

Central Highlands Arts and Cultural Advisory Committee (CHACAC) Regional Arts Development Fund (RADF) Round 2 (2019-20 FY) Assessment Meeting Minutes

- Location:** Gallery Meeting Room, Emerald Administration Building.
- Date:** Friday 13 December 2019 - 10:16am to 12:00pm.
- Chair:** Cr Gail Nixon (CHRC).
- Minute Taker:** Maddie Fitzpatrick (CHRC).
- Present:**
CHACAC Members: Councillor Gail Nixon, Barbara Beazley, Anna-Jane Moore, Mellissa Chick, Sharon Gimbert, Maureen Burns and Kathy Hawkins.
CHRC: Karen Newman – Regional Arts Development Fund (RADF) Liaison Officer (RLO), Administration Officer - Maddie Fitzpatrick.
- Apologies:**
CHACAC Members: Councillor Gail Godwin-Smith, Councillor Charles Brimblecombe, Wendy Gibson, Professor Anita Milroy, Shaunte Frances.
CHRC: Suzanne Poulter - Manager Connected Communities and Bernardine Frawley - Coordinator Community Engagement.

Documents provided to attendees for the purposes of this meeting:

- Meeting agenda RADF Round 2 (2019-20 FY)
- Minutes from RADF Round 1 (2019-20 FY) 25 October 2019
- Regional Arts Development Fund Quick Response Application Forms (drafts as per request for Scenic Rim model)
- Regional Arts Development Fund (RADF) Guidelines 2019-2020

RADF Round 2 Applications:

1. CTM Links
2. Michelle Gray and Raelene Bock

RADF Round 2 Project Proposals:

1. Jet James
2. Emerald Patchwork and Quilting

RADF Project amendment:

- Videography project (previously approved Round 3, 2018-19 FY)

Item	Subject	Discussions
1	Welcome	<p>The chair welcomed everyone to the meeting.</p> <p>Apologies were noted.</p> <p>Confirmation of previous RADF meeting notes as true and correct.</p> <ul style="list-style-type: none"> • Moved: Maureen Burns • Seconded: Kathy Hawkins
2	Previous Meeting	<ul style="list-style-type: none"> • Reviewed previous meeting action table.
3	RADF Applications – Group applications	<p>Jodi Cowan – CTM Links – Project: Whimsy and Me</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Members welcomed this RADF project application targeting Capella and Tieri. • Members have also witnessed the works of the requested artist and agree that the works will attract community participation. • CTM Links application is approved subject to amendment of the budget area in the original application. This refers to the amounts that do not match and will need to reflect travel expenses. • CTM Links to amend the application to show the RADF Contribution on page 4, from \$1542.00 to the agreed upon price of \$1313.00. <p>RADF Grant: \$1313.00 Outcome: Approved Moved: Maureen Burns Seconded: Kathy Hawkins</p> <p>ACTION: RLO to work with CTM links to amend application.</p> <p>Michelle Gray and Raelene Bock – Project: Taking Central Highlands Art to the City</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Members considered the application in relation to CHRC’s RADF guidelines. • The application request is for a personal exhibition and it does not indicate benefit to community. • The project benefits the community outside of the Central Highlands. • Members agree that the council’s RADF program should not be paying gallery fees in Brisbane, nor catering, as these items don’t align with the CHRC RADF guidelines. • Feedback as per the decision:

		<ul style="list-style-type: none"> ○ The application is related to personal development of the applicants. The project does not comprise a formal leaning/development opportunity, such as a workshop of conference with a learning outcome that can be shared with community afterwards. There was no information shared regarding the qualifications of the tutor providing the training or how this training would benefit our community. ○ The application does not meet the RADF Guidelines 2019-2020 FY that requires a return on investment to our community and for the project to be not for profit. <p>RADF Grant: \$5100.00 Outcome: Not approved Moved: Kathy Hawkins Seconded: Sharon Gimbert</p> <p>ACTION: RLO to provide feedback to Michelle Gray and Raelene Bock regarding application.</p>
4	RADF Project Proposals:	<p>Council Initiated Project (CIP) project proposal: Project title: Jet James Workshops Discussion:</p> <ul style="list-style-type: none"> ● Sharon Gimbert spoke on the workshop/s proposal, as it was the Emerald Art Group Incorporated who was requested to contact Jet James on behalf on the local Central Highlands artists. ● The workshops include five-days of intensive printmaking works from start to finish. In addition to this will be a two-day weekend of painting workshop. ● Jet James has mentioned he will supply majority of the materials; the inks, the plates, etc. ● Jet James is hoping to be in the region around August 2020 for the Annual Art Awards and Arts around August. ● The aim is to attract 12-15 participants per day of each workshop. ● The flexibility of the workshops will be of great advantage. Participants can attend the 2-day workshops and if they enjoy them, they can sign up for the extra three days. Jet James will be flexible on times and days that are suitable for the community. <p>RADF Grant: \$5666.00 Outcome: Proposal supported in principle, final approval pending formal application to be submitted to RADF 2019-20 Round 3. Moved: Maureen Burns Seconded: Anna Moore</p> <p>ACTION: Sharon Gimbert to collaborate with Jet James to complete formal RADF application on behalf of Central Highlands artists and submit for Round 3.</p>

