



## CAEA Representative Council Meeting Agenda

**Saturday February 27<sup>th</sup>, 2016**

**Art Institute of Colorado, 1200 Lincoln Street, Denver, CO 80203**

8:00-8:30 AM Continental Breakfast

8:30 AM Call to Order

Lunch will be served

12:00 PM Meeting adjourned. Review the Scholastics show at the Colorado History Museum

### Exec Council

X\_Pres. Vanessa Quintana  
 X\_PE DJ Osmack  
 \_\_\_VP Ben Quinn  
 X\_TR Alexis Quintana  
 X\_SEC Rachel Delany  
 X\_PP Elizabeth Licence

### Rep Council: Regional

\_\_\_NW *open*  
 X\_NE Christina Martinez  
 X\_NC Sharon Jacobson-Speedy  
 \_\_\_WC *open*  
 X\_EC Lisa Cross  
 X\_DM Kim Chlumsky  
 X\_DM Mike Carroll  
 \_\_\_SW Kari Pepper  
 \_\_\_SC *open*  
 \_\_\_SE *open*

### Rep Council: Divisional

\_\_\_E Amy Marsh  
 \_\_\_MS *open*  
 \_\_\_HS *open*  
 X\_PIC Jesse Diaz  
 \_\_\_PIC Sam Mizwicki  
 X\_ML Carrie Mann  
 \_\_\_M/G *open*  
 X\_HE Theresa Clowes  
 \_\_\_SPR *open*  
 \_\_\_STU *open*  
 \_\_\_RET *open*

### Rep Council: Task Force Chairs

\_\_\_CM Sophia King  
 X\_SAA Pam Starck  
 X\_YAM Justine Sawyer  
 X\_AS Mike Carroll  
 \_\_\_AA Cathy Moore  
 \_\_\_AW Kim Williams  
 \_\_\_SpC Lisa Adams  
 X\_CE Alexa Overby  
 X\_CAEAE Michael Cellan  
 X\_WM Robin Wolfe  
 X\_SM Christina Martinez  
 \_\_\_AL *open*  
 \_\_\_SuC *open*

**CAEA Mission Statement:** The purpose of CAEA is to advance, improve, encourage and stimulate the quality of education in the visual arts in the state of Colorado.

### Order of Business

Meeting called to order at

**Presidency turn over-** Elizabeth Licence *started a couple of sessions ago the reading of the mission statement, mission statement read. Officially starting 2016*

with Vanessa as the president, Elizabeth thanked every one for allowing her to be president, she has really enjoyed being able to see what everyone is doing across the state, shared that it was an honor to be the president to advocate for art education in the state

**Welcome-** Vanessa Quintana discovered that CAEA was established in 1937, next year the association will be 80 years old, discussed the structure of the organization, DJ is the president elect and introduced the executive, the division representatives, and the task force. It is her intention that members participate/ make commitments on a level that works for them, everything that every one does is a contribution, there are 4 meeting a year the meetings in spring and winter are imperative, we need to make sure we attend because there is work accomplished during these meetings, in May we have spring conference, Ben is looking at doing the summer conference over two days. The summer rep. council meeting will now be after the school year starts, the meeting will be at the Botanic Gardens, fall conference in November, collage deadlines look at binder it has the deadlines, meeting minutes will also be on the website, action items will be in red so anyone can use the minutes as a tool, Rachael will be emailing everyone the minutes after the meeting, Tax exempt paper- is now laminated and those will be passed out, please use card so we do not have to spend money on taxes, if you purchase a lot for CAEA please use card, Rosemary and Elisabeth will be copy editors for collage, and Alexa will be editor she is taking over, with the publications there is a timeline for submissions, the website will have clearer deadlines for collage, you can write anything for collage, recruit people to submit materials to collage, please reach out to regions and let them know that the good work they are doing should be in collage, fall conference is the biggest event of the association, we all need to be on committees for the conference, in April we will signup for committees, please start considering what committee you would like to contribute to,

### Action Items-

April council meeting we will be voting on awards recipients, it is imperative that members attend this meeting

