



**CYRUS DALLIN ART MUSEUM  
Minutes**



Date: Tuesday, March 9, 2021  
Time: 7:00pm  
Location: Conducted by Remote Participation

**Minutes**

Members present: Sarah Burks, Co-Chair, Tracy Skahan, Chris Costello, Ellen Aamodt, Geraldine Tremblay, Molly Harper, Co-Chair, Susan Gilbert, Michael Borgasano  
Others present: Chuck Luca, Mark DeCew, Heather Leavell, James McGough, Trustee Emeritus, James Charnley, Peter Middleton

Start @ 7:04pm

Minutes:

1. Executive Order on Remote Participation

S. Burks reviewed the Executive Order on Remote Participation.

2. Review of Minutes

E. Aamodt made a motion to approve the minutes of February 9, 2021, as corrected.  
G. Tremblay seconded. Unanimously approved by roll call vote.

3. Review and update of Action List

C. Luca indicated that he would take the AI's for the meeting and we reviewed same.

C. Luca and S. Gilbert will discuss further publishing the AOTG information.

G. Tremblay indicated that the cataloging of the Arlington Art Association album is almost done.

Other updates provided below.

4. Calendar: Month Ahead (next page) – Anything missing

S. Burks indicated she had a contact at the Charlestown Preservation Society. A. Jay has was planning an unveiling of the Mrs. Hall's Letter painting. The Hall family resided in Charlestown and Dallin lived with them for a time.. H. Leavell is going to reach out to them also to see if they can help us with research on the Hall family.

## Minutes

We have a new friend to the Friends' group who is a genealogist and is working on that as well.

We reviewed the calendar generally. On March 6th there was a tour given and a tour is scheduled for March 27th. S. Burks suggested putting our meetings on the calendar.

### 5. Treasurer & Fund-raising Report

J. Charnley, Treasurer of the non-profit board, gave a financial report and description of the Board of Directors' business plan that was distributed. The plan was informed by the previous strategic plan and on the founding documents/bylaws for the Trustees and Board. Plan is to see if the museum can become a sustainable entity and pivot towards larger sponsors/donors to sustain the museum for the future. In ten months, the Directors should reassess and figure out a plan B, if necessary. The thought is to test some actions that don't take a lot of effort on everyone's part but will be effective. We need to add to staff, Board members, etc. He spoke in favor of the board of trustees and non-profit board having more clear responsibilities to make the two entities more effective.

### 6. Digital Programs & Outreach

M. Harper gave update on Program & PR Plans and Metrics Update: Followers & Views. S. Burks indicated that she has been trying to follow others in similar areas of interest to try to gain more followers for the museum. M. Harper also discussed the March 23<sup>rd</sup> – Women in Public Art event. J. McGough read the Paul Revere poem and N. Blanton made video. Registration link is up for April 7<sup>th</sup> with the Paul Revere House – M. Harper is going to distribute and advertised with others (Boston Calendar, ArtsBoston, etc.). S. Gilbert draft two press releases – one suited for social media and one appropriate for newspapers. She can send it out for final approval, and we have plenty of time to submit. S. Burks can get on ArtsArlington, etc. N. Blanton's doing another program for Lincoln on April 20<sup>th</sup> on the Paul Revere. H. Leavell asked if we keep track of attendees to these events so we can add them to our numbers generally.

Deborah Spears Moorehead – Finding Balance author is a contact that we could possibly utilize for our National Geographic future publicity. E. Aamodt brought up the book she read on Anne Hutchinson, which G. Tremblay referred - American Jezebel by Eve LaPlante.

Rashmi met with H. Leavell and they identified five images to start with for the on-line gift store. They picked products and will make an order hopefully have done before Mother's Day. Rashmi will track orders and see what sells well. M. Harper suggested we try to get image of Storrow Memorial for N. Blanton's next presentation.

## Minutes

### 7. Operations/Facilities

S. Burks and G. Tremblay are going to work on letter to town (planning department) regarding security system. Going to ask Chamber to be included in letter and C. Luca agreed to be included as well. Access box/panel in lower level and upstairs have been replaced.

C. Luca has been in touch with Mike Carney regarding duct work which is supposed to happen in March and C. Luca will text him regarding the back door.

P. Middleton said that one of the tours came from Milton.

M. DeCew suggested some signage for outside to draw in volunteers.

H. Leavell reported that phase one of the Whittemore Park is happening soon. Front of museum is going to be construction site. Should be done by end of summer. H. Leavell met with planning department and:

- the lawn area walkways will be removed, and circular path installed
- lawn and trees will be replanted
- some of the fence will be removed
- grading or tracks made even
- seating installed

Not sure if front walk is going to be in phase one. Phase two will be next year. There are still open questions – such as our sign, plaques, etc. that H. Leavell needs to ask about. We might have issues entering the museum if it is a construction site. H. Leavell asked to be kept apprised as to how construction progresses. M. Harper asked what our use could be of the outside space for events.

### 8. Volunteers' Report

M. DeCew said that they had meeting to discuss strategies.

We discussed General Volunteer Recruitment & "Project Parking Lot"

### 9. Diversity, Equity & Inclusion

No update.

### 10. Curatorial & Collections Committee

Revere panel is up and done (and looks great).

No Collections Committee report since there was not a meeting. We did get a grant to restore the Dallin self-portrait and G. Tremblay is going to drop it off soon.

Meeting adjourned at 9:00pm.

Next meeting is scheduled for April 13<sup>th</sup> at 7pm.