



CYRUS DALLIN ART MUSEUM Minutes



Date: Tuesday, May 10, 2022
Time: 7:00pm
Location: Conducted by Remote Participation

Members present: Tracy Skahan, Ellen Aamodt, Sarah Burks, Susan Gilbert, Mark DeCew
Others present: Chuck Luca, Heather Leavell, Katie Starr

Start @ 7:10pm

Minutes:

1. Welcome

S. Burks welcomed everyone to the meeting.

2. Summary of Action Items from last meeting

C. Luca shared the AI's.

AOTG online program which we didn't get off the ground – C. Luca and S. Gilbert are going to meet offline to see how they can progress this AI.

C. Luca said that he will reach out about the backdoor – it is on order but not sure of delivery date. He also hasn't heard whether they've received approval for the storm door. H. Leavall said that the alarm has been working consistently but occasionally faulting. She is going to type up a how to instructions. She will send instructions around.

AMCI: skipping since G. Tremblay isn't at the meeting.

Shared calendar: not sure of the update on that at this time.

Gift shop replenishment: Will keep as AI.

Nothing from the town regarding the patching of the holes but it is going to be part of the painter's estimate and they will take care of it for us. N. Blanton's husband Kevin is going to frame out the duct for us.

Patch online news: S. Burks will post if S. Gilbert can send her what is needed to post.

K. Starr met with directors yesterday and she is going to work on the survey to send to the public.

M. DeCew is working on the sign-in log.

3. Operations/Facilities

Building update: done under AI's.

Gallery redesign status: H. Leavell said that everything is going to plan, schedule, and budget. Last week they had the moving company come and remove the big desk and old pedestals and put all the Native artworks in the Allegory Gallery. Michael from Restoration Services is going to restore the statue in the museum. This week or next, the painters are going to come in and do trim, door, windows, patching, green walls, etc. Not sure date that they are starting – he is hoping to start on a rainy day. She will keep everyone updated. After that we will move on to installation. Labels, window graphics, pedestals, etc. have gone to production. Once done, we need to figure out the opening date which will likely mid-July on Saturday, the 16th. Maybe we will do a soft reopening and do a public reopening later in the month. Digitization continues and they are doing a great job. Our collection database has been transferred to the cloud and all updates can be done anywhere and is searchable and will be available on our website. Exterior, phase 2, of landscape revitalization around the house has just started. They are recreating a new patch on the back, side, and front. It will be wheelchair accessible. Work outside should be done in early July. Scoopermania is happening Saturday and they are going to access the outlet which is behind the fencing.

4. Approvals & Consents

E. Aamodt made a motion to approve the minutes of April 12, 2022, as corrected. S. Gilbert seconded. Unanimously approved by roll call vote.

No reimbursement requests. E. Aamodt already gave her receipts to H. Leavell.

5. Digital Programs & Outreach

Online Metrics & New followers, trends: N. Blanton updated the numbers in our tracker and S. Burks shared the information. Followers are still steadily going up. The Contemporary Theatre is now following us on Instagram. S. Burks reminded us to check our social media when able. E. Aamodt said that there were about 35 people in the morning. M. DeCew said that there was at least a dozen or so that came into the museum. C. Luca said that there were 6 kids at the sculpture workshop. N. Blanton receive six volunteer inquiries and she responded to them. She also reached out to the high school for a greeter.

K. Starr said that yesterday she spoke to the Board of Directors. She gave the same presentation as last month. She said that there was an interest in TikTok. They talked about how to connect with people and the next phase of the survey will reflect that. D. Johnson said that it would be great to try to reach out to sports fans based on Dallin's sports interests. H. Leavell mentioned Andrew Jay's bike tour and that would be something we could look into. K. Starr is going to send out the survey and maybe we could have copies to hand out to people during reopening.

6. Volunteers' Report – Docent Recruitment & Visitation Numbers

General Volunteer Update: Reviewed already.

