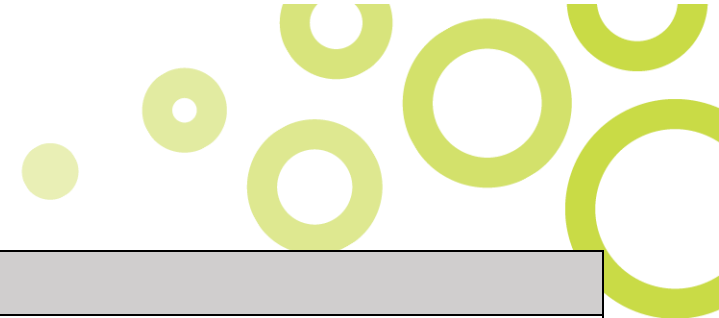




**Central Highlands Arts and Cultural Advisory Committee (CHACAC)
Planning Minutes**

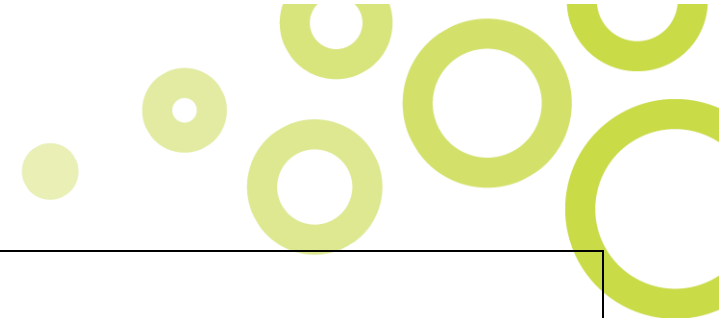
Date:	Friday 22 January 2021
Venue:	Central Highlands Regional Council – Emerald Gallery Meeting Room
Chair:	Cr Gai Sypher
Minute taker:	Brooke Wright – Administration Officer (AA)
Present:	CHACAC Members: Maureen Burns and Sharon Gimbert. CHRC: Cr Gai Sypher, Cr Charles Brimblecombe, Cr Christine Rolfe, Katerina Hatzipanagiotis – Coordinator Arts and Engagement (CAE), Karen Newman – Arts and Cultural Officer (ACO), Nikki Pickering – Arts and Cultural Officer – Galleries (ACOG), Brooke Wright – Administration Assistant (AA).
Apologies:	CHACAC members: Gail Nixon, Barbara Beazley, Suzanne Poulter.
Meeting time:	10.00 am – 12.04 pm
Preparation documents distributed for this meeting:	<ul style="list-style-type: none"> • CHACAC Planning Meeting Minutes – 20 November 2020 • CHACAC Member Update Form • CHACAC Information Privacy and Right to Information • CHACAC Member Nomination Information • CHACAC Nomination Form



	Subject	Discussions
1.	Acknowledgement of Country and opening of meeting	Cr Sypher shared an Acknowledgement of Country and welcomed attendees.
2.	Confirmation of previous CHACAC meeting minutes	<p>CHACAC 20 November 2020 planning meeting minutes draft was confirmed, noting that these minutes have not yet been presented to council for endorsement.</p> <p>Moved: Katerina Hatzipanagiotis Seconded: Cr Gai Sypher</p> <p>Cr Sypher proposed a change to the meeting format. Previous meeting actions will be discussed within the update sections of the CHACAC meetings, to ensure an informative but swift and structured meeting. The new flow be trialled in today's meeting.</p>
3.	Member updates	<p>Cr Gai Sypher</p> <ul style="list-style-type: none"> • Anakie Railway Station <ul style="list-style-type: none"> - The committee for the Anakie School of Arts is happy to take on the Anakie Railway Station as a tenure. <p>Sharon Gimbert</p> <ul style="list-style-type: none"> • Jet James – Printmaking Workshop <ul style="list-style-type: none"> - Jet James advised that he could run the workshops, as he has resolved staffing in his art gallery. Capricornia Printmakers Inc. remain an alternative option if required. - Once a timeframe has been established, Sharon Gimbert will meet with Jet James to check his availability for workshops. • Mosaic tables <ul style="list-style-type: none"> - The Emerald Photography Club has finished tiling their table in the Emerald Art Precinct gardens. Lachlan Grierson will organise the grouting when weather permits. • Capella



		<ul style="list-style-type: none"> - Kim Tompson from Capella Tieri Middlemount (CTM) Links was unavailable for a pre-Christmas meeting. Another meeting will be organised to discuss the options of a watercolour class. • Bauhinia Future Art workshop <ul style="list-style-type: none"> - Trip to Bauhinia was cancelled, as the workshop did not go ahead. • Art trail <ul style="list-style-type: none"> - Barbara Beazley has populated information into the Art trail's Dropbox and will update this on the Art Trail website, which is still under construction. • Mentorship project <ul style="list-style-type: none"> - The patchwork event was rescheduled to Sunday 17 January 2021. After some withdrawals there were eight attendees. Delivery was highly professional. • Wire wrapping workshop <ul style="list-style-type: none"> - A local Gemfields artist is running a workshop on 6 February 2021 in Emerald. There will be a \$10 materials fee. <p>Maureen Burns</p> <ul style="list-style-type: none"> • Capella Cultural Centre <ul style="list-style-type: none"> - Les Alberts is retiring and has resigned as manager of the Capella Cultural Centre. • Central Highlands history exhibition <ul style="list-style-type: none"> - The Duaringa Historical and Tourism Association, Emerald History Group, Emerald RSL, Capella Pioneer Village and the Clermont Men's Shed will participate in the Central Highlands history exhibition to be held at the Emerald Art Gallery in March 2021. Work on each object's story is in progress. - The format of the signage is still being discussed with local historian Marie Reid who is preparing the stories to accompany the Emerald History Association's objects in the exhibition. <p>Nikki Pickering</p> <ul style="list-style-type: none"> • Bauhinia Bicentennial Art Gallery in Springsure <ul style="list-style-type: none"> - The Nixon family's 200-year-old linens are at the Bauhinia Bicentennial Art Gallery in Springsure as part of the current <i>Linens and Teapots</i> exhibition. - ACOG to contact the Nixon family about displaying some of these linens in the Central Highlands History exhibition.
