



## Central Highlands Arts and Cultural Advisory Committee (CHACAC) Planning Meeting Notes

**DATE:** 28 March 2019

**VENUE:** Emerald Art Gallery Meeting Room

**CHAIR:** Karen Newman (CHRC)

**NOTE TAKER:** Kayla Holloway (CHRC)

**PRESENT:** CHACAC members: Barb Beazley, Sharon Gimbert and Maureen Burns.  
Karen Newman (Arts and Cultural Officer – CHRC), Kayla Holloway (Administration Assistant – CHRC).

**APOLOGIES:** CHACAC members: Anna-Jane Gordon, Kathy Hawkins, Wendy Gibson, Ruth Jones and Shaunte Francis.  
Cr Gail Nixon (Councillor – CHRC), Cr. Charles Brimblecombe (Councillor – CHRC), Cr. Gail Godwin-Smith (Councillor – CHRC), Bernardine Frawley (Coordinator Community Engagement – CHRC).

**MEETING COMMENCED:** 12:30    **MEETING CLOSED:** 3.10 pm

ITEM NO.	SUBJECT	DISCUSSION
1	<b>Welcome &amp; Apologies</b>	<ul style="list-style-type: none"> <li>• Karen Newman welcomed everyone and thanked them for coming.</li> <li>• Apologies were noted.</li> <li>• <b>Documentation provided to attendees:</b> <ul style="list-style-type: none"> <li>○ Meeting notes from previous CHACAC planning meeting 14 February 2019.</li> <li>○ Agenda for CHACAC planning meeting 28 March 2019.</li> </ul> </li> </ul>
2	<b>Confirmation of Meeting Notes</b>	<p><b>Meeting Notes from 14 February 2019</b></p> <ul style="list-style-type: none"> <li>• <b>Action:</b> Members reviewed the meeting notes from 14 February 2019 and confirmed the meeting notes as true and correct for the record. Moved by Maureen Burns and Seconded by Sharon Gimbert.</li> </ul>
3	<b>Previous Meeting Actions</b>	<p><i>31 January 2019 planning meeting</i> <b>Regional Arts Development Fund (RADF)</b></p> <ul style="list-style-type: none"> <li>• Sharon Gimbert to contact Doug Core, of Our Rainbow House (ORH) advising the artist information is the only additional requirement. <ul style="list-style-type: none"> <li>○ <b>Update:</b> ORH have not reapplied for Regional Arts Development Fund (RADF) funding. They have been advised by council and CHACAC members that their application requires an artist quotation and resume</li> </ul> </li> </ul>



to support their original application.

**The Carnarvon Gorge ‘Carnarvon Creates ...’ Artist Retreat**

- ACO to discuss project with Central Queensland Regional Arts Services Network (CQ RASN) Project Officer Julie Barratt.
  - **Update:** This is to be discussed in the Arts and Cultural Officer update in today’s meeting.

**Emerald Historical Association and Emerald Pioneer Cottages**

- ACO to confirm both Emerald Historical Association and Emerald Pioneer Cottages details with Carmel Marshall.
  - **Update:** Carmel Marshall advised ACO that the Emerald and District Historical Association and the Emerald Pioneer Cottage Committee are still working on their combined incorporation.

**Arts in August**

- ACO to continue with Arts in August planning.
- ACO to confirm with the Central Highlands Science Centre Inc. if they have any appropriate activities.
  - **Action:** ACO will Facebook message Central Highlands Science Centre to enquire about possible Arts in August activities.
- ACO to discuss an Expression of Interest (EOI) flyer with council’s communications team.
  - **Update:** The EOI to run Arts in August events and for the \$500 grants for community groups has been started with communications team. The application is still being developed. ACO tabled a rough timeline for the Arts in August program and associated events. Event additions processes were discussed.

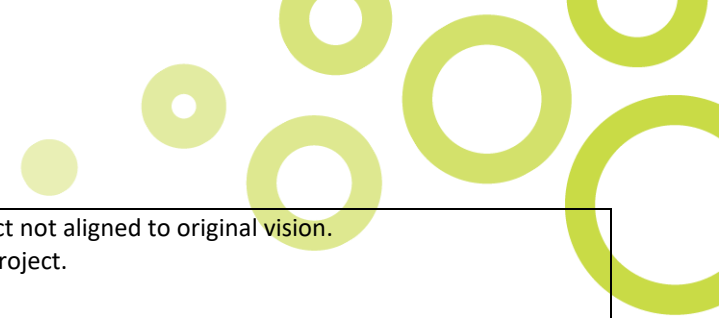
**Garden Art Project**

- Cr Godwin-Smith introduced “Along the Garden Path” concept to CHACAC members and ideas surrounding this concept were discussed. Barbed wire art, garden sculpture, chalk painted signs and other garden arts ideas were suggested.
  - **Action:** ACO will discuss concept ideas with Manager Community Recreation and Facilities as to probabilities for project in Emerald Botanic Gardens.

