

Cape Elizabeth Arts Commission  
Minutes for Regular Meeting  
April 12, 2011

The April 2011 meeting of the Cape Elizabeth Arts Commission was held on April 12, 2011. Present were Genesta Berry, Vice-Chair, Wendy Seltzer, Secretary, Chris Gebhart, Treasurer, Julia Bassett Schwerin, Gallery Manager, Sheila Casey, Assistant Gallery Manager, Mary Beltrant, Grant and Outreach Coordinator, and Jay Scherma, CEAC Liaison. Doug McFadd, Chair, was absent.

Wendy submitted the Secretary's report which was approved. Chris submitted the Treasurer's report which had no expenditures, leaving a balance of \$610.00. The Treasurer's report was approved.

Regarding job descriptions, Mary will bring a proposed job description for her position as Grant and Outreach Coordinator to the May meeting. After some discussion it was decided that the gallery runs better with one person in charge. A motion to disband the position of Assistant Gallery Manager was passed. Sheila agreed to review newly-discovered town-owned art inventory materials, and take up that project again as the newly re-instated Curator of Town-owned Art. Committee members offered to help Sheila as needed.

After reviewing CEAC forms, Mary reported that they appear accurate and consistent but is going to make sure that there are no outdated forms posted anywhere. Julia will send forms that she sends to gallery artists to Mary for review as well. Mary also read a draft press release which was approved.

The review of past CEAC minutes was deferred until the next meeting.

Genesta reported that the presentation of the CEAC donation of Portland Museum of Art materials to the CEMS and Pond Cove art teachers went well and that the teachers were delighted to receive these teaching tools.

Genesta made a motion to approach the CEHS art teachers with the idea of a new CEAC logo design contest for high school art students. The motion was approved.

There were no new gallery applications. Wendy reported that the Rose Kenneally reception went well despite the snow storm.

There were no new grant applications.

Chris reported that he would have access to film equipment for a summer film event. A motion was passed for him to get time and date information to bring to the next meeting.

A motion was passed to empower Genesta to request \$55.00 from the CEAC budget for a table at the Labor Day Art Show to display past art purchases and provide information about CEAC activities.

The next meeting of the CEAC is May 10, 2011.

Respectfully submitted,  
Wendy Seltzer, Secretary