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		<p>Cr Christine Rolfe</p> <ul style="list-style-type: none"> • Springsure <i>Surf and Turf</i> exhibition <ul style="list-style-type: none"> - Cr Christine Rolfe noted previous meeting minutes mentioned a poor turnout at the <i>Surf and Turf</i> exhibition opening event in Springsure. She attended this event and did not feel it was a poor turnout. - Members discussed that, although it was smaller than usual for Springsure, it was still a wonderful night and a lovely exhibition. <p>Action: ACOG to contact the Nixon family regarding the inclusion of their 200-year-old linen in the Central Highlands history exhibition in Emerald during March 2021.</p>
4.	Projects and programs update	<p>Regional Arts Development Fund (RADF) 2020-2021 program</p> <ul style="list-style-type: none"> • Some applications have come forward for Round 2, indicating more interest than funds this year. • Arts Central Queensland have advised that they will be re-applying for another round of RADF. • Metal in March project 2021 <ul style="list-style-type: none"> - Blackwater Art Society expressed interest in Metal in March 2021 but decided to wait until the 2022 program. - Capella workshops will now be held at the Capella Cultural Centre. ACO will book centre and courtyard. • Alternate funding <ul style="list-style-type: none"> - Barbed wire workshop in Acadia Valley during Metal in March 2021 may be funded from Category C disaster recovery funding, which was also used to run 2020 workshops. • Metal in March project 2022 <ul style="list-style-type: none"> - Budget for Metal in March 2022 is ready to be submitted. - A quote has been submitted for Milynda Rogers' hot works (welding and scrap metal works). An enquiry has been left with Central Queensland University (CQU) regarding utilising their facilities as a venue for the workshop. - Local sculptor Jase Moore is willing to provide video tutorials of his larger metal works that he is working on. He no longer provides one-on-one sessions. - Lachlan Grierson is interested in facilitating blacksmithing workshops for the Central Highlands community once he has completed his training. - ACO to contact metalworks artists in the Gemfields about their interest in Metal in March 2022. - Possible 2022 workshops:



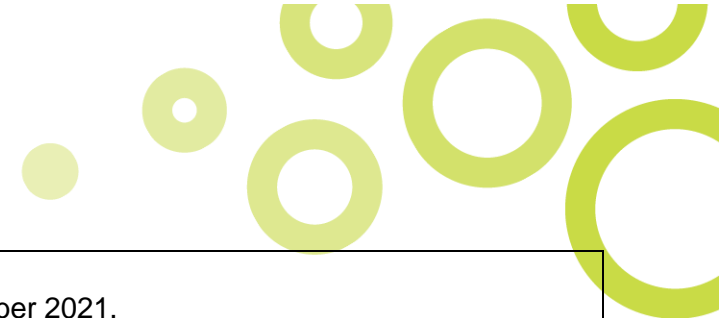
		<ul style="list-style-type: none"> ○ Brendan Tohill from the Rockhampton Gallery conducts bronze casting workshops. ○ Silversmithing – perhaps the Lapidary Club could run a demonstration or workshop. ○ Wire art or garden art. <p>Creative Cultural Future Strategy Report</p> <ul style="list-style-type: none"> ● In February 2021, the Arts team are presenting to council the six-monthly update for the Creative Cultural Futures and Heritage Action Plan (CCFHAP). This presentation will be available on the council website as part of the General Council Meeting minutes. ● The Future Aspirations report is due for review by CHACAC members. To allow enough time for consideration, this review will be added to the agenda of the next planning only meeting on 16 April 2021. A copy of the Future Aspirations report will be distributed prior to the meeting. <p>Action: ACO to contact Customer Service to book the Capella Cultural Centre and courtyard for the Metal in March workshops.</p> <p>Action: ACO to contact Gemfields artists for Metal in March 2022.</p> <p>Action: ACOG to add aspirational document to the agenda for 16 April 2021 meeting.</p> <p>Grant information sessions</p> <ul style="list-style-type: none"> ● CHACAC and RADF meeting dates have been confirmed for 2021. Calendar invites have been sent to members. ● The RADF information sessions are now known as Grant Information Sessions and will include Community Grants. ● Advertising for the below sessions is currently with the Communications department: <ul style="list-style-type: none"> - Springsure: 3 February, 2.00 to 3.00 pm - Blackwater: 4 February, 5.00 to 6.00 pm - Emerald: 8 February, 10.00 to 11.00 am - Capella: 8 February, 5.00 to 6.00 pm - Rubyvale: 9 February, 5.00 to 6.00 pm. ● Members noted that a clear focus should be on RADF to avoid it getting lost among the other grants. <p>Springsure Hospital</p> <ul style="list-style-type: none"> ● A specialised conservation expert visited the site and has identified gaps in the previous conservation report.
