



## CYRUS DALLIN ART MUSEUM Minutes



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

Members present: Sarah Burks, Co-Chair, Tracy Skahan, Chris Costello, Ellen Aamodt, Molly Harper, Co-Chair, Susan Gilbert (at 8:12)  
Others present: Mark DeCew (at 8:47), Heather Leavell, Amy Moyer, Peter Middleton

### Minutes

Start at 7:08

1. Welcome:

S. Burks welcomed the group.

2. Review of Action Items from last meeting:

C. Luca sent the list of actions to the group and S. Burks shared same. We decided to hold until C. Luca joined the meeting.

3. Approvals & Consents:

Ellen Aamodt made a motion to approve the minutes of October 12, 2021, as corrected. Chris Costello seconded. Unanimously approved by roll call vote.

No reimbursement requests.

4. Calendar: Look Back, Look Forward:

S. Burks included some links in the Agenda to access the bulleted items listed. Forest Cuch presentation is available on our YouTube channel. Next week is our unveiling event. H. Leavell said that we are in good shape for event. S. Gilbert wrote a press release. H. Leavell has commitments from people to participate in the event and is finishing up the slides. A. Jay is working on a plaque for the house. N. Blanton was able to trace some of the family history. We discussed promoting of the event and ACAC is going to help us promote. M. Harper asked if we had blurb that we could forward to any entities in Charlestown. S. Burks will follow-up with Eric and asked if there were any further events to put on the books for the rest of the year. H. Leavell mentioned the event in February 2022 with Christine. S. Burks said we need to do our own event planning for next year and that maybe we save the sculpture workshop until April 2022

so we can try to do it in person (possibly outside). S. Burks is looking into a shared calendar that everyone can access. M. Harper said that the Google calendar can only be owned by one person and a bit cumbersome. N. Blanton manages the calendar now and M. Harper suggested not using Google calendar.

5. Digital Programs & Outreach:

M. Harper shared the Digital Programs and Outreach Update document and reviewed the new followers. S. Burks said that she noticed artist and educators have been following on Instagram and what we want to do when we hit 500 followers. S. Burks mentioned that it was good to see the Facebook growth. M. Harper said that the Forest Cuch video is off to a good start. The Massachusetts Panel video has grown to our second highest viewed video on YouTube. M. Harper mentioned to try to like/share the social posts if possible.

H. Leavell said that she gave her talk to Topsfield Library on Tuesday. They had 14 people there and that was good turnout for that library. H. Leavell said that they had great questions and was a good group. H. Leavell said that her and N. Blanton discussed having a website dedicate to certain presentations. M. Harper said it would be good to have a page that says we are available to provide talks/events. H. Leavell said that she talked with Elizabeth Solomon (member of the Massachusetts Tribe at Ponkapoag) and she was going to bring it up to her tribal council. H. Leavell will follow-up with her. H. Leavell participated in a talk in Winchester and the Network of Winchester referenced the Renaming in their land acknowledgment. H. Leavell suggested we read *Our Beloved Kin: A New History of King Philip's War* by Lisa Brook. H. Leavell has the video of the armchair visit tour of the museum and we need to edit it before we can post it. H. Leavell said that the Men's club reached out to us and will be N. Blanton's first in-person program.

M. Harper shared the visitor and docent updates. H. Leavell said that she met with Elizabeth Elliot and we are going to ease her into her training since she is still finishing up school.

6. Curatorial & Collections Committee:

M. Harper mentioned that it's interesting giving tours with the Bronze Revere. A. Jay is looking into getting quotes for pedestal outside with plaque for the Bronze Revere. M. Harper asked what the vision would be for it. H. Leavell said that it would likely go on the side of the building. H. Leavell said that the bolder, which is the back of the building right now, is going to go to the right side of the house. H. Leavell started the conversation with the historical society about the placement of the Bronze Revere and the two possible spots for it. We want it where it can be seen. E. Aamodt said that we need to take into account security for the statue. H. Leavell said that it needs to be higher on the ground, bolted, and brightly lit. E. Aamodt said that H. Leavell mentioned the idea of calling the park the Paul Revere Park and E. Aamodt thinks that would be a value to the museum. M. Harper said that if there is a statue there that they may refer to it as the Paul Revere Park anyway. H. Leavell said she will stay in contact with Allie regarding the placement of the Bronze Revere and any spaces that we are going to use. E. Aamodt said that there seems to be no end to the signage issues and the two side gardens will be spruced up. S. Burks thinks it's important for Allie to know the preference for the location of the Bronze Revere and we decide on the safety of the statue (hit by

