

DOCENT BOARD MEETING

SANTA BARBARA MUSEUM OF ART

DATE: October 9, 2013

Present: Vikki Duncan, Molora Vadnais, Joan Dewhirst, Ralph Wilson, Gail Stichler, Mary Eckhart, Ann Robinson, Sylvia Mabee, Kathryn Padgett, Mary Ellen Hoffman, Barbara Boyd, Paul Guido, Mike Ramey and Patsy Hicks.

President Vikki Duncan called the meeting to order at 9:35AM in the Museum Café. The minutes of the September 11, 2013 meeting were approved.

BOARD REPORTS

PRESIDENT: Vikki Duncan

Vikki thanked Patsy and Rachael for arranging our continental breakfast in the Café. She announced that a Teacher Training Session is being held in Luria today on Using Art to Meet CCSS (Common Core State Standards) for grades K-3 with Rachael leading the VTS session. A workshop for grades 4-12 will be held on Wednesday, October 23rd.

The rapport of the Education Department with Karen Sinsheimer and Lisa Volpe was evident in the excellent introduction to John Divola's work presented at the general meeting. The "Divola 101" handout is perfect for presenting his work to SBMA visitors. Vikki thanked all Board members for another very active month and to Molora for organizing the Westmont visit with Museum Director, Judy Larson.

Old Business: Approval of revised budget in Treasurer's report; Return to Active Status update in Evaluations Chair report.

New Business: Directories are in progress toward release by the 10/16 general meeting; Docents will receive new badges in January 2014; Mike Ramey has planned a "Meet with Mike" session on October 16th in Luria following the general Council meeting for docents who want to learn how to get the most out of our website.

Molora will attend the National Docent Symposium October 17-19 in San Francisco. There will be workshops dealing with touring issues and we'll be able to get a good report on where we stand within the context of other institutions. After Molora's expenses are met, Vikki asked the Board to consider carrying the balance forward to support participation at the 2015 Symposium in Cincinnati. She also recommended that in each future NDC Symposium year an Alternate be named from the Board so that if a President or Vice President is not able to participate, the Board might immediately approve the Alternate attending and using the designated funds. In future, this plan will assure our Board and Council's presence at the national level, representing the investment in and commitment to the touring programs of SBMA's Education Department.

VICE PRESIDENT: Molora Vadnais

Molora addressed the following topics:

Travel

Twelve docents toured *Invisible Realms: Encountering the Sacred* at Westmont's Ridley-Tree Museum. Judy Larson, museum director, led the tours and explained how the exhibition was arranged considering the location at religious-oriented Westmont with the students as clientele. Another Westmont outing has been scheduled for Monday, December 16th to view *Impulse and Connoisseurship: Selections from the Forde Collection*, a limited contemporary collection.

LACMA bus trip on Monday, November 18th, has a few seats left. Rachael and Amanda have been invited to join us. Museum curators will tour us. The time is not yet finalized.

The travel committee will begin planning this month for the January 24-26 weekend trip to Palm Springs for the Diebenkorn exhibition. Thirty people have signed up.

The April 2nd bus trip has been changed from the Getty Villa to the Asian Art Museum and the Pasadena Museum of California Art, both in Pasadena.

Plans for the April 26-28 weekend trip to Portland are being researched. An extension to Seattle may be offered. The Seattle Art Museum has an exhibition of Joan Miro titled, *Miro: The Experience of Seeing*.

Social

The Docent Art Show will take place on Sunday, November 10th from 4:00 to 6:00 PM in McCormick House at the Ridley-Tree Education Center. Stephanie, Gail and Francis have it well in hand and Denise Klassen is preparing the food. This art show will be more informal than the last, but as a result it should stay within the budget.

The holiday party scheduled for December 9th will be held at Guy Strickland's newly rebuilt home.