**Metal in March Project**

- Barbed wire art discussions resulted in a Metal in March concept idea being developed.
  - **Action:** ACO and CHACAC members will continue to plan this event for 2020 to be held in the Springsure and Rolleston with a gallery exhibition as an outcome of the project.

**Digitisation project**



- ACO has had some discussion with the libraries team, project not aligned to original vision.
  - **Action:** ACO to work with libraries on digitisation project.

**Heritage Training – Capella**

- ACO has discussed the Capella Pioneer Village (CPV) 11 May 2019 weekend suggested Heritage Training dates with Central Queensland Museums Development Officer Dr. Melanie Piddocke.
  - **Action:** ACO to confirm 11 May 2019 Heritage Training dates at Capella Pioneer Village.

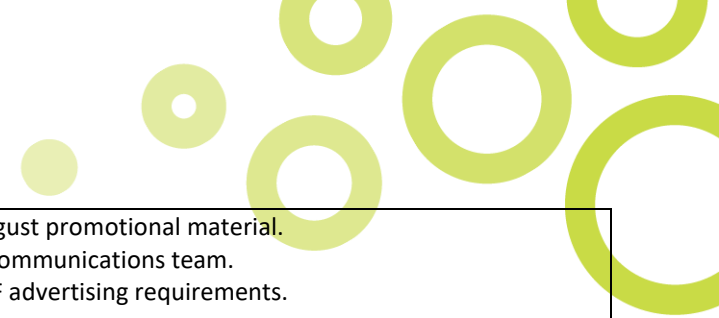
*14 February 2019 planning meeting*

**Comet and Blackwater Historical Collections**

- ACO to investigate with IS Team alternatives for augmented reality platform and add this to Creative Cultural Futures and Heritage action plan – future aspirations document to remain on record for future planning.
  - **Update:** Augmented reality platform has been discussed with council’s Digital Engagement Officer and the CHACAC recommendation for council to create and maintain their own platform will be considered.
- ACO to investigate with State Library Queensland and State Records Queensland re: Blackwater Herald newspaper.
  - **Action:** ACO will continue to ascertain which local newspapers are recorded in the state libraries collections.
- ACO to discuss volunteer capacity to assist with digitisation work with Coordinator of Libraries.
  - **Update:** Volunteer program project still being investigated by Coordinator Community Engagement. ACO unfamiliar with Emerald Community Reference Group (CRG) volunteer project and will research that volunteer project further to ascertain linkages.
  - **Update:** In relation to actions update for volunteers in the CHACAC 14 February 2019 planning meeting, ACO is working with the Coordinator of Libraries to further the digitisation of local historical records and engaging library volunteers in the Blackwater Library.
  - **Update:** Blackwater Library is currently undergoing some changes and any digitisation of the Blackwater historical records will have to wait until these are completed.

**Arts in August discussions continued with Blackwater Arts Society (BAS) representatives**

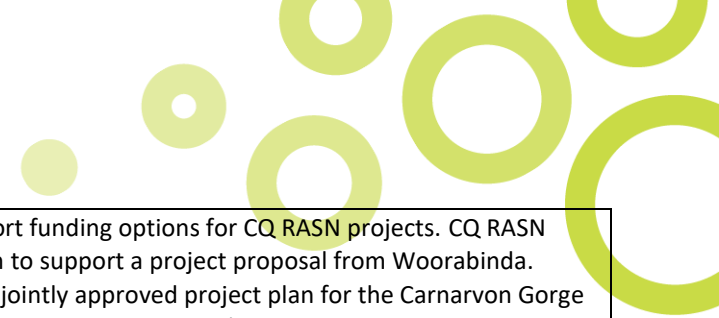
- ACO to confirm Variety Bash details.
  - **Action:** The Variety Club to be contacted to discuss linking their tour information to Arts in August calendar.
- ACO to arrange for council communications team to create an Arts in August template with logo on template.
  - **Update:** ACO suggested a new Arts in August logo being developed to align with the other arts, cultural and heritage branding. The committee supported this suggestion for a new marketing Arts in August logo



