



[Alvin W. Boese Papers.](#)

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1965

# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

MALCOLM E. LEIN  
DIRECTOR

## BOARD OF DIRECTORS MEETING

16 December 1965

Saint Paul Art Center - 12:15 PM

PRESENT: Schorger, Boese, Searles, Tesar, Tully, Sample, Peck,  
Peet, Palen, Finberg, Swain, Marzitelli, Clark, Lein,  
Herrmann, Noah.

### PRESIDENTS REPORT:

1. Minutes of the October Board of Directors Meeting were amended to read as follows: (Membership Report - sentence deleted under Excursions in Art).

"Excursions in Art Calendar to be mailed to Membership bi-monthly and to consist of information on coming events of interest in the field of art".

2. It was moved, seconded and carried that the minutes of the November meeting be approved.
3. Next meeting will be held - Thursday, 13 January 1966 - 12:15 PM at the Saint Paul Art Center.
4. Mr. Finberg discussed the recommendations made by the Auditors and the Finance Committee as outlined in the attached Memorandum to the Board of Directors and Trustees from the Director, dated 14 December 1965.
  - a) After detailed discussion, it was moved by Mr. Finberg, seconded by Mr. Tully and passed that items 2 thru 5 of the memorandum be approved.
  - b) The possibility of raising special funds to pay off the \$19,000 cumulative deficit was discussed.
  - c) It was moved by Mr. Finberg, seconded by Mr. Boese and carried that item 6 be adopted.
  - d) It was moved by Mr. Searles, seconded by Mr. Tesar and carried that item 7 be approved.

### DIRECTORS REPORT:

5. Mr. and Mrs. Robert Edward Peters have given two paintings to the Permanent Collection, "VISION OF VENUS" and "THE BIRTH OF LOUIS XIII AT FOUNTAINEBLEU". The Peters Collection will be a major exhibition at the Saint Paul Art Center Opening in July 1966

6. "Communication Through Art and Industry" is the exhibition sponsored by 3M Company, which will open on 26 January 1966. This exhibition will consist of items from the Mertle Collection, (owned by 3M), items on loan from the Science Museum, and pieces from the Saint Paul Art Center Permanent Collection. The exhibition will be circulated to other museums and educational institutions.

Mr. Lein recommended that reproductions be made of up to eight pieces included in the exhibition and incorporated into a portfolio for 3M and SPAC distribution. It was moved by Mr. Clark, seconded by Mrs. Herrmann and carried.

7. Mr. Lein distributed various charts and material relating to Saint Paul Art Center budget and operations. The charts indicated Arts and Science allocations and comparisons, work load, salary budget etc.

Mr. Marzitelli stated that he had advised the staff to prepare budget requests for 1967-68 and 68-69 in accordance with actual needs regardless of anticipated fund raising limitations.

8. It was recommended by the Membership Chairman, John Schorger, that a policy be established in regard to issuing honorary memberships to couples or individuals who have given \$250 or more to the Arts and Science Fund Drive for one year. After discussion the matter was referred to the Saint Paul Art Center Membership Committee for discussion with the Arts and Science Council.
9. It was requested that Mr. Finberg report on the Art for Heart project at the next Board Meeting.
10. It was moved, seconded and carried that the meeting be adjourned.

respectfully submitted  
Pat Herrmann / secretary

recorded: Mary Kelly



# SAINT PAUL ART CENTER

30 EAST TENTH STREET

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MALCOLM E. LEIN  
DIRECTOR

## BOARD OF DIRECTORS MEETING

16 December 1965

12:15 P.M.- Saint Paul Art Center

PRESENT: Schorger, Boss, Boese, Searles, Tesar, Tully, Sample,  
Peck, Peet, Palen, Finberg, Swain, Marzitelli, Clark, Lein.

## A G E N D A

12:15           A. LUNCH

12:45           B. PRESIDENTS REPORT

1. Minutes of last meeting (distributed)
2. Next Meeting - Thursday, 13 January, 1966
3. Meeting with Auditors

C. DIRECTORS REPORT

D. PRINCIPLE ITEM FOR DISCUSSION WILL BE LONG  
RANGE BUDGET PROJECTIONS FOR 1967-68 and 1968-69.

1:45           E. ADJOURN



MEMORANDUM

TO: BOARD OF DIRECTORS AND TRUSTEES

FROM: Malcolm E. Lein, Director

DATE: 14 December 1965

1. Meeting was held this date with Mr. McCaskill and Mr. Nelson of the Auditing Firm, of Taylor-McCaskill and Mr. Marzitelli, Mr. Finberg, <sup>Mr. Heller</sup> Mr. Sample, Mr. Lein and Mrs. Moran of the Saint Paul Art Center to discuss certain recommendations made by the accounting firm in regard to general policy matters as well as a number of specific questions to be resolved in connection with the Annual Financial Statement. The following will summarize matters which were discussed and recommendations to be submitted to the Board of Directors for consideration and appropriate action.
2. \$30,000 received from the sale of the building shall be placed in the Endowment Fund, and designated "The Mr. and Mrs. Roger B. Shepard Fund". All funds which have been received in past years, which are in the nature of bequests or gifts within the general meaning of "Endowment Fund" shall be lumped together for purposes of investment. The financial report however, shall continue to list the donors of such funds in order to give appropriate recognition. At the present time the donors to be so recognized are as follows: George F. Lindsay, Miss Helen Bunn, Mrs. Cornelia Morgan, Miss Adele Lanpher, Mrs. Donald Culver, Theodore Koch, Mrs. Richard Donnelley, Mr. and Mrs. Roger B. Shepard. All other miscellaneous funds shall be consolidated into a general category of "Miscellaneous Endowment Funds", with the exception of the 3M account and the USIA account, which shall continue to be maintained separately, inasmuch as they are special project grants which will ultimately be entirely used up.
3. Future gifts to the Endowment Fund should include appropriate written restrictions or policy governing the use of principle or interest, but should permit maximum flexibility as to handling for investment and accounting purposes.
4. In general past gifts made to the Saint Paul Art Center have not contained specific restrictions by the donors, although in the course of discussion between the donors and representatives of the Art Center it was in general the desire that the gift be held in perpetuity and that the income be used for purposes of acquisitions for the Permanent Collection. Accordingly, it is recommended that the Board take positive action at this time to reaffirm its previously established operating policy in these matters as follows:

Memorandum - 14 December 1965

1. All Endowment Funds presently held by the Saint Paul Art Center shall be considered restricted funds.
2. The income from Endowment Funds shall be used solely for purposes of adding to and maintaining or preserving the Permanent Collection.
5. It is noted that a cumulative deficit of approximately \$19,000 has been carried on the books for an extended period. This deficit has been met by borrowing \$7000 from the 1st Grand Avenue State Bank and by borrowing approximately \$12,000 from our own funds. Both actions were taken by the Board of Directors in past years rather than sell securities and with the intent that the deficits would ultimately be made up and the loans paid off. The Saint Paul Art Center budget request for 1966-67 includes an amount of \$7000 for debt repayment. It is recommended that the deficit continue to be recognized and that request be made for necessary reimbursement by the Arts and Science Fund. It is intended that the deficit should remain on the books as a liability together with an off-setting "account receivable" entry due the Endowment Fund.
6. In the past capital gains payments received from securities held by the Art Center have been added to the Endowment Fund rather than used for purchases for the Permanent Collection. Consideration should be given to establishing a specific policy in this connection for future guidance. It is recommended that capital gains income received during the 1964-65 year be added to the Endowment Fund rather than treated as "Dividend and Interest Income".
7. Present check signature requirements were reviewed. After discussion it is recommended that:

"Either the Director or the Assistant Director sign all checks issued by the Saint Paul Art Center with only one signature being required for checks up to \$500.00, and for all salary and withholding deposits. For all other checks an additional signature of either the President or the Treasurer will be required".



# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

MALCOLM E. LEIN  
DIRECTOR

DEAR BOARD MEMBER:

The December Board of Directors Meeting of the  
Saint Paul Art Center will be held on 16 December, 1965,  
at 12:15 p.m., in the library of the Art Center.

A card is enclosed with an envelope, and we would  
appreciate your returning the card indicating whether  
or not you will be able to attend.

Thank you for your cooperation.

Mary Kelly  
Secretary to the Director





SAINT PAUL ART CENTER

56-0913-2020

3-9 Co Vinyl

11x8 1/2 11x7

The Board of Directors, Meeting of the

Saint Paul Art Center will be held on Wednesday, June

at 10:15 p.m. in the library of the Art Center.

A card is enclosed with an envelope, and as you

request your returning the card indicating whether

or not you will be able to attend.

Thank you for your cooperation.

Very truly,

Secretary of the Board

MEMORANDUM

TO: BOARD OF DIRECTORS AND TRUSTEES  
FROM: Malcolm E. Lein, Director  
DATE: 14 December 1965

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BOARD OF DIRECTORS MEETING

18 November 1965

Present: Marzitelli, Finberg, Swain, Noah, Tully, Boese,  
Tesar, Schorger, Ward, Sample, Lein.

1. This Special Meeting of the Board of Directors was called in order to comply with request by the Arts and Science Council to submit a proposed budget for 1966-67 on or before 19 November 1965. Mr. Frank Marzitelli presided.
2. It was moved, seconded and carried that the minutes of the last regular Board Meeting of 21 October 1965 be approved.
3. The next regular meeting of the Board of Directors will be held Thursday, 16 December 1965, 12:15 PM, at the Saint Paul Art Center. Principle item for discussion at that time will be long range budget projections for the years 1967-1968 and 1968-1969.
4. DIRECTORS REPORT:

Mr. Lein reported briefly on developments in connection with the Harding Museum. Mr. Philip Nason, President of the 1st National Bank, invited a small number of prominent Saint Paul businessmen to a luncheon meeting on 12 November 1965 at which Mr. Herman Silverstein President of the Harding Museum, and Mr. Alan McNab, Director of the Chicago Art Institute, presented a detailed report about the museum, its assets, and the reasons for its plan to leave Chicago as well as its interest in Saint Paul. Mr. Marzitelli, Mr. Niemeyer and Mr. Lein outlined to the group the background of negotiations which had been carried on, the importance of the Harding Museum to the City of Saint Paul, and the possibilities in connection with the use of the Federal Courts Building to house the Harding Museum Collections and the Saint Paul Art Center. Mr. Lein had previously discussed the Federal Courts Building with Mr. Silverstein and Mr. McNab; after detailed consideration it was agreed that it would be an ideal permanent location and that it would be acceptable to Mr. Silverstein. Copies of pertinent memoranda in regard to discussions about the building as well as arrangements for the Harding Museum Exhibitions at the Saint Paul Art Center are attached.



5. The proposed budget for 1966-67 was prepared in draft form by the Director, then discussed in detail at a joint meeting of the Operations / Executive Committee, and in turn presented to the Board of Directors for consideration. All categories and various specific items were discussed in detail. It was then moved, seconded and carried that the proposed 1966-67 budget, copy attached, be adopted and submitted to the Arts and Science Council. The Budget as adopted proposed earned Income in the amount of \$58,300; total expense in the amount of \$176,775; and a resulting request for \$118,475 allocation from the Arts and Science Fund in order to achieve a balanced budget. The Expense Total was made up of the following items: Salaries - \$109,800; Program - \$37,250; Education - \$9700; Administration - \$13,025; and debt reduction - \$700.
6. It was moved, seconded and carried that the meeting be adjourned.

Respectfully submitted,

Malcolm E. Lein / acting secretary

C O N F I D E N T I A L

TO: Arnold Niemeyer, President, Saint Paul Art Center  
Herman Silverstein, President, Harding Museum

FROM: Malcolm E. Lein, Director, Saint Paul Art Center

DATE: 25 October, 1965

1. Following preliminary discussion in regard to possible space to house the Harding Museum Collections in Saint Paul, the following possibilities were considered.
  - a) To build an addition to the present Arts and Science Building, at 30 E. 10th Street.
  - b) To construct an entirely new facility to house the Saint Paul Art Center and the Harding Museum.
  - c) To acquire and remodel the Federal Courts Building, to house the Saint Paul Art Center and the Harding Museum.
2. Considering all factors involved it was concluded that the most desirable choice was the Federal Courts Building. Mr. Silverstein and Mr. Lein after discussions with Mr. McNab, concluded that Mr. Lein should proceed to make the necessary contacts in Saint Paul to develop a concrete plan for the acquisition and remodeling of the Federal Courts Building.
3. The matter has been discussed in Saint Paul and Minneapolis with key individuals concerned. The response has been very favorable. The next step will be a formal meeting involving Harding Museum representatives, the Saint Paul Art Center President and Director, and key individuals in Saint Paul. Such a meeting is being arranged by the Mayor and the President of the First National Bank and is scheduled for Friday Noon, 12 November, 1965, in Saint Paul.
4. It is anticipated that this meeting will mark the start of the project to obtain the Federal Courts Building and the necessary funds for its remodeling as indicated above. Assuming favorable conclusion at this meeting, a formal committee to carry through the project will be appointed.

MEMORANDUM

TO: Mr. Herman Silverstein, President, Harding Museum  
FROM: Malcolm E. Lein, Director, Saint Paul Art Center  
DATE: 29 October, 1965

SUBJECT: HARDING MUSEUM COLLECTION / EXHIBITION I

PART I: Summary of General Exhibition Plan

- A. In a joint announcement issued on 30 April, 1965 by Arnold Niemeyer, President of the Saint Paul Art Center, Saint Paul, Minnesota, and Herman Silverstein, President of the Harding Museum, Chicago, Illinois, plans were laid for a series of exhibitions of portions of the Harding Museum Collection at the Saint Paul Art Center. Exhibitions will include Paintings and Sculpture by Frederic Remington, Arms and Armor, Musical Instruments, Medieval Painting and Sculpture, and various other specialized fields; each will continue for approximately six months, and the series will extend over a two year period.
- B. Over-all planning and scheduling is the joint responsibility of the Harding Museum and the Saint Paul Art Center.
- C. Selection of items to be included in each exhibition is the primary responsibility of the Harding Museum Staff, but will be coordinated with the Saint Paul Art Center Staff.
- D. Costs of shipping, installation, and catalog will be the responsibility of the Saint Paul Art Center. Insurance coverage of the collection will be maintained by the Harding Museum.

PART II: Summary of Specific Plans for Exhibition I

- A. Dates: 25 May to 31 December, 1966 (tentative closing date)
  1. Exhibition I is scheduled to open concurrently with an exhibition of contemporary religious art drawn from Twin Cities area sources. Pieces from the Harding Museum collection will include Medieval paintings and sculpture; drawings, paintings, sculpture and crafts will comprise the contemporary group. Other works from the Saint Paul Art Center collection will be on exhibit to compliment the Harding Museum and Religious Art Show. A catalog of the Harding Collection will be prepared by the Saint Paul Art Center. (see B below)



2. A reception from 8-11 PM in the Art Center Galleries is planned for the 25 May Opening. It is anticipated that this will be preceded by small dinner parties arranged by the Trustees and Directors of the Saint Paul Art Center.
3. Harding Collection material for exhibition should reach Saint Paul Art Center not later than 1 April. Catalog information and photographs should reach Saint Paul Art Center by 15 March.
4. Preliminary final plans for the exhibition will be prepared by Saint Paul Art Center and Harding Museum staffs. Joint planning meetings in Chicago and/or Saint Paul will be arranged.

B. Catalog:

1. Will be designed, edited and printed by the Saint Paul Art Center.
2. Research, technical information and catalog listing will be furnished by the Harding Museum.
3. Harding Museum will furnish photographs of items to be illustrated in the catalog.

