



## CYRUS DALLIN ART MUSEUM Minutes



Date: Tuesday, October 13, 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, Molly Harper  
Others present: Chuck Luca, Mark DeCew, Heather Leavell, Peter Middleton, James McGough, Trustee Emeritus, Nancy Blanton

### Minutes

#### 1. Executive Order on Remote Participation

S. Burks reviewed the Executive Order on Remote Participation.

#### 2. Board of Director's report

We started with a discussion of current events surrounding the Appeal.

H. Leavell reported:

- On the Treasure's report and indicated that the we were in solid shape for the first 2 months of fiscal year (July and August)
- That the membership renewal mailing went well, and it indicated that people are still being conservative with spending but we've done well so far.
- The Annual Appeal letter will go out end of the month so that it will get to folks early November. Timing the newsletter to be mailed mid-end of month – and will have a reminder about the Appeal in it. Will also send reminder at the end of the year.

#### 3. Update on the DEI action items

S. Burks, H. Leavell, C. Luca, and M. Harper met and came up with interesting ideas for the DEI action items. Most pertinent to the trustees is an idea for a learning journey – a project that would have us meet with people virtually either via phone, zoom, etc., to ask questions we would draft ahead of time that would apply to people of color, indigenous, museum settings, DEI professionals, etc. The goal for each of us would be to form a group of two and then have the meeting and report on same at each Board meeting about how the conversation went and what we learned and if there are ideas on how we can incorporate what we learned into our organization or develop a program. Maybe offer a small honorarium for their time (monetary). We summarized notes and sent them to G. Tremblay and D. Johnson to review. S. Burks requested that we all review and provide any feedback we might have.

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### 4. Collections/Curatorial

The ACMI program premier of the virtual unveiling of Auvers-sur-Oise is this Thursday. They got a draft of the presentation and they said it looked great. Will be on Facebook and on our YouTube channel. H. Leavell will send a Constant Contact the day before as a reminder. S. Gilbert said it should be in Advocate this Thursday and if any places miss it – we can repost afterwards. H. Leavell said it was a good learning experience and something we can do again in the future.

H. Leavell said that the Newton Cable Access Channel contacted us to set up a time to meet to discuss what type of program we can do for them. G. Tremblay wrote to Jay Sugarman to suggest the Arlington Historical Society, the Old Schwamb Mill, etc. to suggest that those establishments would do well in that type of program format.

The Acquisitions Committee (H. Leavell, G. Tremblay, and A. Jay) have been working on priorities for collecting in order to prioritize what we have and what we should acquire going forward – starting with the auction of the Signal of Peace which is up for auction on October 24<sup>th</sup>. S. Burks asked if we could add trustee to this committee and H. Leavell said yes. S. Burks indicated that we should talk about old subcommittee structure or come up with new format to keep forward momentum going between meetings.

C. Costello indicated that he has the Revere panels at his house and he will go to the museum Monday to drop it off and check it out along with the two sandwich board signs. C. Costello is going to price replacing the panel he did in the front hall.

We discussed the possibility of rotating some of the art (e.g., Cushing plaque, Bradford, etc.).

### 5. Operations/Facilities

There are no issues with the exception that there are still odors. C. Luca did check out the heating system and confirmed that there are extra filters. We need to have the Town put new filters in. C. Luca indicated that he would call to see if they are going to keep the same filters or upgrade to something else for COVID purposes.

### 6. Review of Minutes

E. Aamodt made a motion to approve the minutes of August 11, 2020 as corrected. G. Tremblay seconded. Unanimously approved by roll call vote.

### 7. Volunteers' Report

- Recruitment & People:

The Select Board unanimously appointed M. Harper to the Board of Trustees

M. Harper said she heard from Bob Sprague with regards writing a piece on the museum. He had reached out after the Board meeting to get more information on Dallin.

- Reopening plan

N. Blanton shared the draft of the re-opening plan - to set up the museum for people to go in one direction, have PPE available, etc. Our new hours are going to be 12:30pm to 3:30pm to be able to have time to clean, etc. Plan is to open first weekend in November. Discussed cleaning beforehand and going forward. H. Leavell suggested that she ask her cleaner if she

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is available to clean at a time that she will be there. E. Aamodt made a suggestion to get the carpets cleaned. E. Aamodt indicated that she will take carpets for cleaning. Order of building cleaning would be: carpet first, then sculptures and other cleaning, and then marking for directions.

### 8. Events Calendar

Holding discussion until next month.

### 9. Marketing/Publicity (5 min)

S. Gilbert said that the piece on the unveiling was already done and that she'll plan with S. Burks, H. Leavell, and N. Blanton regarding the dates of re-opening for publicity purposes. C Luca indicated that he had 30 different artist's information for us to either promote them on social media and/or link to their websites or social media handles so we can promote them since AOTG was canceled. S. Gilbert indicated that she will do something for the website and will forward email to us. We also discussed publicity for open spaces in November

### 10. New/Old Business

S. Burks said that we should discuss organizational issues for new business next month

H. Leavell said that we need to provide content for Arlington Open Studios in November – we can link to our YouTube.

### 11. Review of Action Items

General review of AI.

Meeting adjourned at 9:10pm.

Next meeting is scheduled for November 10<sup>th</sup> at 7pm.