national figure like Nina Simonds. Some felt the luncheons should be almost purely social since they afford docents the unusual opportunity to see all their colleagues and enjoy mingling. A speaker at a special events would be welcome if it could be arranged.

Jeri also asked if the council could co-sponsor the DOT graduation with Education and invite all docents to attend the ceremony and a reception to welcome them. It was agreed that a reception/mixer would be planned for the graduation to be held Monday, September 22 around 3 p.m.

Hospitality will also look into holding an informal August potluck for all docents at Spalding House.

Adopt-a-Gallery

In Mif Flaherty's absence, Carol Root reported that there are still a few galleries left that need "parents". Mif has created a flyer for the docent room to encourage participation. She will hold a training for everyone who has adopted a gallery to show how binders are put together and kept up to date. A tentative date of July 11 at 2 p.m. (after Friday workshop) was set. Mif will confirm.

An exciting new development is that Education intern Kate is putting binder information on line. She is starting with school tours, posting required works of art, linking them to galleries and tours and including binder information on each work. She has completed Animals in Art and Art of the Ancient World.

Book Club

Dietra Cordea announced that Lizzy Lowrey will co-chair the Book Club this year. The calendar is planned through December with the alteration of switching the December book (Life of Pi) to September and reading The Bend in the River in December. She will also be putting out a call for docents to suggest books and sign up to lead discussions and tours for 2015.

The question arose whether or not the school tour docents could participate in leading a book club session. Betsy explained that all docents are eligible to lead discussions and tours. If new docents need help in planning a tour associated with a book they are interested in, Dietra will help to pair them up with experienced docents.

Dietra noted that other museums have inquired about our Book Club and it has been featured online by a prominent book dealer among their list of other prestigious museums.

Docent Room

Lynne Armstrong and Mary Rhine will work with Betsy to finalize renovation of the Docent Room. Projected completion is later this summer. In the meantime broken chairs in the room will be replaced.

Special Projects

Cathy Levinson will be working with Betsy to update the Docent Directory in August. She is also updating a docent document with each docent's name, photo and paragraph bio in PDF format. Discussion ensued whether this could be put online and if docents' permission would be required. This might be handled with an "opt-out" provision if a docent does not wish to have information posted online. Cathy will look into how best to handle this and report back.

National Docent Symposium 2015

An ad-hoc committee headed by Jeri Simons met to develop an application to make a presentation at the 2015 Symposium. The presentation would focus on our school tour success and empowering docents to engage students for an interactive, dynamic educational experience. Betsy is the contact person and the Council needs to decide on numbers and names of presenters. It was decided that the Council would fund up to six registrants (potentially 3 presenters and 3 delegates). Sherree McKellar will send an e-mail blast to all docents asking who would like to

participate. Deadline is June 26. Carol and Sue will meet with Betsy then to determine which names to submit with the application due June 30.

Cathy Levinson reminded the Council that we can also apply for a display table at the Symposium “Marketplace”. Deadline is August 31 to apply. No action was taken at this time, but may be taken up before the deadline.

Japanese Speaking Docents

Sonoko Ota reported that she has spoken with two additional individuals who are interested in training to be docents. Betsy indicated that more are needed to do a training session. Betsy has expanded the bi-lingual training program to include any and all second languages. She will hold a training in August if there are enough people committed. Council members are urged to contact individuals they feel might be interested.

Sewing Committee

Lizzy Lowrey is asking for volunteers to help with sewing Early America costumes and other needs.

Education:

Betsy informed the group that the catalogue for the Art Deco exhibit may be available for advance purchase next week. However, there may be a delay in docent purchases until closer to the exhibit opening. Also, docent discount of 20% applies to only one catalogue. Betsy will let docents know when exactly catalogues are available.

A workshop on the upcoming HI Society exhibit will be held Friday, June 20 with Aaron Padilla who will present the works of art and concepts to be included in the exhibit.

Tea and Talk Story will provide free tea through August, and then it will be available for purchase at the coffee bar. A separate table will be reserved for tour participants.

Jenny reported on the upcoming Teacher Worship on Saturday morning, June 28 in which teachers are invited to sample 6 different school tours. Docents will give an overview and demonstration of the interactive nature of the tours.

Jenny also described the new “Classroom Poster Project” with the DOE in which four different works of art with a Hawaiian theme will be distributed to every classroom in the public school system. On the back of each poster is information on the artist, history, museum information, ways teachers can ask questions to develop visual literacy, and further resources.

Jan will be opening sign-up for teachers to book tours starting July 1. For the first time the entire year will be posted. Early American will run from November through March.

Betsy was asked about the Friends event July 26 and explained that all docents are included in the recognition events for museum volunteers. She will send a follow-up email to docents.

The following are dates on the Docent Council calendar thus far:

Docent Council Board Meeting Calendar 2014-2015

2014

September 4 1 p.m. Board meeting (all board meetings scheduled for Lecture Hall)

September 22 TBA DOTS graduation and reception

November 6 1 p.m. Board meeting
(alternate Nov. 13)

December 4 11 a.m. Holiday Luncheon, Oahu Country Club

2015

January 8 1 p.m. Board meeting
(alternate Jan. 15)

March 5 1 p.m. Board meeting
(alternate Mar. 12)

April 30 1 p.m. Board meeting

May 14 11 a.m. Annual Meeting and Luncheon, Waialae Country Club

Other meetings and events TBD