

VOLUNTEER CONNECTION

NEWS FOR VOLUNTEERS :: Winter 2008



Carriage House and Historic Villa programs resume this fall and winter.

:: Programs & Activities

Green Thumb Club

Help us keep our gardens green by joining the Green Thumb Club (no green thumb required!). The group meets quarterly on Saturday morning, as well as other various times on weekdays, by mutual arrangement. Team will be working with artist Anya Gallaccio on a garden planting project in early 2008. Call to be added to the list and for future work day announcements.

To Market, To Market

Share your internet skills to provide online research to support marketing and public relations activities. Post events online and follow up phone calls. Must have comfort surfing the web, excellent grammar, attention to detail, curiosity. Research may be done from home. Help us reach new audiences and get the word out about Montalvo. Flexible based on your schedule.

Art-in-the-Barn

Assist Education Staff with the winter/spring art classes as a "studio assistant." Greet and check-in participants, help instructor set-up and clean-up materials, escort youth participants to and from barn studio, other related tasks. A fun way to be involved! Tuesdays 3:30-6:30 pm or Thursdays 6-9 pm, March-April. Minimum age: 16. Fingerprinting and background check may be required.

:: MARK YOUR CALENDARS

Key dates to keep in mind

NOV 19	Submit Jan-March Requests
NOV 21-23	VRO closed for Thanksgiving
DEC 3	Jan-March scheduling begins
DEC 12	Jan-March schedules published
DEC 21- JAN 1	VRO closed for year end holidays
DEC 22	Iraqi Art, part 1 closes
JAN 20	Iraqi Art, part 2 opens
FEB 6	Membership Team Training
MARCH 11	Quarterly Meeting for Volunteers
APRIL 27	Annual Volunteer Soiree (party)
TBD 2008	Training for New Volunteers

All dates and events listed subject to change or cancellation

:: New Venues Inaugurated

Montalvo is presenting a variety of performing and public programs at three new venues this winter. Venue details will be coming in the revised volunteer guidebook, available soon.

Historic Villa (HV): Not a new building, but definitely a new venue! We are purposefully scheduling chamber concerts, lectures and artist talks in our most visible and treasured of places, the 100-seat main hall of Senator Phelan's country home.

Heritage Theatre (HT): The 800-seat historic theatre located at the corner of Campbell Ave. and Winchester Blvd. Look for Marianne Pearl in conversation with Angie Coiro on February 27.

Barrett Ballroom (BB): Located in the SJSU Event Center, the ballroom can accommodate up to 500 guests. First-up, Ishmael Beah in conversation with Angie Coiro on February 6

WINTER

:: Pre-Code Films Continue

This winter we continue our exploration of pre-Code films with four more from the *forbidden Hollywood* era. Don't miss out on these scintillating movies, made after the advent of talkies but before the strict censorship of films by the Production Code Administration. Reflecting the libertine attitudes of the 20s and 30s, pre-Code films will delight and surprise you. Introductory remarks by Bay Area journalist and pre-Code aficionado, Angie Coiro. Each film is free to members; \$10 for non-members. For mature audiences. All films begin at 2 pm.

- :: Sat Jan 19: The Divorcee (1930)
- :: Sat Feb 2: Sign of the Cross (1932)
- :: Sun Feb 24: Queen Christina (1933)
- :: Sun March 9: Wonder Bar (1934)

:: Quarterly Meeting

Plan on attending the next "quarterly" meeting for Montalvo volunteers, Tuesday, March 11 at 6:30 pm. Note the date change! Refreshments and peer networking in the dining room starting at 5:45 pm. Staff and guest speakers TBD, but expect an update about the arts center, and overview of the spring and summer thematic programming, how volunteers may be involved, and more. Please RSVP for the meeting online in the Volunteer Education & Training category, or by calling the office at 408.961.5828. See you then.

Plan ahead! Starting in 2008, all community volunteers are expected to attend one of the "quarterly" meetings or another programmatic training to stay informed and to remain active. We encourage attendance at all the quarterly meetings, of course! Call the VRO office should you have questions, or if you have suggestions or ideas for speakers, topics or other educational opportunities--we want these meetings to be meaningful for you!

:: 9 Parts of Desire Theatre

Dramatic theatre returns to Montalvo! The highly-acclaimed "9 Parts of Desire" is a one-woman play that tells the story of the extraordinary (and ordinary) lives of a cross-section of Iraqi women: a sexy painter, a radical Communist, doctors, exiles, wives and lovers. This work is an unusually timely meditation on the ancient, the modern and the feminine in a country overshadowed by war. In the Carriage House Theatre, March 29 and 30.

:: Conservation Corps Going Strong

Special kudos to the students of San Jose Conservation Corps. Last spring and throughout the fall they have partnered with Montalvo on significant erosion control projects on the hillside in the Lucas Artists Programs complex, as well as the drive leading up to the historic villa. Their ongoing efforts and enthusiasm is greatly appreciated!

To get involved with other grounds care projects be sure to call us!

:: Welcome New Staff

Tori Correll, is the new Institutional Giving Manager. Tori will manage the grants and proposals processes for Montalvo.

Welcome to **Tracy White** who is the Membership & Individual Giving Manager. Tracy will manage membership and support Liz with Individual Giving. Prior to joining Montalvo, Tracy worked in Development at Achieve Kids in Palo Alto.

Congratulations to **Steven Hanks** who is transitioning to the role of Database Manager. He will coordinate the organizations combined data resources and new information system.