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		<ul style="list-style-type: none"> • Some structural work needs to be repaired prior to roofing. Some trees have been identified for removal. Contractors are working on these items. • Works are due for completion by the end of June 2021. Other conservations works will continue in FY 2021-22. • This is a capital project so accountability for progress is to council’s Strategic Planning Governance Group (SPGG). CHACAC will continue to receive project updates as they are invested in the progress of the building. • Maureen Burns suggested that something be put in writing in relation to the locality of plants when any building is erected as they may become overgrown or invasive. She advised that 20-year-old trees at the Capella Pioneer Village are causing damage to the buildings and are costly to remove. ACO to provide details of a local tree removalist who may be of help. <p>Action: ACO to send Maureen Burns contact details for tree removalist.</p> <p>Film Festival</p> <ul style="list-style-type: none"> • ACO has created a spreadsheet to capture details of film service, program and event providers. • A letter of support was sent for Noosa Film Academy workshops to be held at high schools in Emerald and Blackwater. This was successful and workshops are being held in two Emerald high schools and the Blackwater high school. • Capricorn Film Festival is currently advertising workshops they are conducting in Rockhampton and there are several film groups coming back up to Rockhampton. • The Winton Film Festival has been discussed previously as a possible model for something similar in Emerald. <p>Videography project</p> <ul style="list-style-type: none"> • Lou Petho is back in the Central Highlands. The Emerald Art Group auspiced his videography project in 2020 and payment needs to be organised. ACO advised that completion of the project must first be acknowledged with a project update from Barbara Beazley. ACO has recommended a meeting to discuss the project outcome report. • Graeme Stevenson, host of the TV show ‘Colour in Your Life’, is putting together a film production workshop. Awaiting confirmation on whether it will be presented online or face-to-face.
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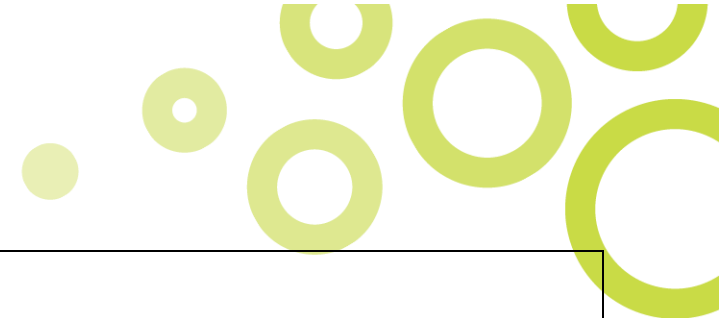
		<p>Action: ACO to meet with Lou Petho, Barbara Beazley and Sharon Gimbert to discuss the auspiced project outcome report.</p> <p>The Big Easel</p> <ul style="list-style-type: none"> • The condition assessment has been completed. CAE will meet with council’s asset team to discuss the condition assessment. • Cr Sypher asked that CHACAC receive an update once the CAE has met with the asset team. • The original artist, Cameron Cross who resides in Canada, was initially planned to complete the required repairs. This will not be possible as long as COVID-19 travel restrictions are in place. <p>Action: CAE to provide an update to CHACAC from the asset team’s reports.</p> <p>RADF online documents</p> <ul style="list-style-type: none"> • Have added a Project Update form to this suite of documents. • Guidelines have been amended with new dates and are available on the website. <p>Cemetery records</p> <ul style="list-style-type: none"> • Council’s communications team is currently considering the best way to add the Duaringa Cemetery records to the cultural tourism website per the <i>Creative Cultural Futures and Heritage Action Plan</i>. <p>The digitisation project</p> <ul style="list-style-type: none"> • The digitisation machine has arrived and has been placed in the Emerald Library. • Training, proposed guidelines and policies are all being developed. • One of the Emerald Library Officers, Leisa Shuttleworth, has taken on history and heritage related tasks and will be working on the digitisation project.