car, near building to be seen by ring camera, etc.). That the Mirak's might be amenable to putting it in their garden. H. Leavell said that they ran idea of a freestanding sign near the entrance and then a banner we can change up. H. Leavell said that new signs require an application and then approved. C. Costello fixed our sandwich board to remove the "open" and made some other changes and we could use that as our outside sign. M. Harper said that we should have two sandwich boards – one can be permanent and once can be temporary for when we are open. E. Aamodt said that it would be nice if we could get the sign that was on Mass. Ave. reinstalled. H. Leavell will follow-up with Allie about that. M. Harper said that the sign needed further iteration. H. Leavell said that we will take that into consideration when designing the new signs/banners/etc. H. Leavell showed us the temporary sign and that it will go in the mulch area in front.

E. Aamodt made a motion to recommend to the Corporation to accept the new temporary sign design. S. Gilbert seconded. Unanimously approved.

H. Leavell said that she heard back from the CPA committee for the archival grant, our preliminary application has been accepted and we have been accepted to file for the final application which is due the end of September. E. Aamodt asked how labor intensive is the final application. H. Leavell said she hasn't looked into it in detail, and wants to discuss with the consultant, but wants to look into reorganization of all closets (storage vs. archives) and the costs to do same. S. Burks says that they always put together a very good, detailed report to present to town hall.

7. Operations/Facilities:

S. Burks asked about the issue in the Family Gallery with the mantle pulling away from wall. H. Leavell said that she hasn't noticed anything but asked P. Middleton to let her know if he's noticed anything. S. Burks said that we should measure it and keep an eye on it to see if it gets worse. A. Moyer said that the cleaning work went well. H. Leavell said that she scheduled the cleaning for January and noted that the cleaners were both very nice and did a great job. M. Harper made copies of the self-guided tour and they are on the shelf next to the stairs. H. Leavell is going to email Allie about the squirrels in the wall by the backdoor connected to the staircase.

8. Volunteers' Report: / Docent Recruitment & Visitation Numbers:

H. Leavell said that James McGough will take one shift a month for now and will give group tours and help out as necessary. N. Blanton suggested that we be closed on November 28<sup>th</sup> based on lack of docents. S. Burks suggested that it would be good to add to the newsletter going forward that we are looking for docents.

9. Arlington Engagement:

S. Gilbert wrote a press release and sent it out (Arts Arlington, Arlington Advocate, etc.) for the November 16<sup>th</sup> event. H. Leavell suggested a Press Release in December using a shortened version of the Appeal and to include Board positions and docent openings. H. Leavell is going to follow-up on the business plan project as E. Aamodt asked about the status of same. S. Burks asked if the Chamber of Commerce is working on an ad for local businesses this Holiday season. H. Leavell hasn't heard anything and asked if E. Aamodt can keep an eye out.

E. Aamodt said that it would've been nice to have the First Lights Event this year. E. Aamodt emailed and said that we'd be happy to participate in next year's First Lights Event. H. Leavell said that they are going to light the park and museum in the next few weeks. M. DeCew suggested maybe having an open house or something.

S. Burks is seeking support from the Board for sending a letter to our Arlington representatives for support of the Indigenous Legislation they are putting forward. H. Leavell said that there is a form and she shared the website. S. Burks said that she would do both the letter and the form.

E. Aamodt made a motion to recommend to the Corporation to send the letter. C. Costello seconded. Unanimously approved.

H. Leavell said that she is working on the letters for the Annual Appeal and N. Blanton is going to help with the notes and coordinating the mailing. H. Leavell said that there are about 420 pieces and asked folks that are interested in helping. D. Johnson got commitments for three, large donations, including one from himself, for the Annual Appeal.

10. All Other Business:

M. DeCew reported on visitors and that the cleaning looked good. He indicated that there were issues with PayPal when he tried to accept a payment from someone.

11. Identify new Action Items:

None.

Meeting adjourned at 9:06pm.

Next meeting is scheduled for December 14<sup>th</sup> at 7pm.