

## **DOCENT BOARD MEETING**

### **SANTA BARBARA MUSEUM OF ART**

**DATE: January 9, 2013**

**Present: Kathryn Padgett, Vikki Duncan, Rosemarie Gebhart, Ralph Wilson, Gail Stichler, Laura DePaoli, Molora Vadnais, Ann Robinson, Gretchen Simpson, Mary Ellen Hoffman, Sue Skendarian, Ricki Morse, Irene Stone, and Patsy Hicks**

President Kathryn Padgett called the meeting to order at 9:35AM. The minutes of December 12, 2012 meeting were approved.

#### **BOARD REPORTS**

##### **PRESIDENT: Kathryn Padgett**

Kathryn informed the Board that the website committee met yesterday to plan the presentation being done at the January 16<sup>th</sup> meeting. Mike Ramey is currently working on the Latin American show and the other website members continue to upload research papers, pictures, and comments. He will do a presentation of half the website installation at the Docent Council Meeting. She also reported that Mary Ellen Hoffman, Research Chairperson has joined the Website committee.

Kathryn reported that she will be attending the Annual Preview Meeting sponsored by Larry Feinberg, Robert and Mercedes Eicholz Director and Ken Anderson, Chair, Board of Trustees. She will give the Board a full report of this meeting at the February Board Meeting.

She reported the Provisional Class has completed their 3 Minute Talks and there are still 13 Provisionals. This next trimester they will be asked to conduct a student tour, complete a research paper, and do an 8 Minute Talk. Ann Robinson will be letting her Student Team Leaders know the Provisionals will be contacting them with observation and tour requests.

**VICE-PRESIDENT: Vikki Duncan**

Vikki reported that receipts have been submitted for the reimbursement for the December 10, 2012, Holiday Party. Pending the Treasurer's final report, a tally shows the event coming in under the \$600 budget by approximately \$45.00 a final count of 74 Docents, Provisionals, and Museum staff members attended.

The Docents and Friends Trip to San Francisco is confirmed for the weekend of March 2-3, 2013. Thirty-two docents and friends are on the preliminary sign-up. Tickets are reserved for "The Girl with the Pearl Earring: Dutch Painting from the Maurithuis, and Rembrandt's Century" at the De Young Museum. Discount group hotel rates and opera tickets have been negotiated. Optional activities are planned for those arriving on Friday, March 1<sup>st</sup>, and staying over till Monday, March 4<sup>th</sup>. The Social Committee has been reviewing the tentative itinerary and has made suggestions incorporated in the draft circulated to the Board today. Docents will be asked to confirm which activities they will join too, with a deposit requested by February 1<sup>st</sup> to offset the initial costs to guarantee admission and tour tickets.

Gabriela Schooley is coordinating the Provisional Luncheons this year, and one docent already has stepped forward to host a luncheon. Another invitation to host will be made at the Council Meeting on January 16<sup>th</sup>. Given the size of the Provisional class, luncheons will be distributed over several months, and may be scheduled as early as February.

Following the announcement in La Muse, email responses are coming in for the proposed Boston trip. We have identified dates of May 2-6 (Thursday through Monday) between the first Docent Council Meeting and the Board meeting in May. Christine Holland is compiling the information for this trip, and docents are engaging family and friends in the greater Boston area to provide helpful information.

**SECRETARY: Rosemarie Gebhart**

Rosemarie reported that she is working with the Web Person to facilitate putting the minutes on the new website.