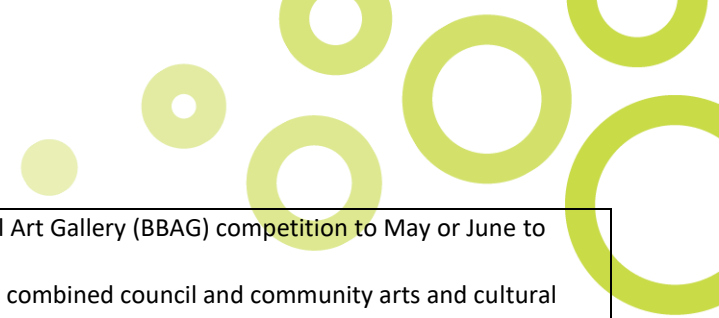
		<p>which would be integrated into the new Arts in August promotional material.</p> <ul style="list-style-type: none"> <li>○ <b>Action:</b> ACO to action a new logo design with the communications team.</li> <li>○ <b>Action:</b> ACO to arrange a similar template for RADF advertising requirements.</li> <li>○ <b>Update:</b> Maureen Burns updated committee that the Troy Cassar-Daley will hold a free event at the undercover arena in Capella at Capella showgrounds. This event is on 15 August 2019 from 7pm-10pm.</li> <li>○ <b>Action:</b> ACO to add Troy Cassar-Daley details to Arts in August calendar.</li> <li>○ <b>Action:</b> ACO to add Blackwater Art Society (BAS) exhibition to Arts in August calendar.</li> </ul> <p><b>CHRC Creative Cultural Futures Action Planning</b></p> <ul style="list-style-type: none"> <li>● ACO to add Bluff Cemetery and other BAS suggestions to Creative Cultural Futures and Heritage - future aspirations document. <ul style="list-style-type: none"> <li>○ <b>Update:</b> Bluff cemetery gateway replacement has been added to Creative Cultural Futures and Heritage – future aspirations document.</li> <li>○ <b>Update:</b> The Creative Cultural Futures and Heritage – future aspirations document has been updated with all recently submitted new ideas. The Creative Cultural Futures and Heritage Action Plan 2018-2020 FYs was endorsed and adopted by council 12 March 2019.</li> </ul> </li> <li>● ACO has submitted a budget request for the Art Gap Collection Project for council’s consideration. <ul style="list-style-type: none"> <li>○ <b>Update:</b> This budget request outcome will not be known until 2019-2020 budget announcements.</li> </ul> </li> <li>● ACO to investigate providence and ownership of artwork/s with Blackwater State High School. <ul style="list-style-type: none"> <li>○ <b>Update:</b> ACO contacted Blackwater State High School (BSHS) to obtain the records of council art purchases from the Annual BSHS Blackwater Art Competition.</li> </ul> </li> <li>● ACO shared the suggested ‘Laneway’ ideas with council youth officers and add to Creative Cultural Futures and Heritage - future aspirations document. <ul style="list-style-type: none"> <li>○ <b>Update:</b> Blackwater Arnold Lane event project has been discussed with the Blackwater Youth Officer and Senior Youth Officer for progression. The project may be eligible for grant funding.</li> </ul> </li> <li>● ACO to follow-up Gallery agreements for Emerald and Springsure. <ul style="list-style-type: none"> <li>○ <b>Update:</b> There will be an EOI proposal for the galleries to be run annually each FY by an incorporated community group.</li> <li>○ <b>Update:</b> Both gallery spaces are currently being managed by a council galleries team consisting of ACO and two library staff from both gallery locations in Emerald and Springsure. <ul style="list-style-type: none"> <li>– The locks to the Emerald Gallery areas have been changed as numerous keys are still outstanding. Barbara Beasley noted storeroom items needed addressing as personal information on USB sticks are in plain sight.</li> <li>– What will happen to Emerald Gallery Incorporation (EGI) wind-up? ACO responded that council</li> </ul> </li> </ul> </li> </ul>
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		<p>governance advice will be sought on this matter.</p> <ul style="list-style-type: none"> <li>- The Emerald Art Award will be held in August to realign with previous gallery artist bookings.</li> <li>- Galleries will be further discussed in general business.</li> </ul> <ul style="list-style-type: none"> <li>o <b>Action:</b> ACO to action EGI wind up with council governance department.</li> <li>o <b>Action:</b> ACO to add Blackwater Art Society (BAS) ideas to Creative Cultural Future and Heritage - future aspirations document.</li> <li>o <b>Update:</b> BAS are moving their group exhibition to August to align with the Arts in August calendar and local tourist season.</li> </ul> <ul style="list-style-type: none"> <li>• ACO to continue to follow-up heritage register map update progress. <ul style="list-style-type: none"> <li>o <b>Update:</b> Heritage Register map has been updated, but is not in a usable user-friendly format for cultural tourism requirements. The older local heritage register may be able to be used for the cultural tourism map online if logo can be changed as it is much easier to read.</li> <li>o <b>Action:</b> ACO to discuss further with council planning department.</li> </ul> </li> <li>• ACO to investigate with council's town planning department requirements around the Emerald Pioneer Cottage space. <ul style="list-style-type: none"> <li>o <b>Update:</b> The Heritage Management Framework document is being changed to include national heritage changes. Natural heritage elements will be added, and the document will be being graphically aligned to blend with the other art and cultural branding.</li> </ul> </li> <li>• CHACAC members to register on the council Community Directory Website (where appropriate).</li> </ul> <p><b>Galleries update</b></p> <ul style="list-style-type: none"> <li>• ACO to place the booking for Emerald Arts Awards into the Emerald Art gallery calendar that is being developed. <ul style="list-style-type: none"> <li>o <b>Update:</b> ACO has advised that this will be discussed within the meeting today.</li> </ul> </li> </ul> <p><b>CHACAC Planning Meeting dates</b></p> <ul style="list-style-type: none"> <li>• RADF bid to be submitted to Arts Queensland, by the ACO in April 2019. <ul style="list-style-type: none"> <li>o <b>Update:</b> The RADF Bid 2019-2020 is almost complete and associated document changes will be discussed in general business.</li> </ul> </li> </ul>
4	Arts in August	<ul style="list-style-type: none"> <li>• ACO tabled timeline of dates surrounding Arts in August the Expression of Interest (EOI) process for the eight \$500 grants and Arts in August calendar for community groups.</li> <li>• EOI is intended to be a simple project explanation, location, time group details and budget.</li> <li>• <b>Action:</b> ACO to complete Arts in August \$500 grant application forms and other associated documents.</li> <li>• Any community arts, cultural and heritage events or activities occurring in the Central Highlands region that occur</li> </ul>

