

Westport Public Art Collection Committee Meeting

May 3, 2019 9:00am

Attendees: Inna Agujen, Kathie Bennewitz, Randa Trivisono, Ive Covaci, Tom Scavone, Jen Fridland, Eve Potts, Marion Morra, Imke Loh, Barbara Wang.

Minutes submitted by Barbara Wang

Minutes

Meeting held at Town Hall, Rm 201

1.Collection Inventory Status

A. Progress to date: Only 3 areas left to complete: Closet, Firehouse, re-inventory Senior Center.

B. Request for membership assistance: Signup Genius will be resent out.

2.Recruitment Update:

A.Will continue pursuing people from the brunch. New people need bios for official joining. Volunteers are allowed to help out - but can not handle art unless they join officially in order to get covered by town insurance policy.

B.Randa/Inna will send memo to Tom to get submitted to Principals for weekly blasts at schools as now is the time for recruitment for Fall.

3. Staples Intern Update: We will have 2 Staples interns - HOORAY! They will be working 85-110 hours, from May 20th till about June 12th. Ive met with them and went over taks, projects, and priorities. These include: Storage closet inventory project, Firehouse and Senior Center inventories, updating the website, Controlling our instagramm feed for the month, prep work for the Gala, Senior Center task lists, and additional hanging opportunities at schools. We are excited to have them and hope the enjoy the experience.

4.Data Entry: Megan continues working to update the data entry files.

5.Senior Center Task List: List of items to be handled - will ask for the Interns to work on this, as well a signup genius will be sent out if more committee assistance is needed. This includes Cartoon Corner to be set up; labels and signage on art in the building; PR work; walking tour dates to be set up.

Additionally: Eve will reach out to Mark DeRosa and his BMS Cartoon club - they may want a field trip to the Senior Center... may want to share their work with the Seniors.

6.Calendar Update: On May 5, I've will collect all art. On Friday May 10 committee will review and select art and forward to production. Tom will thank the teachers: we had increased response this year!

7.Friends issues: Drew Friedman Foundation - "Teaching Galleries" - proposal to get a single person from our committee to be responsible for this project - to liaise with each school and their art teachers. Tom recommends focusing on the elementary schools. Need Rep to identify School, wall space to be targeted, and what will be needed to bring it to fruition. Staples and Long Lots are already being done.

8.Site Representative Reports: Currently all schools hosting their Museum Nights. Additionally important that all reps reach out to their principals and ask what construction/painting is to happen over the summer - what artwork might be impact, need to be temporarily relocated.

9.Storage and Framing:

A.We are out of money for framing except for emergencies.

B.Storage: we need to be out of the temporary room at SHS. These pieces need labels, etc... hoping the interns can help to organize and move these works out.

10.Additional items for review:

A.Friends Gala is June 12th 6-9pm.

B.BEFORE JUNE 30th: Kathie has been working with the Town on renewing our stewardship and hopefully extending it to a 7 or 10 year stewardship over current 3 year. She will present to them our new policies, collection management guidelines.

C.Lots of requests for Artwork: this is great to cycle things out of the system, get things out of storage!

D.Need to submit to Board by June 10th (?) a memo of our "End of Year Report" or presentation to be made if needed. Inna will find out what they are looking for - for June or August Board meetings.

10. Next meeting is scheduled for Friday June 14. However this is last friday before Westport Public Schools break for summer. Recommend cancel this meeting and move to earlier Friday of June 7. Barbara will coordinate with the Town.

Next meeting: Friday June 7, 2019 9am Room 201.