



MAEA Board Meeting Agenda
Wednesday, August 23, 2017
5:00pm to 7:00pm
Worcester Center for Crafts, Worcester, MA

MAEA Board Google Folder:

<https://drive.google.com/drive/folders/0B6kbajYxVag8fmVSUmY0VWIGSmtYVkrHc1BpOTRIRkdEY2NvcGkzUnhEcEx5ZFRSbzV3cjl?usp=sharing>

Please request access to folders for specific committees directly from the committee chairs, to request general access please contact secretary@massarted.com

PRESENT: Laura Marotta, Melissa Hayes, Helen Downey, Coni Moore, Stacy Lord, Sheila Tetler, Amy Briggs, Diana Woodruff, and Kay Furst

VIRTUAL/ ZOOM: Billy Claire, Mary Geisser

PROXY: Melissa Hayes = Jessica Sassaman; Coni Moore = Erin Sutton; and Helen Downey = Carolann Tebbetts and Billy (when his connection became muted)

MISSION: The mission of the Massachusetts Art Education Association (MAEA) is to advance high quality visual arts education throughout the state by empowering art educators to excel in the practice, instruction, promotion, and celebration of visual art.

Meeting Begins: 5:24 pm

1. Acceptance of Minutes and Reports
Coni Moore, Interim Secretary

- See minutes in google “Agenda and Minutes” folder (July)
- See reports in google folder (August) PLEASE READ REPORTS PRIOR TO MEETING
 - August Reports - Discussion
 - **REMINDER: Discussion - “Around the table”, you may pass if you don’t have anything, or you may share your commentary when it is your turn**
 - Parking lot - Have your paper out in case you have a topic that you would like to put in for the next meeting or discuss during “new business”

Discussion: Laura: Reminder, we will continue to go around the table for discussion, and utilize the parking lot to note ideas / comments for new business or the next meeting.

Action:

Minutes

Motion to accept minutes made by: Helen; Seconded by: Stacy. No discussion. All in favor; Sheila abstained

Reports:

Motion to accept reports made by: Melissa; Seconded by: Diana. No discussion. All in favor.

2. Board Committee Updates/Discussion

Please see all August reports and attached items in google folder

- **Conference:** As noted in the report, Melissa would like help with NAHS and the members exhibit. The point person would reach out to teachers / members regarding the show and help facilitate drop off, etc. Mary will help with the members show. Helen will reach out to Heidi Hurley to help with the NAHS show. Kay and Eleena will reach out to contacts they have at institutions across the state for potential conference hosting in 2019 and beyond.
- **PR:** As noted in the reports, PR met with Mark & Scott at Slocum Studio. Goal is to roll out the new web site right after the conference, with sharing of the new site at the annual meeting at the conference. They understand our priorities, and we discussed options. Please reach out to the PR Committee, if you have thoughts / comments or you want to join PR. Kathryn will be taking over as publications editor.
- **Exhibitions:** Coni and Helen Reported → On August 4th Erin and Helen met with Michelle Hayes, Facility Manager for the Department of Capital Asset Management and Maintenance (DCAMM) at the STB. The purpose was to continue our agreement with the STB, and present a proposal / MOU for the use of school the gallery / display space there with the understanding that MAEA would be responsible for four exhibits per year. This year these will be: the fall high school Photography Exhibit, YAM, the proposed Early Childhood Show, and summer Members Show; Mel stated that everyone felt that it was important to keep the Space. Helen: as we curate different shows e.g. middle school show down the road, we will ask teachers who have art in the show to volunteer to help hang / take the show down.
- **Treasurer:** Helen would like to discuss the option to increase the membership dues. Helen will put together a proposal for a future meeting before the end of the year. As stated in the report, we had to pay \$850. For the non-profit filing. We still need to pay the accountant. We are in the process of closing down the old bank account, but Helen needs to touch base with Billy → re: changing auto billing for the web host, etc.
- **Awards:** Mary we had 3 people who were disqualified because they did not renew their membership. Laura asked what the process is when the nomination selections come back from RI and we look at the scores. Mary: Google form rubric nominees graded on it whoever is highest, if there is a tie, it goes back to RI and then they decide on it. Some categories were uncontested, so they were not sent to RI. There was one person who was nominated for two categories, we ended up selecting the area that they scored higher in.

VOTING:

AWARDS:
EXHIBITIONS:
YAM
PR.

Discussion: Laura asked if Kathryn will be attending meetings.

Action PR: Voted to have Kathryn appointed as Editor of our Journal:

Motion to accept Kathryn as publications editor made by: Laura; Seconded by: Helen. No discussion. All in favor, none abstained, none opposed.

Discussion: Exhibitions: General consensus: we need to generate more volunteers to help hang and take-down our exhibitions.

Discussion: Awards:

Mary: There are different versions of who is eligible and who is not. MAEA Board of directors, Committee chairs while on board not eligible for awards. At conference time, we will encourage people to nominate colleagues for awards. Have things available, information, etc.