C. Number of pieces -Space allocation

1. For preliminary planning purposes it is anticipated that approximately 200 items will be included.
2. Space allocation is indicated on attached floor plan (approximately 4000 sq. ft.) This can be varied in accordance with requirements of the material available for the exhibition.

PART III: Future Exhibition

- A. It is anticipated that Exhibition II will open in the fall of 196 and will present paintings and sculpture by Frederic Remington.



SAINT PAUL ART CENTER  
1966-7 BUDGET / 21 Oct. 65 / 18 Nov. 65 / 19 Nov. 65

<u>EARNED INCOME</u>	64-5 Act.	65-6 Adj.to Alloc.	65-6 Actual 9-30-65	65-6 Estim. 9-30-65	66-7 Prop.
Art & Cat. Sales	11406	5000	326	5000	5000
School Store	286	500	110	500	500
School Tuition	38071	36000	6408	36000	36000
Exh. Entry Fees	3050	4000	-	4000	3000
Exh. Tour Fees	1450	900	-	900	900
Shipping Refunds	374	600	-	600	400
Interest	1305	2000	197	2000	2000
Membership	5663	7500	445	7500	7500
Spec. Project Grants	8166	2500	5	2500	1000
Spec. Events & Misc.	6376	3200	494	3200	2000
<b>TOTAL</b>	<b>76147</b>	<b>62200</b>	<b>7985</b>	<b>62200</b>	<b>58300</b>

EXPENSES  
SALARIES

Museum	30337	29650	-	29650	37950
School	51730	57850	-	57850	65350
Less Tuition income	38071	36000	-	36000	36000
Net School	13659	21850	-	21850	29350
P.R. Taxes & Misc.	4604	4900	-	4900	6500
<b>TOTAL</b>	<b>86671</b>	<b>92400</b>	<b>16646</b>	<b>92400</b>	<b>109800</b>

PROGRAM

Art Sales Expense	8573	3750	131	3750	3750
Jury Exp. & Arr.	1916	1600	276	1600	3000
Shipping/Ins.	10284	5000	1335	5000	10300
Exh. Fees	250	-	-	-	1200
Awards	2445	2500	-	2500	3500
Installation	1847	300	188	300	1800
Catalogs	5794	2500	193	2500	5800
Exh. Prom & Bull	2913	1000	64	1000	2900
Misc. & Spec. Events	2687	1091	364	1091	2000
Special Projects					
<b>SUB-TOTAL</b>	<b>36709</b>	<b>17741</b>	<b>2551</b>	<b>17741</b>	<b>34250</b>
Acquisitions	3038	2700	95	2700	3000
<b>TOTAL</b>	<b>39747</b>	<b>20241</b>	<b>2646</b>	<b>20241</b>	<b>37250</b>

	64-5	65-5	65-6	65-6	66-7
	Actual	Adj.to	Actual	Estim.	Prop.
	Actual	Alloc.	9-30-65	9-30-65	
<u>E D U C A T I O N</u>					
School Store	196	330	16	350	400
Supplies	1106	1100	515	1100	1800
Promotion	1171	1100	201	1100	1800
Misc. & Refunds	1155	500	256	500	1200
Children's Program	267	250	162	250	)
Special Events	863	-	-	-	) 4500
TOTAL	4758	3300	1150	3300	9700
<u>A D M I N I S T R A T I O N</u>					
Off. Sup. & Printing	1520	1200	223	1200	1500
Office Equipment	37	100	-	100	550
Telephone & Telegraph	1848	1800	402	1800	2350
Membership	732	2250	103	2250	2500
Travel & Local Exp.	1917	2400	549	2400	2700
Dues & Subscriptions	324	300	88	300	500
Audit & Bkbp.	1800	1800	150	1800	1800
Miscellaneous	650	500	133	500	750
Int. on Loan	372	390	93	390	375
TOTAL	9200	10740	1741	10740	13025
<u>DEBT REDUCTION</u>	-	-	-	-	7000
TOTAL EXPENSE	143174	126881	22183	126881	176775
OPERATING LOSS	(67027)	(64681)	(14198)	(64681)	(118475)
<u>METHOD OF FINANCING LOSS</u>					
Fund Allocation	67029	64681	16170	64681	118475
Net Profit / Loss	2	-	1972	-	-

## THE SAINT PAUL ART CENTER - WHO, WHAT AND WHY

Founded in 1924 by a group of students who called themselves the Art Students League of Saint Paul, the institution occupied rented quarters until 1939, when the historic house at 476 Summit was presented for its permanent use by Mr. and Mrs. Roger B. Shepard. In this turreted edifice, with carriage house converted to hold ceramic classes, the Saint Paul Gallery and School of Art operated until the fall of 1964, when all of its cultural and educational facets were combined under the name of the Saint Paul Art Center, and moved to the present location in the new Arts and Science Center at 30 East Tenth Street

Operating both as museum and school, the Saint Paul Art Center strives to keep faith with the original purpose to "bring to the community the best possible exhibitions of ancient and contemporary art, and to provide a school equipped to give the best technical training in drawing, painting and sculpture." A valuable Permanent Collection and an Endowment Fund have been developed since World War II. This Endowment Fund, together with allocations from the Arts and Science Council, the City of St. Paul, income from membership dues, and special contributions, provides the operating budget, which has increased nearly fifteen-hundred per cent since 1947.

The structure of the organization of the Art Center can be seen on the accompanying chart; the staff is as follows:

DIRECTOR / Malcolm E. Lein  
SECRETARY TO DIRECTOR / Mary Kelly  
ASSISTANT DIRECTOR / Ruth H. Moran  
MEMBERSHIP SECRETARY; COORDINATOR OF VOLUNTEERS / Judy Stratton  
CURATOR OF THE PERMANENT COLLECTION / Miriam B. Lein  
EDUCATION DIRECTOR / Laurene Tibbetts  
REGISTRAR / Vija Lawson  
TECHNICAL ASSISTANT / Michael Demmer  
TOUR COORDINATOR / Margaret Richards  
EXHIBITION DIRECTOR / Paul Kramer  
EXHIBITION ASSISTANT / Robert Kjorlien  
PROGRAM SECRETARY / Suzanne Ganschinietz  
RESEARCH AND INTERPRETATION / Patricia Heikenen  
PUBLIC RELATIONS CONSULTANT / Betty Runyon

## THE PERMANENT COLLECTION

Recognizing that the cultural strength of any community rests in large part on its art museum, and that no American city of stature is without its valued art collection, the Saint Paul Art Center has undertaken the building of a fine permanent collection. In so doing, it has accepted the two major obligations which a community art institution must accept -- to act as a trustee in preserving art works of the past for the benefit of present and future citizens. And to use its collection actively as an educational force for the benefit of the community. While gifts and bequests constitute the bulk of the painting, sculpture and examples of the graphic arts



in the museum, important purchases have been made in order to present a well-balanced collection. Examples of early periods are included, as well as important acquisitions of the Twentieth Century. Groups of art objects acquired from the Far East, the craft work of the American Indians, together with collections of Pre-Columbian art and hand crafts of Africa have served as an effective frame of reference for educational use.

The biennial national craft competition, Fiber/Clay/Metal, has added the work of leading American craftsmen to the collection, while the national drawing biennial, DRAWINGS USA has given scope and stature to the objectives of a successful permanent collection. The building of a worthy permanent collection can be accomplished only through public support. Once established, it is a lasting tribute to the civic pride of the community and the individuals who began it and of those who continue to make it grow.

The craft competition Fiber/Clay/Metal is open to all United States craftsmen. The Seventh Biennial showing of this competition was held in the fall of 1964. It brought 4,000 entries from all States in jewelry, ceramics, weaving, metals, wood and enamels. Purchases of the work of leading American craftsmen have resulted in creating one of the country's outstanding contemporary craft collections. Selected pieces from Fiber/Clay/Metal 1964 are now on tour throughout the United States.

With the growing interest in the drawing field, the Saint Paul Art Center in the fall of 1961 presented DRAWINGS USA, which was to be established as a national biennial drawing competition. Response from artists all over the country resulted in exhibitions of exceptional merit, both in 1961 and 1963. Juries for the competitions have included such distinguished art figures as Millard Sheets, Hyatt Mayor, Jack Levine, Una Johnson, Morris Graves (who came all the way from Ireland for the occasion) and William Woolfenden. Ben Shahn, who has been called the Dean of living American artists, has accepted the invitation to serve as Juror for the competition scheduled for the spring of 1966. The American Federation of Arts circulated the 1961 show throughout the U.S.; DRAWINGS USA '63 has just returned from a national tour.

There are other indications that the Permanent Collection is not static, but moves around for the enjoyment of people outside the Art Center. At this time, in addition to the 100 pieces from Fiber/Clay/Metal touring the United States, there are:

- 3 paintings on loan to the Tweed Gallery, University of Minnesota, Duluth branch, for a special exhibition in connection with the dedication of a new wing.
- 3 paintings, 2 sculptures and several pieces of Oriental Art loaned to the Governor's Mansion, 1006 Summit Avenue.
- 29 paintings loaned to Finch College, New York City, for exhibition of the Philip and Josephine Bruno collection.
- 10 paintings loaned to Breck School for the consecration of their new chapel.



Also, the United States Information Agency has a second craft show touring the Far East, and approximately 50% of the art objects therein are from the Saint Paul Art Center's Permanent Collection. In 1959, the USIA commissioned the Saint Paul Art Center to assemble a comprehensive exhibition of the finest contemporary American hand crafts, which opened in Germany and toured European countries, including those behind the Iron Curtain. This show of 200 pieces, one-third of which were from the JPAC Permanent Collection, was the U. S. entry in the International Exposition in Florence in 1962.

In 1962 and 1963, two exhibitions of African hand crafts were assembled and presented by the Art Center to supplement a unique three-year program of African Studies offered by the Social Studies Institute under the joint sponsorship of the Public Schools and the Junior League of Saint Paul. This was a fine example of joint participation and cooperation between the professional museum and the community, and the impact was far reaching. The exhibition traveled nationally under the auspices of the American Federation of Arts.

Some of the artists represented in the Permanent Collection are:

Painting

Laurencin  
Sir Peter Lely  
Reynolds  
Benjamin West

Drawings & Prints

Bertoia  
Degas  
Levine  
Matisse  
Picasso  
Whistler  
Shahn

Sculpture

Desplau  
Manship  
Reder  
Rodin

THE TOUR PROGRAM

The Tour Program of the Saint Paul Art Center is designed to acquaint the community with the range and content of the Permanent Collection and the temporary exhibitions by providing first-hand opportunities to enjoy and study original works of art in their appropriate gallery installations. The 1965-66 program has been designed specifically for the Junior High age group, and will serve to complement the school curricula of Grades VII-IX. This group was recommended by the Art Department of the Saint Paul Public Schools as being the one least well served by the other local art institutions in the Twin Cities area. Tours include a brief discussion to acquaint the visitor with the aims and activities of the Art Center, a viewing of the current exhibition, and the Permanent Collection currently on display, and when feasible, a visit to the Art School.

Tours may be scheduled at 10:00 a.m. and 2:00 p.m. daily Tuesday through Friday; reservations should be made in the Art Center office at least one week in advance. Tours for interested adults may be arranged by request.

THE SCHOOL OF ART

Through its school program, the Art Center seeks to inspire creative efforts in the community. The largest avocational art school in the Midwest, it serves both young and adult students, through a curriculum of classes in drawing, painting, sculpture, pottery, jewelry making and commercial art, as well as through special interest classes. Special student programs and exhibitions are offered through the year, such as the Art Student Annual Exhibition, and Excursions in Art to interesting locations within and outside the State of Minnesota.

The School is a growing one, with more than 1,200 students registered during 1964-65. Both day and evening classes are offered. The faculty of excellent teachers, drawn from area professional artists, includes Mac Le Sueur, Paul Kramer, Peter Lupori, Syd Fossum and Clair Fry, as well as Richard Abnet, Tom Cowette, Jenny Cowette, Gerald Fontaine, Karl Hagedorn, Clement Haupers, Jerome Horning, Charlotte Imm, James Jackson, Wayne Lazorik, Nils Lou, Marilyn Murray, Edwin Rath, Jerome Ryan, Agnes Stierwald, and Lilamae Wick. Alumnus Richard Koppe, a member of the faculty of the University of Illinois, has been named for lasting recognition by Syracuse (N.Y.) University, where a "Richard Koppe Painting and Manuscript Collection", "to serve both the museum and archives purposes of scholars and historians for generations to come", is being established. Another well-known alumnus is Seong Moy, Chinese artist now working in New York.

EXCURSIONS IN ART PROGRAM

Perhaps the most exciting addition to the Art Center program is an expansion of its membership services. This includes a broad program of activities to introduce members, students and friends of the Art Center to noteworthy exhibitions in other cities -- Chicago, Washington, Quebec, Mexico City -- or to local art events of significant interest. Also on the agenda are special programs for the benefit of business or service groups, to enable them to enjoy a first-hand, intimate introduction to some special phase of the program, such as the forthcoming exhibition "Communication through Art and Industry" featuring the Minnesota Mining Mertle Collection of photo mechanics, supplemented by selected examples of drawing, painting and graphic arts.

VOLUNTEERS

Volunteers play an important role in the Saint Paul Art Center program. Generally, they serve to broaden the community base of understanding and participation. Specifically, they serve to carry forward the Tour Program and the membership drive, as well as help with many phases of the exhibition and education programs.

PRINTS AND DRAWINGS ROOM

A beautiful Prints and Drawings Study Room is in the process of being instituted, growing from our interest and effort in the graphic arts. The



establishment of a reference library in this room is also planned. The Study Room will be open to the public from Tuesday through Friday, 2:00 to 4:00 p.m.

# MEMBERSHIP

Membership in the Saint Paul Art Center is an invitation to participate in the artistic development of a community. It is also an opportunity to train one's eyes to see again, and to concentrate for a time on values which are more lasting than the concerns of the moment. For, as Dobson said,

'All passes. Art alone  
Enduring stays to us;  
The Bust outlasts the throne, --  
The Coin, Tiberius.'

As a benefit to its members, the Art Center extends invitations to private previews and special activities, and provides free exhibition catalogues and newsletters. It gives its members a first choice to purchase works of art on exhibition, with discounts on purchases, when possible. A member may receive professional advice in purchases of art from professional staff members.

