

**Cape Elizabeth Arts Commission**  
Minutes of the September 12, 2006 Meeting

Diane Brakeley called the September 12, 2006 meeting of the Cape Elizabeth Arts Commission to order at 7:00pm. Present were: Suzan Backer, Diane Brakely, Sara Beard Buckley, Marlee Hill, Christine Morgan, Lina Newhouser, and Jay Scherma. Not present were: Steve Popp.

**1. Secretary's Report**

Steve Popp was not present and no one else had a copy of the minutes he took for the June 13 meeting, so there was no Secretary's Report. No meetings were held in July and August.

**2. Treasurer's report**

Suzan presented the year-end report in writing, noting that of the \$3,000 budget, the CEAC had expended \$2,774.00. The most recent distribution report indicated expenses of \$554.70, which left a balance of \$431.70.

She noted that there was a check request on 6/28/06 for \$500 to cover a grant for matting and framing of photography to be paid to Lisa Tarbox, but this request was not listed on any distribution request from the town she had received.

**ACTION:** Jay suggested she call Louise at the Town Hall for June 30 distribution report, but also noted that we have the August 1 report had our final balance as 2,774.

2006-007 Budget is \$3,000.

**3. OLD BUSINESS**

○ **Status of the New Hanging System for the Library**

Jay reported that the new system is in place and all the artists love it; it's very easy to use.

**ACTION:** Diane will ask Steve about the instruction sheet. Jay also wanted to know if we can double hang on one line.

○ **Update of Library Gallery and Reception Schedule: Christine**

**A. Christine reviewed the upcoming artist receptions and CEAC member chaperones:**

October 6: Diane Brakely (artists CE Art League)

(reception is 5:30-7:00pm)

November 3: Steve Popp (artists Open Studio at Cape)

Then, as a group we reviewed the decisions made at the June 13, 2006 meeting.

December 2006: Sarah Armeigh – paintings

January 2007: Marta Carmen – paintings

June 2007: Edurne Esponda – paintings

**ACTION:** Reception dates and chaperones still need to be assigned.

**ACTION:** Christine needs to notify these three as soon as possible.

**B. The group present then reviewed new applications that had come in from:**

<u>Artist(s)</u>	<u>Medium</u>	<u>Dates requested</u>
Jill Campbell	photography	February 07 or November 07
Diverse Lenses	photography	November 06 or March 07
Richard Sandifer	photography	December 06 or July 07
Kathleen King	painting (no work submitted)	June 07 or September 07

**ACTION:** Christine will call Kathleen about submitting samples to review.)

The discussion of Richard Sandifer's work led us to a discussion of the fact that he is a commercial portrait artist, and whether exhibiting in the gallery is advertising. Jay noted that the question had come up when another portrait photographer had exhibited in the space; that when the work was actually hung, there was a sameness to all of the work. Others noted that Sandifer's work looked posed. Sara asked if we have done any PR in the Portland area to get a broader selection of artists applying for the space? Christine reported, no, that she usually asks artists at exhibits she goes to. Lina asked if we are limited to Cape Elizabeth. Diane answered, no, and asked – but what is the purpose of the Gallery?

Christine proposed that the Commission hold off on some of the photographers. Jay asked if we were impressed enough with any of the artists to keep them. Christine suggested that we keep Jill Campbell. **The final decision was to hold off on all applicants until October, as we are set through January and want to pursue a statement of mission for the gallery before we select a new season of exhibits.**

(Christine had to leave the meeting at this point.)

**ACTION:** Christine will notify all applicants that we have received their applications and will review them in October.

**C. Mission of the Gallery Discussion**

Sara asked if anyone has ever written down a mission for the gallery. Jay said that Commission has resisted a written set of criteria and clear mission statement because they could box the Commission in. Sara responded that criteria could do that, but a mission a mission statement is broader, for example – if we want to display avant-garde art. Our current process of selection is so arbitrary. Diane suggested that we could try to write a mission statement. Suzan suggested that we review other groups' mission statements. She also noted that she was ok with arbitrary because it so informal. Sara suggested a mission statement could help us focus on a vision. Diane noted it could change yearly. Sara said it could, but usually doesn't.