		<p>in August 2019, are to be listed in the Arts in August Calendar on application. They will then be eligible for Arts in August branding and marketing support and be included in the Arts in August events calendar.</p> <ul style="list-style-type: none"> <li>• ACO is to advise recent successful Regional Arts Development Fund (RADF) applicants in their Letter of Offer, information regarding the Arts in August calendar. Organisers of events occurring in August will be encouraged to register their events in the Arts in August events calendar.</li> <li>• <b>Action:</b> ACO to insert a future events calendar clause in applicant's acceptance letter. ACO to advise current RADF Applicants of the Arts in August Event Calendar including their event.</li> </ul>
5	<b>ARTSynergy</b>	<p><b>Karen Jones ARTSynergy Workshop:</b></p> <ul style="list-style-type: none"> <li>• Held on 20 March 2019 in the Emerald Town Hall Supper Room</li> <li>• Advertising for this event was shared throughout council's networks, however only a few attended.</li> <li>• Five local attendees and four members of the presenting body, including two from Cross Road Arts in Mackay attended the day.</li> <li>• Cross Road Arts CEO Alison Richardson showed a film clip of a major Cross Roads Arts Mackay performance art piece which was acted out across Mackay. The final scene included environmental science and social messages.</li> <li>• Cross Road Arts additional attendee was an inspiring key note speaker Brenden Borellini.</li> <li>• Barb Beazley commented that she would have liked to have seen a Council Youth worker in attendance.</li> </ul>
6	<b>Arts and Cultural Officer update</b>	<p><b>NAIDOC and Indigenous Art</b></p> <ul style="list-style-type: none"> <li>• Darryl Black from Springsure would like to hold a cultural day during NAIDOC Week 2019 for the schools at the Springsure Keeping Place.</li> <li>• ACO has been contacted by Woorabinda artists to discuss Duinga Cultural Centre.</li> <li>• Central Queensland Regional Arts Services Network (CQ RASN) have visited Woorabinda twice and are working on several projects there.</li> <li>• Council's Indigenous Officer position is currently vacant and ACO has been contacted by several groups regarding projects in this area.</li> <li>• Indigenous artists: <ul style="list-style-type: none"> <li>○ Darryl Black, Springsure</li> <li>○ Eunice Day, Blackwater</li> </ul> have been recognised as possible artists for part of the Carnarvon Creates... project.</li> </ul> <p><b>Carnarvon Gorge Retreat and CQ RASN</b></p> <ul style="list-style-type: none"> <li>• A meeting between Suzanne Poulter Manager Connected Communities (MCC), CQ RASN Project Officer Julie Barratt, CHACAC member Barbara Beazley and ACO was held on 20 March 2019 to discuss the retreat project plan.</li> <li>• The CHRC project plan is being updated from original plan with outline and input from the both parties involved.</li> </ul>



