

SANTA BARBARA MUSEUM OF ART

Docent Council Board Meeting Minutes

May 10, 2023

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

Board Members Present: Karen Howsam, President; Teda Pilcher, Vice-President; Tommie Rae Barnett for Jeff Vitucci, Treasurer; 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; Christine Holland, Evaluations Co-Chair; Shirley Waxman, Evaluations Co-Chair; Patty Santiago, Coordinator of Docent Programs; Gretel Rothrock, Webmaster

Absent: Pattie Firestone-Membership Chair

Not In Attendance: Patsy Hicks, Director of Education

1. **Call to order:** President Karen Howsam called the meeting to order at 9:38 a.m.
2. **Approval of Minutes:**
Action Item: A motion to approve the Board minutes of the April 12, 2023 meeting was made by Tommie Rae and seconded by Irene. The minutes were unanimously approved.
3. **Board Reports:**
President's Report – Karen Howsam
Karen thanked us all for our work this year. Special thanks went to Teda for all she's done to help her. The May Board meeting will be held at SBMA in the Lurie Center.
Vice-President's Report - Teda Pilcher
 - Twelve docents went on the San Francisco trip and had a fun time viewing amazing art by Ansel Adams, Kehinde Wiley, and John Singer Sargent.
 - The Book Club is going well. Gail Stichler has some fun ideas planned for the group.
 - Teda asked the Board to approve \$75-\$100 to spend on the Double Board meeting in June to thank the outgoing board members for their service and to welcome the incoming new members. A motion was made by Nicola and seconded by Irene.**Secretary's Report - Cindy Anderson**
 - Nothing to report.**Treasurer's Report – Tommie Rae Barnett for Jeff Vitucci**
 - The Savings account balance as of April 28 is \$10,368.75. The Checking account balance is \$5,157.05.
 - Tommie Rae will present next year's preliminary budget at our next (Double Board) meeting.

- Minutes will need to reflect the approval of new officers so that Teda and Tommie Rae can go to the bank and be recognized as the officers who are able to sign checks from our account. (See addendum attached.)

Membership Report: Pattie Firestone

- There are currently 49 paid Active Members. (4 LOA-Vikki Duncan, Scarlett El-Kazan, Mary Ellen Hoffman, Ralph Wilson)
- Pattie received a request from Ralph Wilson to reverse his LOA request and become an active member for this year. Ralph led 7 tours during the Going Global exhibition last summer and has led three presentations for this year's Provisional Class. This would be Ralph's 12th year of service if he gets credit for the 2022-2023 year. However, after some discussion, it was determined that the Going Global exhibition counted as last year's service, not this year's touring year, so Ralph has not toured this year, and is not on a touring team. He has also missed more than 4 Docent Council meetings. Therefore, by upholding the standards set in the By-Laws, the Board did not approve his reinstatement. They did give him a vote of appreciation and thanks for the extra work he was able to take on this year, despite his circumstances.
- There are 50 Sustaining Members. (Kathryn Padgett was added.)
- Hours of Research recorded: by Active Docents: 9,538.
- Hours of Research recorded by Provisional Docents: 922
- Hours of Public Touring recorded: 693.
- There was a discussion about the requirement of docents to attend monthly Docent Council meetings. People felt that this should be reiterated for the Docent Council to remind them of their responsibilities. It was suggested that if docents are still uncomfortable with meeting in public, they could be attending by wearing masks or sitting in the back of the auditorium.
- It was also felt that the commitment by docents to keep their student touring days "sacred" should also be reiterated to the council members. Irene suggested that we remind people to look at the standing rules regarding docent touring commitments. Teda suggested that a blurb be written and included in this year's Preference Sheets to help clarify each member's commitment if they sign up for student touring.

Adult Teams: Denise Klassen

- The dates for the James Castle team have gone out and should be returned to Denise and Susan soon. Shirley Waxman has agreed to be the team leader for this exhibition.
- To accommodate the new actives with enough tours for their first touring quarter, as well as to give enough tours to the James Castle Team, the team decided to reinstate two daily tours on Friday, Saturday, and Sunday at 11:30 and 1:00. Making this change was seemingly seamless since we didn't have the expense of changing the signage. In the Fall, we will look at the numbers and see if the double touring days should only be on Saturdays and Sundays. Also, to simplify things, all special exhibition tours will fit into the 1:00 timeframe.
- Because of the need of several docents to drop touring for various health and personal reasons, the team had to switch some tours to different teams to cover the calendar for May and June. So far, all tours have been covered except the tour on June 20th. Barbara Boyd has also stepped up to be an "angel" should the need arise.

- Denise reported that because of an illness, the remaining 4 CSP (Community Speaker Program) talks by Lori Mohr have had to be cancelled. The CSP team has done a great job this year reaching so many people with only two members on the team. It would be great to encourage more docents to join this team next year.
- The touring calendar is all set for this summer.
- Here are the statistics for the month of April:

	<u>Highlights</u>	<u>Am/Euro</u>	<u>Tanner</u>	<u>N/S</u>	<u>Ten Talks</u>
<u>April</u>					
# Tours Scheduled	0	5	9	10	2
# Tours Reported	0	8	10	7	0
# Attendees	0	48	74	62	0
Zero Attendance	0	1	0	2	0
Average Attendance	0	6	7.4	8.8	0

Community Speakers

<u>Month</u>	<u>Scheduled Tours</u>	<u>Reported Tours</u>	<u>Attendees</u>	<u>Avg Attendees</u>
April	2	2	42	21