5.	Galleries update	<p>Public artwork project</p> <ul style="list-style-type: none"> • The public art project was awarded to local artist Derek Hedgcock and is on track to be installed by 30 April 2021.



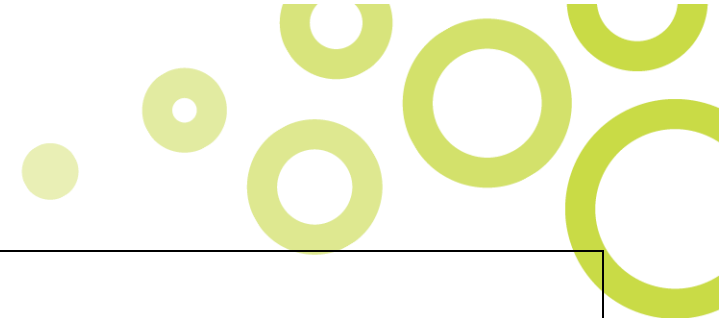
		<p>Emerald Art Gallery 2021 exhibition schedule</p> <ul style="list-style-type: none"> • The Emerald Art Gallery has exhibition availability in June and December 2021. • Sharon Gimbert advised that Erin Dunne may be available to exhibit in June. She will contact Erin about this and advise ACOG of availability. <p>Bauhinia Bicentennial Art Gallery in Springsure 2021 exhibition schedule</p> <ul style="list-style-type: none"> • Springsure’s gallery has availability in May, June, July, October and November 2021. • Sharon Gimbert will speak to the committee about taking the Sunflower Festival exhibition to Springsure in May 2021. • ACOG has spoken to Central Queensland Regional Arts Services Network (CQRASN) Regional Arts Project Officer, Wanda Bennett regarding touring exhibitions for Springsure. She has also approached other artists about exhibiting in Springsure. • ACO suggested that artist Veronika Zeil may be interested. • There are currently no photography exhibitions booked in Springsure during 2021. CAE attends the Emerald Photographic Club meetings and will discuss the possibility of holding a photography exhibition. ACO advised that photographer Vanessa Eyles has expressed interest in exhibiting in Springsure. • Cr Sypher mentioned that 2021 is the Year of Indigenous Tourism and there has been discussion about an Indigenous art exhibition – possibly a touring artist. She noted that this was of interest to others within the council, including councillors involved with the Central Highlands Development Corporation. Cr Sypher wondered if funding might be available to support an exhibition for a touring artist. • For example, Chern’ee Sutton who is an Indigenous artist from Mount Isa and a young tourist ambassador. She has been commissioned by the Queensland Government to create artwork. • ACO also noted that Flying Arts offer exhibitions on regional tour. • Sharon Gimbert mentioned that Julie Barratt from CQRASN attended ‘Arts Ablaze’ last year and could provide contact information for ‘Dress the Central West’ touring exhibition. • ACOG advised that there is not currently budget for touring exhibitions, additional funding would need to be sought to pursue these. • ACO suggested looking into the exhibition from Woorabinda which was exhibited at CQU in 2020.