		<ul style="list-style-type: none"> <li>• ACO had previously suggested a number of additional support funding options for CQ RASN projects. CQ RASN have submitted a Regional Arts Fund (RAF) grant application to support a project proposal from Woorabinda.</li> <li>• <b>Update:</b> ACO is awaiting a reply from CQ RASN relating to a jointly approved project plan for the Carnarvon Gorge Retreat. This project plan is to be added as a supporting document to the council’s 2019-2020 RADF Bid to Arts Queensland.</li> </ul> <p><b>Central Highlands Development Corporation (CHDC) Tourism and Events Speakers – Key Points</b></p> <ul style="list-style-type: none"> <li>• Online marketing is essential.</li> <li>• Business management is a changed space to both local and international visitors. They like to research and book online prior to visiting an area.</li> <li>• Tourists need events, packages and experiences for increased visitor nights in a region.</li> <li>• Capricorn Enterprises utilise professional bloggers as a focus.</li> <li>• Local rebranding has changed the ‘too general’ Sandstone Stories branding back to the Carnarvon Gorge and other area identified references.</li> <li>• The Sapphire Gemfields is unique in the world as an accessible gem space. The fact that the Sapphire Gemfields and local indigenous peoples were not recognised in the Discover the Central Highlands marketing video recently released was a cause for feedback from the attendees. ACO to inform CHDC and Supervisor Community Development Lynda Connell of this feedback.</li> </ul> <p>CHACAC members discussed possible arts and cultural events including a Film Festival, Twilight Markets, Sequins and Sapphires and an Emerald City Festival; these will be added to the Creative Cultural Futures and Heritage – future aspirations document.</p> <ul style="list-style-type: none"> <li>• <b>Action:</b> ACO to update Creative Cultural Futures and Heritage – future aspirations document noting the arts and cultural events as suggested above.</li> <li>• <b>Action:</b> ACO to inform CHDC and Supervisor Community Development Lynda Connell of feedback that indigenous people were not recognised in their marketing video.</li> </ul> <p><b>The Emerald Patchwork Club and other Emerald Arts Precinct groups</b> Holding an Open Day in the Emerald Art Precinct is 11 May 2019 around 9am.</p>
7	General Business	<p><b>Marketing Training Budget</b></p> <ul style="list-style-type: none"> <li>• Marketing training budget has been confirmed last week and possible suggestions for the CHDC Tourism and Events forum are being investigated. CHDC have some online marketing training coming up.</li> <li>• <b>Action:</b> ACO to follow up marketing contacts with CHDC and confirm their online marketing training dates.</li> </ul> <p><b>Bauhinia Bicentennial Art Gallery</b></p>



- Maureen Burns suggested moving the Bauhinia Bicentennial Art Gallery (BBAG) competition to May or June to align to show circuit entries.
- ACO explained that the BBAG was previously organised by a combined council and community arts and cultural services committee which coordinated arts, cultural and heritage events and activities including the gallery in the Springsure and Rolleston areas. The committee was dissolved by council and never reformed. The BBAG management has been less consistent since then.

**Gallery Discussions**

**Sunflower Festival**

- Sunflower Festival craft exhibition is next exhibition –the Emerald Photographic Club (EPC) exhibition ‘Faces of ...’ will be taken down on 13 April 2019 and set up for Sunflower exhibition begins that same day.
- Sunflower exhibition needs to be ready by the evening of Wednesday 17 April 2019 for Sunflower Queen and Princess speeches.
- **Action:** ACO will assist EPC members with take down of ‘Faces of ... ‘and assist set up of Sunflower exhibition.

