

Minutes
Honolulu Museum Docent Board 2013-2014
September 10, 2013

(Subject to final board approval)

Time: 2:00 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: Allison Roscoe, Darlene Weingand and Susan Palmore

Hospitality Committee: Sandra Simms

Book Club: Dietra Cordea

Docent Room: Patty Robb and Anna Hoover

Tour and Tea: Cynthia Ong

Previous Co-Presidents: Jill Clapes (also for Docent Symposium) and Deb Nehmad

Special Projects: Cathy Levinson

Education Dept.: Betsy Robb and Jan Tucker

I. Call to order: at 2:00 PM by Co-President Mary Rhine.

II. Approval of meeting minutes of May 21, 2013

III. Education Dept.: Betsy Robb

-Workshops and trainings going very well.

-Docent Council Directory will be ready for pick up on Wed., 9/18/13.

Touring docents will be indicated with an asterisk*.

-The docent survey regarding the new arrangement in the docent room was well responded to. A copy of the results will be posted with the meeting minutes in the docent room.

-September 18 will be an all-day training for "Artists of Hawaii"; 11 artists will be talking about their pieces on display. Bring lunch to be eaten

- downstairs. Check online for labels, and the talks will be recorded.
Request for a schedule of the times each artist will be speaking was made.
- The second floor galleries are scheduled to open November 1. Holt gallery reopens September 27.
 - “Natural, Unnatural and Supernatural” opens in Gal. 27 in January 2014.
 - The Dots are graduating on Monday, Sept. 16, and the 2nd class for schools only tour training will begin in January 2014.
 - Parking fees at the Art School will be changing to \$5 for 5 hours.
 - A 3 year grant has been approved for hiring a new person for the Ed. Dept.
 - Mary Alice Hutchins Hohner of Portland, OR left a large monetary gift for the docent program at HMA in her will. She must have been so impressed by her tour experience!

VI. Treasurer’s Report: Dwight Lowrey

- .The Docent Council has a balance of approximately \$15,000, but still needs to be reconciled with HMA accounting.
- The final tally for Docents’ dues to be determined.

V. School Tour Guidelines: Jan Tucker

- Addressing confusion regarding school tours: Meet outside, make sure there is room in the galleries for other visitors when school tours are present (and control the noise level). Be aware of other tours, and prepare to re-route if necessary.

VI. Hospitality Committee: Sandra Simms

- Working on providing snacks for the training on 9/18; please make sure you have RSVP’d.
- The Holiday Party is on December 12, 2013 at the Oahu Country Club, and The Spring Luncheon is on May 8, 2014 at the Waialae Country Club.

VII. Docent Room: Patty Robb and Anna Hoover

- Patty believes many of the books are obsolete and should be discarded, but Anna is reluctant because she isn’t sure of what is or isn’t valuable (in terms of information). An evaluation is to be done as to what is available in the Allerton Library vs. what we have in the Docent library. Betsy reminds us that the Allerton librarian’s policy is to check books out to employees

only, and Stephan agrees with her. Please ask Betsy to check a book out from Allerton for you. A report on books in the docent room will be done for the next meeting.

VIII. Tour and Tea: Cynthia Ong

-A call for servers for T & T, and Betsy will give 1 tour credit. Any docent may do this.

-Betsy will allow docents to attend T & T, and Sue will post docent protocol in her weekly reminder; docents will stay to the back of the group since this is a tour for visitors.

IX. Book Club: Dietra Cordea

-Request for book titles.

-Discussions have been moved to the lecture hall and out of the galleries.

X. Special Projects: Cathy Levinson

-There is a need to update docent photo display in docent room, and a request to purchase new frames for the display was granted.

XI. Docent Symposium: Jill Clapes

-Request for funds for five people to attend symposium (\$550 per person).

Next Docent Board meeting: Tuesday, November 5, 2013 at 1:00 pm.

Respectfully submitted by:

Cindy Kelly
Secretary