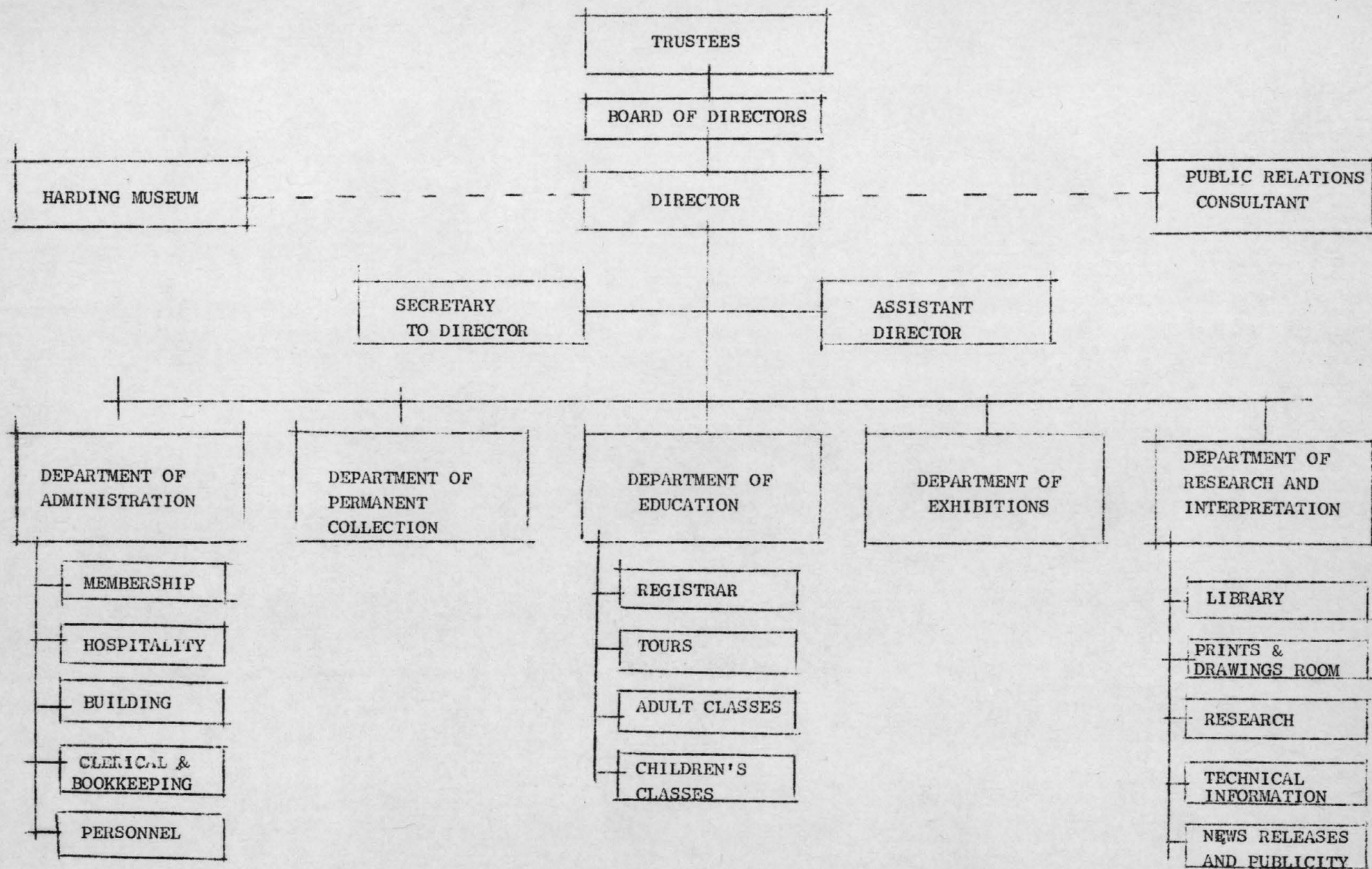
Dues are \$15.00 annually. The funds from dues are specifically allocated to the purchase of acquisitions for the Permanent Collection, special exhibitions and awards. Contributions are tax deductible. Students of the Art School may become members of the Art Center by payment of an annual dues charge of \$7.50.



SAINT PAUL ART CENTER

EXHIBITION SCHEDULE FOR THE SAINT PAUL ART CENTER - 1965-1966

MINNESOTA CRAFT GROUP (Ceramics, weaving, metalwork)	17 November to 26 December
PAUL MASSON COLLECTION (Graphic arts)	17 November to 30 January, 1966
ROBERT J. FOOSE (Drawings, watercolors, collages)	13 December to 26 January
MINNESOTA MINING EXHIBITION ( <u>Communication through Art &amp; Industry</u> )	19 January to 27 February
DRAWINGS BY BEN SHAHN	19 January to 13 March
JOSEPHINE & PHILLIP A. BRUNO COLLECTION	2 March to 8 May
DRAWINGS/USA (National drawing competition)	6 April to 19 June
BEST ONE HUNDRED (All media High School art exhibition)	19 April to 8 May
SAINT PAUL ART CENTER STUDENT EXHIBITION (All media)	9 May to 31 May
RELIGIOUS ART EXHIBITION	25 May
SELECTIONS FROM THE HARDING MUSEUM COLLECTIONS	25 May



SAINT PAUL ART CENTER

PERSONNEL SUMMARY / 1 December 1965

POSITION

NAME / BEGAN AT SPAC

DIRECTOR

LEIN, MALCOLM E. / 1947

**JOB DESCRIPTION:** Advise and report to Trustees and Directors in regard to Art Center operation; make recommendations to Trustees and Directors on matters of policy; carry out policies and directives as established by the Trustees and Directors. Employ and supervise all staff. Plan and execute Exhibition Program, Education Program, Budget and Administrative Operation; Development and use of Permanent Collection, and broad program of Community Service and Support and Public Relations. Perform technical and creative phases of design and writing in connection with publications and exhibition installation.

**EDUCATION:** University of Wisconsin, 1930; University of Minnesota, Bachelor of Architecture, 1936; Graduate U.S. Army Command and General Staff College (regular course), War College (special course), and Industrial College (Special course).

**EXPERIENCE:**

- 1) Assistant Head, Construction Dept., F.W. Woolworth Co., - 5 years
- 2) Colonel, Corps of Engineers, U.S. Army, 5 years active, 25 years Reserve.
- 3) President, Design Consultants Inc., and subsidiaries, since 1946
- 4) Designer, Walker Art Center Idea Houses #1 (1940) and #2 (1946)
- 5) Director, St. Paul Art Center, since 1947
  - a) Originator, organizer and designer of exhibitions including Design for Living, 1947-53; Fiber-Clay-Metal, 1952-present; Drawings USA, 1961-present; American Craft Exhibition for U.S. Information Agency, 1959 (now touring the Far East).
  - b) Author and Designer, "Hand Crafts in a Machine Age", 1955; "Jerome Hill, Painter, Film Maker, Collector", 1955; and all other SPAC Publications, 1947-1965.
  - c) Selected by American Association of Museums as one of 15 American Museum Directors (one of the two art museum representatives) to study Scandinavian Museums in the summer of 1965, sponsored by Fulbright Program.

SECRETARY TO THE DIRECTOR

KELLY, Mary / 1960

**JOB DESCRIPTION:** Executive Secretary for the Director. Assist with office, School, Exhibitions and Permanent Collection Department administrative and clerical work when possible.

**EDUCATION:** High School Graduate: Globe Business College.

**EXPERIENCE:** Secretary, Manners-Motz Company, 3 years; General Office, Catholic Youth Center, 2 years; File Clerk, Blue Cross - 1 year.



ASSISTANT DIRECTOR:

MORAN, Ruth / 1961

JOB DESCRIPTION: Handle bookkeeping, payroll, financial and insurance records; assist with budget; manage office, coordinate personnel and maintain personnel records. Coordinate department operations. Handle building matters involving SPAC. Attend professional committee and council meetings; coordinate volunteer work for special events. Take necessary action in absence of Director.

EDUCATION: University of Cincinnati - 2 years

EXPERIENCE: Proctor & Gamble - 7 years; bookkeeping and supervision of clerical department.

MEMBERSHIP SECRETARY

STRATTON, Margaret / 1965

JOB DESCRIPTION: Maintain membership records and mailing lists. Handle billing and phone reminders. Handle clerical work for Excursions in Art and Membership Programs. Coordinate volunteers from Membership with SPAC needs. Advise Research and Interpretation Department of events needing publicity which involve members. Keep addressograph files and plates current.

EDUCATION: Vanderbilt University, 1 year.

EXPERIENCE: Minn. Mining & Mfg., Secretary, 1 year. Genesco, Inc., Nashville, 6 years.

CURATOR, PERMANENT COLLECTION

LEIN, Miriam B. / 1956

JOB DESCRIPTION: Establish and maintain contact with potential and past donors. Maintain Permanent Collection records, artist and donors files. Plan, and direct Permanent Collection loans and exhibitions. Advise Director, staff, Board and public re: Permanent Collection additions, conservation, valuation, authenticity and merit.

EDUCATION: Graduate, Sarah Lawrence College and University of Minnesota - Art, Art History and Architecture.

EXPERIENCE: The Walker Art Center, Minneapolis, 1939-1947, Curator of the Permanent Collection and Assistant Director; The Saint Paul Art Center, 1947-1956 - volunteer work with membership, exhibitions and Permanent Collection.

EDUCATION DIRECTOR

TIBBETTS, Laurene / 1959

JOB DESCRIPTION: Select and supervise school personnel; schedule and promote classes and program; supervise tour program; administer community Service Program. Consult with students, parents and public. Establish and maintain contact with schools and other community groups.

EDUCATION: Minneapolis School of Art; Middlebury College; Harvard University; University of Minnesota.

EXPERIENCE: Assistant Manager, Arthur Murray, Washington, D.C.; Director Theatre, KDHL; Edith Macy, New York

SCHOOL REGISTRAR / SECRETARY

LAWSON, Vija / 1964

JOB DESCRIPTION: Handle registrations and keep school records. Handle school receipts and send monthly statements; handle teachers and model time cards - figure monthly payroll. Schedule models. Handle education Department correspondence, appointments, etc; process school mailings; supervise yearly school inventory; keep school addressograph files current.

EDUCATION: Honors Graduate, South High, Mpls.  
University of Minnesota - 100 Hours.

EXPERIENCE: Treiberg Architects, Secretary, Bookkeeper; Charter Design, Mpls. general office.

TECHNICAL ASSISTANT

DEMME, Michael / 1963

JOB DESCRIPTION: General maintenance, arrangement and inventory of school equipment; construction of special equipment and display devices; packing and shipping; control of workroom; firing of kiln ; all heavy work.

EDUCATION: High School Graduate

EXPERIENCE: Surgical, lab., X-Ray Technician training - 5 years;  
Mining and seismographing - 4 years.

TOUR COORDINATOR

RICHARDS, Margaret / 1964

JOB DESCRIPTION: Develop tour program for children and adults. Do research and write guide training manual ; train tour guides; be responsible for scheduling tours and conduct as needed. Handle lectures preceding tours where needed.

EDUCATION: University of Minnesota. BA, Cum Laude; IT School of Architecture, Minn. - 2 years.

EXPERIENCE: Walker Art Center-summer 1946; Pomerance & Breines, NYC, general office; Ellerbe and Company, St. Paul, Draughtsman - 1 year. Junior League and volunteer - SPAC, 10 years.

EXHIBITION DIRECTOR

KRAMER, Paul / 1954

JOB DESCRIPTION: Plan, schedule and supervise exhibitions and installations. Serve as Chairman for School Curriculum Committee.

EDUCATION: Mills Academy of Art - 2 years; Philadelphia Academy - 4 years

ASSISTANT DIRECTOR OF EXHIBITIONS

KJORLIEN, Robert / 1965

JOB DESCRIPTION: Assist with Exhibition planning and installation. Keep exhibition files and correspondence; supervise shipping and packing; schedule and control traveling exhibition.

EDUCATION: University of Minnesota, BA Art History; 15 hrs. Graduate work Art History.

RECEPTIONIST / SECRETARY EXHIBITIONS

GANSCHINIETZ, Suzanne / 1965

JOB DESCRIPTION: Receive and relay telephone and personal calls; type exhibition department correspondence; assist with tour program; process mail and handle inquiries.

EDUCATION: University of Minnesota, BA Art History, Cum Laude; Columbia University - MA Art History.

EXPERIENCE: Editorial staff - U of M student publication. The Dayton Company - one summer.

RESEARCH AND INTERPRETATION DIRECTOR

HEIKENEN, Patricia / 1965

JOB DESCRIPTION: Supervise Prints & Drawings Study Room and Library; plan and execute use. Handle research, writing and production as well as public and professional contact for SPAC publications of catalogs, news-letters and bulletins. Perform research for Exhibition, Education and Permanent Collection departments. Be familiar with and advise staff and public re: SPAC resource material.

EDUCATION: University of Minnesota - BA Journalism; Univ of Minnesota, Certificate Interior Decoration; Minneapolis Business College, secretarial

EXPERIENCE; Bemis Company, secretary to President - 1 year; Powers, Secretary to President - 1 year; Minneapolis Chamber of Commerce, Dayton Company, WCCO Radio; American Red Cross - 8 years.

PUBLIC RELATIONS CONSULTANT

RUNYON, Betty / 1954

JOB DESCRIPTION: Handle publicity for special events as requested..

EDUCATION: University of Minn., BA Journalism and advertising.

EXPERIENCE: Department store copywriting-3 years; speeches, news articles, freelance - publicity volunteer civic organizations.



BOARD OF DIRECTORS - 1965-66

PRESIDENT: Frank Marzitelli  
TREASURER: Z. Willard Finberg  
SECRETARY: Mrs. John Herrmann

1st VICE PRESIDENT: John Schorger  
2nd VICE PRESIDENT: Richard Muellerleile

TERM EXPIRING 1966

Alvin Boese	3M Hudson & Mcknight Rd.	733-0075
	803 Lincoln Avenue	222-6706
Harlan Boss	475 Portland Ave.	226-4965
Mrs. John Herrmann	4140 Edmund Blvd, - Mpls	721-5992
Arnold Niemeyer	Arnold Niemeyer Assoc.-Pioneer bldg.	224-3369
	1364 Summit Avenue	648-9661
Mrs. Thomas Swain	2270 Riverwood Place	645-3145
Mrs. Mahlon Bundy	436 Portland Avenue	226-2974

TERM EXPIRING 1967

C. Duke Tully	St. Paul Dispatch	222-5011
	750 Timber lane	484-6014
Irving Clark	1006 W. 1st Nat'l Bank Bldg.	227-7621
	745 Blue Gentian Rd	Gl. 4-3621
John Schorger	Rt. #5 -Afton Hills, Stillwater	436-7640
Mrs. Burton Noah	18 Buffalo Rd -No. Oaks	484-3107
Mrs. William Peet	2156 Iglehart	645-1845
Mrs. Charles Ward	740 Miss. River Blvd.	698-7928

TERM EXPIRING 1968

Richard Muellerleile	184 W. College	224-7451
	1030 Lombard Ave.	227-4205
Frank Marzitelli	Port Authority-60 E. 4th St.	224-5686
	1444 No. Victoria	489-9164
Z. Willard Finberg	Great West Life Assurance Co.	222-6336
	Pioneer Building	
	1349 Fairmount Avenue	646-3712
Thomas Sample	Amer. National Bank-419 Robert	222-6666
	90 Imperial Drive	227-4763
James Searles	International Div.-3M Co.	733-1110
	2080 Birch Ave - W.B.L.	419-1607
George Tesar	Dayton Company	222-3021
	1963 Juliet Ave	699-0368

EX OFFICIO

Mrs. Wendell T. Peck	Arts & Audio Vis. Serv - Library	224-3386
	2162 W. Hoyt	646-4243
Peter Lupori	St. Catherine's Coll	648-9950
	5118 12th Ave. So. - Mpls	Ta. 7-3406
David Syme, Jr.	480 Broadway - Anchor Paper	224-7331
	1349 Osceola Ave.	649-8794
Mrs. Benton Gill	76 Pine - Mahtomedi	Ga. 6-3121
Mrs. Richard Palen	1473 Summit Avenue	646-5317

SAINT PAUL ART CENTER  
BOARD OF TRUSTEES

Mr. Elmer L. Anderson  
2230 W. Hoyt Avenue  
Saint Paul, Minnesota

Mrs. Pierce Atwater  
546 Portland Avenue  
Saint Paul, Minnesota

Mrs. Phillip A. Bruno  
419 E. 57th Street  
New York, New York

Mr. Irving Clark  
745 Blue Gentian Road  
Saint Paul, Minnesota

Mr. Thomas L. Daniels  
7 Heather Place  
Saint Paul, Minnesota

Miss Elizabeth Dorsey  
459 Portland Avenue  
Saint Paul, Minnesota

Mr. Thomas Ellerbe  
26 Benhill Road  
Saint Paul, Minnesota

Mr. Milton W. Griggs  
90 Imperial Drive - Apt. 204  
Saint Paul, Minnesota

Mr. Albert S. Heller  
260 So. Mississippi River Blvd.  
Saint Paul, Minnesota

Mr. Louis W. Hill, Jr.  
30 Crocus Place  
Saint Paul, Minnesota

Mr. J. Jerome Hill  
1860 Broadway  
New York, New York

Miss Perrie Jones  
348 Stonebridge  
Saint Paul, Minnesota

Mrs. William L. McKnight  
Dellwood  
White Bear Lake, Minnesota

Mrs. John Musser  
260 Salem Church Road  
Saint Paul, Minnesota

Mr. Arnold M. Niemeyer  
1364 Summit Avenue  
Saint Paul, Minnesota

Mr. Robert Edward Peters  
460 Butler Avenue E.  
Saint Paul, Minnesota

Rabbi W. Gunther Plaut  
Holy Blossom Temple  
Toronto, Canada

Mrs. Arthur Savage  
15 Crocus Hill  
Saint Paul, Minnesota

Mrs. H. Longstreet Taylor  
748 Linwood Avenue  
Saint Paul, Minnesota

Mr. Walter Trenerry  
188 Oakview Road  
Saint Paul, Minnesota

Mr. William L. West  
796 Fairmount Avenue  
Saint Paul, Minnesota

# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

MALCOLM E. LEIN  
DIRECTOR

## NOTICE

A special meeting of the Board of Directors of the Saint Paul Art Center is called for 18 November - 12:00 P.M.

