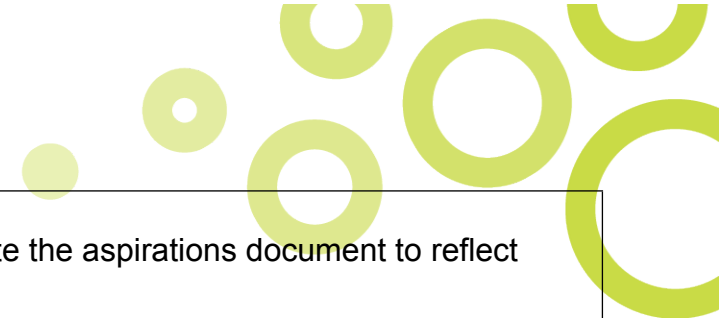




**Central Highlands Arts and Cultural Advisory Committee (CHACAC)
Planning Minutes**

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| Date: | Friday 19 November 2021 |
| Venue: | Emerald Art Gallery Meeting Room |
| Chair: | Cr. Gai Sypher |
| Minute taker: | Rebecca Hall - Administrative Assistant Communities |
| Present: | CHACAC Members: Maureen Burns, Sharon Gimbert. CHRC: Cr Gai Sypher, Katerina Hatzipanagiotis - Coordinator Arts & Engagement (CAE), Ruth Haydon – Arts and Cultural Officer Galleries (ACOG), Rebecca Hall - Administrative Assistant Communities (AAC). Cr Joseph Burns, Suzanne Poulter – Manager Connected Communities (MCC) |
| Apologies: | CHACAC members: Lachlan Grierson, Ben Robertson, Barbara Beazley, Lou Petho, Mellissa Chick. CHRC: Cr. Charles Brimblecombe, Karen Newman – Arts and Cultural Officer (ACO). |
| Meeting time: | 10.10am – 2.10pm |
| Preparation documents distributed for this meeting: | <ul style="list-style-type: none"> • CHACAC Agenda – 19 November 2021 • CHACAC Planning Meeting Minutes – 1 October 2021 • Regional Arts Development Fund (RADF) project examples |

| | Subject | Discussions |
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| 1. | Opening of meeting | Cr Sypher opened the meeting and welcomed attendees. Meeting apologies were noted. |
| 2. | Conflict of Interest Register | No conflicts of interest were identified. |
| | Previous meeting minutes | CHACAC 1 October 2021 planning meeting minutes were confirmed and presented to Council 20 October 2021. |
| 3. | Previous meeting action review | <p><u>Complete RADF</u></p> <ul style="list-style-type: none"> • Example RADF applications to be drafted for inclusion on the council website. <p>Tour Proposals Requesting Support</p> <ul style="list-style-type: none"> • CAE to share touring company information with the committee. <p>Bauhinia Bicentennial Art Gallery</p> <ul style="list-style-type: none"> • ACOG to locate the report outlining the Bauhinia Bicentennial Art Gallery carpet's fire rating. <div data-bbox="577 767 2085 1358" style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> • ISO 9705-1:2016 specifies the test method to evaluate the reaction of wall and ceiling products to fire when installed at the surface of a small room and exposed directly to a specified ignition source. The test represents a fire scenario, which starts under well-ventilated conditions in a corner of a specified room with a single open doorway. Tests performed in accordance with the method specified in this part of ISO 9705 provide data for the early stages of a fire from ignition up to flashover. The method does not evaluate the fire resistance of products. The method is not intended to evaluate floor coverings. • AS ISO 9705—2003 (Australian version of above) • BS EN 13501-1:2018 provides the reaction to fire classification procedure for all construction products, including products incorporated within building elements with the exception of power, control and communication cables which are covered by EN 13501-6. • ASTM E84 - 01 Standard Test Method for Surface Burning Characteristics of Building Materials: This fire-test-response standard for the comparative surface burning behaviour of building materials is applicable to exposed surfaces such as walls and ceilings. The purpose of this test method is to determine the relative burning behaviour of the material by observing the flame spread along the specimen. Flame spread and smoke developed index are reported. • VOC emissions Autex Acoustics polyester has been tested for chemical emissions in accordance with ASTM D5116 and is considered a low VOC product </div> |



Creative Cultural Futures and Heritage – Aspirations Document

- ACO to remove known tasks that have been completed and update the aspirations document to reflect committee’s feedback.

