



CYRUS DALLIN ART MUSEUM Minutes



Date: Tuesday, September 8, 2020
Time: 7:00pm
Location: Conducted by Remote Participation

Members present: Sarah Burks, Co-Chair, Tracy Skahan, Susan Gilbert, Annemarie Delaunay-Danizio, Chris Costello, Ellen Aamodt, Geraldine Tremblay, Dan Johnson
Others present: Chuck Luca, Mark DeCew, Heather Leavell, Molly Harper

Minutes

1. Executive Order on Remote Participation

S. Burks reviewed the Executive Order on Remote Participation.

2. Board of Director's report

H. Leavell distributed the treasurer's/budget reports. H. Leavell started with the summary which will be updated and we will review every quarter. There was a decline in funds due to COVID-19 but we have been fortunate to have donations from sponsors, etc. H. Leavell went through expenses which were much less for the same reasons.

We discussed the anti-racism statement and how we want to publicize same (e.g., in newsletter /constant contact / etc.). We have adopted statement but haven't published it yet. We are going to come to agreement on some action items and if AI are consistent with the AI previously discussed with the trustees we all agree to allow that to move forward so we don't have to wait another month. We can add addendum to the statement that we are working on our AI – that it'll be a process to get together the AI's. They are going to discuss at sub-committee meeting.

D. Johnson mentioned new treasurer and how great he is. That the finances have been in good shape and kept up with, but our reporting has been lacking because we haven't had the bandwidth. We have two new friends of the museum (Richard Turley and Hillary Hinkle). We are at about 17 members of the Friend's Group. One of the friends suggested that they would like to do a zoom meeting sometime.

G. Tremblay is working on Jim's lecture and indicated that it is time consuming because of all the fact checking, etc.

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3. Collections/Curatorial

C. Costello is going to use same printer that does the museums panels for the Paul Revere 7. We may need to have professionally installed but he recommends that is the way to go. Discussed doing lobby wall one on the same product. C. Costello will have the panels delivered to his house.

H. Leavell reported that Andrew Jay offered to work with us on a collection plan. We started one a few years ago but didn't finish it. G. Tremblay, H. Leavell, and A. Jay will work on the plan which will cover procedures, cataloging, loans, bequests, long term loans, etc.

G. Tremblay is meeting with ACMI regarding the filming and unveiling of Auvers sur Oise. We filmed a trailer that we can promote first – we are hoping to have it late September through Facebook watch or live on YouTube. Still working out the details. Maybe in showing we can have link to our PayPal or information on donations. We will do same for Mrs. Hall's painting.

4. Operations/Facilities

S. Burks said no update yet on the draft plan for the re-opening. C. Luca indicated that the space is fine – he cleaned and aired out the place the day before they had their first event.

H. Leavell said that the ACC approved the plan for Whittemore Park and they will get in touch with us regarding timeline. Phase 1 is the path around, upgrades to lighting, and fencing. Will have outdoor space we will be able to use. S: Burks indicated that we should make sure that the fence is open in front of our front door.

5. Review of Minutes

G. Tremblay made a motion to approve the minutes of July 14, 2020 as corrected. C. Costello seconded. Unanimously approved by roll call vote.

6. Volunteers' Report

S. Burks reported that she met someone through work that worked previously at Paul Revere House. S. Burks invited her to visit museum.

We discussed vacancy on Board of Trustees and S Burks nominated M. Harper. M. Harper accepted the nomination we voted unanimously to send the nomination with recommendation to the select board.

M. DeCew said that the MOS has been busy and moving to a lot of virtual programs. They won't allow any live presentations - all pre-recorded programs. They remind people to wear masks, closed all water fountains and converted them into hand washing station, set up arrows for directions, restrooms have been operating normally, cafeteria has no salad bar and have limited food options, the gift shop is open. Custodians have regular temperature checks and staff get a daily email that asks about health check if you are coming in – you have to fill out form before you arrive. If you check two or more boxes on the form you aren't supposed to go in. After you fill out survey it goes to security. MOS does have all timed admissions and capacity limits. Omni theater closed, 4D theater closed, theater of electric

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closed, etc. Travelling and overnight programs are not operating. They have a heavy cleaning regiment.

A. Delaunay-Danizio volunteered to put together list for reopening. C. Luca got general instructions from town health department. M. DeCew said that the state website has basic forms that you have to print out and post.

D. Johnson asked M. DeCew his opinion on what MOS virtual events have been popular and he indicated that the virtual planetarium show, Ask a scientist, Science in Action, Streaming of programs (e.g., virtual books signings via zoom) have all been pretty popular.

H. Leavell indicated that we should set a tentative opening date and that the museum needs a good, overall cleaning. We decided to set a date for a practice run through. We also discussed that we should confirm what we have for liability insurance.

We had conservation assessment regarding UV protecting glass, etc. so we should take that into account when we have doors open. Vents need to be cleaned, back door, gutters, etc. C. Luca will check the heating unit and see what the filter is.

7. Events Calendar

S. Burks sent around the events calendar and indicated which ones would be good virtual events. H. Leavell has been working on our YouTube channel – so we could broadcast events there, etc. Still in the works on how we are going to do virtual events.

C. Cotello indicated that the coins were unveiled and hopefully we can do event around same. Coins not going to be released for a month or two. C. Costello will brainstorm about how we can incorporate it into a program.

8. Marketing/Publicity

S. Gilbert is working on three articles (ACMI filming, co-sponsor on The Hunter, promote town day artists). C. Luca is going to provide town day artists so we can share either via article or in FB.

S. Burks requested we look over events list and provide feedback.

9. New/Old Business

H. Leavell provided intern updates – that the walking tour is now in pdf format and they are working with expeditions Apps. Fall intern is going to transcribe the Dallin letters.

Meeting adjourned at 9:04pm

Next meeting is scheduled for Tuesday, October13, 2020 at 7:00pm