

Minutes
Honolulu Museum Docent Board 2012-2013
June 7, 2012

(subject to final board approval)

Time: 12:00 PM

Location: Education Lecture Hall, Honolulu Museum of Art

Present:

Co-Presidents: Jill Clapes, Deb Nehmad

Vice President: Fred Smith

Secretary: Cindy Kelly

Treasurer: Laura Friedman

Nominating Committee: Irv Schatz, Simone Cahill, Allison Roscoe and Anna Hoover

Docent Room/Research: Gayle Sanders (through July 2012)

Open Forum: Marilyn Smith

Absent:

Nina Mullally (nominating), Pam Honbo (hospitality), Lillian Chang (hospitality), Anne Miller (Docent Symposium), Mif Flaharty (Docent Symposium) and Cathy Levinson (special projects)

Others Present:

Director Docent Programs, Tours and new Docent training: Betsy Robb

Tour Scheduler: Jan Tucker

Previous Treasurer: Lily Tashima

Front Desk Liaison: Cookie Stephan

Joyce Azama, Andrea Snyder

I. **Call to order:** at 12:00 PM by Co-Presidents Jill Clapes and Deb Nehmad.

II. **Docent Room/Research:**

Gayle Sanders is moving to Indianapolis, and a new docent volunteer is urgently needed (preferably two). Recorded lectures will be easier to manage once the new docent training videos are available on YouTube.

III. Treasurer's Report:

Docent Council Funds as of 12/31/11:

Deposits: Transfer of docent funds from TCM: \$2,540.91

Docents' payments for May luncheon: 1,313.00

Payments for staff meals at May luncheon 235.50

\$4,089.41

Expenditures:

Leis for continuing education \$ 23.85

May luncheon expenses 1,728.26

Office supplies for Treasurer 9.10

\$1,761.21

Balance as of 6/6/2012: \$10,938.61

Lily Tashima and Laura Friedman recommended that dues be collected again this year. All agreed that it is a nominal fee, and reminds docents of the council's mission and activities. If the treasury continues to be in good financial status, we could consider donating items for the Education Dept. that are requested but not funded.

IV. Agenda Items:

1. Fred Smith has reviewed various ways docents communicate and has come up with the following:

Email is still the easiest and fastest way for docent communication. The docent website is a valuable source of information, and Fred and Betsy remind us to check it frequently for upcoming lectures, trainings, walk-thrus, research and other materials. Fred has also begun a docent blog that is accessible on the website. Those that are not online will continue to receive updates via "snail mail".

Fred is working with Betsy to update and make the website as useful as possible for the docents.

2. There are concerns regarding too many docent participants at the Book Club tours, and given that we are also members, some controversy. Deb proposed that docents volunteer to “drop out” from the Book Club tours if they’re too full. The Book Club program is being expanded (per Betsy).
3. Cathy Levinson has agreed to help on the revision to the 2012- 2013 docent directory.

IV. New Business:

1. Deb announced a fundraiser – ARTee – for Museum Art Programs happening at Whole Foods in Kahala on Saturday, June 10 from 10:00 AM to Noon.
2. ARTSPREE, the Museum’s yearly free community wide, hands-on art festival will be held on Spalding House grounds, SATURDAY, JULY 14. WE NEED VOLUNTEERS FOR THE GALLERIES. Sign up with Jan for two hour shifts from 10-12, 12-2 and 2-4. Details on parking will be provided.
3. Jan announced that reservations are no longer required for Tea and Tour, and a coffee counter will be installed in Banyan Courtyard, with tables and chairs. Tea will no longer be complementary. The Council is looking for a volunteer Docent to take over the Tea portion of the Tea and Tour.
4. Jill discussed the National Docent Symposium taking place October 17 – 20, 2013 at the Fine Art Museums of San Francisco. The theme is “Innovation and Technology”. The council will pay the registration fee for two active docents. It will require a report and presentation for HMA docents by the participants.

5. Allison spoke of confusion regarding the schedule of the HMA library. Betsy will get it clarified for us.

6. Report from Marilyn on the StARTer Tours:

There are many discussions about the new morning tour format. Most felt that the categories are good, and enable docents to specialize if possible. Interacting with visitors on a more personal basis, as well as our visitors arriving on a continuing basis through the morning and always having someone to greet them are very positive points.

On the other hand, some docents feel awkward at approaching visitors. If no one comes the docents are bored and feel useless. The 1:00 PM Zip tours have been poorly attended.

Many felt that it would help to have a gathering place/information desk away from the front desk, where docents could be available to help visitors with a variety of information; location of galleries, café, Shangri-La office, etc. We would have the opportunity to engage (and interest) our visitors in available tours. Betsy reported that Director Jost has approved this. Deb suggested a docent get on the Shangri-La bus and mention tours available that day.

7. Report from Betsy on new exhibits, training and other business:

A survey is ongoing to determine visitor preferences.

Betsy will be meeting with personnel in other depts. (gift shop, café, etc.) to help create more awareness of the scheduled tours; posts on the menu, etc.

There is a questionnaire going out to all departments for clarification of rules, policies, discounts and other information HMA volunteers need.

Lectures and Walk-thrus mentioned:

Friday, June 15 @ 9:00 AM, Hiroshige in Gal. 28

Friday, June 22 @ 9:00 AM “Eight Views of Omi” with Stephan Salel, Japanese Art Research Assistant, on the new rotation in Gal. 21 in the Education Lecture Hall

Monday, August 6 @ 10:00 AM - Noon “Strength and Courage” in Education Lecture Hall with Jay Jensen

Thursday, September 6 @ 9:00 AM “Strength and Courage” walk-thru with Jay Jensen in Gal. 28

8. It has been tentatively agreed that regular meeting days will be on the third Thursday of the month at noon in the lecture hall.

Respectfully submitted by:

Cindy Kelly
Secretary