**TREASURER: Ralph Wilson**

**Santa Barbara Museum of Art  
Docent Council 2012-2013  
Treasurer's Report  
January 9, 2013 (for month ending December 2012)**

**CHECKING ACCOUNT #01551100**

Notes

Beginning Balance as of			
November 30, 2012	\$6,003.78		
Deposits/Voided Checks	\$1,395.00		Payments for LACMA trip
Withdrawals	\$361.33		Bus trip and holiday party
Ending Balance as of			
December 31, 2012	\$7,037.45		
Est. Outstanding Commitments	\$0.00		
Outstanding Deposits	\$0.00		

**SAVINGS ACCOUNT #182329**

Beginning Balance as of		
September 30, 2012	\$5,335.64	
Deposits	\$0.00	
Quarterly interest paid	\$0.00	
Withdrawals	\$0.00	
Ending Balance as of		
December 31, 2012	\$5,335.64	

**Year-to-Date (YTD) Budget Report  
(July 1, 2012 - December 31, 2012)**

<b>INCOME</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Over/(Under) Budget</b>
Docent Dues	\$3,310.00	\$3,675.00	\$365.00
Other Income		\$17.00	\$17.00
<b>TOTAL INCOME</b>	<b>\$3,310.00</b>	<b>\$3,692.00</b>	<b>\$382.00</b>

**EXPENSES**

Remaining in Budget

Docent Symposium	\$1,800.00	\$0.00	\$1,000.00
Holiday Party	\$600.00	\$309.00	\$291.00
Docent Brochures	\$0.00	\$0.00	\$0.00
Hardware/Computer Work/Maintenance	\$550.00	\$0.00	\$550.00
Gifts and Flowers	\$400.00	\$0.00	\$400.00
Docent Directories	\$350.00	\$0.00	\$350.00
Graduation and Recognition Party	\$250.00	\$0.00	\$250.00
Miscellaneous	\$150.00	\$93.00	\$57.00
<b>TOTAL EXPENSES</b>	<b>\$3,300.00</b>	<b>\$402.00</b>	<b>\$2,898.00</b>

**YTD TOTALS (Income less Expenses)** **\$3,290.00**

<b>UNBUDGETED ITEMS (YTD)</b>	<b>Receipts</b>	<b>Expenses</b>	<b>Net Over/(Under)</b>
LACMA bus trip 11-26-2012	\$1,495.00	\$1,478.00	\$17.00

NB: The Request for Payment form has been revised to include information for the disposition of the check.

Ralph G. Wilson  
Docent Council Treasurer

**MEMBERSHIP: Gail Stichler**

As of January 11, 2013

Active Docents	67
Active Docents - LOA	4
Sustainers	22
Provisional	13

**Volunteer Hours**

Month	Public	Research	Provisional	Total Hrs Reported
July	70	718		787
August	84	845		928
September	55	1023		1078
October	105	785		890
November	66	420		485
December	30	90		120
January				
February				
March				

# ADULT TEAMS: Laura DePaoli & Molora Vadnais

## 2012-2013 Adult Tour Statistics December 2012

Highlight/Tour	Offered	Given	# Toured	Offered	Given	# Toured	Cancelled	No Visitors	Special	Total	Total	Total	Avg Ring	Average
Wednesday	15	14	87	5	5	18	0	0	1	18	89	10	2.3	3.2
<b>FOCUS TOURS</b>														
Offered	15	14	87	5	5	18	0	0	1	18	89	10	2.3	3.2
Given	14	14	87	5	5	18	0	0	1	18	89	10	2.3	3.2
# Toured	87	87	87	5	5	18	0	0	1	18	89	10	2.3	3.2
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	87	87	87	5	5	18	0	0	1	18	89	10	2.3	3.2
Average Attendance														
Week: 12/12														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/13														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/14														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/15														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/16														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/17														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/18														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/19														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/20														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/21														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/22														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Request	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Toured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Attendance														
Week: 12/23														
Offered	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Given	1	1	0	0	0	0	0	0	0	0	0	0	0	0
# Toured	0	0	0	0										

A consensus was taken from the board to change directions during the summer program re: Greco-Roman tours to incorporate families.

Susan Tai expressed the expertise of the touring docents during the “Artful Recluse” exhibition.

