



**Minutes of Cyrus Dallin Art Museum Board of Trustees meeting,
10 March 2015, 7:00 P.M., 611 Mass. Ave., Arlington, lower level**

Trustees Present: Sarah Burks, Aimee Taberner, co-chairs, Jackie Bates, Chris Costello, Dan Johnson, Geri Tremblay, members

Trustees Absent: Ellen Aamodt, Tracy Skahan

Others Present: Heather Leavell, Chuck Luca, James McGough, Sue Radonsky, Terry Shaoul

The meeting was called to order by Sarah Burks at 7:11 p.m.

Review of Action Items from 10 February

- a. subcommittee meetings to begin – *schedule by end of March*
- b. exterminator and plastic bins – Sarah Burks to arrange with Town for extermination of rodents. The board will discuss costs with Town. *Done. Sarah arranged app't with town and exterminator and James. Heather emailed Carol K. and ordered bins.*
- c. email or letter to Selectmen's office for C. Costello's appointment (need résumé) and D. Johnson's re-appointment. The Board should decide how such correspondence will be handled in future. Further discussion on additional trustee appointments tabled. *Done. Discussed having secretaries handle such correspondence in future.*
- d. confirm whether M. DiGioia and Laurie Cutts are interested in continuing as associate trustees. Aimee to contact and determine their interest in specific activity contributions in future. *Done (Maria DiGioia to continue on Education subcomm and Laurie Cutts not to continue)*
- e. reminder regarding submission of certificates (receipt of conflict of interest law) *Done*
- f. status of the On the Warpath piece and storage space. Heather Leavell is discussing with Bob Shure. *Carried over to April.*

Minutes of Meeting, 13 January 2015

The draft minutes were reviewed. Sarah Burks suggested several edits. Jackie Bates moved that the minutes be approved as corrected. Seconded by Aimee Taberner. Approved 6-0. Sarah Burks noted that Ellen Aamodt would be away on UN assignment for several months and had arranged secretarial schedule with Tracy Skahan.

Directors' Update

The Directors of the non-profit board reported progress on the following:

- planning for fundraiser in June depending on availability of Whittemore Robbins House and travel schedule of Daniel Fairbanks
- Heather reported that the member solicitation mailing went out to precinct 8; working on precinct 10 now

- Heather reported on description of new policy to collect \$5 suggested donations from visitors and new sign for visitor desk
- Heather reported on progress of ArtVenture education program and passed around a sign up sheet
- Heather described a banner sign designed by Chris Costello that would hang on the picket fence
- Treasurer of the non-profit had distributed by email the details of financial standing in advance of the meeting for information to the Board of Trustees. Geri Tremblay moved to receive the report. Jackie Bates seconded. 6-0.
- Dan Johnson reported on meetings he continued to have with area business leaders. He had meetings scheduled with Richard Sampson of American Alarm and Kathleen Roose of Belmont Savings Bank.

[Heather Leavell left the meeting].

Sue Radonsky described her background as an art school graduate. She presented her idea for an abstract and assembled art project for middle school aged children. She displayed a sample sculpture that she had made from small boxes and found objects in the manner of Louise Nevelson. [Sue left the meeting].

Volunteer Report

James McGough distributed his written report and highlighted the monthly attendance numbers (76). He requested that information or fliers of upcoming events be posted at the docent desk so that docents would be able to answer incoming questions. He noted that Jenn Tripp of the Chamber of Commerce would be leaving her position soon and suggested the trustees sign and send a card. Jackie Bates moved to accept the report with thanks. Aimee Taberner seconded. 6-0

Fundraising

Dan Johnson reported that the non-profit board was planning a fundraiser and that he continued to meet with local business leaders. Aimee Taberner reported that she had spoken to Billy Lyons at Menotomy Grille about a promotion for a free appetizer for members of the museum. Dan offered to follow up with Billy about the idea.

Events Calendar

Aimee said she had hoped Billy would sponsor a lecture series for the museum but that did not seem to meet his business model. She said she hoped another sponsor could be found for 1 or 2 "Dallin Dialogues" per year. Sponsor money could be combined with an Arlington Cultural Council grant.

The board reviewed the calendar of upcoming events and reported on the Feb. 22 sculpture event's success. Nancy White took photos that could be used for press coverage. Chuck Luca suggested that fees be taken online with event registration next year, to guarantee that registrants don't cancel at the last minute.

Marketing

James McGough gave Sarah Burks some photographs and a draft release to publicize the recent tour of the museum by the Boy Scout Troop.

Geri Tremblay noted that the pewter figurines of the Menotomy Hunter were made by a firm in Hudson, Mass. She had contacted them once to see if they had any extras to sell. Jackie Bates mentioned that she might know some artists who could produce custom items for the gift shop.

Other Business

Aimee Taberner noted that ATED and ACAC were hosting a meeting on April 2 to discuss forming a Cultural District.

Sarah Burks mentioned having seen a smart phone app that would buzz your phone when you are near a place of interest. She said she would find out more about it.

Aimee moved to adjourn the meeting. Jackie seconded. 6-0. The meeting was adjourned at 9:00 P.M.

Respectfully submitted,

Sarah Burks, Co-chair

Action Items for April 14, 2015

1. Carried over from March: Schedule subcommittee meetings by end of March (subcommittee chairs); Status of On the Warpath and storage at Bob Shure's (HL)
2. Call Carol K. re: MHC grant and repairs to JCH (HL)
3. Follow up with Nick Batzell (AT)
4. Send corrections to Ellen on Feb minutes (SB)
5. Check with Arlington Continuing Educ. to get info on museums tour (SR)
6. Email new \$5 suggested donation policy to docents; make sign (HL)
7. Help with planning for June (now August) fundraiser (Events Subcomm)
8. Report on new member initiative (HL)
9. Tell HL that greeter should tally attendance at ArtVenture event (JB)
10. Need flyer for any events on docent desk (all)
11. Talk with Billy Lyons (Men. Grille) about promotion opportunities (DJ)
12. Get more info about smart phone app (SB)
13. Check with Christine Sharbrough about QR code project (AT)

Rolling Events Calendar

Event	Date	Point of Contact
ArtVenture	Sun. Apr. 19 12-4	HL
Have A Heart	Tue. Apr. 28 5:30-7:30	SB
ArtVenture	Sun. May 3 12-4	HL
Chairful, Tea Party	July 10-12	SB/JB
OTWP Fundraiser	Sun. Aug. 9	BdofD
Art on the Green	Sat. Sept. 12 10-4	CL
??ideas??	Oct/Nov/Dec	