

**Minutes of Docent Council**  
**Executive Board Meeting**  
Wednesday, March 4, 2009, 10:00 a.m.

Meeting convened at 10:00 a.m. in the Education Lecture Room by President Cathy Levinson.

Members in Attendance: Joyce Azama, Jill Clapes, Mif Flaharty, Pam Honbo, Anna Hoover, Myra Kent, Jim Marsh, Cathy Levinson, Anne Miller, Vicki Reisner, Betsy Robb, Marilyn Smith, Ernestine Tabrah, Jan Tucker, Caroline Whitney.

President Cathy Levinson reported on events that had occurred since the last meeting and detailed upcoming programs. She will be sending out a notification urging docents to volunteer for committee membership. She was pleased to announce that the ByLaws adjustments had passed, special kudos to Ernestine Tabrah. List of affirmative voters will be added to the file copy of the minutes. She provided home baked cookies and orange segments for refreshments.

Vice President Jan Tucker distributed a list of the Continuing Education programs that have been presented during the year and some ideas that are being considering for future sessions. Her full report is attached to the file copy. She discussed the possibility of a questionnaire to docents on tour preferences but decided that it would not be necessary at this time.

Secretary Marilyn Smith reported that at Cathy's request, Kita added the November 21<sup>st</sup> Minutes and revised Bylaws to our Docent Council (haaedu) website. The Sunshine committee has sent 15 cards to ailing docents.

Treasurer Jill Clapes announced that pleas for fiscal restraint have sharply reduced our Council expenses and that her mailing of dues reminders to docents has resulted in 101 paid dues. Jill continues to monitor the dues collection.

Immediate Past President Pam Honbo reported no inquiries. She is available as a resource person.

Standing Committee Docent Room Chair Joyce Azama noted that the current duties in the room have gone well but that she is hoping for a new chairman for the next year to provide new ideas.

Docent Evaluation Chair Steve Miller could not attend but had sent comments to Cathy which she had distributed to the Board. He cited great reluctance on the part of many docents to participation in the evaluation process and drafted a letter to docents encouraging cooperation. He had been hoping to have the evaluation process completed by summer. He suggested tallying and publishing hours of docents as a possible stimulus to sign up for more. Lively discussion accompanied these suggestions. Again, emphasis will be on the appreciation of the staff for the tour commitments that are made and the hope that docents will consider signing up for more and

different tours. Hannelore Herbig, who was not able to attend, had also sent a list of suggestions for encouraging docents. Betsy is evaluating all these suggestions.

Hospitality Chair Anne Miller discussed the numerous activities of her group. Plans for the May 11 lunch at Outrigger are in place and they are making reservations for the December holiday lunch. Rob Sarnio and Steve Little were suggested as speakers.

Japanese-Speaking Docent Chair Sumiko Henna submitted a written report on cultural events available in March; a Noh drama “Sumida River” at the UH and related events, “Dialogues of Abstraction” art exhibit at the Japanese Cultural Center, and a Sakura Safari in Wahiawa to view cherry blossoms on a trolley tour. The full report is attached to the file copy of the minutes.

Newsletter Chair Anna Hoover has a new edition planned shortly and sends frequent information updates via e-mail.

Nominating Committee Chair Myra Kent prepared an email announcement of the arrival of the Nominating forms which will be mailed on March 11, 2009.

Director of Volunteer & Visitor Services Vicki Reisner discussed new approaches that are being considered to encourage museum attendance. The audio tour was not a success and is being discontinued. A donor has offered to provide some newer technology electronics that can be borrowed at the desk, details not yet finalized. Art After Dark is a huge success and self supporting. Constant program appraisal is ongoing.

Announcement was made of Carol Bonham’s appointment as presenter to two functions at the National Decent Symposium in Toronto in October of this year. It is a huge honor for both Carol and the Academy and it is hoped that Docent funds may be available to help with costs.

Throughout the meeting Betsy had input on the various concerns of the Council members. She asked us to remember that tour signups have always been a concern, especially in February and October and require much work from the staff. It is now much more visible since staff duties are so compressed. She welcomed all the input from the Council and will consider the best approach to mitigate these problems. Again, she stressed the appreciation for all efforts from anyone who does tours or related tasks.

Next Executive Board meeting will be Friday, May 8 at 12:30 in the Education lecture Hall. Eat before you come.

Meeting Adjourned, 11:35 a.m.

Respectfully submitted,

Marilyn Smith, Secretary