

Honolulu Museum of Art  
Minutes of the Docent Council Board Meeting  
Thursday, January 14, 2016

In Attendance: Carol Root, Debra Gray, Betsy Robb, Jan Tucker, Jenny Engle, Christine Park, Georgia McKenzie, Dwight Lowrey, Evelyn Redman, Joyce Azama, Jeri Simons, Tomoko Kamiya, Lizzy Lowrey, Sue Francis, Susan Palmore, Sabra Feldstein, Jill Clapes, Cathy Levinson, and Karen Ley

The meeting was called to order by President Carol Root.  
Minutes of the November 5, 2015 meeting were approved and distributed.

Following are the committee reports:

#### The Treasury Committee

Dwight Lowrey presented the Treasurer's report noting that as of this date, the Docent Council account has a balance of \$12,874.00. He also reported that for the first half of the fiscal year (July-December), expenses were completely offset by income. According to budget projections for the second half of the year, there is more than enough income to cover anticipated expenses.

#### The Hospitality Committee

Carol Root expressed the Council's appreciation to Marianne Dymond for hosting the good bye party for Mif Flaharty, and to Margaret Mann, Sandra Simms and the entire Hospitality Committee for an excellent Holiday Brunch and program. The event for 2016 has been booked at the Oahu Country Club, date to be announced. The 2016 Spring Luncheon will be held at the Waiialae Country Club on May 5, 2016. On Monday, February 8, there will be a potluck lunch to be held after the walk through of the Plastic Fantastic? exhibit at Spalding House. Invitations will be arriving soon by Email.

#### The Education Committee

Betsy reviewed the proposed Docent Survey questionnaire. The first eight questions are similar to the museum wide assessments and the remaining ones, formulated by the Education Department and the Docent Council Board, are directed specifically to the docents.

A draft of the questions was shown on screen to those present for consideration and comments.

The Council discussed in turn each of the 29 proposed questions and suggested amendments, additions and deletions to several. The survey will be sent to all of the active docents by Email and individual responses will remain anonymous. The results of the survey will be made available to the docents pending the Education Committee's review.

It was agreed to have the next Docent Council meeting in February in order to go over the results of the survey, and then to skip the March meeting, and have a meeting in April.

Georgia shared that the surveys of the school tours are underway and that the children are filling out the questionnaires either on paper or on I-pads, of which there are currently eight. The docents will leave the completed surveys in the docent room for Georgia to pick up. Tomoko said that she is also using I-pads for the Japanese visitors surveys. Betsy said that Education Department I-pads will be used for docent tours in the future.

Jenny is looking forward to a workshop tomorrow for which forty five staff members at Kamiloiki Elementary School have signed up. The purpose of the workshop will be to help teachers to integrate the school tours with the classroom curriculum. The emphasis will be on STEM and STEAM.

Betsy is planning to start a new Docent training class on January 25. She said that the class this year is somewhat smaller than those in recent years. All current Docents are invited to attend any class for which a refresher is needed.

The Docent led Slow Art sessions are due to start in February and will be held monthly.

Cathy presented a proposal from the National Docent Symposium that the meeting in the year 2021 be held in Honolulu. It was noted that Stephan felt that a symposium could divert docent energy and funds from the major projects envisioned by HMA in the year 2022. After discussing the idea, the Council felt unprepared to assume the considerable responsibilities of hosting the symposium in the year proposed, and so vetoed the proposal.

Betsy shared the news that the HMA has purchased a property near the Kinau Street parking lot which will be used to expand the number of parking spaces by 37.

#### The Book Club Committee

Lizzy brought the Council up to date regarding the 2016 Book Club. In an effort to link the books to the exhibits, there are two book selections which will coincide with the exhibits opening in the Chinese gallery. The plan for 2017 is to include books which would tie in to the exhibits in the Filipino and Indonesian galleries. Lizzy gave us a preview of the books that have been chosen for 2016 and noted that there are docents who have volunteered to present each of the books.

#### The Docent Room Committee

Joyce and the committee members were wondering if the tour binders were necessary, as there is much work required to place information into the binders. The general feeling was that the docents do use the binders, especially for the school tours, and that the new school

tours do need binders.

Regarding the book exchange, Joyce suggested that books on the exchange shelf could have a marker placed noting the date that the book was added to the shelf and therefore it would be easy to know when it was time for the book to be donated.

The idea of reviving the Docent file folder was brought up as a place to put communications among docents and among docents and the Education Department. Joyce made a plea for the docents to keep the table in the docent room clear.

The committee requested a shelf to be set aside for the sign in clipboard, envelopes and other materials from the Education Department rather than having them on the table.

The idea of a dimmer light in the Docent room was raised so that when the room is empty,

the light would go off. This would be for security reasons.

#### The Nominating Committee

Sabra stated that an Email would be sent out asking for a volunteer to fill Steve Miller's place on the committee as he will not be able to complete this term.

If any of the Docent Council Board members wish to remain in their current position for another term, let the Nominating Committee know.

The hope is to have the slate of candidates completed by April as the change takes place at the May Luncheon. As it was agreed to have a Docent Council meeting in April, the slate of candidates could be presented at that time.

#### Foreign Language Committee

Tomoko shared the news that Lisa had arranged with representatives from JAL to take photographs in the museum for an issue of the JAL in flight magazine, Eheu, to come out in February. The article is to have the title "A visit to the Museum with a Docent". Featured will be both HMA and Iolani Palace. Also, the current issue of the magazine has

a story about Shangri-La. Tomoko was supposed to receive a draft of the article but as of the date of this meeting, she had not yet received it.

Tomoko said that she is using I-pads to show images and videos to the Japanese tourists.

She stated that there is still a need for more Japanese language docents.

The next meeting will be held in February on a day to be determined.

The meeting was adjourned.

Meeting Minutes submitted by Karen