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		<p>Action: Sharon Gimbert to discuss with Erin Dunne about holding an exhibition in June or December 2021 in Emerald.</p> <p>Action: CAE to speak to the Emerald Photographic Club regarding holding an exhibition in Emerald or Springsure during 2021.</p> <p>2021 CHRC Annual Arts Awards – Springsure</p> <ul style="list-style-type: none"> • Entries are due by 19 February 2021. • ACOG has secured Tambo artist Cassie Swanson to judge the awards. <p>Volunteer program</p> <ul style="list-style-type: none"> • Volunteers are needed to support gallery activities. ACOG is currently relying on Connected Communities staff for assistance. • The Central Highlands Visitor Information Centre has a strong volunteer group and may provide advice for building a volunteer base. Youth group volunteers could also be an option. • Cr Sypher believes volunteers need to feel like they have a purpose. Providing a name for the volunteer group could provide a sense of belonging, along with clear roles and responsibilities. • Sharon Gimbert pointed out that many volunteers are seniors who might not be able to physically install exhibitions. • ACO mentioned that volunteers are lacking in all areas and asked if a volunteer group could be formed to encompass the libraries, museums and art galleries. ACOG noted that art gallery volunteers need specialised training. • Sharon Gimbert suggested high school art students. Cr Brimblecombe agreed it could be a wonderful opportunity for them and the school and it may even be possible for them to integrate it into their curriculum. • Cr Sypher suggested promoting the need for volunteers at the next opening event. Talking to a ‘captive audience’ could be beneficial. Ensure that sign up forms are available on the night as well. • Maureen Burns added that people need to understand their personal liability if an incident occurs. Reassurance is necessary to provide confidence. <p>Arts and Cultural Officer – Galleries</p> <ul style="list-style-type: none"> • Nikki Pickering is now full time, contracted until January 2023 in the Arts and Cultural Officer – Galleries position.
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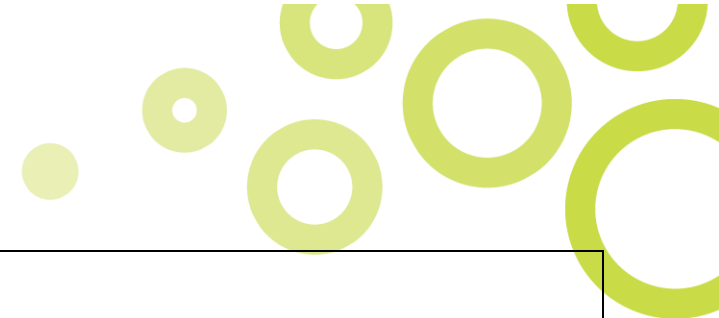
		<p>Regional art groups</p> <ul style="list-style-type: none"> • Rolleston <ul style="list-style-type: none"> - Sharon Gimbert advised that Ruth Jones confirmed there is not currently an art group in Rolleston. • Gemfields <ul style="list-style-type: none"> - The Mental Health Group meet at the multipurpose centre and do arts together as The Crafty Angels. ACO advised that this year they are creating individual works for the Springsure Annual Art Awards. - The Lapidary, Blacksmithing and Patchwork groups are active.
6.	<p>CHACAC membership nominations</p>	<ul style="list-style-type: none"> • A nomination form was provided to everyone in attendance. • One new member application has been submitted this year. Advertising for applications has been extended to provide further opportunity for nominations to be sought. • CHACAC has a maximum membership of 15 people. Advertising can continue until the committee membership is full. • The committee established that the three-year term stipulated in the Terms of Reference indicates that a whole of committee membership refresh will occur at a set date, similar to a council term. Information documents for CHACAC membership will be updated to reflect this. • Cr Sypher asked if the timing of meetings, which are currently in the daytime, affect who is capable of attending. The committee agreed that night-time meetings would not work for most in attendance, due to travel and family commitments. • ACOG raised that many community members are not aware that CHACAC exists. CAE noted that digital promotion has been enhanced for CHACAC. • Face-to-face information sessions are beneficial. Cr Gai Sypher suggested that CHACAC membership be a topic presented in council's community consultations. This may increase awareness of the committee. Sign up forms could also be taken to Community Reference Group meetings. • The Arts team will be presenting the RADF information sessions which will include information about the committee. CHACAC is welcome but not obliged to attend and contribute. <p>Action: ACO to update CHACAC nomination information document to reflect fixed date three-year term.</p>



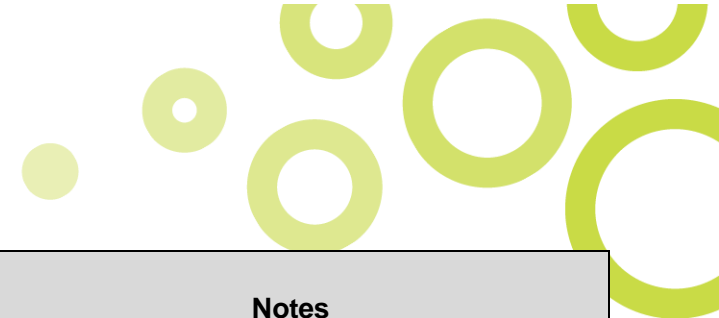