The purpose of this meeting will be for discussion and tentative approval of the budget for 1966-67. We were advised on 29 October that our requirements for that year would have to be in the Council Offices by 19 November 1965.

We hope you will be able to attend this important meeting. Please call the Art Center Office - (227-7613) indicating whether or not you will be able to attend.

## SPECIAL BOARD MEETING

18 November 1965

12:00 P.M. - Saint Paul Art Center Library





BOARD OF DIRECTORS MEETING

21 October 1965

Saint Paul Art Center - 12:15 PM

PRESENT: Peck, Lein, Muellerleile, Niemeyer, Finberg, Swain, Clark,  
Noah, Bundy, Schorger, Plunkett, Peet, Palen, Symo, Herrmann.

1. PRESIDENTS REPORT:

- A. The "Art for Heart" program sponsored by the Life Underwriters Association for the Heart Fund, was presented by Mr. Patrick Farley. The Art Center has been requested to co-sponsor the auction of art works for the benefit of the Heart Association.

Discussion followed on what the Art Center is able to do. It was recommended by Mr. Clark that the President appoint a committee to check further into the details of the proposal and to check with the Arts and Science Professional Committee. The recommendation was seconded by Mrs. Swain. Carried.

The Committee will report to the Board its recommendation at the next Board Meeting: Mr. Finberg, chairman, Mrs. Noah and Mrs. Plunkett, will serve on the committee.

- B. Approval of the minutes of the September Board Meeting was moved by Mr. Clark, seconded by Mrs. Peet. Carried.
- C. The Annual Meeting of the Saint Paul Art Center will be held on 17 November, 1965. Mrs. Z. Willard Finberg is chairman for the event.
- D. The Nominating Committee will be Mr. Clark, chairman, Mr. Tully, Mrs. Bundy, Mr. Schorger and Mr. Boese.

Exhibitions previewed that evening will be Minnesota Crafts/65 (items available for sale), and the Paul Masson Collection of Graphic Arts.

- D. A special Board Meeting before the Annual Meeting will be called to clear up any pending matters.
- E. 1965-66 BUDGET was presented. The budget has been reduced to fit allocation from the Arts and Science Fund (see attached)

Mr. Clark presented and explained the Budget, which the Executive and Operations Committees recommended for approval by the Board of Directors. Mr. Clark moved the approval of the Budget, seconded by Mrs. Plunkett. Carried.

The Budget provides for hiring a Membership Secretary, as proposed in the last meeting.

MEMBERSHIP REPORT:

- F. John Schorger, Membership Chairman, presented a detailed report (see attached on the proposed Membership Program for 1965-66)
- G. Discussion followed on the hiring and the need for a Membership Sec. It is recommended by the Membership Committee, that the Membership Program be adopted by the Board of Directors. It was moved by Mrs. Peet, seconded by Mrs. Peck, that the program be accepted including budget allocation for a Membership Secretary, and that the position and need be reviewed by the Board periodically. Carried.

DIRECTORS REPORT:

- H. Due to lack of time, it was requested that the Harding Museum Project be reviewed in detail by the Director at the next Board Meeting.
- I. Mention was made of "hooding" parking meters on the Wabasha Street Entrance. Matters of this nature must be channeled thru the Arts and Science Council for action; and has been referred to the Arts and Science Building Committee.
- J. The Arts and Science Council Development Committee has discussed offering an international tour. This matter is referred to the SPAC Membership Committee, which will report its recommendation to the Board.
- K. Through the efforts of Mr. Phillip A. Bruno, another gift will be forthcoming to the Permanent Collection of the Saint Paul Art Center. Mr. Robert Sarnoff of New York City will donate a piece of sculpture, "Cluster of Butterflies" by Klaus Ihlenfeld.

Adjournment of the meeting was moved, seconded and carried.

Respectfully submitted

Arlene Swain / secretary

recorded: Mary Kelly

MEMBERSHIP REPORT/21 October, 1965  
( as presented to the Board of Directors)  
by John Schorger, Membership Chairman

MEMBERSHIP SECRETARY

Operational Procedure: To avoid confusion of operational channels, the Membership Secretary must report to the established administrative authority of the Saint Paul Art Center. It must be clearly understood, however, that her general direction and time allocation must conform to the policy decisions of the Membership Committee as approved by the Board of Directors.

MEMBERSHIP PROGRAM 1965-66

1. New Memberships: \*\*

5000 brochures to be sent out September through May. (550 per month with lightest mailing in September and November)

Continue mailing of brochures.  
Obtain new club lists.

2. Present Memberships:

Renewals )  
Non-renewals ) keep current  
Interested persons )

Find sources for new memberships - e.g. newspaper, Welcome Wagon, C of C., etc.

Obtain new lists

Coordinate volunteer work.

Keep file of potential members up to date (whether person has moved, change of address, phone numbers, etc.)

3. Community Chairwomen:

A committee has selected from the Saint Paul Art Center Membership more than a few persons to serve as informed and self-motivated Community Chairwomen in approximately 40 Saint Paul outlying communities. Phone calls are to be made this week and next week to acquaint and invite these persons to take part in the program. A general meeting of all Chairwomen is to be held at the Art Center as soon as facilities permit, preferably in June.

4. Excursions in Art:

Harold Zats, Judy Stratton and Virginia Schroger.

Saint Paul Art Center will begin to have Art Tours to Art Centers and points of interest in the field of art in other cities and countries.

\*\*New Members: This is to continue as previously throughout the year except for July and August. Present brochures are to be used with revisions.



PROPOSED:

5. Telephone Committee:

To be drawn from Membership.

One chairwoman in charge of 20-30 on committee

6. Speakers' Bureau:

Volunteers to attend PTA's, club groups, meetings, etc., and talk about SPAC.

Volunteers to be drawn from selected "old" members of the Art Center.

Program to be organized through Tour Coordinator (Staff), Membership Secretary (Staff), Membership Co-Chairman and Volunteers.

7. Business Men's Luncheon:

To be held once a month

Director of Art Center to attend. In absence of Director, one of the Board of Directors to attend.

Hostess to arrange for luncheon.

Luncheon to be held in Library

Tour Coordinator to arrange program.

(The business or industry shall be invited as a group,

Luncheon: \$1.25 - 1.75

8. Hostesses:

To be drawn from total membership.

Hostesses will be asked to assist at all membership events and circulate within the group to:

- 1) Introduce people to one another
- 2) See that refreshments are served
- 3) Assist the committee for the event if and when needed
- 4) Provide a friendly atmosphere at the event
- 5) Privilege of each hostess to bring 2 guests.

# SAINT PAUL ART CENTER

## GENERAL INFORMATION FOR NOMINATING COMMITTEE: Revised 1 October, 1965

This is a working Board. It is desirable that each member serve on a permanent or temporary committee during the year.

New Board Members should be chosen with consideration of specific needs within the organization. Factors of age, interest, sex and group affiliations are important in maintaining a balanced Board of wide civic contact.

No Board Member may serve more than two consecutive terms. General policy has been to invite members to serve their second term. The President need not be chosen from Members of the Board. It is important to choose new Board Members from persons who have demonstrated interest and activity in behalf of the institution, and officers from those persons familiar with the organization.

Nominations should be made for the following positions:

OFFICERS	PRESENT OFFICERS & DIRECTORS	1st Elected	Eligible for Reelection
PRESIDENT: _____	Mr. Arnold Niemeyer	1961	Yes
1st VICE PRESIDENT: _____	_____		
2nd VICE PRESIDENT: _____	Mr. Frank Marzitelli	1962	Yes
SECRETARY: _____	Mrs. Thomas Swain	1964	Yes
TREASURER: _____	Mr. Z. W. Finberg	1963	Yes

### TERM EXPIRING 1967 (To fill unexpired term)

1. \_\_\_\_\_

### TERM EXPIRING 1968:

1. _____	Mr. John Donohue	1959	No.
2. _____	Mrs. J. Neil Morton	1959	No
3. _____	Mrs. Robert Plunkett	1959	No
4. _____	Mr. Richard Muellerleile-	1962	Yes
5. _____	Mr. Frank Marzitelli	1962	Yes
6. _____	Mr. Z. W. Finberg	1962	Yes



TERM EXPIRING 1965

	<u>First elected</u>	<u>Eligible for Reelection</u>
Mr. John Donohue	1959	No
Mrs. J. Neil Morton	1959	No
Mrs. Robert Plunkett	1959	No
Mr. Richard Muellerleile	1962	Yes
Mr. Frank Marzitelli	1962	Yes
Mr. Z. Willard Finberg	1962	Yes

TERM EXPIRING 1966

Mr. Alvin Boese	1963	Yes
Mr. Harlan Boss	1960	No
Mrs. John Herrmann	1963	Yes
Mr. Arnold Niemeyer	1960	No
Mrs. Mahlon Bundy	1960	No
Mrs. Thomas Swain	1963	Yes

TERM EXPIRING 1967

Mr. C. Duke Tully	1964	Yes
Mr. Irving Clark	1962	No
Mr. John Schorger	1964	Yes
Mrs. Burton Noah	1962	No.
Mrs. William Peet	1961	No

EX OFFICIO MEMBERS

Mrs. Wendell T. Peck  
Mr. Peter Lupori  
Mr. David Syme, Jr.  
Mrs. Benton Gill  
Mrs. Richard Palen  
Mrs. Ruth Lawrence  
Mr. George Vavoulis  
Mr. Robert Peterson  
Mr. Joseph Mitchell



# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

## BOARD OF DIRECTORS MEETING

16 September 1965 - 12:15 P.M.

Saint Paul Art Center Library

MALCOLM E. LEIN  
DIRECTOR

PRESENT: Schorger, Plunkett, Muellerleile, Peet, Swain, Kramer  
Lein, Tibbetts, Richards, Mrs. John Schorger.

## PRESIDENTS REPORT:

1. In the absence of the President, and other officers, Mr. John Schorger conducted the meeting.
2. Approval of the minutes of the August meeting was moved by Mrs. Plunkett, seconded by Mrs. Swain. Carried.
3. Next meeting of the Board will be held on 14 October, 1965, at the Saint Paul Art Center - 12:15 P.M.

## MEMBERSHIP REPORT:

4. It is the recommendation of the Membership Committee that a part-time membership secretary be hired to carry out the numerous details that are involved in handling a membership campaign, which will continue throughout the year. It was suggested that a secretary could be hired for a period of six months - preferably for a year on a part time basis. It was recommended that for the next Board Meeting, the Membership Committee prepare details of costs involved and projected program plans that would warrant a full time or part time membership secretary.

## EDUCATION DEPARTMENT:

5. Miss Laurene Tibbetts, Director of Education presented to the Board a detailed report on the school and its income for the year 1964-65.

Discussion was held on the expansion of the school in the direction of a Fine Art Professional School. A Curriculum Committee will be established with Paul Kramer as Chairman.

Mr. Kramer stressed the need of a professional school in this area. Discussion followed concerning the avocational and the professional student working in the same classes. It was explained that the avocation student would not be dropped from the enrollment, and that there are advantages in having both types of students working together.



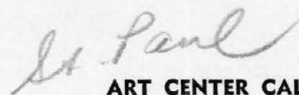
TOUR PROGRAM:

6. Mrs. Margaret Richards, Tour Coordinator, outlined the Tour Program for the 1965-66 season. The tours will be geared to the Junior High Level. It will consist of a series of lectures and tours providing special emphasis on the historical background and techniques of the various art media relating to the curricula of grades 7 thru 9.

It was moved, seconded and carried that the meeting be adjourned.

Respectfully submitted,  
Arlene Swain / Secretary

recorded: Mary Kelly



## ART CENTER CALENDAR

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Exhibitions — Jan. 6 - Preview  
One man exhibition — Robert Freemark  
Water Colors — Drawings — Prints — Polymers  
January 6 — February 4th — Artist in Residence

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"Ceramics by Twelve Artists" sponsored by **Art in America Magazine** and circulated by the American Federation of Art  
January 6th thru January 28th

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"Washington My City" Art work by Children of Washington's Schools,  
Circulated by the Smithsonian Institution  
January 6th thru January 26th

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Films: Alexander Calder — "Cereus to the Moon", Henry Moore "Visit to His Studio" Contemporary Films showing abstract color — Eastman Kodak  
Showings: January 6th and 7th - 8:00 p.m.

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January 7th Seminar for Artists and students to meet Mr. Robert Freemark.  
He will discuss the exhibition and show slides and films - 7:30 p.m.

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January 10th, Sunday — Public invited to visit Mr. Robert Freemark in his Studio — Hours 2 - 5 and 7:00 - 9:00 — Slides  
Central City Festival 8:00 p.m.

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January 13th Colonial Dame Meeting — 2:00 p.m.  
Program by Mr. Freemark for members and guests at 3:00 p.m. Tea at 4:30  
Colonial Dame Members hostesses.

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January 13th Seminar for Artists and Students. "Abstract Color" Eastman Kodak  
First Polymer Demonstration by Mr. Freemark. 7:30 p.m.  
Slides on Central City — Eastman Kodak  
Hints on photography.

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January 14th — Opening of Winter term of Creative Art Classes for oil and watercolor. Call Mrs. Hersch or Mrs. Mullenix—1-7 p.m. — Mr. Jon Batdorf, instructor.

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Saturday January 16th — Opening of Childrens Art Classes — limited to 25. Call Art Center for reservations, 9:30 for ages 8-12 and 1:00 p.m. Oil for Juniors. Instructors, Mr. William Dickson and his brother Mr. J. Dickson.

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January 18th — Opening of the Winter Term — Beginners Oil — 10 a.m. Mrs. Scott Ulrey, Instructor — Call Art Center for reservations. Class limited to 20.

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January 18th Mr. Robert Freemark, guest  
Rotary Club 12:30 p.m.  
7:30 p.m. seminar for students

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Mr. Robert Freemark — "Contemporary California Artists". First Critique of work by local painters. Artists invited to bring their own work to an informal discussion. Coffee.

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January 26th — Ohio River Valley Chapter of Arts and Letters Meeting — 2:00 p.m. Program by Mr. Robert Freemark "Art of Mexico." Tea at 4:30  
Hostesses, Mrs. Charles Goodhand and Committee.

