

MINUTES

Marion Craine Gallery Exhibition Committee Meeting

March 27, 2013

Call to Order:

A quorum was established and the meeting called to order at 10:02 a.m. by Eileen Godin. The meeting was held in the Trustees Room of Snow Library.

Meeting Attendance:

- ***Committee Members present:*** Florence Adams, Eileen Godin, Marcy Haffner, Amy Heller, Kathy Meyers, and Andree Yager.
- ***Library Staff members present:*** Acting Director, Tavi Prugno and Principal Clerk, Anita Firmin.
- ***Others present for regular Marion Craine Gallery Meeting:*** Board of Trustees Liaison, Megan Fates.
- ***Absent:*** Committee members, Margaret Furness and Betsy Wagner.

Public Comment:

- None.

Approval of minutes:

- The minutes of the Marion Craine Gallery Exhibition Committee Meeting held February 20, 2013, were amended, reviewed and accepted.

Financial Report:

- No changes from the previous month. No new deposits or expenses.

Library Director's Report:

- Acting Director Prugno noted that a patron brought in a postcard advertising the May art show, which is a combined show at the Firehouse Gallery and Snow Library. The postcard is advertising the art show as a juried show, which is prohibited by the guidelines stated in the "Policy for Exhibits in the Marion Craine Room Gallery". Concern was raised by a few patrons that Snow Library will be hosting a juried show. The Committee had a discussion on how the Orleans Cultural Commission (OCC) was addressing these concerns. The OCC has produced new posters to draw attention away from Snow Library as a juried show and emphasize that the juried portion of the show is at the Firehouse Gallery.
- Food permits are in place for the remainder of the year for events that will be held in the Craine Gallery. The permits will need to be posted at the receptions held.

Trustee Liaison's Report:

- Trustee Megan Fates informed the Committee that the wording changes "All works on paper must be suitably framed for hanging and protection, with the exception of our student exhibits from the elementary, middle and high schools" that were proposed to the "Guidelines for Exhibitors in the Marion Craine Room Gallery" by the Committee were reviewed by the Board of Trustees of Snow Library and will be voted upon at their next meeting in April.

Regular Meeting:

- The Committee discussed a new checklist "Guidelines for CG Show Coordinators" that will help to document the process for monthly shows. One important component is having a backup coordinator for each show. Coordinators will need to confirm with artists and Snow Library to make sure that dates for set-up, receptions, and take-downs are posted and not in conflict with other library events.
- The new signs are in the Library and Craine Gallery members will need to coordinate the posting of the signs for the beginning of the month for new exhibits and taking down the signs by the 11th day of each month as stated in the permit. Signs will be put up at the end of the parking lot near the street to announce new exhibits and receptions, as needed.
- Amy Heller talked about purchasing a glass wall case at the entrance of the Craine Gallery, which would be used for announcing various art shows and receptions, as well as other events which occur in the Craine Gallery. She discussed publicity via radio public announcements, local papers and posters at the town hall or other libraries. A suggestion to have a small postcard announcing receptions near the circulation desk was made. Further discussion will be held at a future meeting.
- The next Craine Gallery Meeting will be held Wednesday, April 24, 2013 at 9:30 a.m.

Old Business:

- None.

Review Gallery Schedule:

- November is the only month for 2013 that does not have an art show scheduled. Two artists were mentioned for a potential show. Follow-up calls will be made by committee members to request a sample of work and a vote will be taken at the next meeting for a show in November.
- Further decisions will be made at a future meeting regarding additional exhibits in 2013 and 2014.

Items for Future Agendas:

- None.

Adjournment:

- A Motion was made and seconded to "*adjourn the meeting*" at 11:35 a.m. The motion carried with a vote of 6-0-0.

Respectfully submitted, Anita Firmin

**APPROVED BY THE MARION CRAINE GALLERY EXHIBITION COMMITTEE
ON APRIL 24, 2013.**