7.	General business	<p>Changing of meeting protocols</p> <ul style="list-style-type: none"> • An agenda item will be introduced titled ‘conflict of interest’. <ul style="list-style-type: none"> - It will be item number two on the meeting agenda and will provide an opportunity for members to declare a conflict of interest with agenda items. - A live Conflict of Interest Register is now active within council. Details will be placed within the register. <p>Clubs and events</p> <ul style="list-style-type: none"> • Council’s Sport and Recreation team are reminding all local clubs that COVID-19 restrictions are still in place for events. It was suggested that council should be assisting all art groups to be compliant with current COVID-19 restrictions where they are held in council facilities. • Sharon Gimbert advised that groups she has attended are abiding by COVID-19 restrictions. • There was discussion around council facilities and the need for users of these to be COVID safe. Council will assist groups to ensure a COVID-19 safe plan is in place when using council facilities. CAE follow up on COVID-19 safe plans with the use of council facilities. <p>Action: ACO to update CHACAC meeting agenda to include conflict of interest. Action: CAE to follow up on COVID-19 safe plans for community use of council facilities.</p> <p>RADF Project Amendment form</p> <ul style="list-style-type: none"> • The group reviewed the Project Amendment form. • Feedback included: <ul style="list-style-type: none"> - it needs to be clearly outlined that the budget can be changed, but only within the council approved amount - it should be clear that the last page only needs to be completed if the budget is changing. • CAE will finalise the form and circulate it to the group and make it available on the council website. <p>Action: CAE to finalise the RADF Project Amendment form. Form will be circulated to the group and made available on the RADF page on the council website.</p> <p>Meeting dates and locations</p>
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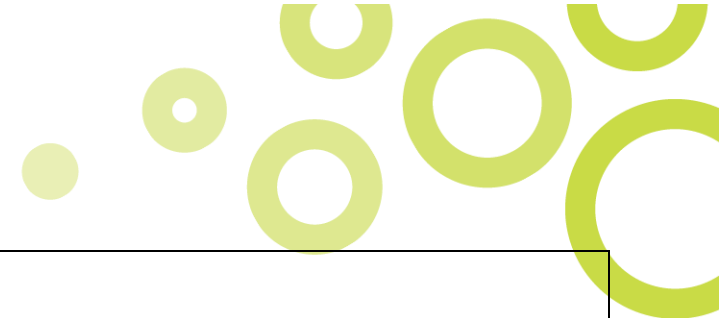
		<ul style="list-style-type: none"> • A draft plan for upcoming CHACAC meetings including different locations was presented. Travelling for meetings provides an opportunity to visit heritage sites, conduct outreach and encourage locals to attend the meetings. • Members expressed frustration about travelling for meetings which were not promoted to or attended by locals and community members. If no local community members indicate they will attend meetings outside of Emerald, their location will be rescheduled. • Cr Sypher suggested using Skype to facilitate attendance to those who cannot travel to attend. She indicated that community and local businesses' conference rooms and libraries in other towns may assist in providing access to Skype for this purpose. • ACO will circulate the meeting calendar to the committee. <p>Action: ACO to distribute document with meeting dates and locations to CHACAC.</p> <p>Shine Bright Festival</p> <ul style="list-style-type: none"> • CQ RASN's contract with Arts Queensland finishes in June 2021. It was a three-year term of engagement. • CQ RASN applied for Queensland Arts Showcase funding for the Shine Bright Festival over Queensland Day weekend. The intention of this application was to run a month of events across Central Queensland involving all of the CQ RASN councils, including Central Highlands Regional Council. <p>Folk Festival</p> <ul style="list-style-type: none"> • Kim Tompson requested a meeting with ACO. ACO to follow up. • CAE acknowledged that the event is planned to go ahead. • Kim Tompson already has funding from Queensland Celebrations for the event. <p>Action: ACO to contact Kim Tompson to meet regarding the Folk Festival.</p> <p>Upcoming CHACAC meetings for 2021</p> <ul style="list-style-type: none"> • 12 March 2021 (including RADF assessment meeting) • 16 April 2021 • 14 May 2021 (including RADF assessment meeting)
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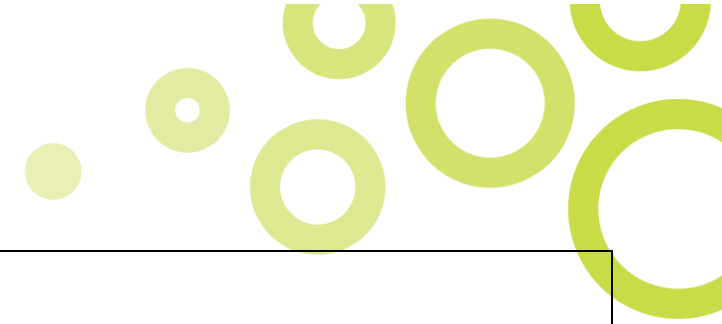
		<ul style="list-style-type: none"> 25 June 2021 <p>Emerald Botanic Gardens</p> <ul style="list-style-type: none"> Emerald CRG members questioned if the sign for the Carlisle Marbles at the Botanic Gardens had been replaced. Victor Cominos, Emerald CRG member, requested discussion about signage for the windmill in the Botanic Gardens.