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January 31st, Sunday — Second Critique, Mr. Robert Freemark.  
3:00 p.m. Second demonstration of polymer and other techniques.

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February 1st — Mr. Robert Freemark guest of the Parkersburg Womans Club — Luncheon

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February Exhibition — Second Rental Library Exhibition.  
February 7th — February 28th

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Mar. — Photograph Show — Amateur Painters

April — Artists of the South West

May — Childrens Show — Many special programs to be announced.



# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

MALCOLM E. LEIN  
DIRECTOR

## BOARD OF DIRECTORS MEETING

3 June 1965

Saint Paul Art Center

PRESENT: Boese, Boss, Swain, Griggs, Schorger, Lein, Niemeyer,  
Clark, Noah, Finberg, Peet, Plunkett, Herrmann.

### 1. PRESIDENTS REPORT:

a) The minutes of the May meeting were corrected to read as follows:  
"Mr. Clark moved that the "Admission charge to the Jerome Hill  
Exhibition be credited on the purchase of a catalog". The  
approval of the minutes as corrected were moved by Mr. Griggs,  
seconded by Mrs. Morton. Carried.

b) Next Meeting: 19 August - 12:15 P.M. - Saint Paul Art Center

### 2. DIRECTORS REPORT:

a) Education: projected income for 64-65 was \$35,000. To date  
it appears that it will be reached.

b) Container Corporation Exhibition will be held in August  
"Great Ideas of Western Man".

c) TWA has expressed an interest in circulating the African Exhibition.  
The exhibition would consist almost entirely of our own collection,  
and possibly some items which could be loaned to the Art Center.

d) The University of Minnesota will discontinue the credited night classes  
at the Art Center as of this fall - loss of approximately \$5,000 -  
\$6,000.

d) Discussion on the allocation to the Art Center from the Arts and  
Science Fund Drive. If balance of the goal for the drive is not  
met, there will be no increase in allocations for next year /  
possibly a 25% cut-back for all organizations. Because of our  
low salary budget we will lose an instructor in the school -  
unable to raise his salary.

4. Mr. Donohue presented to the Board a letter and an attached list of questions concerning Art Center personnel and Administration.
  - a) It was noted that the letter and questionnaire has been distributed to absent Board Members, Trustees, press and other city officials.
  - b) Mr. Donohue also stated that he signed the letter and was acting as a representative of a committee representing absent Board Members as well as other interested people.
  - c) Mr. Donohue in presented the letter asked that an Ad Hoc committee be appointed to study our budget and completely analyze the Art Center's administrative policies.
    1. The Board accepted the letter and questionnaire and it was moved by Mr. Clark that the Board accept the letter and after the Board has had time to study the report a special meeting be called to formulate the Board's reply. The motion was seconded by Mr. Griggs. Carried.
5. Mr. Finberg reported on the solicitation of Board Members to the Arts and Science Fund. Seventeen have made pledges, others have given jointly either with their husbands /or' wives.
6. Mr. Clark reported that Ralph Burgard has resigned as of the 1st of August 1965.
  - a) It is the consensus of the personnel committee - comprised of representatives of the Member Organizations - that the job definition is to be primarily that of a business manager and fund raiser
7. Discussion was held on the Harding Museum Collection. It is probable that if the city of Saint Paul shows sufficient interest in the collection, and if we can build an addition to our present building or acquire space to house it, the collection will be given to the Saint Paul Art Center.
8. Mrs. Noah raised the issue that a review of the projected Five Year Long Range Planning goal for the Art Center be reviewed. The President will check into the matter and will report on same at the next Board Meeting.
9. Mr. John Schorger, Membership Chairman, reported that income to date is \$5,496.50.
  - a) It is the recommendation that the Art Center in recognition of Mrs. Richard Donnelly's contribution of \$1,000 be given a Life Membership in the Art Center. It was moved, seconded and carried.

pg. 3

Board of Directors Meeting / 3 June 1965

- b) Discussion on Life Membership and whether to raise it should be noted for future consideration.
  - c) Discussion was held on the possibility of issuing guest cards to Members and a guest - for exhibitions where a fee is charged.
10. It was moved, seconded and carried that a committee be appointed to study and arrive at a solution for reduction in the fee for summer months to the Hill Exhibition. Mr. Niemeyer appointed the following to arrive at a satisfactory solution: Arnie Niemeyer, John Schorger, Arlene Swain and Marilyn Noah.
11. It was moved, seconded and carried that the meeting be adjourned.

Respectfully submitted,

Arlene Swain  
Secretary

recorded: Mary Kelly



TO: The Board of Directors

Trustees

Friends of the St. Paul Art Center

The undersigned has served on the Board of the St. Paul Art Center for more than half a decade. I have served on budget, building design, administrative, nominating, annual meeting, and long time program planning committees and as official delegate to the Arts and Science Council. I have participated in the metamorphosis of a quasi-private gallery and school of art in its own building on Summit Avenue into a public-supported museum in a public-built, public-financed, public-operated Arts and Science Building.

This type of change always brings growing pains and requires a cold, hard, appraising look at the status quo. We now, as elected, appointed, and ex-officio board members and trustees, have a new role to play. It is a role subject to close scrutiny by the legislative and appropriating bodies involved, the fourth estate, and the taxpayer voter. As you know I have been involved in presenting our case to Legislature, City Council, and Philanthropic Foundations. They have posed problems of City and County purchasing; disposition of the revenue from the sale of our Summit Avenue building, its furnishings, etc; union affiliation of employees; more public board representation; handling of Trust and Escrow Funds; minimum wages; exhibition charge, nepotism on our staff. They universally insisted that we must have a Policy Manual written to conform to law and practice, covering length of vacation, use of sick leave, employee working hours, leave of absence with or without pay, administrative responsibility, and the countless other issues of personnel practice.

One almost wonders if the Board structure itself is not an anachronism ... If County, City, and State Governments and the Arts and Science Council are contributing more than twenty (20) times the revenue which we receive from our memberships, perhaps a fundamental revision of by-laws is imminent ... Most certainly the ratio of two-thirds (2/3) member elected and appointed board to one-third (1/3) ex-officio must be reversed.

Frankly as the members of the large citizens committee which I represent have analyzed budget request and budget operation, we realized that the two were not in harmony and that the Board has frequently failed to appreciate its new role. There must be a Board formulated agency "Manual" of policies, with employment, working area and conditions, employee tenure, and safeguards, and general personnel practices with a table of staff organization, adherence to minimum wages, qualification of staff on even such simple tasks as clerical. There must be budget management and general accountability of service, product, and money to director, board, and public.

A publicly responsible Board-motivated and controlled administrative structure centered in only one person, the Director, with elimination of middle-men, could, we believe, show a fifty (50) per cent better use of our present income derived from public, membership, and tuition sources. Much of this might be accomplished by weeding out of present staff. Good careful hiring by Director personally, staff re-orientation and re-training in light of our agency's new role ... Of course some people can not comprehend change and will pose problems, but these situations are not new and have been solved in other agencies.

As a member of the Saint Paul Art Center and the Board of Directors, I request the appointment of an Ad Hoc Committee to study the foregoing and bring answers to the following twenty-five (25) questions:

1. Why does agency not publish newsletter regularly for member and public information?
2. What is public information program of the Art Center?
3. What is the table of staff organization? Is it Board approved?
4. Who assumes authority when Director is absent? What are the person's qualifications? Does he/she have full financial authority and responsibility? To Board? To a Committee?
5. Are our present staff organization, salaries, duties, and responsibilities sound in light of St. Paul Art Center's move to new quarters with central custodial service, central guard service, "farmed-out" bookkeeping, central (Arts and Science Council) clerical, mimeographing, and addressograph service?
6. How much did sale of 476 Summit Avenue property bring? Was this money turned over to Arts and Science Council? Can it be put into trust? How can it be incorporated into 1965-66 budget if it is not legally Arts Council's? What about sale of trailer and old furniture, equipment, et cetera? What formal action has Board taken on these matters?
7. What has been done (in detail) with 3-M, McKnight, Bremer, Hill and other Trust money?
8. Why do we purchase so many catalogs? Is it profitable to stock high quantities of these and other supplies in our storeroom?
9. What has happened to our imagination? Why do we not have a store to sell, books, slides, class supplies, art objects, and the hundreds of Christmas cards now in our storeroom? What about sales and rental of art for profit and service?
10. Would an office manual eliminate the almost daily staff meeting thus freeing a staff member to operate store perhaps on a co-operative basis with the Science Museum?
11. Do we need so many departments? Could two curators and the secretary to Director transmit all director's functions to staff more efficiently on gallery and school level? Are so many part-time employees a good idea? Are they not more expensive? Is staff "moonlighting" Board approved? Are we paying minimum wages to staff, models, faculty?
12. Could budget analysis and control reduce telephone, travel, stenographic cost? Do we use the Council-owned dictaphones, postage meter, letter folder, et cetera?
13. Are all Board members, elected and ex-officio, on addressograph



stencil? Some believe they have not been receiving legal notice of meetings of Board or Agency.

14. How much does it cost to put on an exhibition? Do we have authority to exceed budgeted cost? Who has this authority? Did Hill Exhibition exceed budget for example?

15. Why was the Fashion Group Dinner cancelled? How did it happen that a Board-approved function was cancelled without a special Board Meeting of our Agency with Fashion Group participating and concurring? If wine was reason, why did we serve wine at our December Annual Meeting? If champagne was reason, did another organization later serve same in this building?

16. Does Trustee Committee select permanent collection purchases? What recognized professional assistance is used? Have articles purchased met test of representative work of artist? Have these purchases been in line with the five year program of exhibition and purchase adopted by Board?

17. Are artifacts from Africa, Masters from Milan, posters from Paris, cowboys from Chicago in line with five-year program which recommended concentration on Arts and Crafts Show, Sculpture, Drawings and Prints?

18. Does not Craft Horizons January-February 1965 issue, embarrass us? Especially when we played up the "Medal of Honor" in our catalog and our press releases? Does not our either participating in, or being tricked into, a joke make us the laughing stock of the Art World? Will there be further derogatory <sup>comment</sup> in the form of book or magazine article from what national authority, Dorian Zachai calls a "Mashed Potatoes" St. Paul Arts and Crafts Exhibition perpetrating a "Dumb Joke" on public. "The name on the obviously phony entry card and that they didn't print in the catalog - guess they (the Art Center) got cold feet right in the middle of putting a blessing on the protest," said Zachai, 'Abraham Isashits.'

19. The Art Center collects the same fee as the University of Minnesota for classes carried in the University catalog? Why are Art Center's classes larger? Are classrooms large enough for these large classes? Did not at least two professionals recommend another type of classroom? Who selected these classrooms - Board? With larger classes than normal for University, why do we pay lower model fees? Does University like our policies? Who in Extension or/and Art Education has approved our lower scale, faculty appointments, class size, rooms, etc?

20. Has the University been removing credit from some of our courses? Are we now likely to lose the University of Minnesota Extension Program? Are many of our classes taught by persons other than those listed in catalog? Are we carrying any classes with one or little more students? Qualified at University? Is it necessary for class to disband because of no supplies, model, or instructor? Who on



our staff is on duty when night and day school operates? Is that person able to collect fees, model, teach, make supplies available in emergency? Do all students pay same fees for same course? Are tuition fees kept in a safe? Separate banking account? Will an accounting of these fees, course by course, be sent to Board after June 30, 1965?

21. Is the St. Paul School System directing its school children to tour the Minneapolis Art Institute? Why not our center?

22. How did Rochester find its place in local community? Why is it necessary for our members to exhibit their art work elsewhere than at our center?

23. Do we have a 100% employee turnover annually? Could it be linked to no normal personnel policy and to employment of persons with no art orientation and no ability or skill in either speaking, teaching, painting, or typing, et cetera?

24. To quote our director's recent statement to this Board and membership: Why has the St. Paul Art Center been allocated a smaller proportionate budget increase than museum, theatre, philharmonic, and opera? Can the Arts and Science Council of St. Paul be blamed or should we have now a management consultant professional examination before we go into artistic bankruptcy with Arts and Science Council as trustees to form new board and agency?

25. What is our image:

- a. With our members and former members?
- b. With our officers and former officers?
- c. With our board and former board?
- d. With our trustees and former trustees?
- e. With our employees and former employees?  
(Did anyone really leave just because of salary?)
- f. With Public School System and Parochial and Private Elementary, Secondary, or Collegiate institutions?
- g. With our students and former students?
- h. With our faculty and former faculty?
- i. With our models and former models?

What is our image:

- j. With University of Minnesota?
  - Art History Department?
  - Art Department?
  - Art Education Department?
  - College of Education?
  - Extension Division?
- k. With the staff of the Arts and Science Building?
- l. With staff members of the Arts and Science Council Organizations? Do we have a mutual working policy agreement with these agencies? In writing? Board approved?
- m. With State Legislature, City Council, Board of County Commissioners?
- n. Business and Organized labor?
- o. With our gallenteers and other volunteers and contributors?

- p. With newspapers, radio, TV?
- q. With other Twin City Museums and Art professional organizations?

We have a long summer for study ahead of us until October Board Meeting and subsequent membership annual meeting. I believe that we, as a public agency, must have a good public image and a sense of public responsibility and accountability.

Respectfully submitted:

John K. Donohue, Member  
Board of St. Paul Art Center.

JKD:jsm

June 3, 1965

25  
Dear Parents,

This will probably be our last communication to all parents for this school year. Thank you for your ready support, your understanding and tolerance on occasion, and your encouraging words. We, at Linwood, hope you have an enjoyable summer.

#### Calendar

June 2: Public Library representative will speak to children about the summer reading program -- how to become a Knight of the Reading Roundtable.

8: School dismissed at noon. Teachers work on reports.

10: School dismissed at noon. Teachers' meeting and reports submitted.

11: Children dismissed after report cards are given out at 9:30.

May I review some of the year's work:

Testing Schedule - Academic Year (Test results used in conference with parents and used in reference to marks (symbols) on the Report Card).

<u>Test Instrument</u>	<u>Grade</u>	<u>Date</u>
Reading Readiness	1	Sept. & May
Metropolitan Primary Reading	2	"
Metropolitan Reading	3	"
Large Thorndike Intelligence Test	4	"
Iowa Tests of Basic Skills		
Reading, Lang., Study Skills, Arith.	4	Oct.
Iowa Tests - same as 4th gr. but more advanced	5	Oct.
Iowa Tests - areas covered by 4th and 5th grades	6	Oct.

Reading tests repeated to measure reading achievement -- Grades 1-2-3.

When we are in doubt about a child's ability in relation to his performance, our psychologist, Dr. Helen Bishop, administers an individual test to give us a better understanding of what we may expect in performance.

The Library 283 new books added to the library making a total of 618 new books on the shelves plus 890 old books kept on hand.

20 librarians (students) ready to serve and trained by a library consultant.

#### Extra curricular program for next year.

Opera - Die Fledermaus	Nov. 4
Festival of Nations	5
Telephone usage demonstration	16
School Sing -- Sharing Accomplishments	Dec. 8
Symphony Concert	15
Red Shoes Matinee - Theatre	30
Symphony Concert	Jan. 13
Demonstration - use of reference materials and encyclopedias	21
Young Audience Concert - Chamber Music	26
Circus Films before Circus Day	Feb. 2
Mpls. Institute of Arts - Field trip	26
Minnesota's Story - Film	26
Islands of the Caribbean - Slides and Lecture	March 22
Guided Tour -- KSTP Field trip	26
Musical -- South Pacific	April 19
Program -- Only Yesterday	May 13
Mayfair	25
Field trip - University Farm	28
Memorial Day Observance -- No school	Monday 31



What are the long term  
objectives of the Gallery?  
The School?