		<p>Emerald Patchwork and Quilting Group project proposal – Regional Patchwork workshops</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Sharon Gimbert shared that she has been in contact with the Emerald Patchwork and Quilting Group. They have requested to know if the workshops being proposed will be supported if they go forward with them. RLO has also met with the group. • CHACAC members agreed these workshops will be a great idea for the community to learn about patchwork. They agree the workshops will benefit community. <p>Outcome: Proposal supported in principle, recommend further development of the application to be submitted to RADF 2019-20 Round 3.</p> <p>Moved: Maureen Burns Seconded: Cr Gail Nixon</p> <p>ACTION: RLO to advise Emerald Patchwork and Quilting Group of CHACAC’s support to submit a RADF application.</p>
5	RADF Project amendment:	<p>CIP Videography workshops amendment</p> <p>The videography project was approved in RADF 2018-19 Round 3. Discussions below outline proposed changes to this project due to service provider changes.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • There have been discussions prior to today’s meeting about this previously approved application. • This is a split application that has been approved for a budget total of \$15000. <ul style="list-style-type: none"> ○ The major portion of \$10000 will be utilised as a variety of workshops for the community as per Media Training options document provided to CHACAC by International Media specialist, Lou Petho. ○ Other service providers were also previously considered for this project. CHACAC members have determined to support Lou Petho as a new artist living in the region. ○ Lou Petho has created a breakdown on the training he offers through media workshops including videography. This can cater for different audiences and a variety of skills development. ○ Members discussed that they will need to contact Lou Petho in order to provide him with formal direction surrounding the workshop options they wished to avail for the community. • CHACAC members to decide on training options and RLO to progress discussions to formalise these workshops. • There will be a minimum contribution fee to participate in the workshops, as noted in the RADF Guidelines. • Members agreed with the heritage video section being held in the Central Highlands as a key workshop for recognising the history and heritage of the region. • Discussions on the sections to suit which targeted audience:

- A heritage video and documentary workshop will benefit the community of the Central Highlands greatly as there is numerous persons with historic stories deserving a short film/videography presentation. This section targets almost anyone with interests in history and holding onto regional heritage.
 - Promotional tourism will also target anyone and will at the same time promote the Central Highlands region, attracting visitors and newcomers to the community. Members will liaise with Paul Thompson from Central Highlands Development Corporation regarding this aspect.
 - Emerald Little Theatre, other photography groups and youth are also target areas for consideration in workshop planning.
 - The fiction training proposal tabled will suit youth and theatre as well as other demographics in the region.
- Discussions were held about the length of the workshops and the flexibility of the days they are held. Requested to hold a two or three-day workshop on each selected media area, preferably over the weekend to cater for those who cannot attend on weekdays.
 - ACO to contact Lou Petho and discuss workshop ideas, confirm timeline for initial workshop choice, direction on the proposed project outcome and to confirm day rates and requirements.
 - CHRC can offer sessions over Skype at the Emerald council building if required.
 - Members suggested to hold the workshops within in the next six months, or in May 2020. March and April are already busy months in the region with arts projects.

Outcome: Project workshop/s pending.

ACTION: RLO to organise a meeting with Lou Petho about the videography workshops and gather information to supply to the members.

Creative Connections; Carnarvon Creates

- The remaining \$5000 component of this CIP budget will go towards the Creative Connections project presented by Barbara Beazley.
- As discussed in the videography workshops grant, this is a split application and a more formal project outline has been submitted and approved to proceed.

Outcome: Approved as per tabled project outline.

ACTION: Barbara Beazley to implement project as noted in project outline.

		Changes to this previously approved project supported as noted above. Moved: Maureen Burns Seconded: Kathy Hawkins
4	RADF Review – RADF Applications Link	<p>Scenic Rim RADF Applications: http://www.liveatthecentre.com.au/RADF-pg20589.html</p> <p>RLO displayed the Scenic Rim Regional Council website. This was shared for the groups inspiration to improve the RADF application process at the Central Highlands. Thanks to Sharon Gimbert and Barbara Beazley who saw this great example at the Arts Ablaze conference.</p> <p>RLO explained that reviewing the program will expand take time. Any feedback received from today's meeting will be investigated further.</p> <p>Members discussed the current RADF application process for the Central Highlands:</p> <ul style="list-style-type: none"> ○ The current application process needs to be more 'user friendly'. ○ Scenic Rim's process has proven to be more effective in attracting RADF grant applications. ○ A way to improve the applicant numbers may be to add the option of submitting a video application online. This will target young community members and encourage all to apply. <p>ACTION: RLO to send the link to the Scenic Rim website to members for their feedback.</p>
5	Close of Meeting Next Meeting Date	<ul style="list-style-type: none"> • Meeting closed 12:00pm <p>Next Meeting:</p> <ul style="list-style-type: none"> • RADF 2019-20 Round 3 assessment meeting 10am 7 February 2020 - Emerald gallery meeting room.

Action Table

Item/Project	Action	Responsible	Status	Notes
RADF meeting minutes	To be presented to council for endorsement	RLO	To Do	Ongoing with each meeting
RADF Applicants	Advise the following RADF Round 2 applicants of their results once endorsed by council: <ul style="list-style-type: none"> • CTM Links - Capella • Michelle Gray and Raelene Bock 	RLO	To Do	RLO to work with CTM links to amend application. RLO to provide feedback to Michelle Gray and Raelene Bock regarding application.
RADF Round 2 Project Proposals	Jet James proposal - Sharon Gimbert to collaborate with Jet and complete formal application on behalf of Central Highlands artists. Emerald Patchwork and Quilting Group proposal - RLO to advise Emerald Patchwork and Quilting Group of CHACAC support.	Sharon Gimbert RLO	To Do To Do	
Videography Project	To progress Council Initiated Project (CIP) project including a breakdown of expenses and approval for Lou Patho workshop/s. RLO to organise a meeting with Lou Petho about the Videography workshops and gather information to supply to the members. Carnarvon Connections project budget to be progressed.	RLO	To Do	
RADF Review	RLO to progress review as per CHACAC discussions.	RLO	To Do	RLO to send the link to the Scenic Rim website to members for their feedback.