

MINUTES

ORLEANS TOWN CLERK
K. Deery, ASK
'14 MAY 22 10:45AM

Marion Craine Room Gallery Exhibition ("MCRGE") Committee Meeting Wednesday, April 16, 2014

Call to Order:

A quorum being established, the meeting was called to order at 10:00am, Wednesday, April 16, 2014 by Eileen Godin, Chairman. The meeting was in the Snow Library Trustees Room.

Meeting Attendance:

Committee members present: Florence Adams, Eileen Godin, Kathy Meyers, Marcy Haffner, Ellen Mulroney, Betsy Wagner, and Andree Yager.

Library Staff members present: Snow Library Director Tavi Prugno, Principal-Clerk, Tom Michels

Others present: Barbara Natale: Board of Trustees representative

Committee Members absent: Megan Fates.

Public Comment:

None

Minutes:

Minutes for the Committee Meeting dated February 19, 2014 were tentatively approved as presented but will be ratified next meeting.

Financial Report:

Director Tavi Prugno reported that the balance in the MCRGE Fund is currently \$2,140.62. There was no activity in this account during the month. Total activity for the year reflects one \$50 deposit in August from an exhibitor and one expense of \$165 for busing the Orleans Elementary School 4th graders to the Cape Cod Museum of Art ("CCMA") in conjunction with this month's Craine exhibit.

General Meeting:

- In response to a question regarding the septic system problem and expected construction, the Director of the Snow Library Tavi Prugno reported that any potential

for closing would be after May 21st although it was now looking possible that at least one scenario would not require the Library to close.

- Some schedule changes were discussed and would be reflected on the revised schedule. Because of the potential closing the ViewFinders were given the opportunity to hang in May and stay up through June but they could not have their work ready for that change. The committee was asked to submit suggestions for the May / June period.
- A reception for artists that have participated in the Craine Gallery over the past few years is being planned. An attempt to contact all artists that have exhibited since 2004 was discussed. As to timing it was felt that the 3rd Wednesday in September would be a good target date. The creation of an invitation was discussed and assignments were made. Florence Adams would have the master sheet and she and Marcy Haffner would come up with the invitations and the list. A question as to whether a certified food handler was necessary was answered, - if all the food was prepared professionally this would not be required. Using the ship logo was discussed and it was agreed that it would be good branding and should be used on the invitation.
- It was suggested that everyone look at the high school exhibit as it had some great attributes.
- It was mentioned that the 2nd Saturday of the month is generally reserved for receptions and that some date tweaking was necessary. The schedule will be further reviewed and assignments made.
- The process of attracting artists and the application process was discussed briefly.
- The Committee approved the Visual Artist Collective tentatively for May 2015. The Collective consists of 20 artists and they have been seen before. They must however complete the application process to firm the approval.
- The Committee again discussed ways of adding people to the Committee. Applications to join the Committee will be in the Craine Gallery with some signage.
- Publicity was discussed. It is agreed that not much has been done but that the Committee should provide the artists with a list of places where they can advertise. Those having contacts with the press or other ideas should bring them to the next meeting so that a list can be constructed.
- Director Prugno pointed out that in the package there was a list of policies related to the Craine Gallery and that if the Committee wanted input into those they should assign Committee members to review them. Some were assigned. It was pointed out that the Board of Trustees was in the process of updating all relevant policies of the Library and the Craine Gallery.
- Some discussion ensued that the name of the Craine Gallery and the Committee should be made consistent. Some called it the Craine Room Gallery Committee some the Marion Craine Gallery Committee some the Marion Craine Room Committee. If possible they would like to be called the Craine Gallery Committee and have the room referred to as the Craine Gallery. Barbara Natale reminded the Committee that this was

something that had to be done by the Trustees and that she would take it to the Trustees of the next meeting.

- The Committee was reminded of the Betty Steele-Jeffers farewell party.

Items for Future Agendas:

- Next month the Committee would like to further discuss Public Relations and Publicity.
- Additionally the committee would like to create new Mission Statement.
- The Committee would like to create a letter of thanks to the staff.
- Policies should be reviewed for submission to the Trustees for approval.

Next meeting will be May 21, 2014. **The meeting was adjourned at 11:12 am.**

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tom Michels".

Tom Michels, Principal Clerk, Snow Library

Approved by the Marion Craine Room Gallery Committee on May 21, 2014