Education

The Techniques Team met on October 7th when Tom Henderson, a local artist and art teacher, spoke about the life of a professional artist. In November the team will visit Claus Staplemann, a wood artist. In February Rosemarie Gebhart will demonstrate printing techniques at a printing facility in Goleta. Team members have chosen paper topics and Mike Ramey is planning how to place the papers on the website. Two team members have resigned.

Media

Molora has started collecting all museum advertisements and announcements so that the docent council, in consultation with the education department, can evaluate whether we need to market our tours differently and, if so, how we should proceed.

Molora submitted the following budget for LACMA bus trip:

DOCENT BUS TRIP TO LACMA NOVEMBER 18, 2013	
<u>INCOME</u>	
25 expected at \$55.00 each	\$ 1375.00
<u>TOTAL INCOME</u>	<u>\$ 1375.00</u>
<u>EXPENSES</u>	
S.B. Airbus	\$ 940.00
Driver Tip	80.00
LACMA Fee (\$8.00/25 per.)	200.00
Snacks	40.00
Drinks (Water, Lemonade)	10.00
Ice	7.00
Glasses, Napkins	<u>15.00</u>
<u>TOTAL EXPENSES</u>	<u>\$ 1292.00</u>
Wine	donation
<u>NET</u>	<u>\$ 83.00</u>

As of October 7, we have 37 attendees signed up and 7 have paid. We are reserving 2 spaces for Rachael and Amanda. We have 8 seats left.

SECRETARY: Joan Dewhirst

Thank you notes: to Eik Kahng for her presentation on "Delacroix" at the Council meeting September 18th; to Karen Sinsheimer and Lisa Volpe for their presentation on "Divola" at the Council meeting on October 2nd.

Sympathy card sent to Joan Davidson and her family on the death of her mother, Mercedes Eichholz.....an extraordinary lady and treasured benefactor of our museum.

TREASURER: Ralph Wilson

Ralph submitted a revision of the Proposed 2013-2014 Budget. This included the carryover of excess revenue from last year in the amount of \$1,464.00 as approved by the Board on September 11, 2013. Kathryn moved that the Proposed 2013-2014 Budget be approved. Paul seconded this and the motion was carried.

Ralph reported the following balances for Month-End September 2013:
CHECKING ACCOUNT = \$4,178.87 SAVINGS ACCOUNT = 10,279.94.
No large expenses are expected and dues are still coming in. (See attached reports)

**Santa Barbara Museum of Art
Docent Council 2013-2014
Treasurer's Report
October 9, 2013 (for month ending September 30, 2013)**

CHECKING ACCOUNT #01551100

Notes

Beginning Balance as of			
August 30, 2013	\$3,978.87		
Deposits/Voided Checks	\$200.00	Dues	
Withdrawals	\$0.00		
Ending Balance as of			
September 30, 2013	\$4,178.87		
Est. Outstanding Commitments	\$0.00		
Outstanding Deposits	\$180.00	Dues	

SAVINGS ACCOUNT #182329

Beginning Balance as of			
June 28, 2012	\$7,339.94		
Deposits	\$2,940.00	Dues 2013-2014	
3Q Interest	\$0.00	Not yet reported	
Withdrawals	\$0.00		
Ending Balance as of			
August 30, 2013	\$10,279.94		

Year-to-Date (YTD) Budget Report
(July 1, 2013 - September 30, 2013)

INCOME	Budget	YTD Actual	Over/(Under) Budget
Docent Dues	\$3,570.00	\$3,245.00	(\$325.00)
Other Income (Symposium carryover)	\$1,000.00	\$1,000.00	\$0.00
Previous year (carryover)	\$1,464.00	\$1,464.00	\$0.00
TOTAL INCOME	\$6,034.00	\$5,709.00	(\$325.00)