Heritage Management

- CHACAC members to write a letter to council advocating for additional staffing to facilitate the digitization of historical documents.

RADF

- ACO to follow up with the Pottery Club Garden sculpture project outcome report.

Training

- ACO to investigate what Graeme Stevenson can provide training for artists.

Ongoing

Bauhinia Bicentennial Art Gallery

- Carpet rating has industry standard fire rating. There is an additional standard to verify.

Action: ACOG to follow up on Ken Robbins recommendation that carpet is compliant with standard AS1530.3.

Emerald Art Gallery

- ACOG to send floor plans of the gallery to Ken Robbins with ceiling heights and wall dimensions along with photos of the gallery for Ken to review.

Heritage management

- Framing History videos were shared with members.
- Working copy of Dr Melanie Pidocke’s report has been received for final edits to be made. Once edits have validated by Dr Pidocke the final version will be published and circulated to the committee.

RADF

- Discussions with council’s Public Relations and Events team are ongoing to investigate an option like Canva being available for community to access templates for free with required sections included such as RADF acknowledgement, and easy to fill sections for other information.

Videography Project (Ongoing RADF Project)

- Cr Sypher will follow up with Dr Melanie about weatherproof options.
- ACOG to get in touch with Ken Robbins (whose business is audio visual equipment and sound proofing) for his suggested solutions.

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| | | <ul style="list-style-type: none"> • Another potential solution is to have QR Code linking directly to a video in YouTube. This saves money on purchasing and maintaining a kiosk. It was noted that this would not be suitable for all locations due to internet service availability. <p>Action: Cr Sypher to discuss kiosk options with Dr Melanie Piddocke. Action: AGOG to discuss kiosk options with Ken Robbins.</p> |
| 4. | RADF Outcome Reports | <p>Reports circulated since the last meeting:</p> <ul style="list-style-type: none"> • Council-initiated project (CIP) – Community Connectivity Confidence • CIP – Capricornia Printmakers • CIP – Videography project • CIP – Performance Art for the Central Highlands • Emerald Pottery Group – Garden Dwellers Workshop • Arts Central Queensland – Framing History • Orion Community Inc – Resin workshops <p>Note – Videography and Performance Art projects did not include feedback information. Council has this information and will update the committee with this information when it has been compiled.</p> |
| 5. | RADF Project updates | <p>Ongoing RADF projects</p> <p><u>Council Initiated Projects</u></p> <ul style="list-style-type: none"> • Creative Connections Videography Project • CHRC Arts and Cultural Website <p><u>Group Projects</u></p> <ul style="list-style-type: none"> • CTM LINKS Watercolour – to be completed in 2021 • Emerald Art Group Artist in residence – Revised dates TBC, potentially February 2022. • Emerald Patchwork Workshops – to be completed in 2022 • Gindie P&C Community Song & Video – to be completed in 2022 • Noosa Film Academy Red Carpet Event – to be completed in 2022 <p><u>Individual Projects</u></p> <ul style="list-style-type: none"> • Lachlan Grierson – final workshops taking place on 20-21 November 2021, with the aim to deliver community workshops in March 2022 • Heather Wehl – Dates adjusted per approved change of project, 19-30 April 2022. |



