

Cape Elizabeth Arts Commission
Minutes of the September 11, 2007 Meeting

(At Sarah's request) Diane Brakely called the September 11, 2007 meeting of the Cape Elizabeth Arts Commission to order at 7:00pm. Present were: Commission Members: Diane Brakely, Lynda Brearey, Genesta Berry, Lina Newhouser Jay Scherma. Absent were Sarah Beard Buckley, Stephen Popp and Wendy Seltzer.

1. SECRETARY'S REPORT

Lina reviewed the minutes, noting two areas that needed clarification: Middle School Art Collection follow-up. Following discussion of what remains undone, **ACTION: Lina agreed to call Sarah and Steve to get them to make sure the pieces they selected at the MS Art night get framed and hung, and that an article is written about them for the Courier**

High School Art Collection: Following some discussion of the status of missing pieces from 2005, it was agreed that **ACTION: Lina will call Sarah about writing a letter to Mr. McGovern, Town Manager; Mr. Shedd, principal of the HS, and Mary Hart, HS Art Teacher confirming that the work is lost .**

Diane noted that she had sent the financial info to Sarah already.

QUESTION: Who will do this? Diane? "...bill Old Crow Gallery for \$291 (\$91 for framing two pieces; \$100 for each of the two pieces lost" to reimburse CEAC.) Were the students paid?.

Genesta moved that the minutes be accepted with questions answered. Lynda 2nd the motion. All in favor.

2. TREASURER'S REPORT

Diane reported that \$4,850 remains in the budget; no changes.

Lynda moved that the report be accepted. Genesta seconded it. All present were in favor.

3. OLD BUSINESS

○ **Permanent Art Collection/own Owned Art/School Art Collection**

As Sarah was not present, and had not reported on a meeting with the Fire Chief, it was assumed she did not meet with him. Jay suggested that it would suffice if we call Chief McGouldrick to confirm that their collection belongs to Engine One. The question was raised about where the funds come from to build their collection. Jay said he thinks the volunteer firefighters do the Labor Day Art show as a fundraiser. The piece they buy becomes part of their collection. The question was raised if a CEAC member went to the

show to select a piece. Diane reported that she thinks Steve went and that a piece was selected.

QUESTION: Steve is this correct?

Diane reported that she had reviewed some of the old minutes and noted that in Oct. 1994 there were questions about the value of the Engine One collection. It was the first time there was a discussion of the value and inventory and insurance. Jay noted that this discussion resulted in creation of the list. Photos were first taken after we initiated the permanent collection in the schools. Jay suggested calling Bill Barton (former CEAC member) for info on the photography.

The question remains who insures the Engine One collection.. Jays thinks the Town takes care of all insurance through a municipal association.

- **Update on Status of the School Art Program**
(see secretary's report)

- **Gallery/Library**

Jay reported that Steve had not yet discussed a different date with Ms. Reale Hatem for display of the photos/oral histories resulting from her grant project funded by the CEAC. Dates to propose for her opening are Wednesday October 3, Saturday October 6, or Friday, October 12th.

Diane proposed that we give Steve some help with the gallery. Lynda volunteered that she would like to do it.

ACTION: Lynda will maintain the excel spreadsheet of upcoming exhibits. She will also call Steve.

ACTION: Additional Tasks for Lynda/Steve:

- Mr. Berlingieri needs a date

- Ms. Matterson needs a call about exhibiting

- Bob Harrison needs a packet confirming January for his exhibit.

- Marnie Souza needs a packet confirming 2008 exhibit date, some month between Feb. and June

- **Guidelines for Exhibition Program**

At the July meeting it was proposed that each member suggest at least three (3) criteria/guidelines for our exhibition program. These questions were also raised: How far in advance the CEAC can schedule exhibits? Are applications kept on file? Can artists reapply? Do we want the same artists to apply year after year?

The discussion yielded the following:

Genesta submitted a "scorecard" or rubric listing principles and elements of art, for use in evaluating applicants.

Diane proposed that we be able to schedule up to 18 months in advance. Jay proposed 15 months.

Genesta suggested writing an article for the Courier inviting artist to apply.

Lina moved that we decide on Genesta's rubric at the next meeting, when Sarah and Steve are present. Genesta 2nd the motion. Lynda asked if the rubric wasn't just part of a guideline? Jay said the guidelines will affect it.

Diane called for a vote. All were in favor of deciding on the rubric at the next meeting

Diane asked again How far in advance can we schedule? Jay noted that Community Services only books in this fiscal year (July – June).

Guidelines accepted at the meeting:

1. No artist/group/show can repeat within 15 months.

Genesta proposed, Lina 2nd. All in favor

2. CEAC can schedule not more than 18 months in advance

Genesta moved to accept. Lynda 2nd. All in favor

3. Artists are eligible to reapply as many times as they want.

Lina proposed. Diane 2nd. All in favor

4. All applications will be kept on file for two years from the initial date of application.

Genesta proposed. Lynda 2nd. All in favor

5. CEAC is committed to diversity in exhibitions and reserves the right to schedule exhibits that further this goal.

Genesta proposed. Diane 2nd. All in favor.

6. Chaperones from CEAC for the artist receptions must confirm between Monday and Wednesday before the reception, with the CEAC chair AND the Library Director , that they will be at the reception.

Genesta proposed. Diane 2nd. All in favor

QUESTION: Lynda asked when they would go into effect? Jay noted that the commission can enact Procedures/Guidelines, but policies are set by the Town Council.

QUESTION:(possible guideline??) What are the times for the receptions? Jay thought 6-8, but someone has to be there from 5 pm because the library staff leaves. And the building closes at 8:30.

o Grant Applications

ACTION: Patricia McCarthy needs a follow-up call regarding December. Does she want that month? She needs to apply for the Nov. 1 deadline. Lynda will call

o Administrative: positions to be filled

Positions to be filled:

Gallery Coordinator (#2) – Lynda?

Grants Coordinator

Vice Chair

Final decisions to be made at October meeting.

ACTION: Lina will create a new, updated list of CEAC members...perhaps after October meeting when positions are filled

4. NEW BUSINESS

o Library Gallery Schedule Update/new Applications

No new applications were received.

<u>Upcoming Schedule:</u>	<u>Reception</u>	<u>CEAC Chaperone</u>
10/? Janice Reale Hatem	yes	Lina – date of reception TBD
11/2 Jack Riddle and Mary Hall	yes	Steve
12/7 Northeast Portraiture	yes	Sarah (organizer & chaperone)
1/04 Bob Harrison	yes	Wendy

ACTION: Lynda will call Sarah re: applying for December. ...or can Janet have that month for her grants exhibit?

QUESTION: Did we really mean to put these both in for December??? Or did I write in down wrong?

ACTION: Steve to call Janice Reale Hatem re: new date for October reception, and then let Lina know.

5. NEXT MEETING DATE:

Tuesday, October 9, 2007 at 7:00 pm at the Thomas Memorial Library

Meeting was adjourned at 8:55 pm

Respectfully submitted,

Lina Newhouser,
CEAC Secretary