8.	Previous meeting action review	<p>Complete</p> <ul style="list-style-type: none"> Art Asset Gap Analysis – Arts Asset Register Arts Precinct Cemeteries and Lone Grave Register RADF Regional Arts Development Fund 2020-2021 program <p>In Progress</p> <ul style="list-style-type: none"> Arts and cultural website Cemeteries and Lone Grave Register CHACAC membership Creative Cultural Futures and Heritage Action Plan –2018-2020 FYs Film festivals Metal in March Public art Van Gogh ‘Big Easel’ sunflower painting Regional Arts Development Fund 2020-2021 program
9.	Meeting close	Meeting closed: 12.04pm



Item/Project	Action	Responsible	Status	Notes
Arts and cultural website	13-12-19 ACO to request an update to the Projects and Programs webpage to reflect current achievements. http://www.centralhighlands.qld.gov.au/community-support/arts-culture-2/projects-programs/	ACO	In progress	23-10-20 Broken links have been fixed. 23-10-20 Heritage trails and maps have been added. 25-09-20 All projects are all but finalised, ACO to follow up on this being updated on the website. 23-10-20 Broken links have been fixed. Projects and programs page is a work in progress.
Arts Precinct	23-10-20 Consult with Manager Connected Communities with regards to a meeting to communicate project status and next steps to the stakeholder groups.	ACO, Manager Connected Communities and Cr Sypher	Complete	22-01-21 Cr Sypher and Suzanne Poulter held a morning tea which was very successful. 20-11-20 Cr Sypher and Suzanne Poulter to organise a morning tea with a representative from each stakeholder group to provide a face to face update on the status of the Precinct. 23-10-20 An update needs to be provided to stakeholder groups. 25-09-20 Community are requesting information regarding what is happening and/or what is underway in relation to the carpark proposed for the Arts Precinct. 25-09-20 Cr Rolfe and Cr Sypher to discuss this issue with council in hopes of finding a resolution.
Cemeteries and Lone Grave Register	6-09-19 Members to send to the ACO any lone grave information that they would like recognised by providing a GPS location and a photo of the site.	CHACAC	In progress	25-09-20 CHACAC members have provided information of lone graves. No GPS coordinates available to date.
	17-7-20 ACO to compile lone grave information provided by members into a register.	ACO	In progress	25-09-20 Lone graves registrations being progressed.
	19-06-20 ACO to liaise with library and Planning team to determine best place for recording/linking to Duaringa historic cemetery records.	ACO	Complete	22-01-21 This is now with the Communications Team.



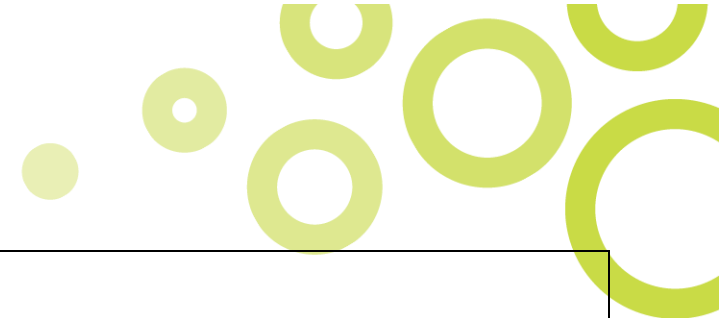
CHACAC membership	22-01-21 ACO to update CHACAC nomination information document to reflect fixed date three-year term.	ACO		
	22-01-21 ACO to provide meeting dates and locations to CHACAC.	ACO		
	20-11-20 Existing CHACAC members to submit their updated CHACAC membership forms	CHACAC	In progress	20-11-20 Only one membership form has been returned to ACO thus far.
	20-11-20 Close out date for submission forms to be publicised on the website, advising that all forms need to be received by 22 January 2021.	ACO	In progress	22-01-21 Time has been extended.
COVID-19 safe plans	22-01-21 Katerina Hatzipanagiotis to follow up with arts clubs on COVID-19 safe plans with regards to the use of council facilities.	CAE		
Creative Cultural Futures and Heritage Action Plan –2018-2020 FYs	22-01-21 ACO to ensure that the aspirational document is sent out seven days prior to the next meeting.	ACO		
	22-01-21 ACO to add a new section to the agenda to allow a robust discussion regarding the aspirational document.	ACO		
	20-11-20 ACO to now circulate the Creative Cultural Futures and Heritage Action Plan updates and any documentation relating to and upcoming meeting seven days before the meeting to allow time for the documentation to be read and feedback brought to the meeting.	ACO	In progress	20-11-20 ACO to attach update to the minutes.
