

Minutes
Honolulu Museum Docent Board 2013-2014
January 7, 2014

(Subject to final board approval)

Time: 1:00 PM

Location: Education Lecture Hall, Honolulu Museum of Art

Present:

Co-Presidents: Mary Rhine & Lynne Armstrong

Vice President: Sue Francis

Secretary: Cindy Kelly

Treasurer: Dwight Lowery

Nominating Committee: Darlene Weingand, Lyn Bruce and Susan Palmore

Docent Room: Anna Hoover and Patty Robb

Previous Co-President: Deb Nehmad

Special Projects: Cathy Levinson

Education Dept.: Betsy Robb, Jan Tucker and Jenny Engle

I. Call to order: at 1:00 PM by Co-President Lynne Armstrong
Approval of meeting minutes of November 5, 2013

II. Treasurer's Report: Dwight Lowrey

-Dwight reports that the budget is reconciled with the HMA Finance Dept. The current balance is \$11,871.11, with \$900 in expenses for the docent symposium to be submitted.

-Dwight has volunteered to remain as treasurer for the 2014-2015 Docent Council, and the current council is very happy and grateful to him!

III. Hospitality Committee: Mary Rhine for Sandra Simms

-Mahalo from the Hospitality Committee to the docent council for the generous support and donations for Child and Family Services. Betty Moir donated \$200 from the sales of her books.

Our sincere thanks to the Hospitality Committee for the great job on the Holiday Luncheon!

IV. Education Dept.: Betsy Robb

-The Docent Board requests that the funds bequeathed to the HMA docent program be spent on improving the website and improvements to the docent room and the lecture hall. The docent council is very appreciative and requests to have input on how these funds are spent.

-Upcoming exhibitions:

The American and Oceanic galleries will be open to the public on January 20.

The Philippine gallery will not open at this time (TBA).

Japanese Gold Screens will open in gallery 28 on February 6.

Science in Art begins in February. Betsy is going to schedule another school tour workshop for this tour.

Slow Art Day, a national program will be held on April 12 from 10 am – 1 pm.

5 docents are needed; see Betsy's email from 1/6/14 explaining this program

-New docent training class is beginning on February 3. Betsy is requesting help from current docents in letting the new docents follow and participate in leading the tours. To be up to date on the latest tour practices, please go to the docent website to read the school tour guidelines for each school tour.

-Warriors Eye on Art: Looking at other themes; Mindfulness, Story Telling, Self Awareness and Expression/Communication. New training to be scheduled.

-Parking passes are ready. 24 hours of touring are required to qualify for one.

If a docent without a parking pass wishes to come to HMA for training, email Jan and she will have your name with the parking attendant at the art school

-Loom docent can be split into 2 – 1 ½ hour shifts. Let Jan know who you will be sharing the tour with and what times (9 – 10:30 or 10:30 – noon).

-For Morning Starters, the only method we have at this time is to let the lead docent know which galleries you will be in so they can direct visitors to you.

A request was made to move the museum map to where the docents are stationed.

-Tour and Tea: Betsy wants to have the new coffee bar doing the tea service. Until this is worked out, tea servers are still needed.

Docents can follow, but they aren't signing up on the sheet on the board in the docent room. Be courteous, and DO NOT disrupt the tour!

V. Docent Room: Patty Robb and Anna Hoover

- Reorganization for the room is needed, and some of the ideas are:
Pegs for tour bags.
Sort out the books; reduce the number that are redundant for the purpose of reducing the number of bookcases. A discussion followed regarding the necessity of keeping the books and files because the Registrar's office and Allerton Library have information on every piece of art in the collection. The docents' files have information on artists (world – wide and locally), and it was agreed that the files would be offered to the Librarian except for the information on local artists. Also, some of the files would be kept in the docent room that are considered important information. *(Note: please see attachment).
It was also agreed that keeping books is important because docents can't check out books from Allerton library.
- Requesting storage options for the rolling carts. Betsy will explore other storage possibilities.

VI. Nominating Committee: Lyn Bruce, Darlene Weingand and Susan Palmore

- Alison Roscoe has gone to Tucson for 4 months and is chair of the committee. It was agreed to let nominating find a new chair or consultant.

Next Docent Board meeting: Thursday, March 6, 2014 at 1:00 pm.

Respectfully submitted by:

Cindy Kelly

Secretary

*On Wednesday, January 7 Stephan asked that the files be removed from the docent room since it is not part of the docent mission to collect information – it is the librarian's job.