Sheila makes motion that board of directors, Committee chairs not be eligible for awards, Coni seconds it

Discussion: Helen asks why Chairs cannot be given awards.

Thereafter: Mel motions to open nominations starting at the conference / awards ceremony, close it with MAEA timeline close, align with MAEA awards; Laura: Seconds it
All were in favor, passed, none abstained,

Action: As award nominations come in, fill out nominee forms, online, the nominee piece takes a long time

Sheila mentions that in 2018 we will not have a conference; therefore, awards will be for 2019.

Discussion: Exhibitions: General consensus: we need to generate more volunteers to help hang and take-down our exhibitions.

Helen: YAM Recognition, wants to roll it out this year. People who do YAM have the opportunity to submit earlier HS students for now GOLD, SILVER, HM could still be hung as part of YAM

Can utilize drop offs. Sargent not on board with the dividing of awards

Helen makes the motion to roll out recognition awards; Seconded by Diana

Discussion: Sheila concerned that YAM has always been a recognition for kids not necessarily those going to art school.

Helen thought 6 pieces submitted that may not be up to par for the recognition exhibit

Coni 6 pieces, maybe 2 could be for recognition

Diana asks for clarification,

Helen: could submit up to four pieces for the recognition

Stacy wants clarification about why

Helen: we are trying to create our own version of YAM

Stacy suggests that four be for recognition, and 6 for YAM

If you notify people by the 15th

Helen motion amended: ALL teachers may submit up to 4 pieces digitally by Dec 8th; YAM would have flyer and 6 pieces (YAM submission in Jan.), teachers choice of the 4 pieces

Amy thinks that we need to be clear and specific about the two shows

Diana: make it clear

Action: Will be rolling out the whole thing for Recognition and YAM

3. Membership Proposal - Discussion

Please review proposal submitted by Melissa Hayes:

https://docs.google.com/document/d/1oGPbsB11SYkZ_YwE9d6vUmgEp12k8kcuhJKYQuvj7yk/edit

Discussion: Melissa: 50 subscriptions from Davis options in proposal
Based on feedback referral program
Melissa would like to push the referral program
MAEA Swag pack
Rebate on MAEA dues
Swag donated from a vendor
% discount on conference presenters get free conference
How are we keeping track of referrals
We would need to push
Chrisite from NAEA could send new members earlier to us
Who is going to work on this?
Laura: knowing different boards that have lots to do have a task force e.g. big event
Put together a task force
Clear timeline with task force
Mel: this shouldn't be something that lives under PR
77 participants for the convention not members
Promote at the conference
Helen: doesn't think that just entering names in a drawing is effective
New member gets the gift subscription
What are we giving the referee?
Laura likes the idea of a slight discount on conference discount, but hard to keep track of
Helen says the referee would like more than a thank you
Coni we could flip the incentives the referee gets the subscription and the new member gets a percentage off conference fee → 25% off the 2019 conference
Mel motions: referral program will still be as outline in report the referee get the magazine subscription; Helen seconded it.
Discussion: Helen wants referee who gets it to go into raffle, some said too many things
Sheila says 2019 is too far away
Mel doesn't want to amend it, Julian and Julia from Davis may do this again
Mel wants to keep motion with the expectation that we are rolling this out for the first time
Diana asks if we can move this forward
Vote: All were in favor.

Action: We will talk about this long term at the next meeting.

4. Upcoming Elections

Positions up for election/re-election

Discussion: Elections Treasurer and Secretary coming up for the fall if we do this now everyone will come up for election at the same time. We need to consider what to do; do we skip this year and do it next year, or do we make it a three year term? We could keep the timeline the way it is.

Action: We need to bring forth a proposal; Helen we also need to deal with the representatives. We will make a proposal bring it to next meeting.

5. Umass Dartmouth/MAEA MOU Draft Comment Review/Discussion

Please review the comments made on the draft MOU between Umass Dartmouth/MAEA located in the August reports folder. We will have an around the table discussion regarding comments.

Please see NAEA's conflict of interest policy here: https://docs.google.com/document/d/1I6FY3zTNDUKbNUOURgTSTc0_g7ER1RsZz4yIdmuxdU4/edit

Discussion: None

Action: MOU saved for next time Kristi not here.

5. New Business - Discussion

- *At the end of each board meeting, we will take 10-15 minutes for new business. New business may be anything not included in this month's agenda that you have written down in your "parking lot" notepad during the meeting, or any topic that you want to bring up to share or for people to think about before the next meeting.*

Discussion: [Baikti Sargent award for the flag \\$1,000](#)

Mary: [Feed Back about Reggio show, Helen mentioned that STB not open on the weekends](#)

Action: [Next time we will talk about action items and how to do them.](#)

Next meeting: [Sept. 21st at Winthrop High School; 400 Main Street; Winthrop, MA 02152 Room 321.](#)

[Meeting adjourned: 7:43 pm](#)