Finally, **Julie Thorne** continues in her role as Interim Residency Manager for the Lucas Artists Programs. She works with the resident fellows and helps make their stay successful.

Be sure to say, "Hello," to all of them when you see them.

:: Join the Membership Team

Play a vital role as a part of our Membership and Donor Relations team. Membership team volunteers assist Development staff with recruiting new Friends at public events, greet and host members-only receptions and donor cultivation events, in office with mailings, donor correspondence, assisting with event planning, and in the Griffin Room at summer shows. A brief training required to ensure a good fit with program.

Trainings led by Chris Wilcox, Donor Relations Manager are offered quarterly: the next will be Wednesday, February 6 at 6:00 pm. Advance RSVP is required. Log-in to automatically schedule yourself or give us a call.



:: Year-End Tax Tips

As the end of the year fast approaches, I thought I'd take a moment to remind you about some tax advantages for volunteers. Check with your tax advisor for possible deductions for things like volunteer attire purchases (aprons, polo shirts, etc., *wink*wink*), mileage to and from volunteer service, and other non-reimbursable direct service-related expenses. For details, visit <http://www.irs.gov/charities/contributors/index.html>

Database Bonus! If you would like to have a written report of your hours for tax purposes, simply log-in to www.myvolunteerpage.com and click on "My Hours" tab. You can print a screen report or export a pdf file to your desktop. No waiting for us to mail you a report.

:: Moments from 20th Century Iraq

In view of the lack of knowledge but sudden discovery of and interest in Iraq's arts and cultures, the exhibition's aim is to present several and varied pivotal moments from Iraq's modern art history. The works will include painting, sculpture, ceramics, and prints. Stage one is open now through December 22.

Stage two opens January 20 and includes a number of artists known as the 60s generation. They are the artists who were taught by the Pioneers and thus nourished by the same principles that focused on issues of identity without abandoning aesthetic experimentation. Characteristic of their age, however, was change. Four of the artists presented here were founding members of the New Vision Group, al-Ru'yya al-Jadidah. The New Vision group was a gathering of artists united on intellectual and cultural rather than stylistic basis. The group exemplified the manifest differences between the artists of the 1960s and those who preceded them as determined by more turbulent political realities. Further, the 1960s generation of Iraqi artists were an important link between the pioneers and the generations that followed.

:: Spring & Summer Internships

Not just for students! If you or someone you know would like to share their skills or expand their professional experience, share some time by becoming an intern in one of Montalvo's many arts and administrative departments. Internships can be tailored to your specific skills, time availability and interests and are available with a variety of programs: Lucas Artists Programs, Education & Outreach, Finance & Administration, Facility Operations & Maintenance, Gardening & Horticulture, Human Resources, Volunteer Resources, Special Events, Performing Arts Management, Visual Arts Administration, Funds Development. Minimum commitment is 6 hours per week for 3-months, and can be as significant as full-time for up to 12-weeks. Detailed information is available from Volunteer Resources: 408.961.5828

WELCOME

:: Check Out Our New Look

Our volunteer newsletter is not the only thing that has had a make-over! Check-out Montalvo's new website at www.montalvoarts.org. Phase One is live with new photos, new navigation, more interactivity, film and sound clips, and more. Future phases will bring chat forums, resident artists' works, and even a log-in for volunteers to the resource and training area. There still may be a few bugs, so log-on, check it out and let us know how things are working. And thanks to all the volunteers who helped upload info and get us going on schedule.

:: Database Tips & Tricks

To assist you with the online scheduling system at MyVolunteerPage.com we share tips and tricks in every newsletter.

New Tab Title

You may have noticed a change in the main tab titles in the database. When you log-in, you'll see a tab called "My Activities". This tab replaces the former "My Organizations" section. Here you will still find your schedule page and the activity sign-up area.

Viewing Activities in Date Order

When signing up for activities, it may be easier for some to look at the available activities in one, chronological list. To do this, simply select the 'Sort Activities By' field to read 'Activity Start Date', then uncheck the 'Group Activities by Category' box and click 'Refresh.' You'll see the list of activities change to have the non-date-specific events on top, followed by date specific ones in order, earliest first. Easy!

Saving Information

Every time you make a change on a page or request an assignment, be sure to click SAVE at the bottom of the screen. The screen will refresh automatically and you'll see a note field appear telling you that your info has been saved. Now you know when you have clicked SAVE--no more guessing!



:: Dollars for Doers

Does your employer match volunteer time given with a donation to your chosen organization? Not sure? Well, be sure to ask! Many employers match time given with a generous contribution. Some employers also give grants to non-profits where employees volunteer. Be sure to record your company in the employer section of the database. Go to www.myvolunteerpage.com, click My Profile and go to Additional Info. Don't miss a great opportunity to support Montalvo in another way.

:: Join the MSG

If you've ever thought about joining the Montalvo Service Group, now's the time! A new provisional class will begin in January 2008. If you'd like to learn more about this auxiliary of women and men who work together to support the arts center programs and raise funds for the preservation of the historic Villa at Montalvo, please contact the MSG Office at 408.961.5823 or messaging@montalvoarts.org.

Volunteer News is sent to all active individuals registered in the Montalvo Volunteer Program. If you no longer wish to receive opportunities from us, let us know and we will remove your name from our database.

To change your mailing preferences, log on to www.MyVolunteerPage.com and go to My Profile, Additional Info.