



## MAEA Minutes 8/11/10

### Worcester Art Museum

Christopher Whitehead, Sarah Dugan, Laura Sapelly, Carolann Tebbetts, Ralph Caouette, Martha Taunton (UMass), Carol Vogel, Helen Downey, Kerry Bart-Raber, Ann Marie Picard, Donna Drewnowski

4:15 - Christopher calls the meeting to order

Introduces Martha from UMass Amherst re: conference

#### CONFERENCE:

Questions, comments from Martha:

- Conf website - info, links (vendors, museums,, workshop descriptions, sources, hotel, restaurants; what needs to be added to it?
- How are vendors defined? Can "craftspeople" get a spot to display?  
Yes, the crafts people can pay the vendor fee and set up a spot.
- Reiterated 9/15 deadline for submission of proposal descriptions  
9/18 - Committee meets to decide which proposals to be accepted and room assignments
- Reiterated 10/15 as date of confirmation of acceptance of proposals
- Martha - tentative posting of conference website at the end of August?  
Conflict because of later date for accepting of proposal  
What about posting everything except the proposals?  
Could registration be a two step process? Register w/o workshops posted; then post workshops when decided upon  
Reiterated about workshop fees - there aren't any - and how costs are paid - from the treasury; no upfront fees (if there's a cost workshop, it will be mentioned in the workshop description)  
Ralph - suggested "alerts" for MAEA website for important dates re: conference
- **Intros of new attendees to meeting**  
Carolann - National Art Honor Society Representative  
Kerry - new Youth Art Month Co-coordinator
- Discussion about scheduling of workshops via conference services, who will have someone on site for workshop switches
- Review of Martha's handout of text of what's included on conference website  
Condense "exhibition" tabs into one (breaking into the 3 categories after the pg jump)  
Confirming dates of member exhibition as going to Dec 11th; mention of drop off points for work  
Review submission date for exhibition as Sept 20 so that it can be juried and cards can be printed up

Awards - 2010 listed only (2009 are not available) w link to MAEA 2009 list\* ( to update MAEA website Awards page)

**Vendor ?'s** - wants to have the table and ALSO attend workshops; does vendor fees cover attn to workshops? Agreement on an extra charge for that; discussion re: what to charge (decision is an extra fee of \$55/\$230 total)

Carolann - suggestion re: layout of buttons on pages - keep continuity

Keynote - now being held in a music dept auditorium

Reviewing "meet up groups" to visit museums (not taken care of by UMass, separate costs incurred)

Discussion of adding online "presence" to website as part of vendor package (as a corporate sponsor = \$ extra fee for a banner ad; all vendors provided w a link on the site)

- Awardees get free meal (+1) but NOT registration
- Presenters get ONE free reg; \$25 luncheon (amend site which currently says \$45)
- Payment to keynote speaker - MAEA will pay all expenses (conf services will only collect \$\$ and then give MAEA their share)
- Mention of PDP's - available, signoff on workshop presentation and attendance at end of day Saturday

Conference (previous) agenda items -

- Mention of # of attendees to conf services - tabled until closer to conference
- On campus hotel link on website - CW will be responsible for updating MAEA site
- Email blast of presenter form - done 7/23

Add vendor form to MAEA website; vendor packets emailed to vendors 8/10 by June

How much can be spent on a workshop presentation? Fees/costs addressed two ways

- Presenter requests reimbursement upon workshop proposal
- Presenter requests in workshop description for materials/fee to be brought

## **AWARDS REPORT -**

Helen - 2011 awards will be decided upon @ the Sept meeting

Nat'l awards nominee packets need to be submitted to Helen by Sept 1st for an Oct 1st submittal

Christopher is working w Nat'l in rewriting one of the rubrics for the national awards

Helen asked Ralph about letters of recommendation being only 1 page long; he answered not necessarily

## **YOUTH ART MONTH -**

Short review w Keri as to what she needs to do/stay on top of (obtain Leah's notes)

Sue Gallagher is responsible for "Teen Night"; should be falling on a 3rd Thursday; Christopher already booked room

YAM out east (metro Boston) - Kim Kant; Sarah Dugan asked for email to contact her re: getting on board

### **WEBSITE UPDATE AND REVIEW:**

Reaffirmed new wallpaper w kids' work

CW reviewed presenter form - just a website form, NOT requiring additional software

Updated board members and new pictures for new members

Addition of advocacy pg link from NAEA

Student/Teacher spotlight - email blast to promote, perhaps an announcement at conference

**TREASURER REPORT: no report. John Michael was not present.**

### **NATIONAL ART ALL STARS -**

Review of a possible raffle at conference

Ralph reminded CW that someone on the steering committee should be applying for one of the Teacher Support Grants from the NAEA Foundation

### **QUESTIONS/CONCERNS -**

Carolann wants to know how to get contact name list for getting in touch w schools that don't have Nat'l Art Honor Society

And who could/would pay for it

Provide a link for MAEA website

CW moves to adjourn @ 6:17pm