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Do we operate under  
the guide of long term objective  
or brush fire

---

The question of  
whether we would or wouldn't  
build a permanent collection  
controversially

---

Were we going into  
craft & drawing?

I can't understand  
The Peters acquisition  
the regrowth of the  
hidden Italian Collection  
The Hastings Collection  
The gold acquisition

---

Why not special  
events such as Walter  
Regis many

---

I think we should  
ask for

SAINT PAUL ART CENTER / 30 E. 10th Street:

M E M O R A N D U M

TO: All Concerned  
SUBJECT: EXHIBITION SCHEDULE 1965-66  
DATE: 1 June 1965

	<u>Opening</u>	<u>Closing</u>
BASTILLE DAY	14 July	13 Sept.
GREAT IDEAS OF WESTERN MAN	4 Aug.	31 Aug.
IBM SHOW OF PRINTS	4 Sept.	6 Oct.
FACULTY SHOW	15 Sept.	31 Oct.
BOB BROWN / Paintings, drawings, and watercolors	15 Sept.	20 Nov.
MINNESOTA CRAFT GROUP	17 Nov.	26 Dec.
PAUL MASSON COLLECTION	17 Nov.	30 Jan. '66
MINNESOTA MINING SHOW	11 Jan.	27 Feb.
DRAWINGS BY BEN SHAHN	11 Jan.	13 Mar.
JOSEPHINE & PHILLIP BRUNO COLLECTION	2 March	8 May
DRAWINGS USA	6 April	-
BEST 100	16 April	30 April
SPAC STUDENT SHOW	7 May	31 May
RELIGIOUS ART SHOW	25 May	-
HARDING COLLECTION	25 May	-
ROBERT EDWARD PETERS COLLECTION	15 June	-

# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

MALCOLM E. LEIN  
DIRECTOR

## BOARD OF DIRECTORS MEETING

26 August 1965

12:15 P.M. - Saint Paul Art Center

PRESENT: Niemeyer, Morton, Lein, Schorger, Plunkett, Clark, Bundy  
Swain, Syme, Herrmann, Noah, Gill, Tully.

### PRESIDENTS REPORT:

1. Approval of the minutes of the June meeting was moved by Mr. Clark, seconded by Mrs. Morton. Carried.
2. Next Meeting of the Board of Directors will be held: 16 September, 12:15 P.M. - Saint Paul Art Center
3. It was recommended that a letter of appreciation be sent by the President, on behalf of the Board of Directors, to Mr. Bayliss Griggs for his past support and contribution to the Art Center. Mr. Griggs resigned as a member of the Board of Directors when he was elected President of the Arts and Science Council.
4. Presented to the Board was the recommendation that an Evaluation and Planning Committee, comprised of representative of the Board of Trustees, Board of Directors, and ex-Board Members, be appointed; the purpose of this committee to be two-fold: 1) to evaluate our present operation, and to formulate an answer to Mr. Donohue's letter. 2) to develop a new Five Year Plan. The committee will elect its own chairman.

The above recommendation was moved by Mr. Clark, seconded by Mr. Tully. Carried. It was noted that the Committee would report its recommendations to the Board for approval.

5. The Harding Museum was discussed. It was requested that as much information as possible on major projects be given to the Board in memorandum form so that everyone concerned could answer questions that might be asked of them by interested persons outside the Art Center.
6. A letter from the Saint Paul Foundation was read by the President. The Laura and Anna E. A. Furness Fund has donated to the Art Center \$1500 to cover costs, or partial costs, for the display cabinets in the Prints and Drawings Room. The letter has been acknowledged by the Director.





7. The Annual Meeting of the Saint Paul Art Center will be held on 17 November, 1965. A nominating committee will be appointed shortly.

DIRECTORS REPORT:

8. A Memorandum outlining the Art Center Tour Program was distributed to the Board. Mrs. A. MacDonnel Richards is in charge of the program.
9. PRINTS AND DRAWINGS ROOM: The Art Center has a verbal authorization from the Council Building Committee to proceed with plans up to a figure of \$10,000. First estimate for the cost of the room was approximately \$19,000.
10. Miss Katharine Ordway was in St. Paul recently and called Miriam Lein who met her at the Art Center. Miss Ordway again suggested that the sale of the Degas pastel be considered. No decision is needed at present, but the matter should be presented to the Board of Trustees for consideration. Miss Ordway also stated that she will give the Art Center her Art Library to be used in the Prints and Drawings Room.
11. A proposed gift from the Will Anderson Family of a piece of sculpture and fountain was discussed. No formal action at this time is required.
- 12 The Vassar Club will hold a dinner in the Saint Paul Art Center exhibition area on the 16th of November 1965.
- 13 The 1965-66 Exhibition Schedule was distributed. The necessity of serious curtailment of our exhibition program was discussed. It was pointed out by the President that at the Council Budget Committee Meeting our entire budget was reviewed and this was the only area in which a major reduction could be made.

The Josephine and Phillip Bruno Collection Exhibition was discussed. The show is to be sponsored jointly by the Saint Paul Art Center and Finch College in New York. In view of the severe budget cut, no funds will be available for this exhibition. It was believed most inadvisable to cancel this exhibition in view of the outstanding support the Bruno's have given to the Art Center in gifts to the Permanent Collection and by encouraging others to contribute to the collection. The cost of the exhibition would be approximately \$1500. It was moved by Mrs. Bundy, seconded by Mrs. Gill that Mr. Tully and Mr. Niemeyer be authorized to raise an amount not to exceed \$1500 so that the exhibition can be held. Carried.

14. It was moved by Mr. Schorger, seconded by Mrs. Bundy and carried that the meeting be adjourned.

Respectfully submitted,  
Arlene Swain

recorded: Mafy Kelly

BOARD OF DIRECTORS MEETING

26 August 1965

12:15 - Saint Paul Art Center

PRESENT: Niemeyer, Morton, Lein, Schorger, Plunkett, Muellerleile,  
Clark, Boese, Bundy, Swain, Syme.

12:15 LUNCH

A. PRESIDENTS REPORT

1. Minutes of last meeting (distributed)
2. Next Meeting: 16 September - 12:15 - Saint Paul Art Center
3. Resignation
4. Evaluation and Planning Committee
5. St. Paul Founders Gift
6. Annual Meeting (17 November 1965)

B. DIRECTORS REPORT

1. Tour Program
2. 1965-66 Exhibition Schedule
3. Bruno Collection Exhibition
4. Prints & Drawings Room
5. Proposed Anderson Gift
6. Use of Exhibition area by Vassar Club (16 Nov. 1965)

C. Other

D. ADJOURN

# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

MALCOLM E. LEIN  
DIRECTOR

## BOARD OF DIRECTORS MEETING

15 April 1965

Rehearsal Room - Arts and Science Center

12:15 P.M.

PRESENT: Boese, Morton, Lein, Muellerleile, Schorger, Donohue,  
Plunkett, Finberg, Niemeyer, Tully, Boss, Clark, Noah,  
Paul Kramer, Raymond Van der Borcht.

### A. PRESIDENTS REPORT:

1. Approval of the minutes of the Board of Directors Meeting,  
15 April 1965, was moved by Mr. Finberg, seconded by Mrs. Morton.  
Carried.
2. Next Meeting will be held 3 June 1965 - Rehearsal Room - Arts  
and Science Center. 12:15 P.M.
3. A joint luncheon meeting of the Trustees and Directors of the  
Art Center will be held 30 April, 1965 at the Art Center. At that  
time the Chamber of Commerce will present an award to Jerome  
Hill. All Board Members are urged to attend. Cost of the luncheon  
will be \$3.00.
4. The Director was chosen as one of 15 museum participants to attend  
a comprehensive museums seminar this summer to be held in the  
Scandinavian countries. He will leave in mid-June.

### B. DIRECTORS REPORT:

5. A summary was given on the progress of the Jerome Hill Exhibition.  
It was of particular importance to note that all costs are being  
paid by the Art Center. He has allowed the Art Center a free  
hand in choosing works to be shown and in the writing of the  
catalog.

The show opens on 28 April; it will be a black-tie event and the  
film The Sand Castle will be shown prior to the reception. The  
exhibition will open to the public on 29 April 1965.

6. A discussion was held on the admission charge for the exhibition.  
It was moved by Mr. Clark, seconded by Mr. Schorger that the  
cost of admissions be credited to catalog purchases. Carried.



- C. Three M Stock - Mr. Finberg reported on our 3M stock. The broker would like to have the Art Center sell or transfer out the shares held. It was decided that the matter should be referred to the Trustees.

D. PROPOSED ITALIAN PAINTING EXHIBITION:

Mr. Raymond Van der Borgh was introduced. He informed the Board that a friend of his in Milan, Italy, Mr. Gennaro, had told him of a collection of old master paintings which the owner was interested in selling. Photos of the collection were shown to the Board. The collection would be an outstanding exhibition for the Art Center as it has never been publicly shown before. There is a possibility of bringing all or part of the collection to the Art Center for an exhibition and possible purchases. The Director explained various steps that would be taken and the possible cost involved.

After discussion Mr. Clark moved that the Director ask Mr. William Woolfenden to ask his associates in Rome to go to Milan to study the paintings and to give their recommendations to the Saint Paul Art Center at a cost not to exceed \$500. Based on their report and Mr. Van der Borgh's further investigation, a specific proposal for further action will be submitted to the Board. Motion seconded by Mr. Donohue. Carried.

- E. ARCHIVES OF AMERICAN ART PROJECT: The Director noted that work is underway to interest the Archives of American Art to establish a Regional office at the Saint Paul Art Center. It would be contingent upon our interesting one or more foundations to provide funds to hire staff and maintain an office for an experimental period. The association with the Archives of American Art would be extremely helpful to the Art Center.

After discussion it was moved by Mr. Donohue, seconded by Mr. Clark and carried that the Executive Committee be authorized to proceed with the proposal, and that a specific plan be brought to the Board for final approval before approaching a foundation with a formal request for funds.

- F. It was moved, seconded and carried that the Saint Paul Art Center invite the Walker Art Center Collector's Club to hold a meeting at the Saint Paul Art Center. Mr. Niemeyer and Mr. Finberg will handle arrangements.
- G. Moved, seconded and carried that the meeting be adjourned.

Respectfully submitted  
Arlene Swain / secretary

recorded: Mary Kelly

SAINT PAUL ART CENTER  
BOARD OF DIRECTORS MEETING  
11 March 1965  
12:15 P.M. / Rehearsal Room

PRESENT: Donohue, Lein, Finberg, Schorger, Boss, Swain, Griggs,  
Boese, Marzitelli, Peet, Tully, Muellerleile.

PRESIDENTS REPORT:

1. In the absence of the President, Mr. Bayliss Griggs, 1st Vice-President presided at the meeting.
2. It was moved, by Mr. Tully, seconded by Mr. Finberg and carried that the minutes of the February Board of Directors meeting be approved as mailed.
3. Next Board Meeting will be held at the Art Center, Rehearsal Room, 15 April at 12:15 P.M.

DIRECTORS REPORT:

4. The enclosed Memorandum and Chart, in regard to the Arts and Science Budget Committee allocation was distributed at the meeting. The memo is a detailed report on the problem in regard to salaries and program and explains the serious program adjustment and loss of staff resulting from our allocation. (see "C" of Memorandum). The Chart represents the growth of the Arts and Science Fund allocations to all organizations. It was noted that the Art Center has received by far the lowest increase in fund allocation.
5. After discussion of the Arts and Science Budget Committee allocation to the Saint Paul Art Center and analysis of the situation which exists and the trend which is apparent, it was moved by Mr. Marzitelli, seconded by Mr. Donohue and unanimously carried that all members of the Arts and Science Budget Committee be advised as follows:
  - a) The Saint Paul Art Center is greatly disturbed by the severe reduction in its requested allocation, especially because of the disparity between the allocation to the Art Center and those to the other organizations.
  - b) Seriousness of the matter is evident by the continuous trend which has occurred since the beginning of joint fund raising; the Saint Paul Art Center has received a lesser percentage of total funds each year.

c) It is the consensus of the Board that:

- (1) Salaries must be maintained at those levels necessary to maintain competent employees
- (2) A redistribution of funds within the total allocation is contemplated.
- (3) Program and services will be curtailed, beyond those already indicated in the attached memorandum, if required.

d) In viewing the dramatic expansion of program and activity on the part of all Arts and Science organizations it appears possible that expansion has come too quickly and may be exceeding the community's ability or willingness to provide necessary financing.

6. Mr. Lein reported that gifts to the Permanent Collection total about \$100,000 since the move to the new building. Most recent gifts include: A number of pieces of African Art from Mr. William W. Brill, N.Y.C.; a large ceramic branch bottle from FCM purchased by the auxiliary of the Saint Paul Chapter of American Institute of Architects; and a group of works from Mr. and Mrs. Phillip A. Bruno, N.Y.C., including a major bronze by Bernard Reder.

7. A Board of Trustees meeting is scheduled for the 30th of April 1965. Jerome Hill will be asked to attend.

8. MEMBERSHIP REPORT: John Schorger

Total income to date \$4381.00 / 20% higher than ever before. It is hoped that the budgeted figure for this year of \$6000 can be reached. Board Members are requested to help meet this figure by encouraging new members to join.

9. It was recommended that some sort of newsletter be sent to all members within the next month. This will remind them of tangible benefits when it comes to renew their memberships next year. Mr. Muellerleile offered to have the first Newsletter/Calendar printed free. The possibility of mailing the Jerome Hill Catalog to all members was also discussed. It was suggested that a coupon be inserted in the calendar requesting the members to check if they wished to pick up their catalog at sometime during the exhibition or if they preferred to have it mailed to them. The Board accepted Mr. Muellerleile's generous offer with pleasure and thanks.

10. Mr. Finberg discussed the Arts and Science Fund Drive and its importance. Board Members will be contacted soon, and will be asked to increase their contributions. It was also recommended that the Board Members take an active part in the support of the Fund Drive.



pg. 3

Board of Directors Meeting / 11 March 1965

11. The Arts and Science Building Committee Report was given by Mr. Finberg. A meeting was held in regard to the Roof-Top Lounge with extended discussion on whether or not the lounge should be open to the public or to members only. It was moved by Mr. Finberg, seconded by Mr. Donohue and carried that the Lounge be open to the general public to whatever extent is possible.

It is anticipated that the lounge will be ready within the year.

Flood lights will be installed outside the building as soon as the weather permits.

12. It was moved, seconded and carried that the Meeting be adjourned.

Respectfully submitted,

Arlene Swain / Secretary

recorded: mary kelly

SAINT PAUL ART CENTER BOARD OF DIRECTORS MEETING

11 February 1965 - 12:15 PM

Rehearsal Room - Arts and Science Building

PRESENT: Griggs, Lein, Tully, Swain, Boss, Herrmann, Niemeyer, Finberg,  
Muellerleile, Peet, Gill.