EXPENSES			Remaining in Budgeted Items
Docent Symposium	\$2,000.00	\$0.00	\$2,000.00
Docent Art Show - 2013-14	\$600.00	\$0.00	\$600.00
Docent Art Show (carryover)	\$125.00	\$0.00	\$125.00
Holiday Party	\$550.00	\$0.00	\$550.00
Hardware/Computer Work/Maintenance	\$100.00	\$0.00	\$100.00
Gifts and Flowers	\$400.00	\$83.16	\$316.84
Docent Directories	\$300.00	\$0.00	\$300.00
Graduation and Service Awards Event	\$350.00	\$0.00	\$350.00
Docent Continuing Education	\$350.00	\$0.00	\$350.00
Provisional trainers reimbursement	\$1,050.00	\$0.00	\$1,050.00
Miscellaneous	\$209.00	\$0.00	\$209.00
TOTAL EXPENSES	\$6,034.00	\$83.16	\$5,950.84

YTD TOTALS (Income less Expenses) \$5,625.84

YTD UNBUDGETED ITEMS (thru 9/30/13)	Receipts	Expenses	Net Over/(Under)
None	\$0.00	\$0.00	\$0.00
TOTAL UNBUDGETED	\$0.00	\$0.00	\$0.00

Ralph G. Wilson
Docent Council Treasurer

**Santa Barbara Museum of Art
Docent Council 2013-2014
Treasurer's Report
Revised October 9, 2013
PROPOSED 2013-2014 BUDGET #2**

INCOME

Membership Dues (\$35.00 each)	\$3,570.00	
Actives (77 on roster = \$2695.00)		Last year 74 paid actives
Sustaining (25 on roster = \$875.00)		Last year 22 paid sustainers
Docent Symposium (carryover)	\$1,000.00	
Previous year excess revenue (carryover)	\$1,464.00	Per Board approval 9/11/13
Budgeted Income	\$6,034.00	

EXPENSES

COMMENTS

Docent Symposium	\$2,000.00	Symposium this year; includes \$1000 carryover and \$1000 this year
Docent Art Show - 2013-14	\$600.00	
Docent Art Show (carryover)	\$125.00	Annual budgeted contribution for quinquennial show
Holiday Party	\$550.00	
Computer Hardware/Work/Maintenance	\$100.00	
Gifts, Flowers, Cards	\$400.00	
Docent Directory	\$300.00	Directory printing costs
Graduation and Service Awards Event	\$350.00	
Docent Continuing Education	\$350.00	
Provisional co-chairs reimbursement	\$1,050.00	New budgeted expense (\$350/trainer)
Miscellaneous	\$209.00	Contingency
Bus Trips	\$0.00	This should zero out over the year based on receipts
Budgeted Expenses	\$6,034.00	

Budget Proposal #2 Changes:

Amount

INCOME

Addition of previous year excess revenue	\$1,464.00	Per Board approval 9/11/13
	<u>\$1,464.00</u>	

EXPENSES

Line item for current Docent Art Show	\$600.00	Total budget for current year
Line item for future Docent Art Show	\$125.00	New line item (annual to carryover)
Increase of Gifts/Flowers line item	\$200.00	
Revised line item description: Graduation and Service Awards Event		Previously Graduation & Recognition Party
Increase Graduation line item	\$200.00	
Line item for Docent Continuing Education	\$350.00	New line item
Increase of Miscellaneous line item	\$109.00	Balances budget
	<u>\$1,584.00</u>	

MEMBERSHIP: Gail Stichler

(See attached report)

ADULT TEAMS: Christine Holland & Mary Eckhart

Mary reported the figures for All Tours (includes Ten Talks): in September we toured 356 visitors on 53 tours, the average number of visitors per tour was 6.7.

Tour Specifics – Ten Talks continued strong with 88 visitors/7tours; Labour & Wait finished strong with 80 visitors/12 tours; no Special Request tours in September. Scheduled tours for which there were no visitors: 1 Highlights; 2 European; 1 Ten Talks.