	23-10-20 Set an agenda item to provide quarterly updates at CHACAC meetings.	ACO	In progress	23-10-20 CHACAC requested short quarterly updates on the action plan.
Film festivals	23-10-20 ACO to add information in the film groups spreadsheet she is compiling and distribute to CHACAC members.	ACO	In progress	22-01-21 ACO has begun the spreadsheet. 25-09-20 ACO to provide a copy of film service/program/event providers.
Folk Festival	22-01-21 ACO to contact Kim Thompson to re-arrange a meeting time regarding the Folk Festival.	ACO		



Gallery exhibition programs	22-01-21 Sharon Gimbert to discuss with Erin Dunne about holding an exhibition in June or December in Emerald.	Sharon Gimbert		
	22-01-21 - Nikki Pickering to advise if the Nixon Family would like their 200-year-old linen on display at the Central Highlands History Exhibition in Emerald in March.	ACOG	In progress	
	22-01-21 Katerina Hatzipanagiotis to speak to the photography club regarding holding an exhibition in Emerald or Springsure.	Katerina Hatzipanagiotis		
	20-11-20 ACO will have this information sent out to CHACAC members for consideration and to disperse through their networks.	ACO	In progress	
Metal in March	22-01-21 ACO to contact Customer Service for booking at the Cultural Centre for the Metal in March 2021 workshops – preferably the courtyard area.	ACO		
	22-01-21 ACO to contact Gemfields artists for Metal in March 2022.	ACO		
	23-10-20 ACO will discuss a public art exhibition of Metal in March art in Mackenzie Park or an exhibition in the tourist centre with the Duinga Historical and Tourism Association.	ACO	In progress	
	23-10-20 ACO to develop project plan for budget request for 2021/22 FY	ACO	In progress	
Public art Van Gogh 'Big Easel' sunflower painting	22-01-21 Katerina Hatzipanagiotis to provide an update from the asset team's reports.	Katerina Hatzipanagiotis		
	25-10-19 ACO to contact Canadian artist Cameron Cross for Big Easel van Gogh Sunflower painting in Morton Park original project contract.	Assets and Facilities	In progress	22-01-21 Currently on hold, due to COVID travel restrictions. 23-10-20 This will undergo an asset condition report within the next month.



				07-02-20 Currently CHRC Assets and Facilities department are looking at frame. A budget proposal to be re-submitted.
RADF Regional Arts Development Fund 2020-2021 program	22-01-21 Katerina Hatzipanagiotis to finalise the Project Amendment Form.	Katerina Hatzipanagiotis		
	20-11-20 ACO to request that the RADF guidelines be taken down from the website to be urgently updated with the new dates	ACO	In progress	20-11-20 Amend the two application closure dates to the 26 February 2021 and the 30 April 2021. 20-11-20 ACO to send out meeting requests for RADF Meetings for next year, 12 March 2021 and 14 May 2021
	20-11-20 A 'Project Amendment Form' needs to be created to streamline application changes/amendments for applicants.	ACO	Complete	22-01-2021 Reviewed by CHACAC Committee
	20-11-20 RADF information session information can be distributed to the CRG Meetings so that they are aware of them.	ACO	In Progress	
	23-10-20 ACO to liaise with approved RADF applicants whose projects were delayed due to COVID-19 restrictions. Each applicant will need to submit an amendment on their project delivery time.	ACO	In progress	20-11-20 ACO to ensure all correspondence is in writing, via email if possible. 20-11-20 Applicants need to submit a request for approval submission to make changes to their approved applications.
	23-10-20 ACO to develop a plan for RADF information sessions.	ACO	In progress	22-01-21 planning has begun
	23-10-20 ACOG to distribute RADF information to artist email list.	ACOG	In progress	
	23-10-20 Cr Sypher to develop an outline for an Arts Festival.	Cr Sypher	In progress	20-11-20 Cr Sypher advised that this is a 2-year plan
	23-10-20 ACO to liaise with Communications team regarding councillors and members adding RADF to community Facebook groups.	ACO	In progress	
Springsure Hospital Museum	22-01-21 ACO to send contact details for tree removalist through to Maureen Burns.	ACO		



Videography project	22-01-21 ACO to arrange a meeting with Lou Petho, Barbara Beazley and Sharon Gimbert to discuss the auspiced project.	ACO		
Clubs & Events	22-01-21 Katerina Hatzipanagiotis to follow up on COVID safe plans with regards to the use of council facilities.	Katerina Hatzipanagiotis		