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| | | <p><u>Other discussion</u></p> <ul style="list-style-type: none"> Members discussed the potential of workshops and events to be shared with the Catholic Parish through their newsletter. <p>Action: Cr Joseph Burns to enquire with Catholic Parish if workshop and event opportunities could be shared via their newsletter.</p> <p>RADF 2021-22 program budget</p> <p><u>Returned funds</u></p> <ul style="list-style-type: none"> Jet James workshops: \$225.00 CCC: \$79.81 Pottery: \$355.60 Performance Art: \$3,590.74 Total: \$4,251.15 <p><u>Budget update</u></p> <ul style="list-style-type: none"> Revised available funds for remainder of program: \$56,584.15 Available for Round 2: \$46,584.15 <p>NB: commitment to reserve \$10,000 for Round 3</p> |
| 6. | Project Updates | <p>Regional Arts Development Fund (RADF) ongoing projects</p> <p><u>CIP</u></p> <ul style="list-style-type: none"> Creative Connections Videography project – Barbara Beazley is still working on this CHRC Arts and Cultural website - Barbara Beazley is still working on this <p><u>Group</u></p> <ul style="list-style-type: none"> CTM LINKS - Watercolour for the Soul – Final workshops being completed in Emerald Art Group - Artist in residence – Revised dates to be confirmed, potentially February 2022 Emerald Patchwork and Quilting - Workshops - 17 Nov 2021 – 30 June 2022 Gindie P&C - Community Song & Video - 1 April 2022 – 31 July 2022 Noosa Film Academy - Red carpet event - 27 May 2022 – 28 May 2022 <p><u>Individual</u></p> <ul style="list-style-type: none"> Lachlan Grierson - Final workshop 20-21 November 2021 |

- Heather Wehl - Dates adjusted per approved change of project, 19-30 April 2022

Next RADF Round (Round 2 2021-22)

- Projects are being discussed with a number of local groups for submission in Round 2, including:
 - CIP – on behalf of YouthInc 1825 Emerald
 - CIP – Metal in March 2022
 - Emerald Pottery Group
 - Emerald Neighbourhood Centre
- Members were encouraged to promote the program with groups they are aware of and share CAE details with them to progress any applications.

Emerald Art Gallery

- Current exhibition: Central Queensland Contemporary Artists A touch of colour, until 26 November 2021.
- Upcoming exhibitions:
 - Emerald State High School - December 2021 to January 2022 with opening event 3 December 2021 @ 6.00pm
 - Lyn Laver-Ahmat - January to February 2022
 - Elena Churilova - February to March 2022
 - Sunflower Festival - April 2022
 - Camille Swallow - May to June 2022
- Emerald Twilight Markets 4 December 2021 – Christmas Bauble making activity.

Bauhinia Bicentennial Art Gallery

- RADF Quilts currently on display at until the Christmas Markets.
- Lyn Laver-Ahmet will appear over Christmas and early January 2022 (no opening event) before moving to Emerald for January to February 2022.
- Planning for Annual Art Awards Springsure is underway, scheduled for March 2022. Call for entries will be open by the end of the month with entry forms distributed via regular communications channels.
- A judge for Annual Art Awards is being investigated, we are awaiting confirmation of availability from David Usher. "David is a painter and a ceramic artist. His paintings are vigorous responses to landscape and he really enjoys doing road trips that are also painting excursions. He translates his feelings and associations

with place to his ceramic work also. David is Head of the Ceramic Studio in the School of Creative Arts at the University of Southern Queensland as well as being a consummate arts practitioner.”

Arts Around August 2021

- A wrap up of Arts around August was provided as follows:
- Craft workshops
 - Working towards abstraction
 - Quirky Wire Art (two workshops)
 - Crochet Scarf
 - Painting techniques
- Comedy workshops
 - The initial plan was to hold two workshops and a showcase event. Due to low registrations the dates were extended. Extension saw enough registrations to go ahead, however the showcase element was cancelled.
 - The showcase was replaced with workshop resources provided to us for council or community use.
 - On the day only two people attended.
- Craft Club
 - As discussed at the last meeting, remaining vouchers from Arts around August have been used to run craft activities at Anakie Railway Station over October to December 2021.
 - There are 4 vouchers left for future activities.