**Possible Exhibitions**

- A Dawson River artists’ exhibition may be a possibility for the next exhibitor after the Sunflower exhibition.
- **Action:** ACO to contact Dawson River artists to check availability for the next Emerald Art Gallery exhibitor.
- Jet James is available to exhibit in July 2019. Jet wished to also utilise his time in the region to conduct a workshop in print making and Central Queensland University (CQU) Associate Vice-Chancellor – Central Highlands Region (AVCCH) Associate Professor Anita Milroy has offered the university which contains the necessary facilities for print making as a venue.
- **Action:** ACO to contact Jet James and dates to be confirmed and contract to be actioned
- An exhibition may be available for November 2019 in line with Remembrance Day. Anne Smith had offered her photographic works for display for November 2018. This opportunity was not availed at that time and Anne alternatively delivered a Remembrance Day exhibition at Parliament House. Anne was happy to bring this exhibition to the Emerald Art Gallery in the future.
- **Action:** ACO to continue to work with Anne Smith on availability.
- February or March 2020 exhibition with popular Facebook historian of the “Love in a little black diary” by Judith Salecich. Judith posted a small piece about Bogantungan will received a large amount of feedback. Many children of the Medway Creek Rail Disaster contacted Judith who is currently applying to the John Oxley library to obtain a grant to research the event and conducted oral history interviews with these survivors
- **Action:** ACO has sent a confirmation email to Judith Salecich for the Gallery Booking in 2020.
- Barbara Beazley has met with a few new artists living in the Gemfields area that may be able to curate an exhibition.



		<ul style="list-style-type: none"> <li>• Strategic Initiative – Springsure Floral Art Group (SFAG), encourage them to exhibit and/or a demonstration workshop. It’s an art form that we haven’t had in the Emerald Art Gallery before.</li> <li>• <b>Action:</b> ACO to continue to contact Joanne Iker of SFAG on availability.</li> </ul> <p><b>Emerald Annual Art Awards</b></p> <ul style="list-style-type: none"> <li>• A lengthy discussion was held regarding this annual competition and exhibition.</li> <li>• The Art Competition for Emerald will be held in August this year.</li> <li>• <b>Action:</b> A meeting specific to the Annual Art Awards to occur in April – 11 March 2019.</li> <li>• <b>Action:</b> ACO to contact prospective judges for the Art Awards – Bianca Acimovic (Rockhampton Gallery), (AVCCH) Associate Professor Anita Milroy of the Central Queensland University (CQU) and the Flying Arts.</li> <li>• Re-branding was discussed, to be implemented by the 2020 Art Awards.</li> <li>• <b>Action:</b> Barb Beazley to send through a previous ‘Emerald Art Awards’ document for reference regarding this year’s forms.</li> </ul> <p><b>Emerald Gallery Incorporated (EGI)</b></p> <ul style="list-style-type: none"> <li>• <b>Update:</b> ACO advised that the committee themselves must dissolve their incorporation.</li> <li>• <b>Action:</b> ACO to speak to council’s governance team regarding avenues available for wind up of the current EGI and what can be done about the ‘trust fund’ that was active for the committee.</li> </ul>
8	Member Updates	<p><b>Maureen Burns</b></p> <ul style="list-style-type: none"> <li>• Maureen asked about the Pole Murals in Capella being painted. An EOI for an artist may be necessary and possibly a funding grant application.</li> </ul> <p><b>Sharon Gimbert</b></p> <ul style="list-style-type: none"> <li>• Sharon Gimbert has been away on holidays.</li> <li>• Emerald Artist Precinct groups have been organising items for the Sunflower exhibition.</li> <li>• Sharon stated that a staff member from council had rung to inspect the Emerald Art Group’s building just before she went away on holidays. There was someone there the for the whole day just waiting for this visit and it didn’t occur.</li> </ul> <p><b>Barb Beazley</b></p> <ul style="list-style-type: none"> <li>• Other private project at Gemfields has taken up a lot of time.</li> <li>• Has located from the Gemfields three potential artists for the artist booklet.</li> <li>• “Faces of....’ Personalities in Print’ exhibition was very successful with over 100 attendees at the opening night event.</li> </ul>