Minutes from the meeting will be posted to the website

Rachael will be email everyone the minutes after the meeting

In April we will be signing up for committees to serve on for fall conference,

please consider what committee work you would like to contribute to

Summer council meeting will be held at the Botanical Gardens

## **Current Business (1.5 hour)**

**Membership-** Michael Cellan

**Finances-** Alexis Quintana is building systems to get the finances organized building a structure so that the next person who takes over has a clear and easy system to use, Quick Books will now be used to track finances, we have new reimbursement forms on the website, can be printed and mailed with attached original receipts, the IRS requires the original receipt, please send those

**Action Items-**

New forms for reimbursement are on the website, Lexi needs original receipts attached to these forms

Vanessa will be sure to get the laminated tax exempt cards to council members

**Collage-** Alexa Overby winter issue is almost done, spring issue is coming along, would like to see a bit more in the spring issue, wants to have teachers in training maybe contribute an article, please ask people to contribute, materials can be submitted any time, Regis will be starting some new class in the fall and they will be contributing to collage, the submission process will be streamlined and simplified, looking for ideas on how to create deadlines- that are more simplified and specific, when you meet someone that is doing some thing amazing ask them to write about the project and submit to collage, Lisa spoke about google clandeat and how this helpful- because it could create the opportunity to set-up hard deadlines, Action item: Alexa will send out emails before deadlines as a reminder, Pam and Justine discussed the mass email option monthly, discussion of who would send the mass email-Vanessa will discuss this with Ben. Vanessa discussed the CAEA google drive, should collage be on this google drive? There are mechanisms to lock the google drive, Alexa and Vanessa will discuss this further

**Action Items-**

Please encourage people to contribute articles to collage, spread the word

Alexa will send out a mass email reminder of upcoming deadlines for article submissions

Alexa and Vanessa will discuss options for moving collage to CAEA google drive

**YAM-** Justine Sawyer thanked every one in the room, there are 67 artworks for the state capital show, se is hanging the show on Monday, 27 teachers submitted work for show from around the state, this will March 1-11, there will be closing reception 3:30-5:00 on the 11th, they will be honoring artists and educators at 4:15, announced the winners during the meeting, this information will be updated to the website by Justine, requested that teachers collect materials for national report, would like to have this information by May 1<sup>st</sup>, but if you have anything now you can send this material to her now, please have them contact Justine- request a proclamation from important leaders in your area, to designate March as youth art month, it is very easy to request the proclamation the form is on the website under members for youth art month, near the bottom of page there is the form for 2016.

**Action Items-**

Justine will be updating the website with information on the awards

Justine is collecting information for the national report, asked attendees to gather materials for the report, she needs the information by May 1<sup>st</sup>,

Consider requesting a proclamation in your area to designate March as YAM, forms are on website

**Scholastics-** Pam Starck goal for this year was to have more people involved from the rural areas, this goal was met, thanked everyone for spreading the word, AIC hosted the judging, there was over 6,000 pieces of work in 14 categories, Middle Schools we need more work, there were 50 judges, Cocktail party at History Colorado, state legislators were invited, the awards are next Saturday, AIC will be hosting the scholarship awards ceremony, RMCAD and AIC have summer programs for students,

**Action Items-**

AIC and RMCAD have summer programs for students, please let teachers know

**Art Source-** Michael Carroll Michelle Zuccaro is now incharge- April 1<sup>st</sup> deadline for application, the institute will run from June 19<sup>th</sup>-24 up in Allens Park, CAEA still has last years instatute on website, discussion of linking webistes between art

source and CAEA, it is in the advocacy drop down menu, Robin will update artsource information, the link will allow us to not have to update.

