Minutes
Honolulu Museum Docent Board 2013-2014
May 1, 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
Hospitality Committee: Cookie Stephan
Nominating Committee: Lyn Bruce and Susan Palmore
Docent Room: Anna Hoover and Patty Robb
Book Club: Cathy Levinson
2014 – 2015 Secretary nominee: Andrea Snyder
2014 – 2014 Co-President nominee: Carol Root
Education Dept.: Betsy Robb, Jan Tucker and Jenny Engle

I. **Call to order:** at 1:00 PM by Co-President Mary Rhine
Approval of meeting minutes of March 6, 2014

II. **Treasurer's Report: Dwight Lowrey**
-The Docent Council has a budget of$10,600; current collection of dues and May luncheon not included in this figure.
-Docent dues collected for the 2014 – 2015 year is $1,900 as of 4/30/14. Sue will send out a reminder that dues will be due no later than 6/1/14 or the person's name will be omitted from the Docent Council Directory.

III. Nominating Committee: Susan Palmore and Lyn Bruce

-The new slate of officers for the Docent Board 2014 – 2015 was presented, and will be officially voted on at the May 8 luncheon.

IV. Hospitality Committee: Cookie Stephan

-The accounting from the Holiday Luncheon showed that the billing from Oahu Country Club came in $78 over, and the committee spent $675 on the luncheon. With an approved budget of $1,000 for the 2013 – 2014 fiscal, they have $247 remaining for the May Luncheon.

-Cecilia Doo will be making floral arrangements for the tables.

V. Book Club: Cathy Levinson for Dietra Cordea

-Dietra tried a new approach to generate discussions; thumbs up, down or sideways and it was very successful at creating fun, lively dialog.

-Dietra is still looking for a co-chair(s) to help. Suggestions are to rearrange the prerequisites for the book club to make the job of chairing this program less demanding.

VI. Education Dept.: Betsy Robb

-Betsy thought the "Slow Art Day" program in April went very well, and would like to add it to the current walk-in tours. It was suggested that a weekend or Spotlight Tour may be the best time since the museum is slower at those times (people aren't in as much of a rush).

-Education wants to post an explanation online for the teachers to help the children be better prepared to look at art, ask questions, etc. This should help the teachers and students understand that we welcome their questions and interpretations.

-Education also wants to implement a "group agreement" process to use to teach museum etiquette. The group agreement is a concept many schools use on how to behave in school. Betsy would like to have one for students coming to the museum emphasizing 3 concepts: Be safe, engage with art and have fun. The children would then come up with their interpretation of what this means to them (no running, touching, take time to really look at a piece of art, etc.). The docents would ask the children what are the 3 agreements.

-Summer Friday Workshops: Science through Art on Beretania, a longer Math tour and Art Deco are scheduled. Music and Slow Art and various touring techniques are possibilities. She would love to hear any ideas or suggestions from the docents for the summer workshops. Hi Society is the Social Studies tour (Social Studies through Art at Spalding House) beginning this fall. Betsy wants to tie both campuses together for this school tour; historic Hawaii for HMA and contemporary Hawaii at Spalding.
-Tour & Tea has been very successful over the past ten years. With the new coffee bar, it would be difficult to continue giving away free tea. Our program should support the new coffee bar so we should discontinue free tea and cookie service and have patrons pay for their refreshments. Betsy will try and work out making a slow transition over the next few months, and free tea will be available through August. The tour will be re-named "Tour and Talk (Story)"
-Docent Room: the file cabinets are gone, and Design Within Reach is where the new furniture will be coming from. Betsy passed around photos of a couch, end tables and chairs they've chosen. The room will be fitted with a closet to store the bags and other tour props, new carpets and repainted , as well as the lecture hall. It will be 2-3 months before renovations begin.
-Reminder from Jan to please write down the number of people in your tours!

Next Docent Board meeting to be scheduled by incoming 2014 – 2015 slate of officers.

Respectfully submitted by:
Cindy Kelly
Secretary