Regarding compiling and reporting of touring statistics: Per discussion and agreement among Adult Team Chairs and Docent President, it was agreed that the Adult Tour statistics each month need not include a breakdown among “Weekday Tours,” “Saturday Tours” and “Sunday Tours.” Having tracked attendance on weekends compared to weekdays during the first touring year of Chase Free Thursdays, which replaced the Museum’s Free Sunday program, and having found no appreciable decrease in Sunday attendance, we no longer need the additional break out of weekday versus weekend touring numbers. (See attached report for Tour statistics)

STUDENT TEAMS: Ann Robinson & Sylvia Mabee

Sylvia reported on the Power Point Presentations. This year’s team of presenters, Loree Gold, Sylvia Mabee, Teda Pilcher, Guy Strickland and Sue Billig, met with Rachael and Amanda to look at the challenges for the coming year.

The technical challenges of different equipment and upgrading in different schools has been addressed by a questionnaire to individual teachers and should go more smoothly this year as we are all educated in using whatever is needed.

Another challenge is realigning the images and presentations to the Core Curriculum. The SBMA Teacher Open House did a great job of addressing this issue, the main areas being critical thinking and science plus the integration of math and reading skills. Critical thinking is already a part of PP presentations and student tours through VTS. The present focus for 2nd grade (elements of art), 3rd grade (art tells a story), and 6th grade (antiquities) still fit the Curriculum. However, 4th and 5th grade presentations need to be revised to present the connection of Art and Science. Loree Gold is working on this issue and also selecting 2 or 3 current images at each grade level.

Mike Ramey has done a wonderful job of including the PPP on the docent website and this will help the student touring teams. Once the changes are made, he will repost what we will be using this year. PP Presentations will begin in late October with 3 schools. We would love to recruit one or two more docents to our PP team.

MEMBERSHIP CHAIR REPORT

As of October 8, 2013

Active Docents	77
Active Docents - LOA	1
Sustainers	25
Provisional	12

MONTH	PUBLIC	RESEARCH	PROVISIONAL	TOTAL HOURS REPORTED
JULY	80	475		555
AUGUST	73	406		479
SEPTEMBER	41	443		484
OCTOBER				0
NOVEMBER				0
DECEMBER				0
JANUARY				0
FEBRUARY				0
MARCH				0
APRIL				0
MAY				0
JUNE				0
Total Hours	194	1324	0	1518

Note: July 2012 - June 2013 total hours = 18,314

Submitted by Gail Stichler

DOCENT TOURING STATISTICS
SEPTEMBER 2013

ALL TOURS

Total visitors toured: 356
Total Number Tours: 53
Visitors per Tour average: 6.7

REGULAR TOURS

Total visitors toured: 356
Total Number Tours: 53
Visitors per Tour average: 6.7

SPECIAL REQUEST TOURS

Total visitors toured: 0
Total Number Tours: 0
Visitors per Tour average: 0

TEN TALKS

Total visitors toured: 88
Total Number Tours: 7
Visitors per Tour average: 12.5

HIGHLIGHTS

Total visitors toured: 126
Total Number Tours: 20
Visitors per Tour average: 6.3

ASIAN

Total visitors toured: 30
Total Number Tours: 6
Visitors per Tour average: 5

EUROPEAN

Total visitors toured: 32
Total Number Tours: 8
Visitors per Tour average: 4

LABOR & WAIT

Total visitors toured: 80
Total number tours: 12
Visitors per tour average: 6.66

PROVISIONAL CHAIRS: Kathryn Padgett, Mary Ellen Hoffman, Ralph Wilson

Mary Ellen announced that the new provisional class consists of 12 enthusiastic members. Their bios and photographs were printed in the most recent La Muse. The assignment for their third class will be a Spotlight talk (3 minutes on any subject of their choosing) to start getting comfortable with public presentations and within a specific time limit. Homework is mandatory and the first quiz will be on gallery names. Rachael will give their first lesson in VTS. Patsy recommended using Rachael's training skills to offer a brief refresher course in VTS for all touring docents.