PRESIDENTS REPORT:

1. Approval of the minutes of the January Board meeting was moved by Mr. Finberg, seconded by Mrs. Peet. Carried. Next meeting will be held 11 March 1965 - at the Art Center - 12:15 PM.
2. Discussion was held on the Arts and Science allocation to the Art Center for 1965-66. It was recommended that the President write the Budget Committee accepting the allocation, but expressing disappointment and the reasons why. See attached memorandum from the Director summarizing the serious situation in regard to personnel, resulting in the loss of another full time staff member, and the necessity of postponing the proposed Katharine Ordway Collection Exhibition until adequate funds and staff can be provided.
3. Membership is currently \$2000 short of the projected \$6000 goal. It is urged that Board Members give their full support to the Membership Committee by soliciting new members. It was suggested that a letter announcing the Jerome Hill Exhibition and an invitation to join the Saint Paul Art Center be sent to members of the Minneapolis Art Institute.
4. Mr. Finberg reported that the Arts and Science Fund Drive kick-off Dinner for special and advanced gifts workers will be held Monday evening, 15 February at the Art Center. The Landscaping around the building will be undertaken by the Saint Paul Garden Club. It was recommended that the President write a letter thanking the Garden Club for its interest and support. It is anticipated that after June 1st outside organizations may be allowed to schedule events in certain areas of the building for a fee.
5. Mr. Lein announced the following gifts to the Permanent Collection:
  - a) A group of paintings by Mr. Donald Taylor given by his family.
  - b) A set of ten chinese scroll paintings along with a group of porcelains and jades was given by Mrs. Bernard Blum.
6. The Jerome Hill Exhibition: Paul Kramer was in New York last week and picked up a major portion of his collection, other items will be shipped after the cold weather, including pieces from the Minneapolis Art Institute and the National Gallery in Washington, D. C.

The Opening is tentatively planned for 20 or 21 April. Chairman of the arrangements will be Mrs. F. John Ward, with Mrs. J. W. Thompson as co-chairman assisted by Mrs. Norman Slade. One of the three feature length films will be shown at 8:00 p.m., followed by a preview of the exhibition. Invitations will be sent only to current Art Center Members and friends of Mr. Hill. Mr. Niemeyer is working on the publicity, and hopes to obtain national coverage. The exhibition and film series will be free to members, with a charge to non-members.

7. It was moved by Mr. Muellerleile, seconded by Mrs. Gill and carried that the Director be authorized to ask several designated persons to serve on the Board of Trustees of the Saint Paul Art Center.
8. It was moved, seconded and carried that the meeting be adjourned.

Respectfully submitted  
Arlene Swain / secretary

recorded: Mary Kelly



N O T E:

THE FEBRUARY BOARD OF DIRECTORS MEETING - 11 FEBRUARY - 12:16 PM

WILL BE HELD IN THE REHEARSAL ROOM OF THE ARTS AND SCIENCE BUILDING -

20 E. 10th Street -

PLEASE NOTIFY THE ART CENTER - 227-7613 - WHETHER OR NOT YOU WILL

BE ABLE TO ATTEND.      THANK YOU.

# SAINT PAUL ART CENTER

30 EAST TENTH STREET

SAINT PAUL, MINNESOTA 55101

MALCOLM E. LEIN  
DIRECTOR

## SAINT PAUL ART CENTER BOARD OF DIRECTORS MEETING

7 January 1965

Women's City Club - 12:15 PM

PRESENT: Bundy, Tully, Niemeyer, Peet, Schorger, Clark, Griggs, Peck  
Finberg, Muellerleile, Swain, Marzitelli, Lein, Herrmann,  
Noah, Plunkett.

### 1. PRESIDENTS REPORT:

- A. Approval of the minutes of the November Board of Directors meeting was moved by Mr. Griggs, seconded by Mrs. Plunkett. Passed.
- B. Next Board of Directors meeting will be held on 11 February. Mr. Schorger moved that future board meetings be held at the Art Center, 30 E. 10th Street; the motion was seconded by Mr. Griggs. Passed.
- C. A telegram to the Minneapolis Art Institute congratulating them on their 50th Anniversary will be sent under the signature of the President of the Art Center.
- D. The following recommendations were adopted by the Operations and Executive Committees at their joint meeting on 5 January, 1965, and are presented to the Board of Directors for consideration.
  1. That admission be charged for the Jerome Hill Exhibition and that Members of the Saint Paul Art Center be admitted free. The proposed admission schedule is as follows: ADULTS - \$1.00 STUDENTS - \$.50; CHILDREN - 5-12 \$.25 when accompanied by an adult.

It was so moved by Mr. Griggs, seconded by Mrs. Swain and carried.

2. That the proposed Salary Schedule for the year 1964-65 be approved in the amount of \$84,014.00, amount authorized by the Arts and Science Budget Committee.

It was so moved by Mrs. Bundy, seconded by Mr. Muellerleile and carried.

3. That the Art Center move its checking account from the First Grand Avenue Bank to the First National Bank.

It was so moved by Mr. Finberg, seconded by Mr. Tully and carried.

4. That the Art Center deposit presently available funds in the amount of \$30,000 in a specially designated savings account at the First National Bank to draw interest until such time as appropriate investments have been determined.

It was so moved by Mr. Griggs, seconded by Mrs. Swain, and carried that the treasurer be thereby authorized to proceed with the details to carry out the above action.

- E. Discussion was held on the proposed 1965-66 Budget. It is recommended by the Operations Committee and the Executive Committee that the Proposed 1965-66 Budget, as shown on the attached sheets, date 2 January 1965, together with supplementary data be adopted by the Saint Paul Art Center Board of Directors and submitted to the Arts and Science Budget Committee for consideration. The recommendation was moved by Mrs. Bundy, seconded by Mrs. Peet. Passed.

## 2. DIRECTORS REPORT:

- A. The most recent gifts to the Permanent Collection were discussed, briefly.. A total of approximately \$85,000 worth of art objects has been given to the Art Center in the past few months. In addition, a \$2000 contribution has been made to the Art Center by Mrs. Theodore W. Koch, of Saint Paul, to establish a fund for the purchase of books for the library as a memorial to her husband; and \$1000 has been contributed by Mrs. Richard Donnelly of Winnetka, Illinois, as a special purpose fund, its use to be determined later.
- B. The Trustee meeting which had been discussed previously with the Executive Committee will be held during the Jerome Hill Exhibition. The possibility of dedicating the library at that time was discussed.
- C. Northwest Life Insurance Company has published a calendar using children's art. Two of the childrens paintings from the Saturday classes at the Art Center, which were included in the twelve were reproduced.
- D. The Curator of the Permanent Collection has advised that the value of the collection as of the date of acquisition is \$385,344. Most items have appreciated considerably since they were first acquired.
- E. Formal acknowledgements have been sent in the name of the Board of Directors to the donors to the collection - listing pertinent information accession numbers and valuations.

3. It was moved, seconded and carried that the meeting be adjourned.

Respectfully submitted,  
Arlene Swain / secretary

recorded: Mary Kelly



SAINT PAUL ART CENTER  
30 E. Tenth Street

1964-65 FINANCIAL SUMMARY / 1965-66 PRELIMINARY BUDGET  
12 Nov '63 / 19 Dec. '63 / 31 Dec '63 / 13 Feb '64 / 28 Dec '64 / 2 Jan '65

<u>EARNED INCOME</u>	<u>63-4</u>	<u>1964-1965</u>			<u>Prop. 65-66</u>
		<u>Budget</u>	<u>6 mos. Act.</u>	<u>Est. Tot.</u>	
1. Property Rental	2656	900	724	724	omit
2. Art & Catalog Sales	4074	4000	1121	4000	5000
3. School Store	844	5000	84	500	500
4. School Tuition	29252	35000	14554	33000	36000
5. Exh. Entry Fees	4044	2400	3050	3050	4000
6. Exh. Tour Fees	900	900	200	900	900
7. Shipping Refunds	464	600	296	600	600
8. Interest	1164	1200	393	1800	2000
9. Membership	3545	6000	2223	5000	6000
10. Spec. Proj. Grants	10210	2500	938	2500	2500
11. Spec. Events & Misc.	3831	2700	524	3200	3200
<b>TOTAL</b>	<b>60984</b>	<b>61200</b>	<b>24107</b>	<b>55274</b>	<b>60700</b>

EXPENSES

20-25 SALARIES	73443	84014	37075	84014	104200
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PROGRAM

27. Art Sales Exp.	2930	3000	397	3000	3750
28. Jury Exp & Exh. Arr.	1709	1600	1535	2000	3000
29. Shipping & Ins.	5360	5000	4637	5625	6000
30. Exh. Fees	-	500	-	250	1200
31. Awards	2583	2500	2445	2500	3500
32. Installation	784	700	553	700	700
33. Catalogs	3504	3500	1182	4000	5000
34. Exh. Prom & Bull.	2254	2000	1858	2250	2400
35. Spec. Events & Misc.	2495	2000	254	2100	2100
38. Spec. Projects	5552	1500	140	1500	1500
Sub-Total	27171	22400	13001	23925	29150
39. Acquisitions	2364	2200	647	2200	3000
<b>TOTAL</b>	<b>29535</b>	<b>24600</b>	<b>13648</b>	<b>26125</b>	<b>32150</b>

EDUCATION

41. School Store	491	3750	124	400	400
42. Supplies	1119	1200	416	1200	1800
43. Promotion	1159	1200	1027	1200	1800
44. Misc.	727	500	510	750	1000
45. Childrens program	156	300	166	300	2500
45 (a) Spec. Project	-	-	863	863	2000
<b>TOTAL</b>	<b>3652</b>	<b>6950</b>	<b>3106</b>	<b>4713</b>	<b>9500</b>

			1964-65		
			6 mos	Est.	Prop.
	<u>63-4</u>	<u>Budget</u>	<u>Act.</u>	<u>Tot.</u>	<u>65-66</u>
<u>BUILDING</u>					
46. Maintenance, Repair, Misc.	876	300	1871	1900	omit
47. Insurance	727	425	196	196	omit
48. Utilities	4118	800	595	595	omit
49. Equipment & Supplies	<u>314</u>	<u>100</u>	<u>24</u>	<u>109</u>	<u>omit</u>
TOTAL	6035	1625	2686	2800	omit
<u>ADMINISTRATION</u>					
50. Off. Supp. & Prntg.	1236	1200	825	1500	1500
51. Office Equipment	223	200	37	200	200
52. Telephone & Telegraph	964	1500	825	1800	2000
53. Membership	537	750	274	750	1000
54. Travel & Local Exp.	2687	2400	1042	2700	2700
55. Dues & Subscription	290	300	96	300	500
56. Audit & Bookkeeping	1800	1800	900	1800	1800
57. Miscellaneous	522	500	449	750	750
58. Interest on Loan	<u>381</u>	<u>390</u>	<u>186</u>	<u>390</u>	<u>390</u>
TOTAL	8640	9040	4635	10190	10840
<u>TOTALS</u>					
	121305	126229	61150	127842	156690
OPERATING LOSS	(60321)	(65029)	(37043)	(72568)	(95990)
<u>METHOD OF FINANCING LOSS</u>					
16. City Allocation	15000	3750	3750	3750	omit
19. A/S Fund	<u>45434</u>	<u>61279</u>	<u>30639</u>	<u>61279</u>	<u>95990</u>
TOTAL	60434	65029	34389	65029	95990
NET PROFIT (LOSS)	113	-	(2654)	(7539)	-





BOARD OF DIRECTORS MEETING  
23 July 1964  
Women's City Club - 12:15 PM

PRESENT: Alford, Beck, Griggs, Dillingham, Bundy, Schorger,  
Morton, Herrmann, Lein, Clark

PRESIDENT'S REPORT:

1. Minutes of the June Board of Directors meeting were approved as mailed.
2. There will be no August meeting of the Board; next meeting will be held on 17 September 1964.

DIRECTORS REPORT:

3. Mr. Lein reported on the success of the 1964 Arts and Science Fund Drive to date. At present it is short of the goal; however, it is anticipated that the goal will be reached. First quarter allocation to the organizations has been made on this assumption. If the final total is short, a percentage cut will be made.
4. Miss Huldah Curl, Curator, will leave the Art Center as of the 27th of July to accept a position as State Arts Coordinator with the University of Minnesota.
5. A preliminary summary of the 1963-64 financial statement was presented. A notable item was school tuition, \$29,251.66; tuition for 64-65 is budgeted at \$35,000.
6. The following resolutions were moved, seconded and carried.

"The Board of Directors hereby authorizes the sale of the property at 476 Summit Avenue to be accomplished at the earliest practicable date following the move to the new building. The Board hereby delegates to the Executive Committee the authority to negotiate the sale on behalf of the Art Center and to retain such professional assistance as be required. The final proposal for sale of the property must be submitted to the Board of Directors and/or the Board of Trustees for approval."

"The Board of Directors hereby accepts the offer of a gift of a piece of sculpture by Knoop, from Mr. Jerome Hill. The proposed gift has been selected from a group of works at the Andre Emmerich Gallery, New York City. Formal acknowledgement will be made at the time of delivery or purchase."

pg. 2  
Board of Directors Meeting  
23 July 1964

7. The proposed move of the Paul Manship (gift to the city from Mrs. Arthur Savage) sculpture from Cochrane Park to the new Arts and Science Center was discussed. The matter is being followed up informally by Mr. Niemeyer and Mr. Lein.
8. It was moved, seconded and carried that the meeting be adjourned.

Respectfully submitted,

Marie Peck / secretary

recorded: mary kelly

SAINT PAUL ART CENTER  
BOARD OF DIRECTOR'S MEETING  
25 June 1964  
Women's City Club - 12:15 PM

present: Bundy, Morton, Peet, Swain, Schorger, Donaldson, Syme  
Gill, Donohue, Peck, Muellerleile, Lein, Moran.

1. In the Absence of the President, Mr. Arnold Niemeyer, Mrs. Mahlon Bundy presided.
2. It was moved, seconded and carried that the minutes of the May meeting be approved as mailed.
3. Next meeting of the Board of Directors will be held 23 July, 1964, 12:15 PM at the Women's City Club.
4. Membership Report: Mr. Schorger

Mr. Schorger reported that 20 new members attended the Paint and Play reception at the Art Center on 24 June and later enjoyed a buffet supper at the University Club. Membership is growing steadily through direct mail promotion, and the committee is hopeful that a strong membership drive in the fall will generate even greater activity.

5. Gallenteer Report: Mrs. Donaldson

Mrs. Donaldson distributed copies of the attached list of purchases made since 1961 for the Permanent Collection from funds raised by the Gallenteers. A motion was made by Mrs. Peck and seconded by Mrs. Gill that a vote of appreciation be given the Gallenteers for the loyal support and effort they have extended the Art Center.

6. A renewal of the Bank Resolution was approved, indicating the positions of the officers authorized to sign checks written on the First Grand Avenue Bank, and to conduct such other business with that bank as may be necessary.
7. Director's Report:

Mr. Lein reported that an additional \$20,000 gift has been made by Miss Katherine Ordway toward the equipment fund drive for the new Arts and Science Building. This amount was designated for the Art Center's exhibition partitions. To date \$432,000 has been raised toward the current need of \$640,000. Original estimate for new equipment was \$450,000, which has proved inadequate to meet the needs of all the organizations.

Mr. Lein announced that Mrs. Arthur Savage, donor to the city of "Indian Hunter" a sculpture by Paulanship, has suggested it be moved from its present location in Cochrane Park, corner of Portland and Summit, to some portion of the new Art Center. This piece of sculpture was given the city in memory of Thomas Cochrane, and has suffered frequent damage from



vandalism. Mrs. Savage has written Thomas Ellerbe for his reaction to its suitability to the new location, either inside or as a focal point in the walled court. After discussion, Mrs. Peck moved, and Mr. Syme seconded the motion, that we recommend to the city that they favorably consider Mrs. Savage's request to so move the sculpture. Some personal contact should be made to city officials since such a move involves various departments and individuals. It was suggested that Mr. Niemeyer explore the subject with appropriate city officials.

8. Mrs. Swain asked that a decision be reached before 1 July, 1964 in regard to the amount Gallenteers will pay as membership fee in 1964-65. It was thought that the increase from \$5.00 to \$15.00 would be too great in one year. It was moved by John Schorger, seconded by Mrs. Gill that for one year only, Gallenteers on record in 1963-64 would pay \$10.00 membership fee for 1964-65.

There being no further business the meeting was adjourned.