Metal in March 2022

- Milynda Rogers (Scrapmetalsheila) has been secured for hot work sculpture workshops in Blackwater 11-13 March 2022.
- Killer Queens have been requested for 11 March 2022 in Capella and 12 March 2022 in Blackwater, both shows at 7.30pm.
- Other artists will be contacted as previously discussed.

Heritage Update – Suzanne Poulter on behalf of Leisa Shuttleworth

- The Bookeye scanner is now available in the Emerald Library for community to utilise. Library staff are trained to assist with operating the scanner.
- All items scanned will also be added to the library catalogue for public access.
- The following items have been digitized with the Bookeye since January 2021:

- **Photographs** - Gilda Lee Collection (18 images); Blackwater Herald (11 images)
- **Books:** The Old Peak Downs Homestead - Capella Pioneer Village; Post Office History - Capella; Telecommunications History - Emerald; Fitzroy Basin - Ins and Outs; Bogantungan Cemetery - burials and monumental inscriptions; The wagon route from Springsure to the Barcoo; Emerald, Queensland - geological series explanatory notes 1984.
- **Newspapers and clippings:** Gemfields newspaper clippings (12 scrapbooks donated by Dianne Miles); Peter Maguire Collection (11 newspapers and one scrapbook of clippings); Glenn Bell Collection (17 newspapers).
- **Other:** Glenn Bell Collection (3 weather reports 2011); Peter Maguire Collection (excerpts from books about the 2011 flood); 1879 map of coach roads; Major Mitchell trail poster; Springsure 1959 town centenary poster (9 images); Quilt project (12 Images).
- There has been feedback from some community groups who would like to digitize their collections but are not ready to allow public access to the documents. Cr Sypher advised these community groups could apply for a grant to purchase their own scanner for this purpose.
- Members discussed examples of other councils which have a shared climate-controlled archive space that local historical groups store their collections for safekeeping. MCC advised that at present there is no plan to offer this to Central Highlands groups as space is still being sought for council's own archives.
- Cr Sypher noted that oral histories have also been collected from different communities across the region, including Bauhinia and the Gemfields. Some of these are available on Montage (library digital catalogue) and others which council are looking to make available in the future
- Members expressed interest in a training session in the library on how to access digital heritage items.

Action: CAE to organise a workshop at the library about how to access digital heritage items.

Council Capital Projects

Proposed new park in Blackwater

Leisa Donlan (CHRC Manager Parks and Recreation) joined the meeting via Skype to share proposed plans for a new park on Blackwater:

- Leisa provided a brief background of the multiple components of the proposed park, which would connect the Memorial Garden to Lions Park through to the Blackwater International Coal Centre (BICC).
- The project would involve three statement art pieces inspired by local Indigenous lore of the Ghungalu people. An interactive trail has also been incorporated into the proposed design, allowing a virtual walk on country with Elders through the garden.

- One of the proposed statement art pieces is a painting on the water tower. A local artist/s would be commissioned by council for the work and consulted about how the artwork will be applied in consideration of the unique scale and shape of the water tower. Consideration has also been taken for treatment needed on the tower to make it suitable for painting, and how the paint work would be sealed for longevity. Ongoing consultation between Ghungalu people and the artist/s about the design would also occur.
- A Colonial Garden has been incorporated into the proposed plans to highlight this element of the area's history into the space.
- An undercover space has been completed for people to gather in small groups or for larger events.
- Discussions regarding use of the old pool building are ongoing.
- Leisa requested any feedback or questions from the committee about the plans.