Mary Ellen reported that the Provisional Co-chairs are really enjoying the new class and teaching together. The efforts of Kathryn and Gretchen to put together a top notch syllabus and curriculum leave her and Ralph in excellent shape when Kathryn decides to step down. They are grateful to them both and to Kathryn for continuing to make improvements and shepherding them through the teaching/coaching process. Complete details of the training program, e.g., homework assignments, evaluation forms, etc., can be accessed on the docent website under the "provisional" heading.

RESEARCH: Barbara Boyd

Barbara thanked Board members who have given their time, inspiration and feedback to help get the Research section shaped up.

The efforts to form a Research Team resulted in 11 docents volunteering to participate as part of an ongoing small group team and an additional 11 docents offering to help out occasionally. The next step is to ascertain individual interests and specialties, e.g., typing, writing, fact checking, editing, in-depth research, etc. She requested input from the Board regarding feedback on the potential candidates for researchers as well as priorities for research in the near future. A group meeting will be held next month to coordinate the teams and begin distributing assignments.

Work has begun on the Research Guidelines Handbook. An update of the guidelines is in progress including a research paper cover sheet, how to handle images, standards, requirements, etc. Barbara gave a rough draft to Board members for additional ideas and feedback. The completed handbook will be reviewed with the Provisional Class in December and with the General Membership when it can be scheduled.

Interface with the Asian Team will establish what research they have accomplished and what remains to be done in the Asian section. The Divola and Delacroix exhibitions will provide opportunities to explore the best ways for the research team to interface with tour leaders. Patsy noted there is also more information available now from curators including best resources online.

EVALUATIONS: Paul Guido

Paul reported one evaluation so far this year. Christine Holland and Karen Brill evaluated Scarlett el-Khazen and she passed, giving her official Active status. He noted that evaluation sheets are available on the website and can be downloaded.

WEBMASTER: Mike Ramey

Mike reported that the Team Rosters are now in alphabetical order but some do not appear to be up to date, e.g.: no team leader listed for Community Outreach, no dates for the Salt Prints Exhibition, and 2 vacancies for July-September Ten Talks.

He asked if Special Exhibition team leaders create e-mail groups to which pertinent materials are distributed and requested the Webmaster be added to all such lists.

Patsy reported the Community Outreach Program is on hold. Gail noted there were not enough volunteers to go to assisted-living places. Patsy suggested this program might be done every other year. The Alzheimer tours are being re-evaluated and might only be done quarterly. The Salt Prints Exhibition dates have not been resolved. These prints will be difficult to loan during the Museum renovation as they can be damaged by dust.

Regarding Special Exhibition materials, Patsy mentioned that the guide for the Divola exhibit created by Lisa Volpe should be sent to the Webmaster and that Mike and Barbara Boyd (Research Chair) should be on all distribution lists.

PAST PRESIDENT/NOMINATIONS: Kathryn Padgett

There will be no meeting until December. This will be an Agenda item in January.

DEPARTMENT OF EDUCATION: Patsy Hicks

Due to the large response, a third Teacher Workshop has been added to the calendar. Both coming exhibitions, Divola and Delacroix, are excellent. The elevator Up-Gallery has photos of tiles inspired by the Labour & Wait exhibition and made by students in the summer art programs. She mentioned the need for a docent update on earthquake emergency procedures and suggested a 10-minute presentation by Security to review exact measures.

She invited Board members to a presentation at the Ridley Tree Education Center on October 16th by Columbian artist Andres Matute Echeverri.

Re Common Core State Standards: Teachers are looking to us for ways to use art to support non-rote, creative thinking. This holds great impact for students in the future.

ADJOURNMENT: President Vikki adjourned the meeting at 11:00 AM.

NEXT MEETING: The next Board meeting will be held on Wednesday, November 13, 2013, at 9:30 AM in Luria room.

Respectfully Submitted,



Joan Dewhirst
Secretary