7. Calendar of Upcoming events / Program Planning:

Post mortem discussion of Patriots Day programs: Everyone said that the event was great and went really well. E. Aamodt said that someone (Larry) left chairs there and H. Leavell said one broke and she put the rest on the side of the building. E. Aamodt said that the only issue was that the speakers were not strong enough to carry their voices. If the speakers had been off the ground, the voices would've carried better. Seemed that the issue was only if you were standing to the side of the speakers. M. DeCew said that it definitely could've been a better PA system. He said that he could probably borrow the equipment we need from the MOS. C. Luca said the kids were awesome; they had a good visit upstairs and they made dragons, foxes, dolphins, etc. He said that we could likely do a larger group going forward – maybe 12. We might want to give them something where they can provide us a review or have them do a quick eval. E. Aamodt mentioned that she saw something about a walking tour. H. Leavell says that it is just an audio tour.

Upcoming events:

- “Arlington’s Cultural Heights Revisited” at Old Schwamb Mill: Saturday, May 21, 2 pm with Doreen Stevens, Aimee Taberner, and Sarah Burks
- Summer Thursday Walking Tours (5pm on May 27, June 30, July 21, Aug 25, Sep 22)
- July Re-opening event date July 16th. H. Leavell is working on what they want to do that day and people that they are going to invite. She is going to talk with G. Tremblay and will have something for us at our May meeting.
- Art on the Green event on Town Day, Saturday, September 17, 2022: C. Luca reached out to the artists to save the date and received good feedback. He will send out the applications at the end of the month. He will update us in July/August. We have to redo the entire booth area because of the part construction and C. Luca is going to put together a new plot plan.
- Forest Cutch is going to be here June 23rd so D. Johnson is working on putting a plan together for him. Forest will attend the walking tour and they will go to Monotomy Grill after. H. Leavell will also show him the museum prior to the walking tour.
- May 21st at 10am – at the Hall House. Owner of the house in Charlestown wants to dedicate the bronze plaque recognizing that Dallin lived at the house.
- Next newsletter will be in mid-June. Anything to be included needs to be submitted by the end of May.
- E. Aamodt said that she is very enthusiastic about the first lights event we had in early December. She asked H. Leavell to check with Beth Locke to see if we could have this event this year.
- S. Burks said that N. Blanton had been contacted by a sculpture instructor in Ware, Mass. named John Collins and wondered if we could do a program on Dallin’s method – sketch to casting. She said that we don’t have anything at the moment but wondered if we could get Nick to put something together for us like that.

8. News Media & Publicity

News Releases: Article on Museum closed for renovations and reopening. Walking tours. She is going to a recap of the Patriot’s Day event.

S. Gilbert made some suggestions about keeping publicity as its own line item on the agenda and renaming of the Digital Programs & Outreach. H. Leavell is going to send

out a list of what each person does related to social media, press releases, etc. S. Gilbert also mentioned recruiting new members.

9. Arlington Engagement

Business Community Update: E. Aamodt said that Chase Manhattan had put a bid in for the NYAJ location. Chase is not going in that location so the space is still vacant. Two applications were submitted to the town for restaurants – breakfast/lunch place at Tango and Common Ground. Work on Broadway Plaza will be done at night so to not disrupt the traffic. Next Chamber of Commerce network meeting is June 8th at Regent Theatre. CSB has done some renovations at the location in the center of town and they have a 10-person conference room available for community use. E. Aamodt suggested that we should try to use the conference room. C. Luca asked about the hours available for the conference room.

Planning Department Update: H. Leavell said that part of her update was the park renovations. Jenny Rait is leaving and no replacement has been named yet. She is still working on the signs.

Arts Community Liaison needed

10. All Other Business

Board of Directors updates: H. Leavell said that most of what she has gone over in our meeting is what she's been discussing with the Board. She said that they are waiting on Town meeting regarding the Preservation Act Funding. Then we will have the money we will need for rehousing project over the summer. H. Leavell received word from the Robbins Library that they voted to transfer the Cyrus Dallin papers to us. Next step is for the town to write up a loan agreement for 25 years. Not a lot of material so we will have no problem storing it. We are going to get additional coverage for the loan from our insurance company. These materials will be digitized. M. DeCew asked about the microfilm that he saw at the library. H. Leavell said that those were a duplicate. S. Burks said she noted that there is a new library person (Steven).

Committee Updates - Sign, Collections (needed: Programs committee)

Open Forum

11. Identify new Action Items

S. Gilbert said that the Arlington Advocate and Winchester Star newspaper are merging. There won't be a dedicated reporter. To become The Advocate & Star.

Meeting adjourned at 8:59 pm.

Next meeting is scheduled for June 14th at 7pm.