Discussion:

- Members noted that there are often substantial ongoing costs of maintenance of the water tower artwork once completed.
- In response to Leisa's request for feedback regarding suggested art work to reflect colonial times, members suggested an air-conditioned building in the Colonial Gardens to safely store Blackwater colonial historical items.
- Cr Sypher noted that the large scale of the plans would be costly and raised concerns about consulting with community and setting high expectations but not delivering. Leisa explained that the project has been broken down into a number of components so that grant funding can be sourced to execute in sections.
- Members enquired whether a water hole will be needed to be fenced for safety. Leisa advised that it has been assessed and does not require fencing.
- Cr Sypher requested that the committee be kept up to date on the project to have input and engagement.
- MCC thanked Leisa for sharing this exciting project.
- Leisa thanked members for the opportunity to share this information.

Emerald Arts Precinct Facelift

- Following council's decision not to proceed with a large-scale redevelopment of the Emerald Library and Arts Precinct space, a small-scale refresh of the space is being progressed.
- CAE confirmed that a landscape architect has been secured to create draft designs and cost the refresh.
- Engagement will occur in two phases
 - 1) Ideas and aspirations –

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| | | <ul style="list-style-type: none"> ○ Draft survey has been created for committee review, to be published next week. ○ Two face to face opportunities will be available by end of 2021. ○ All feedback will be considered by the landscape architect in December 2021, plans drafted in January 2022. <p>2) Review of draft plans –</p> <ul style="list-style-type: none"> ○ In February 2022, draft plans will be shared to validate the design. <ul style="list-style-type: none"> ● A budget proposal will be submitted in March 2022 for consideration by council in the FY 2022-2023 budget. ● Members discussed the purpose of project and provided feedback on the draft survey. |
| 7. | General business | <p>Foundation for Rural & Regional Renewal (FRRR) grant update – Cr Gai Sypher</p> <ul style="list-style-type: none"> ● Dr Melanie Piddocke has visited the Central Highlands to work with the Bogantungan and Rubyvale groups. ● Rubyvale hosted two days of workshops which included discussion about policies, loans, donations, the purpose of the museum, and collection content. Over another three days cataloguing commenced with approximately 70 items recorded. ● In Bogantungan, Dr Piddocke was joined by Cr Sypher, Trina Hoy, Maureen Burns. Cr. Sypher thanked Maureen Burns for assisting. ● It was noted there is no fire extinguisher at Bogantungan. ● Copies of inventories and catalogues are being recorded on each group’s laptop, stored in the cloud, and copies retained by Dr Piddocke and Cr Sypher. ● Cr Sypher is assisting groups with the creation of donations and loans policies. ● Cr Sypher advised that some surplus conservation materials will be available for participating groups and requested if these can be stored at the Emerald Library for groups to access when needed. MCC agreed this would be possible should a list of authorised persons be provided for staff to facilitate access. ● The grant activities will progress in the first half of 2022 with workshops in Emerald and Springsure around disaster management planning. This will be shared with groups and open to individuals who have an interest. This opportunity would also be promoted via council’s Local Disaster Management Coordinator. ● Dr Piddocke flagged with Cr Sypher that there will be a funding opportunity available in March 2022 which would be suitable to bring Dr Piddocke back to the region to progress with significance assessment, noting that this would require catalogues to be completed. ● Beyond that, Cr Sypher will work to secure further funding to progress the development of Central Highlands heritage collections. |

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| | | Action: Cr Gai Sypher to provide MCC with a list of authorised persons for accessing conservation resources. |
| 9. | Member updates | <p>Maureen Burns</p> <ul style="list-style-type: none"> • New farm display has been completed at Capella Pioneer Village. • Capella historical sites have been provided to council for consideration in the planning scheme amendment. • Hospital historical items collected from Clermont have been taken to Springsure to be assessed for the Springsure Hospital Museum collection. <p>Sharon Gimbert</p> <ul style="list-style-type: none"> • No updates |
| 10. | Upcoming Meeting Dates | <ul style="list-style-type: none"> • RADF Round 2 Assessment and CHACAC Planning Meeting - Friday 4 February 2022 |
| 11. | Close of meeting | Meeting closed: 2.10 pm |