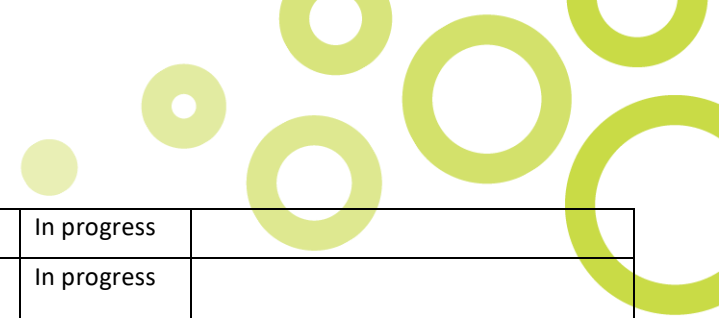
		<p><b>Cr. Godwin-Smith (email update)</b></p> <ul style="list-style-type: none"> <li>Feedback from local Rolleston ladies who attended the “Along the Garden Path” workshops said it was wonderful. Popular workshops included - Lamp Shades, Farm Yard Clocks &amp; Chalk Painted signs.</li> <li>The barb wire chandelier and wall art with Julie Mayne was also very popular. Discussions have commenced with artist Julie Mayne surrounding holding a barbed wire workshop. Tentatively a two day in Springsure and/or a one day in Rolleston workshop.</li> <li>Helen McLelland is another possible artist – she has been making sombreros in barbed wire.</li> </ul>
9	Mini Artist Booklet	<p><b>Artist Booklet Discussion</b></p> <ul style="list-style-type: none"> <li><b>Update:</b> A note will be placed in the booklet referring to the ‘website’ for history group contacts.</li> <li>This will be a focus on another meeting as other projects are taking priority at the current time.</li> </ul>
10	Next Meeting	<ul style="list-style-type: none"> <li><b>Next CHACAC Planning Meeting:</b> Thursday 11 April 2019 at 10am</li> <li><b>Venue:</b> Emerald Corporate Offices – Meeting Room 4</li> </ul>

*Disclaimer: Council minutes are public documents therefore minutes may need to be adjusted where appropriate to council formatting and publishing standards.*

## CHACAC Planning Meetings - Action Table

Date Discussed	Item/Project	Action	Responsible	Status	Notes
	<b>Regional Arts Development Fund (RADF)</b>	ACO to again contact Our Rainbow House (ORH) regarding previously requested RADF application additions necessary to complete application. Sharon Gimbert to contact Doug Core, of ORH advising the artist information is the only additional requirement.	ACO  Sharon Gimbert	Complete  Complete	
	<b>The Carnarvon Gorge ‘Carnarvon Creates ...’ Artist Retreat</b>	ACO to discuss project with Julie Barratt from CQ RASN.	ACO	To do	

	<b>Emerald Historical Association and Emerald Pioneer Cottages</b>	ACO to confirm both Emerald Historical Association and Emerald Pioneer Cottages details with Carmel Marshall.	ACO	Complete	
	<b>Arts in August</b>	ACO to continue with Arts in August planning	ACO	Ongoing	
		ACO to confirm with the Central Highlands Science Centre Inc. if they have any appropriate activities.	ACO	In progress	
		ACO to discuss an EOI flyer with council's communications team	ACO	In progress	
	<b>Along the Garden Path</b>	ACO to investigate "Along the Garden Path" workshop concept possibilities with Manager Community Recreation and Facilities and Emerald Parks and Gardens team.	ACO	In progress	
	<b>Metal in March</b>	ACO to add Metal in March event idea to Creative Cultural Futures – future aspirations document. Cr. Godwin-Smith to speak to the barbed wire artists to discuss workshops.	ACO Cr. Godwin-Smith	Complete Complete	ACO has identified a heavy Metal band which contains local Blackwater performers for possible inclusion in concept.
		ACO and CHACAC members continue to plan this event for 2020 to be held in Springsure and Rolleston	ACO and CHACAC members	To do	
	<b>Digitisation project</b>	ACO to work with libraries on digitisation project.	ACO	Ongoing	ACO has had some discussion with the libraries team, project not aligned to original vision.
	<b>Heritage Training - Capella</b>	ACO to confirm 11 May 2019 Heritage Training dates at Capella Pioneer Village (CPV).	ACO	Complete	ACO to request change of dates to 27 and 28 April 2019 as per CPV email request.
<b>14 February 2019</b>	<b>Comet and Blackwater Historical Collections</b>	ACO to investigate with IS Team alternatives for augmented reality platform and add this suggestion to Creative Cultural Futures and Heritage action plan – future aspirations document to remain on record for future planning.	ACO	Complete	CHACAC suggested council should develop and maintain its own augmented reality platform. Suggestion has been discussed with council's digital engagement officer.
		ACO to investigate with State Library Queensland and State Records Queensland re: Blackwater Herald newspaper.	ACO	In progress	
		ACO to discuss volunteer capacity to assist with digitisation work with Co-ordinator of Libraries.	ACO	Ongoing	
	<b>CQ RASN Carnarvon Gorge Artist Retreat</b>	ACO to discuss project with CHACAC, council and CQ RASN.	ACO	Ongoing	