### Action Items-

April 1<sup>st</sup> is the deadline for application to the summer institute

Discussion of linking websites so that Robin does not have to update information

**CAEAE- Michael Cellan** Working with various art centers for the show traveling, the 2015 show, the artwork for 2016 is due April 18<sup>th</sup> and the work has to be there- you deliver your work, 80 people have shown an interest in showing for 2016 exhibition, there are size restrictions, please contact Cecily if you have work that is large, May 6<sup>th</sup> through July 2<sup>nd</sup>, One more show to take around the state for 2017, thinking about moving it around to little towns, let him know if you know about locations that would be able to host an exhibition of about 30 works, he prefers sites that can hang the work, Vanessa will speak with Connie about hosting the 2015 show at UNC during the CIEA institute,

### Action Items

Vanessa will speak with Connie Stewart regarding the 2015 show being exhibited during the CIEA Institute

2017 exhibition will also be a traveling show, Michael is looking to have the show in small towns, if you know about locations that could host the show please reach out to Michael, preferable sites are those that can hang the work

Artwork for the 2016 show needs to be delivered to CVA, Center for Visual Art by April 18<sup>th</sup>

**Spring Conference-** Lisa Adams Vanessa shared information, there will be 5 artists running workshops

**Summer Conferences-** Ben Quinn Vanessa shared that Ben is intending on the summer conference being 2 days, Do you know anyone who wants to host a conference in a region of Colorado further out? Robin shared that if you want to do this you need a minimum of 5 confirmed attendees, colleges have shown an interest in supporting these smaller local conferences

### Action Items-

Those interested in running a local conference/workshop should contact Vanessa for more information

**Educator Effectiveness-** Donna Goodwin did not attend today because of illness

**Advocacy-** Cathy Moore

**Representative Positions-** Vanessa Quintana there are positions open and asked that we recruit for the open positions, we need middle school and high school division reps, send interested individuals to Vanessa.

### Action Items-

There are a number of representative council positions open, please recruit for these open positions have interested individuals contact Vanessa.

**DaVinci Institute-** Vanessa Quintana Colorado won a DiVinci Intitute Day- which will be offered to the Representative Council, there are two Saturdays in April there was a vote for the meeting to be on the 23<sup>rd</sup> of April, Kim, Alexa, Lisa offered spaces, the meeting will be hosted down in Colorado Springs- Sand Creek High School, Vanessa will ask about the time frame, Lisa will need to send Vanessa photographs of her room,

### Action Items-

Da Vinci Institute day will be April April 23<sup>rd</sup>, in Colorado Spring at Sand Creek High School

Lisa Cross will send Vanessa photographs of her room

Vanessa will share photographs with coordinator for the Da Vinci Institute and will let us know the time frame for the workshop

### Break

**New Business (1.5 hour)**

### Fall Conference-

**Awards-** Representative Council worked on nomination forms, Vanessa asked

people to recruit for middle school and high school, anyone can nominate a person for an award, are there any nominations that need to be forwarded to this year? Breeze Sanchez, Jane Thomas nominated people last year and wants to know where those nominations are now Vanessa will reach out to her,

The nomination process is on the website, once you nominate someone have them fill out the Vita form, the best person to send Vita to is Kim Williams, but maybe it would best to have them send their Vita to you (the person nominating) so you can send Kim an entire completed packet with applicants Vita, Pam- there are businesses that could be nominated, such as AIC, RMCAD, History Colorado Museum, outside the profession, do we have a list of who has one, Kim has the list of who has won previously, so she can inform you about eligibility, April meeting we go through the Awards packets, Kim builds the application packets, we read and score the packets, if you nominate a person you can not score the packet,

Send Kim Williams entire packets- [CAEAawards@gmail.com](mailto:CAEAawards@gmail.com), it was decided that March 15<sup>th</sup> should be the deadline for completed packets

### Action Items-

Vanessa will share photographs with coordinator for the Da Vinci Institute and will let us know the time frame for the workshop

Complete nominations for fall conference awards, areas of need for the nominations include High School and Middle School teachers, send completed nomination forms Kim Williams [CAEAawards@gmail.com](mailto:CAEAawards@gmail.com) Provide Vanessa with a copy of your nomination forms. MARCH 15<sup>th</sup> is the final deadline for completed packets

Pam mentioned that Breeze Sanchez was nominated from last year, Vanessa will follow up on the status of that nomination to rollover to this year

Jane Thomas nominated people from last year, Vanessa will follow up on the status of those nominations to rollover to this year

**Lunch- Thank you Pam!!!**

### Calendar of Next Meetings:

- April 30, 2016 at East High School Hosted by Alexa Overby
- Summer Meeting, Pre-Conference in Late August-Early September

- Winter meeting in December