**STUDENT TEAMS: Ann Robinson ( See Attached)**

**PROVISIONAL CHAIR: Gretchen Simpson & Kathryn Padgett**

See Kathryn’s report under the Presidents report. She reported that the Provisionals have been on Holiday break and classes will resume January 10, 2013.

**RESEARCH: Mary Ellen Hoffman**

Mary Ellen reported that she met with the new website committee to better understand what the new site would look like and also to get a better understanding of how research would be presented and made available.

What the real parameters of research for the purposes of the Research Chair position versus the many other types of research done and submitted by others is still an emerging work in progress. It was agreed that one important role of the position is to identify the “holes” in our permanent collection where papers are needed and to be the one to request papers from the provisional class (as opposed to requests emanating from the curatorial staff as is the current practice) and to encourage current docents to identify needs and do research as well. In both instances the papers would be vetted by a curator.

Loree Gold is still in charge of seeing what exists in the paper files that may actually fill some of those perceived holes, especially with regard to the new Latin American exhibit, Myth & Materiality. (Note that 14 papers were found in the paper file on works contained in Scenery, Story, and Spirit).

Mike Ramey, the webmaster, is committed to getting all research available on upcoming exhibits posted by the time the exhibit goes up.

**EVALUATIONS: Sue Skenderian**

Sue reported that of this date she will be notifying evaluators of assignments coming up to be evaluated in this New Year and to be in touch with their docents. Special exhibition leaders have been reminded recently to evaluate team members and it is done. She has also checked in with student evaluators and they are beginning the process. As of this date we have:

Student Tours.....	5
Highlight Tours.....	4
Focus Tours.....	4
Special Exhibition Tours.....	5
Classroom Presentations.....	0

She also said new docents touring students are still a priority to evaluate and we now have dates on the calendar for this to happen. With the help of Ann Robinson the classroom presentation evaluation has been updated for the docent website.

Forms are available in the docent office in the right hand drawer below our computer along with envelopes in her cubby.

**Senior Outreach**

The Senior Outreach team is complete as of this date. These are the Residences and docents who will give slide presentations:

Friendship Adult Care Center.....	Katherine Eastman
Samarkand.....	Loree Gold
Casa Dorinda.....	Ann Hammond
First Presbyterian.....	Christine Holland
Villa Riviera.....	Gail Stichler
Maravilla.....	Helene Strobel
Santa Barbara Convalescent.....	Sue Skenderian

Alexander Gardens.....Sue Skenderian

She said that they have four slide presentations scheduled in January, two in February and one in April. She has been asked by Amanda to turn our number of tours and attendees at the beginning of each months and she will do that in February for this month. There will be a new residence included in the program.

**WEBMASTER: Ricki Morse**

Ricki gave an update on the upcoming Latin American exhibit.

**NOMINATIONS: Irene Stone**

Irene reported that the Nominations Committee, comprised of President Kathryn Padgett, Vice President Vikki Duncan, Education Department representative Rachel Krieps, and Past President/Nominations Committee Chair Irene Stone met before the holidays to establish a timeline for conducting elections for the 2013-2014 Docent Council Board as stated in the Docent Council bylaws. An announcement that nominations are open will be printed in the February La Muse and announced at the February 6 Docent Council meeting and then reprinted in the March La Muse. At the March 20 Docent Council meeting the slate will be presented to the council and nominations will be accepted from the floor with the final slate printed in the April La Muse. The final announcement must be made one month before the election is held; therefore, the election of officers will take place at the May 1 Docent Council meeting.

**DEPARTMENT OF EDUCATION: Patsy Hicks & Rachel Krieps**

Patsy hicks reported that they had very positive comments from the visitors re: "The Artful Recluse" Exhibit. She also reported that the Alzheimer program was still a work in progress.

**ADJOURNMENT:** President Kathryn Padgett adjourned the meeting at 11:10AM

**NEXT MEETING:** The next Board Meeting will be held in Luria Room on February 13, 2013.

Respectfully Submitted

Rosemarie Gebhart, Secretary