<b>Arts in August discussions continued with BAS representatives</b>	ACO to confirm Variety Bash details.	ACO	In progress	
	ACO to arrange for council communications team to create an Arts in August template with logo on template.	ACO	In progress	
	ACO to arrange a similar template for RADF advertising requirements.	ACO	In progress	
	ACO to add Troy Cassar-Daley details to Arts in August Calendar	ACO	In progress	
	ACO to add Blackwater Art Society exhibition to Arts in August Calendar	ACO	In progress	
<b>CHRC Creative Cultural Futures Action Planning</b>	ACO to add Bluff Cemetery and other BAS suggestions to Creative Cultural Futures and Heritage - Future aspirations document.	ACO	Complete	
	ACO has submitted a budget request for the Art Gap Collection Project for council's consideration	ACO	In progress	
	ACO to investigate providence and ownership of artwork/s with Blackwater State High School.	ACO	Complete	
	ACO to share the suggested 'Laneway' ideas with council youth officers and add to Creative Cultural Futures and Heritage - Future aspirations document.	ACO	Complete	
	ACO to follow-up Gallery agreements for Emerald and Springsure	ACO	Ongoing	
	ACO to add BAS ideas to Creative Cultural Future and Heritage - Future aspirations document.	ACO	Complete	
	ACO to continue to follow-up heritage register map update	ACO	Ongoing	
	ACO to investigate with council's town planning department requirements around the Emerald Pioneer Cottage space.	ACO	Ongoing	
	CHACAC members to register on the council Community Directory Website (where appropriate).		Ongoing	
<b>CHACAC Planning Meeting dates</b>	RADF bid to be submitted by the ACO 6 April 2019.	ACO	In progress	

<b>28 March 2019</b>	<b>Arts in August</b>	ACO to advise current RADF Applicants who are holding activities in August of the Arts in August event calendar and possible inclusion of their activity. ACO to insert a future events calendar clause in applicant's acceptance letter.	ACO	To Do	
		ACO to complete Arts in August \$500 grant application forms and other associated documents.	ACO	To Do	
	<b>RADF Round 4 to be advertised to close 3 May 2019</b>	ACO to advertise an additional RADF round for the 2018-19 program. RADF Round 4 will close 3 May 2019 for assessment on 9 May 2019.	ACO	To Do	
	<b>May RADF Round Proposal</b>	CHACAC members to consider an application for State Art Conference (first one to be held in six years), and the Winton Film Festival or other events – as there have been attempts to link these events previously.	ACO	To Do	
	<b>Potential RADF Applicants</b>	ACO to contact Joanne Iker and gauge interest of the Floral Art Group. Encourage them to open for an exhibition, or a demonstration workshop.	ACO	To Do	
	<b>RADF Bid</b>	ACO to update priorities on council website with new 2019-2020 program and associated RADF documents when Arts Queensland approve the current changes.	ACO	To Do	
	<b>CHDC Tourism and Events Speakers – Key Points</b>	ACO to update Creative Cultural Futures and Heritage – future aspirations document with the Film Festival, Twilight Markets, Sequins and Sapphires and an Emerald City Festival.	ACO	To Do	
		ACO to inform CHDC and Supervisor Community Development Lynda Connell of feedback that local indigenous peoples were not recognised in the Discover the Central Highlands	ACO	TO DO	
	<b>Marketing Training Budget</b>	ACO to follow up marketing contacts with CHDC and confirm their online marketing training dates.	ACO	To Do	

	<b>Gallery Discussions - Sunflower Festival</b>	ACO will assist Emerald Photographic Club (EPC) members with take down of 'Faces of ... 'and assist set up of Sunflower exhibition.	ACO	To Do	
	<b>Gallery Discussions – Possibly Exhibitions</b>	ACO to contact Dawson River artists to check availability for the next Emerald Art Gallery exhibitor.	ACO	To Do	
		ACO to contact Jet James and dates to be confirmed and contract to be actioned	ACO	To Do	
		ACO to continue to work with Anne Smith on availability.	ACO	To Do	
	<b>Annual Art Awards</b>	A meeting specific to the Annual Art Awards to occur 11 April 2019 at 10am.	ACO	To Do	
		ACO to contact prospective judges for the Art Awards – Bianca Acimovic (Rockhampton Gallery), Associate Vice-Chancellor – Central Highlands Region (AVCCH) Associate Professor Anita Milroy of the Central Queensland University (CQU) and Flying Arts.	ACO	To Do	
		Barb Beazley to send through a previous 'Emerald Art Awards' document for reference regarding this year's forms.	Barbara Beazley	To Do	
	<b>Emerald Gallery Incorporated</b>	ACO to speak to governance regarding avenues available for wind up of the current EGI and what can be done about the 'trust fund' that was active for the committee.	ACO	To Do	