Student Teams: Nicola Ghersen

- In April we toured a total of 485 students from 2nd grade to 12th grade, plus teachers and chaperones. This is about a 40% increase over March – and May’s calendar seems to be as full.
- The Provisionals have completed their observations of student tours and are now presenting works of art on selected tours. The student touring docents have been welcoming and supportive of this activity, knowing that this experience will help improve the presentations of the new docents, and in turn, it will strengthen the entire docent council.
- Irene and Nicola appreciated the Education Department’s sharing of the proposed plans for next year’s student touring and asking for our input. Nicola, Molly and Patty Santiago met last week to work on the Artful Making changes for next year on Tuesdays. They have decided to change the format of the Artful Making tours so that one group of students will begin the Artful Making part of the tour with the teaching artist at 10:30 a.m., followed by a 35-minute tour at 11:10. The second group of Artful Making will begin at 11:30 with a 35-minute tour beginning at 12:10 and finishing at 12:45. The Artful Making tours will be capped at 30 for 2nd-6th grades. Artful Thinking will be capped at 50 students. On Thursdays next year, there will be 2–45-minute Artful Thinking tours. The 5th Tuesdays are traditionally not a scheduled touring day. The 2nd & 4th Wednesdays will be a combination of Artful Making and Artful Thinking. 11:00 - 11:35 Tour -> Artful Making 11:40-12:15. Artful Thinking 12:00-12:35. Jr. & Sr. High students will be slotted to tour on the 1st & 3rd Fridays. Double booking was a technical issue with the internet this year. The computer program used was intaking information incorrectly. We will continue to confirm the number of students and chaperones who will be attending, as well as reinforcing the responsibilities of the chaperones in each group.
- We are aiming to have the preference sheets ready for distribution at the May 17 Docent Council meeting.

Research: Sarajum Quazi

- Sarajum reported she has been sending in several papers from the docents in each La Muse with links to the papers as a way to inform the membership of newly researched pieces.

Evaluations: Shirley Waxman

- The Provisional's 45-minute qualifying tours will take place May 23 and May 24. The evaluation team is in place and the schedule is set. There are fifteen Provisionals to be evaluated and three to be evaluated this summer. There will be a brief training and informational session for the evaluators after the May 17 Docent meeting.
- If a Provisional tour is unsuccessful, there is time for remediation before the July 2 touring begins.
- There are only two Highlights tours left to be evaluated in May and June. There is only one student tour evaluation left to be done this year.
- The James Castle Team has been added to the summer evaluation schedule.

Webmaster: Gretel Rothrock

- Gretel is looking for ways, with the help of Mike and Gail, to upload Docent Council meeting lectures onto the website. Teda suggested that they begin with the James Castle lecture that Director Larry Feinberg delivered to us in May.

Provisional Class: Patty Santiago

- Provisional docents are continuing to work on observing a student tour and presenting at least two works of art to students on a tour. They have signed up for their summer student touring times with not only the Summer Art Camp students, but also several community organizations such as Girls Inc., A-Okay, and Cliff Drive Daycare.
- In their study of art, they are finishing the last two chapters of the book, *Living With Art*, which discusses modern and contemporary art.
- Final evaluations of the Provisionals' 45-minute Highlights tours are scheduled for May 23rd and 24th. Two of the Provisionals will be evaluated later due to a conflict with travel for one, and a death in the family for another. Mentors have been asked to work with the Provisionals on their tours after the May 17th Docent Council meeting.
- Graduation will take place on Friday, June 2nd. May 17th will be the last class.

Department of Education: (Patsy Hicks absent – Patty Santiago spoke on her behalf.)

- Patty Santiago mentioned the retirement of Jim Gallagher – the museum's AV guy since 1988. The Docent Council would like to thank him for his years of service and what he has done for the Docent Council. It was decided that Denise would get a \$100 gift certificate for Jim to Malibu Farms in Malibu on behalf of the Docent Council. The museum staff also wanted to thank Jim. They celebrated him in the FRC with cake and a Lifetime Membership to the Museum.
- Recruitment for the new Provisional Docent class is underway. Ads have run in the Independent as well as on the Museum's social media sites. Only 7 people have responded so far. 2 have applied, 2 can't come, and only 3 have RSVP'd. Another ad in the Independent will run, and an email has been sent out to people on prior lists.

- Preference sheets will be emailed on Tuesday with explanations. Seniority will dictate 1st picks. July 1st is the deadline to return both the Preference sheets as well as a check for dues.

4. Adjournment:

Christine made a motion to adjourn the meeting and Denise seconded it. Karen adjourned the meeting at 10:50 a.m.

Our next Board Meeting will be held on Wednesday, June 14, 2023 in the Lurie Center.

Respectfully submitted,

Cindy Anderson
Secretary, SBMA Docent Council Board

Amendment

The following report was amended to the minutes. We inadvertently left out the reporting of the new Docent Council Board Members for 2023-2024 that were voted on at the Docent Council Meeting April 12th.

Nominations Chair Report

On Wednesday, April 12, 2023, the SBMA Docent Council voted to approve the following slate of officers:

President	Teda Pilcher
Vice President	Pattie Firestone
Secretary	Cindy Anderson
Treasurer	Tommie Rae Barnett
Membership Chair	Mary Ellen Alden
Adult Teams	Denise Klassen
Adult Teams	Susan Lowe
Student Teams	Nicola Ghersen
Student Teams	Andrew Baker
Research Chair	Barbara Ross
Evaluations	Christine Holland
Evaluations	Irene Stone
Webmaster	Gretel Rothrock
Provisional Chair	Patty Santiago
Nominations Chair	Karen Howsam

Respectfully submitted by Patty Santiago, Nominations Chair