Respectfully submitted,

Marie Peck / secretary

recorded: Ruth Moran

GALLENTHEER PURCHASES TO THE SAINT PAUL ART CENTER PERMANENT COLLECTION

DRAWINGS USA 1961:

61.13.05	Charles Burchfield "Sparrow-Hawk and Spruce", 1959	\$200
61.13.04	Isabel Bishop "The Long Wait", n.d.	150
61.13.10	Stephen Greene "Maw No. 3", n.d.	200
61.13.11	William Gropper "My Grandfather", 1961	400
61.13.19	Guy Palazzola "Betrayal", 1961	300
61.13.20	George Pappas "Nauset Light", 1961	300
61.13.26	Max Weber "Head of a Woman", 1943	250
61.13.27	John Wilde "The Great People Series; No. 3 Amy", 1959	<u>150</u> 2000

FIBER-CLAY-METAL 1962:

* 62.12.01	Genny K. Brown cocktail picks	\$ 75
* 62.12.04	Claude Conover stoneware bottle	100
62.12.06	Jean Dean enamel on copper plaque	250
62.12.10	Ressa Jacobson linen room divider	100
62.12.11	Brent Kington gold and diamond ring	225
* 62.12.20	Conway Pierson caste bronze vessel	200
* 62.12.25	Pamela Stearns tapestry "Wake of the Red Which"	150
62.12.28	Toshiko Takaezu stoneware pot	100
62.12.31	William Wyman slab built stoneware vase, "The Strains of Joy"	<u>200</u> 1300

DRAWINGS USA 1963:

63.10.04	John Gregoropoulos "Black Landscape", 196	\$100
63.10.22	Frank Gunter "Easter Sunday Wedding" 1963	100
62.10.08	Roberto Martinez "Sacrifice," 196	650
63.10.12	Abraham Rattner "Gomorrah No. 2," 1962	<u>750</u> 1600

(If additional funds are available the following will be purchased)

63.10.10	Gabor Peterdi "seascape 63 II", 1963	<u>400</u> 2000
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- \* Travelling with the United States Information Agency Exhibit in the Far East  
1963 DRAWINGS USA - Travelling Exhibition

# SAINT PAUL ART CENTER

476 SUMMIT AVENUE

SAINT PAUL, MINNESOTA 55102

MALCOLM E. LEIN  
DIRECTOR

*Am  
Pell of file  
for desk*

## BOARD OF TRUSTEES

THE HON. ELMER L. ANDERSEN  
MRS. PIERCE ATWATER  
MRS. PHILLIP A. BRUNO  
IRVING CLARK  
THOMAS L. DANIELS  
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## BOARD OF DIRECTORS

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MRS. ROGER SORENSON  
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DAVID SYME, JR.  
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MRS. W. D. DONALDSON, PRESIDENT  
MRS. HAROLD ZATS, VICE-PRESIDENT  
MRS. HUGH TURLEY, SECRETARY  
MRS. DONALD SMITH, TREASURER

## BOARD OF DIRECTOR'S MEETING

21 May 1964

Women's City Club - 12:15 PM

PRESENT: Peck, Donohue, Lein, Marzitelli, Boese, Niemeyer  
Plunkett, Muellerleile, Griggs, Schorger, Tibbetts,  
Clark, Noah. (Mrs. John Donohue)

## A G E N D A:

- A. PRESIDENT'S REPORT
  - 1. Minutes of last meeting
  - 2. Next Meeting: 25 June 1964
  - 3. Building Committee Report (Equipment Fund Drive)
- B. Arts and Science Report (Griggs)
- C. ~~Members~~hip Report (Schorger)
- D. Education Department Report (Tibbetts)
- E. Saint Paul Art Center Opening Event (Mrs. Donohue)
- F. Director's Report (Lein)
- G. Other
- H. Adjourn



THE UNITED STATES OF AMERICA  
DEPARTMENT OF THE ARMY  
HEADQUARTERS, ARMY  
WASHINGTON, D. C. 20315

MEMORANDUM

TO :

FROM :

SUBJECT :

1. [Illegible]

2. [Illegible]

3. [Illegible]

4. [Illegible]

5. [Illegible]

6. [Illegible]

7. [Illegible]

REMARKS :

1. [Illegible]

2. [Illegible]

3. [Illegible]

4. [Illegible]

5. [Illegible]

6. [Illegible]

*next meeting  
June 25<sup>th</sup> - 64*

DIRECTOR  
ADVISORY BOARD

2012 11 21 10:00 23103

SVINT BVUT VKL CENTER

BOARD OF DIRECTOR'S MEETING - 21 May 1964 - 12:15 PM - Women's City Club

Please call the Art Center - Ca. 5-9621  
to enable us to make a reservation for  
lunch for you.

Thank you.

# SAINT PAUL ART CENTER

476 SUMMIT AVENUE

SAINT PAUL, MINNESOTA 55102

MALCOLM E. LEIN  
DIRECTOR

BOARD OF DIRECTOR'S MEETING  
16 April 1964  
Women's City Club - 12:15 PM

## BOARD OF TRUSTEES

THE HON. ELMER L. ANDERSEN  
MRS. PIERCE ATWATER  
MRS. PHILLIP A. BRUNO  
IRVING CLARK  
THOMAS L. DANIELS  
MISS ELIZABETH DORSEY  
MILTON W. GRIGGS  
ALBERT H. HELLER  
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MRS. H. LONGSTREET TAYLOR  
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WILLIAM L. WEST

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Z. WILLARD FINBERG  
MRS. BENTON GILL  
C. BAYLISS GRIGGS  
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FRANK MARZITELLI  
THE HON. JOSEPH MITCHELL  
MRS. J. NEIL MORTON  
THE HON. SEVERIN MORTINSON  
RICHARD MUELLERLEILE  
MRS. BURTON NOAH  
MRS. WENDELL T. PECK  
MRS. WILLIAM PEET  
MRS. ROBERT PLUNKETT  
JOHN R. SCHORGER  
MRS. ROGER SORENSON  
MRS. THOMAS SWAIN  
DAVID SYME, JR.  
THE HON. GEORGE VAVOULIS

## GALLENTIERS

MRS. W. D. DONALDSON, PRESIDENT  
MRS. HAROLD ZATS, VICE-PRESIDENT  
MRS. HUGH TURLEY, SECRETARY  
MRS. DONALD SMITH, TREASURER

PRESENT: Herrmann, Griggs, Bundy, Finberg, Boss, Donohue, Peck  
Lein, Morton.

## PRESIDENT'S REPORT:

1. In the absence of the President, Mr. Arnold Niemeyer, Mrs. Mahlon Bundy presided. Approval of the April Minutes of the Board of Director's Meeting was moved by Mr. Griggs, seconded by Mr. Finberg. Carried.
2. The laying of the cornerstone for the new building will be held 23 April 1964 at 2:00 PM.
3. Next Meeting for the Board will be held 21 May 1964 - 12:15 PM - Women's City Club.

## ARTS AND SCIENCE REPORT: Bayliss Griggs.

4. It was noted that 45% of the total goal has been reached; from all reports it is anticipated that the goal will be achieved. The Neighborhood Drive reached its goal. The special gifts drive is relatively finished except for a few cards yet to be processed. The Minneapolis Drive, launched for the first time this year, has proved to be a success.

## GALLENTIERS'S REPORT: Mrs. Herrmann

5. The Rummage Sale will be held 6th of May from 9:00 a.m. until 5:00 PM. A preview for members and friends will be held on the 5th from 7:00 until 9:00 PM. Board Members are urged to encourage their friends to save their rummage and to plan to attend the preview sale.

## DIRECTOR'S REPORT:

6. The following motion from the minutes of the Council Building Committee April 13th 1964 was read and discussed:

"Be it resolved that it is the hope of the Building Committee that Council member organizations will be able to use all facilities in the Center to the fullest extent.

Be it further resolved that in order to facilitate the scheduling of programs, the Science Museum is designated as the booking agency for the Auditorium and other areas



currently assigned to the Museum; Theatre Saint Paul is designated as the booking agency for the theatre and other areas currently assigned to the Theatre; the Saint Paul Art Center is designated as the booking agency for areas currently assigned to them; The Saint Paul Council of Arts and Sciences is designated as the booking agency for the Rooftop Lounge and any other common areas of the Center not specifically mentioned above.

If an impasse develops between organizations over scheduling problems, the matter shall be referred to the Council of Arts and Sciences for arbitration."

Considerable discussion followed. It was noted that the above paragraph may be and in fact are being interpreted differently by different Council member organization in the matter of the principle of integrity of space, the program and the autonomy of the individual organizations within the Arts and Science Council.

7. It was moved by Mr. Donohue, that the above motion be referred by the Arts and Science Council to the participating organizations for further discussion and consideration. Seconded by Mrs. Peck. Carried.
7. Meeting adjourned.

Respectfully submitted,

Marie Peck / Secretary

recorded: Mary Kelly

1963

# SAINT PAUL ART CENTER

476 SUMMIT AVENUE

SAINT PAUL, MINNESOTA 55102

MALCOLM E. LEIN  
DIRECTOR

BOARD OF DIRECTOR'S MEETING  
19 December 1963  
Women's City Club - 12:15 PM

PRESENT: Niemeyer, Griggs, Schorger, Lein, Muellerleile, Peck,  
Donohue, Alford, Dillingham, Boese, Donaldson, Plunkett,  
Boss, Noah, Herrmann.

## A G E N D A

- A. LUNCH
- B. PRESIDENT'S REPORT
  - 1. Minutes of last meeting (mailed)
  - 2. Next regular meeting of the Board of Directors - 9 January 1964  
Women's City Club - 12:15 PM.
- C. DIRECTOR'S REPORT:
- D. DISCUSSION:
  - 1. Proposed Resolution (Recommended by Operation & Executive Committees)  
"It is resolved that effective with the next Fiscal Year, beginning 1 July 1964, the Saint Paul Art Center Membership Fees shall be raised from \$10.00 to \$15.00 for the Regular Membership and from \$5.00 to \$7.50 for the Professional and Gallenteers Membership. It is further requested that the Membership Committee study the advisability of a reduced fee for payment of two (2) or more years membership, at one time and that the possibility of a Corporate Membership be explored.
  - 2. 1964-65 Budget (Recommended by Operations & Executive Committees)
  - 3. Gallenteer's Report (Mrs. Donaldson)
  - 4. Other

Adjourn



FIVE YEAR INCOME AND EXPENSE SUMMARY / 24 October 1963

SAINT PAUL ART CENTER

	ACTUAL 1958-59 (Last year funds ) (solicited by SPAC)	ACTUAL 1962-63
<u>INCOME</u>		
Earned	\$41745	\$51618
(city	13500	15000
(patrons, etc.	17075	44453 (A/S Fund)
	<u>72320</u>	<u>4888 ( Spec. Proj. fund)</u>
		115959
<u>EXPENSES</u>		
Salaries	\$42278	\$62661
Program	12944	22370
Education	2251	3222
Building	5722	6815
Administration	5578	8121
Sales and Rental	<u>5648</u>	<u>11966</u>
	\$74421	\$115155
NET PROFIT / LOSS	(2101)	804

Copies of the audit, prepared by Taylor, McGaskill Inc., have been distributed to Officers and Directors and are on file in the office of the Corporation and available for review by any interested member of the Corporation.

SAINT PAUL ART CENTER  
1964-65 BUDGET / 12 November 1963

<u>EARNED INCOME</u>	ACTUAL 1962-63	Rev. to Conform to A/S Alloc. 31 Oct. '63	Est. Total 1963-64	Proposed 1964-65
1. Property Rental	\$ 2646	\$ 2700	\$ 2700	\$ 900
2. Art & Cat. Sales/Rental	12597	2000	2000	4000
3. School Store	683	600	700	5000
4. School Tuition	22072	22000	23000	35000
5. Exh. Entry Fees	2178	4000	4344	2400
6. Exh. Tour Fees	940	900	900	900
7. Shipping Refunds	498	600	600	600
8. Interest (restricted)	1182	1200	1200	1200
9. Membership	2695	3500	3500	6000
10. Special Project Grants	8804	8500	8500	2500
11. Gallenteers	1200	2000	2000	2000
12. Special Events	) 912	) 700	) 700	) 700
13. Miscellaneous	)	)	)	)
TOTAL	\$56507	\$48700	\$50144	\$61200

EXPENSES

SALARIES

Prof. Museum	17408	19245	19245	25900
Prof. School	25100	28045	28045	45000
Clerical	10813	11000	11000	10800
Unskilled	2608	3460	3860	8100
Unskilled	3648	3740	3740	9600
Other	3084	3374	3374	5360
TOTAL	62661	68864	68864	104700
Less July-Oct* 64				3225
NET TOTAL				101535

PROGRAM

27. Jury Exp. & Exh. Art.	\$ 1620	\$ 1600	\$ 1600	\$ 1600
28. Shipping & Insurance	5206	3200	3500	5000
29. Exh. Fees & Spec. Events	181	-	-	1000
30. Awards	2530	2500	2500	2500
31. Installation	712	700	700	700
32. Catalogs	2955	3000	3000	5000
33. Exh. Prom. & Bulletin	1342	1300	1800	1800
34. Special Events	1261	1000	1100	1500
35. Gallenteers	113	100	100	100
36. Miscellaneous	201	528	528	500
36a Spec. Proj. (proj. grants)	3987	6000	6000	1500
SUB-TOTAL	20103	19928	\$20828	\$21200
37. Acquisitions & Rest. Gfts.	2267	2200	2200	2200
TOTAL	\$22370	\$22128	\$23028	\$23400

<u>EDUCATION</u>	ACTUAL 1962-63	Rev. to Conform to A/S Alloc. 31 Oct. '63	Est. Tot. 1963-64	Proposed 1964-65
38. Supplies	\$ 766	\$ 800	\$ 800	\$ 1200
39. Promotion	855	900	1000	1200
40. Miscellaneous	377	300	500	500
41. Children's Program	<u>306</u>	<u>300</u>	<u>300</u>	<u>300</u>
SUB-TOTAL	2304	2300	2600	3200

#### BUILDING

44. Maintenance & Repair	1854	875	875	300
45. Insurance	330	425	425	425
46. Utilities	4117	3900	3900	800
47. Equipment & Supplies	<u>514</u>	<u>300</u>	<u>300</u>	<u>100</u>
SUB-TOTAL	6815	5500	5500	1625
47a Moving Expense	-	-	-	<u>2000</u>
				3625

#### ADMINISTRATION

48. Off. Suppl. Printing	889	1200	1200	1200
49. Office Equipment	179	200	200	200
50. Telephone & Telegraph	1054	1000	1000	1500
51. Membership	733	350	350	750
52. Travel and Local Expense				
a) Directors Exp. Allow.				
1) Auto 75% x 1644	\$1233 )			
2) Club & Organ.	126 )	1500	1500	1500
3) Entertainment,	141 )			
b) Travel & Misc. Local Exp.	790	900	900	900
53. Dues & Subscriptions	273	200	200	300
54. Audit & Bookkeeping	1625	1800	1800	1800
55. Miscellaneous	698	500	500	500
56. Interest on Loan	<u>389</u>	<u>390</u>	<u>390</u>	<u>390</u>
SUB-TOTAL	\$8121	\$ 8040	\$ 8040	\$ 9040
TOTALS	115155	109132	109132	147550
OPERATING LOSS	(58648)	(60432)	(60432)	(86350)

#### METHOD OF FINANCING LOSS

16. City Allocation	15000	15000	15000	)86350
19. A/S Fund	<u>44453</u>	<u>45432</u>	<u>45432</u>	)
	59453	60432	60432	86350
NET PROFIT/LOSS	805	- -	- -	0