Actions

| Items/Projects | Action | Responsible | Status | Notes |
|--|---|----------------|-------------|--|
| Bauhinia Bicentennial Art Gallery | 03-09-21 ACOG to locate the report outlining the Bauhinia Bicentennial Art Gallery carpet's fire rating. | ACOG | Complete | 01-10-21 Confirmation on product will be sought from CHRC Facilities team to then confirm the rating. |
| | 19-11-21 ACOG to follow up on Ken Robbin's recommendation that carpet is compliant with standard AS1530.3 | ACOG | | |
| Creative Cultural Futures and Heritage – Aspirations Document | 16-07-21 ACO to remove known tasks that have been completed and update the aspirations document to reflect committee's feedback. | ACO | Complete | 03-09-21 Feedback has been integrated into the document. |
| | 03-09-21 Aspirations document to be reformatted to improve readability. | ACO | Ongoing | |
| Emerald Art Gallery | 16-07-21 CHACAC to develop an Emerald Art Gallery Acoustics budget submission for next year's budget. | CHACAC Members | In progress | 03-09-21 CC team to review capacity to write a budget submission. 01-10-21 MCC confirmed approval from the General Manager Communities to create a proposal |
| Event and workshop promotion | 19-11-21 Cr Joseph Burns to enquire with Catholic Parish if workshop and event opportunities could be shared via their newsletter | Cr Burns | | |
| FRRR Grant | 19-11-21 Cr Gai Sypher to provide MCC with a list of authorised persons for accessing conservation resources. | Cr. Sypher | | |
| Heritage management | 01-10-21 CAE to send Dr Melanie Piddocke's report and Framing History videos to members | CAE | In progress | 19-11-21 videos have been shared, report will be circulated once final document is published |
| Heritage items in library collection | 19-11-21 CAE to organise a workshop at the library about how to access digital heritage items. | CAE | | |

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| Metal in March | 22-01-21 ACO to contact Gemfields artists for Metal in March 2022 | ACO | Ongoing | |
| | 25-06-21 ACO wished to discuss opening this up to expression of interest, to attract more artists | ACO | Ongoing | |
| | 23-10-20 ACO to discuss Metal in March with the Duaringa Historical and Tourism Association | ACO | Ongoing | |
| RADF | 16-07-21 CAE to create a standard RADF flyer template that the applicants use for promotion. | CAE | Ongoing | 03-09-21 Comms discussions are underway regarding. 01-10-21 This will progress after RADF Round 1 admin is complete. |
| | 25-06-21 Barbra Beazley to complete the outcome report for Creative Connections project. 19-11-21 Outcome report still outstanding | ACO | Ongoing | 03-09-21 Payment has been made, receipt has been provided to the ACO and the report is to be finalised and submitted by Barbara Beazley |
| | 25-06-21 ACO to follow up with the Pottery Club Garden sculpture project outcome report. | ACO | Complete | 03-09-21 ACO has been in contact with Asa Kelly and will reach out again. |
| | 03-09-21 Example RADF applications to be drafted for inclusion on the council website | CAE | Complete | |
| Screen Queensland | 25-06-21 ACO to update the council data list with Screen Queensland | ACO | Ongoing | |
| Tour Proposals Requesting Support | 1-10-21 CAE to share touring company information with the committee. | CAE | Complete | |
| Training | 14-05-21 ACO to investigate what Graeme Stevenson can provide training for artists. | ACO | Closed | 25-06-21 ACO awaiting confirmation of budget to progress. 19-11-21 members agreed to focus on other identified training priorities |
| Videography Project (Ongoing RADF Project) | 16-07-21 Cr. Gai Sypher and ACO to investigate a way to have films from the videography projects on display in their respective areas. | Cr. Gai Sypher | Ongoing | 19-11-21 Cr Sypher to investigate with Dr Melanie Piddock about kiosk options 19-11-21 AGOC to get in touch with Ken Robbins about kiosk options |