



CYRUS DALLIN ART MUSEUM Minutes



Date: Tuesday, May 12, 2020
Time: 7:00pm
Location: Conducted by Remote Participation

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

Minutes

1. Executive Order on Remote Participation

S. Burks reviewed the Executive Order on Remote Participation

2. Directors' Update:

H. Leavell reported on:

- The financials which were updated through March (which is 3rd quarter)
- D. Johnson will give year end analysis at the June meeting
- We received a grant from the Church of Jesus Christ Latter-day Saints Foundation for the Gallery Guide
- Gala sponsors are okay with promoting/thanking them and using their donations this year as we see fit/as needed

3. Collections/Curatorial:

H. Leavell is working on labels and we discussed the panel for the Paul Revere 7 version for history gallery (Action Item).

4. Operations/Facilities:

H. Leavell said that the Phase one of the Whittemore park design park is still going to happen but is delayed. Since places are closed, they are delays to get permits due to COVID-19. Should start spring/summer.

The Economic Development Recovery Task force that H. Leavell is on was just started by the planning department. A number of different town department heads are on the task force (rec. dept, health and human services, planning dept, individuals from business, etc.) and are going to meet to talk about issues and what the town can do to support businesses and nonprofits with re-opening. Town manager said all they are going to follow the public health data and base re-opening on that. They will follow four phases to open. The Town has establish a COVID relief grant fund through community development block program. We discussed reopening and that we could apply for funding to hire docents to open and give tours. We also discussed the air quality in museum.

Two action items: One group work on safety plan – and subgroup focused on docents and come up with plan and how we proceed. H. Leavell will lead committee for the safety plan (S. Burks can help). See whether the town would buy ppe. H. Leavell said that they would purchase but not sure if it'll be free, discounted, etc. Town is installing sanitizing stations and relaxing some zoning and sign regulations. One item relaxing is signs on buildings so we may be able to put something on our building which would also be good for sign for when they are working on park. E. Aamodt mentioned that it could take time to get docent so we should advertise ASAP in the Advocate and other spots. S. Burks says we have lots of current write ups for ads. M. DeCew to see what Museum of Science is doing. They have a weekly meeting and have no firm plan in place yet but will have hand washing stations as people come in, a separate entrance for staff, etc. S. Gilbert and A. Delaunay-Danizio interested in helping with docent hiring and C. Luca interested in helping with safety guidelines.

5. Review of Minutes:

C. Costello made a motion to approve the minutes of April 14, 2020 as corrected. E. Aamodt seconded. Unanimously approved by roll call vote.

6. Volunteers' Report:

No report since closed. We discussed putting "People" under volunteer's report going forward.

We have remote internship posted at different universities. Haley Hansted, a Holy Cross student and Art History major, is finishing finals and going to start the remote internship next week. She is going to work on the walking tour and recommend how to put on our website and transcribe Dallin's letters that he wrote home while he was a student in Boston. H. Leavell will go to the museum and take pictures of the letters and add them to Google. Haley is going to look in France databases to see if she can find info on Dallin. Nancy Blanton, our group tour

coordinator, is going to focus on online group tours that maybe we could offer and is going to sign up with programs/tours with other museums.

M. DeCew said that the Charles River Museum of Industry is going around giving virtual tours thru Facebook live.

H. Leavell going to talk with a second potential intern next week and we discussed that maybe this docent could work on best practices for social media.

7. Events Calendar

We discussed events generally and:

Next event is Town Day – C. Luca hasn't heard anything other than date was changed. C. Luca will reach out to Fran to see if there is any news. C. Luca noted that Crane Beach is now open to town residents with precautions in place (one way boardwalk, etc.)

Next exhibit of Dallin's works is planned for October -1920 related to quadricentennial. G. Tremblay is working on exhibit and expressed concern about capacity in museum. G. Tremblay discussed with Maria DiGioia and is thinking of doing something later or some other type of event. S. Burks mentioned making it an online exhibit if possible.

Discuss the status of the talk on Plymouth archeology with Christa Barenek.

Action Item: S. Burks email out calendar of events

Action Item: H. Leavell to follow-up with Krista B. about moving archeology lecture online.

8. Marketing/Publicity:

S. Gilbert is currently writing article about the virtual tour and is going to send it to H. Leavell and Michelle tomorrow for them to approve so it can be done by Friday by noon to include in the Advocate in order for it to be published by next Thursday (YourArlington.com can publish anytime). H. Leavell asked for recommendations for other places, Arlington venues, for publications – suggestions were: Arlington Advocate, Arlington Public Art Website, Patch, ACMI, Globe Boston Magazine, Improper Bostonian, Artscope Magazine, Boston Parent eNewsletter, hulufrog.com. S. Gilbert will send press release and see where we can publish. S. Burks suggested AAA and Subaru for publishing. H. Leavell will send S. Gilbert a picture to include.

H. Leavell said newsletter will be printed soon and asked for help putting labels and stickers on them. S. Burks, E. Aamodt, and S. Gilbert volunteered to help.

9. New/Old Business:

We talked about donation from Nancy White and whether we sent her a thank you note, and, we did.

10. Action items

S. Gilbert reviewed and will distribute tomorrow.

Meeting adjourned at 8:22pm

Next meeting is scheduled for Tuesday, June 9, 2020 at 7:00pm