

SANTA BARBARA MUSEUM OF ART

Docent Council Board Meeting Minutes

November 9, 2022

Ridley-Tree Education Center 9:30 a.m.

Board Members Present: Karen Howsam, President; Teda Pilcher, Vice-President; Cindy Anderson, Secretary; Susan Lowe, Adult Team Co-Chair; Denise Klassen, Adult Team Co-Chair; Irene Stone, Student Team Co-Chair; Nicola Ghersen, Student Team Co-Chair; Sarajum Quazi, Research; Gretel Rothrock, Webmaster.

Absent: Jeff Vitucci, Treasurer, Pattie Firestone, Membership; Shirley Waxman, Evaluations Co-Chair; Christine Holland, Evaluations Co-Chair; Patty Santiago, Coordinator of Docent Programs; Patsy Hicks, Director of Education

1. **Call to order:** President Karen Howsam called the meeting to order at 9:40 a.m.

2. **Approval of Minutes:**

Action Item: A motion to approve the Board minutes of the October 12, 2022 meeting was made by Sarajum and seconded by Denise. The minutes were unanimously approved.

3. **Board Reports:**

President's Report – Karen Howsam

No report

Vice-President's Report - Teda Pilcher

- Teda reported on the decision to cancel the October 26th Fall Docent bus trip to USC Pacific Asian Museum and Art Center Hillside Campus. All moving parts did not come together, including the lack of sign-ups that would justify the inflated cost of a bus (\$1950.00).
- Teda is working on the Holiday Party with other docents who stepped up to assist with party details. The party will be held at Ed & Josie Martin's home on December 12th from 4-7:00 p.m. Provisionals will be officially introduced by their teachers at 5:30 p.m. Patty has sent out 115 electronic invitations to Active and Sustaining Docents, Provisionals, Staff, and Larry.
- Teda wondered about reinstating the tradition of hosting the Provisionals at small luncheons for them to meet more of the docents in a more personal setting. After some discussion, Karen and Teda volunteered to speak to Wendy Hunter, who organized the luncheons for the last Provisional class (which ended up being canceled because of COVID-19) to pursue the feasibility of having them this spring.
- Teda is beginning to resurrect the Book Club which hasn't met for several years. More details to come.
- Teda asked for a discussion about Patty's request for money to provide a luncheon for the Provisional Class and the evaluators after the 3-Minute presentations. (See the Provisional Report.) After a lively discussion, a motion was made by Nicola and

seconded by Denise to not approve the luncheon after the 3-Minute Talk at this time, but the Board will consider options to support them monetarily in the future. The Board would like to have a proposal of the budget for the luncheon, or event, at least a month before the proposed event.

Secretary’s Report - Cindy Anderson

- Flowers and a card were sent to Jean Smith as she recovered from her surgery. A receipt for \$97.88 will be submitted to Jeff for reimbursement.

Treasurer’s Report - Jeff Vitucci (report read in his absence)

- The checking account balance as of October 31, 2022, was \$11,738.53.
- Principle activities in October included payment for refreshments for the student tour workshop/reset.
- The savings account balance stood at \$10,350.67.

Membership Report: Pattie Firestone (report read in her absence)

- There are currently 51 paid Active Members. (None on LOA)
- There are 48 paid Sustaining Docents for a total of 99 Docent Council Members.
- Hours of Research recorded: 618, Hours of Public Touring recorded:38

Adult Teams: Denise Klassen

- In October, Denise and Susan were able to evaluate the effectiveness of having two tours on Friday, Saturday, and Sunday. Their evaluation found there wasn’t a significant increase in attendees. In fact, there were three tours that had zero attendees. As a result, they recommended to return to scheduling only one docent tour each day beginning in January 2023.
- There still are a few docents who are forgetting to record their tours in the Red Book. Another reminder for all of us will be placed in La Muse in December, and the docents who are forgetting have been reminded personally.
- The tour dates for the Winter Adult Teams are being sent out to the Team Leaders this week. There have been some adjustments of winter team members, and changes have been sent to Gretel to upload on the Docent Website.
- For the record, two docents were unable to make their tour as scheduled and did not get a replacement. Another personnel issue was also discussed.
- Here are the statistics for the month of October:

	<u>Highlights</u>	<u>Am/Euro</u>	<u>M.Brown</u>	<u>Ten Talks</u>
<u>October</u>				
# Tours Reported/Scheduled	16/21	10/10	7/7	2/2
# Attendees	87	56	38	21
Zero Attendees	3	0	0	0
Average Attendance	5.44	5.6	5.43	10.5

Student Teams: Irene Stone

- In the first month of touring this year, the docent teams toured over 200 students, with another 200 students taking part in special programs.
- Teams have adapted well to the new process of meeting students at the State Street entrance, depositing their belongings in the rolling bin provided in the foyer, and working cooperatively as they have negotiated the new exhibitions.
- The Thursday Artful Making tours are still reviewing ways to improve the transferring of groups from one activity to the next. The team will continue to assess logistics and how best to provide effective tours for our young visitors.

Provisional Class: Cindy Anderson (read report in Patty's absence)

- The Provisional Class has been assigned mentors. The mentors will meet their mentees after the Docent Council Meeting on November 16th to practice their 3-minute presentations. The Provisional Docents will be evaluated on their 3-minute talks on November 30th.
- A note of appreciation to all docents who have volunteered to serve as mentors.
- Patty requested that the Board provide funds for a lunch for the Provisional Class and the evaluators after the evaluations on November 30th to thank them for their time and effort in reaching this first milestone of the training. (Refer to the minutes of the Vice President's report.)
- The Provisional Class will be introduced at the Holiday Party on December 12th, as has been the tradition in the past. Patty recommends that they be introduced by name only by their teachers instead of a lengthy introduction by their mentors since there are 21 of them.

Research: Sarajum Quazi

- Sarajum has reviewed Pattie Firestone's well-written paper on Yaacov Agam's *New Year* and sent it to Gretel to upload to the Docent Website.
- Marcos Christodoulou is writing a piece about Alice Carr de Creft's *Motherhood*.
- Erika Budig has also shown interest in writing a paper.
- Sarajum is selecting 46-50 pieces that need a research paper. She will take printouts to the Provisional Class on December 7th so they can select which piece to use for their research paper.

Evaluations: Shirley Waxman and Christine Holland (report read in their absence)

- Evaluations have begun and are going well.

Webmaster: Gretel Rothrock

- Gretel continues her work in learning how to add and change information on our Docent Website. She is becoming more confident in how to use it as she works with it more and more.

Department of Education: Patsy Hicks (read in her absence)

- Patsy thanked Patty for getting the Docent Directory ready to be distributed.
- Coming Exhibitions and Events:
 - *India, Southeast Asia, and Himalayas*
Ema Wood Gallery
(November 16?)
 - November 17 – Mecca: Susan Straight – 5:30 - 6:30 p.m.

4. Adjournment:

Action Item: A motion to adjourn was made by Teda and seconded by Nicola. Karen adjourned the meeting at 10:50 a.m.

Our next Board Meeting will be held at 9:30 a.m. on December 14, 2022 at the Ridley-Tree Education Center.

Respectfully submitted,

Cindy Anderson
Secretary, SBMA Docent Council Board

ADDENDUM – December 14, 2022

This addendum refers to the Treasurer's report and the discussion about the luncheon for the Provisional Class. Due to a miscommunication, a vote was taken for an expense that had been previously approved as a line item in the budget.

Cindy Anderson
Secretary, SBMA Docent Council Board