Diane asked how to proceed. Sara said she has several examples we could review. Marlee asked if it would help us judge more fairly. Sara noted that it could. Lina agreed. Jay noted that in the long run it could help with PR if we devise a mission and 2-3 goals for the year. Diane said she is often concerned that we won't have enough work to fill the gallery. Jay said it's ok if it's empty. Suzan asked if we usually have enough. Jay said, we usually have enough without competition. Suzan liked the idea of PR. Marlee liked having the space

available for school kids. Jay suggested one goal could be three months for the schools, and noted that Kerry Kertes is doing a class “far space imaging” and wants a place next spring to exhibit.

**ACTION:** Sara will bring sample mission statements to the October meeting

**ACTION:** All CEAC members are to think about the mission of the Gallery and be prepared to discuss it at the October meeting.

- **New CEAC Exhibit Application/Agreement Review - Christine**

**As Christine was already gone, discussion was again postponed, until October.**

- **Grant Award - Sara**

Sara reported that Lisa Tarbox had the greatest case for need for the \$500. She requested the grant for matting her photographs from Nicaragua to create her portfolio.

Jay asked when she will exhibit. Sara asked, what is the follow-up? Diane responded that grant recipients have to pay back somehow. She could exhibit in February/April/May.

**ACTION:** Sara will contact Lisa about exhibiting after January 2007.

- **Report on last year's Permanent Collection Winners - Marlee**

**Postponed until October.**

Diane: We need to keep a file on it in the permanent file collection.

**ACTION:** Marlee will report next month and bring materials for the file.

#### **4. NEW BUSINESS**

- **Grant Proposals for November: do we give two or just one in the spring? Sara**

Diane asked if we wanted to keep the grant amount in the budget at \$900, and if we want to do two – November and May. We need to revise the budget down \$500, as we asked for \$3500 but got \$3,000. All agreed to keep the total at \$900.

Sara asked where the \$1,000 in the budget for the Inventory of the Town Permanent Collection came from. Diane responded that we were initially talking about a brochure, a computer database, someone to help us with the project.... Sara said it comes down to our goals for the year and asked if one \$900 grant is better than two @ \$450. Diane noted that the Maine Arts Commission gives grants out for similar projects. Lina proposed that we keep the budget at \$3,500 and go after a grant for \$500 from the MAC for the inventory project.

**Diane suggested we do a November deadline for a grant application. All agreed.**

**ACTION:** Sara will look into it the Maine Arts Commission grant option.

**ACTION:** Sara will send press release to Cape Courier tonight or tomorrow.

- **Record Keeping: How do we want to move forward?**

Lina noted that Diane had given us all a directive at the May meeting, and that we should just follow that (see below).

*From the May meeting minutes: Action: Diane requested that all Minutes, Treasurer's Reports, Gallery Schedules, Grants and Grant Applications be filed in the cabinet by the Commission members responsible for those documents. She noted that the key to the closet has to be requested from someone at the library.*

**NEWACTION:** Lina and Suzan will bring in copies for the files for October meeting.

- **Outline of Projects for the Upcoming Year:**

- **Town Inventory Project**

Suzan said she is a strong advocate of the Town Inventory Project. For the sake of the town; it's what we are about. Marlee ageeed, saying it's our responsibility. Jay noted that we are spending town money. Diane noted that we all agree it's a good idea, but the MAC grant process could take a year. Lina noted we could start with the \$500 in the budget.

- **Creative Capers?**

Suzan suggested it might be time to take a break, noting it was such a community event for 2 years but last year was so lackluster. Sara agreed, saying it has run its course. Lina asked if we were committed by the budget line. Diane noted we can consider the line "program" and do something different.

- **Other ideas?**

What else could we do? Jay suggested something with music – jazz, remembering that the CEAC used to do a Mardi Gras event, which was a jazz night. Sara suggested the idea of a "wet paint auction" similar to one done in Newburyport – to raise \$ for the local rape crisis center. Jay noted that the Town Council has to approve all fundraising, and cautioned about planning an event we have enough people power to do.

**ACTION:** We will all think about other program options, to discuss at the October meeting.

**5. NEXT MEETING DATE:** Tuesday, October 10, 7:00 pm, at the library

The meeting was adjourned at 8:30 PM

Respectfully submitted

*Lina Newhouser*, CEAC Secretary