



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

<b>Date:</b>	Friday 8 April 2022
<b>Venue:</b>	Online via Microsoft Teams
<b>Chair:</b>	Cr Gai Sypher
<b>Minute taker:</b>	Aidan Arnold
<b>Present:</b>	<b>CHACAC Members:</b> Lou Petho, Lachlan Grierson <b>CHRC:</b> Cr Gai Sypher, Cr Charlie Brimblecombe, Katerina Hatzipanagiotis - Coordinator Arts and Engagement (CAE), Ruth Haydon – Arts and Cultural Officer Galleries (ACO), Suzanne Poulter – Manager Connected Communities (MCC), Aidan Arnold – Executive Assistant Communities (EAC)
<b>Apologies:</b>	<b>CHACAC members:</b> Maureen Burns, Barbara Beazley, Ben Robertson, Sharon Gimbert <b>CHRC:</b> Cr Joseph Burns
<b>Meeting time:</b>	11.31 am to 12.50 pm
<b>Preparation documents distributed for this meeting:</b>	<ul style="list-style-type: none"> <li>• CHACAC Agenda – 8 April 2022</li> <li>• CHACAC Planning Meeting Minutes – 4 February 2022</li> <li>• Regional Arts Development Fund (RADF) acquittal forms (new versions)</li> <li>• RADF Guidelines (updated)</li> <li>• RADF Outcome Report – Lachlan Grierson</li> <li>• RADF Change of project form – Heather Wehl</li> <li>• Flying Arts training overview (email)</li> <li>• CHACAC Meeting Dates 2022 - draft</li> </ul>

	Subject	Discussions
1.	<b>Opening of meeting</b>	Cr Sypher acknowledged an Acknowledgement of Country and welcomed attendees.
2.	<b>Conflict of Interest Register</b>	Lachlan Grierson – outcome report.
	<b>Previous meeting minutes</b>	CHACAC 4 February 2022 planning meeting minutes were presented to council 23 February 2022. The committee noted the minutes.
3.	<b>Previous meeting action review</b>	<p><b><u>Complete</u></b></p> <p><b>Foundation for Rural &amp; Rural Renewal (FRRR) Grant</b></p> <ul style="list-style-type: none"> <li>• A list of authorised persons will be provided at the completion of the project.</li> </ul> <p><b>Metal in March</b></p> <ul style="list-style-type: none"> <li>• Metal in March activities have been completed for 2022.</li> <li>• As this is a biennial event, the committee agreed to close actions and review potential activities for 2024 in future planning discussions.</li> </ul> <p><b>RADF</b></p> <ul style="list-style-type: none"> <li>• Outcome report template has been updated and forwarded to committee for review. The committee accepted these updates.</li> <li>• RADF Guidelines have been updated and forwarded to committee for review. The committee accepted updates.</li> </ul> <p><b><u>Ongoing</u></b></p> <p><b>Creative Cultural Futures and Heritage – Aspirations Document</b></p> <ul style="list-style-type: none"> <li>• Ongoing</li> </ul> <p><b>Event and workshop promotion</b></p> <ul style="list-style-type: none"> <li>• Ongoing – Reminder to be sent to Cr Burns.</li> </ul> <p><b>Heritage management</b></p> <ul style="list-style-type: none"> <li>• Ongoing – Document is being reformatted for final review by Dr Piddocke. Once approved this will be circulated to the committee.</li> </ul> <p><b>Heritage items in library collection</b></p> <ul style="list-style-type: none"> <li>• Face-to-face activities are on hold for the moment.</li> </ul> <p><b>RADF</b></p> <ul style="list-style-type: none"> <li>• Outcome report – ongoing.</li> </ul>

		<ul style="list-style-type: none"> <li>Flyer templates – Council’s use of Canva software is still under review. The program can be accessed free of charge for community to create posters. CAE noted team are happy to assist community as needed.</li> </ul> <p><b>Screen Queensland</b></p> <ul style="list-style-type: none"> <li>CAE to follow up with Lou Petho.</li> </ul>																				
4.	<b>RADF Outcome Reports</b>	<p><b>Metal in March</b></p> <ul style="list-style-type: none"> <li>In finalisation stage.</li> </ul> <p><b>Lachlan Grierson</b></p> <ul style="list-style-type: none"> <li>Received and completed.</li> </ul>																				
5.	<b>RADF Project updates</b>	<p><b>Ongoing RADF projects</b></p> <p><u>Council-initiated projects</u></p> <table border="1"> <tr> <td>Creative Connections Videography project</td> <td>Ongoing</td> </tr> <tr> <td>CHRC Arts and Cultural website</td> <td></td> </tr> </table> <p><u>Group</u></p> <table border="1"> <tr> <td>Emerald Art Group - Artist in residence</td> <td>Cancelled, funds returned</td> </tr> <tr> <td>Emerald Patchwork - Workshops</td> <td>26-27 March, 30 April – 1 May, 4-5 June 2022</td> </tr> <tr> <td>Gindie P&amp;C - Community Song &amp; Video</td> <td>1 April – 31 July 2022</td> </tr> <tr> <td>Noosa Film Academy - Red carpet event</td> <td>27 – 28 May 2022</td> </tr> <tr> <td>Blackwater Patchwork Group – Deerfield Embroidery</td> <td>14-15 May 2022, second workshops dates TBC</td> </tr> <tr> <td>Springsure Working Horse Assoc – Student performance</td> <td>22 April 2022</td> </tr> <tr> <td>Emerald Pottery Club – Wheel throwing workshops</td> <td>19-20 March, 23-24 April 2022</td> </tr> </table> <p><u>Individual</u></p> <table border="1"> <tr> <td>Heather Wehl</td> <td>Unable to attend dates in April 2022, proposing to train with David Taylor as initially proposed. Change of project form was reviewed by the committee and approved.</td> </tr> </table>	Creative Connections Videography project	Ongoing	CHRC Arts and Cultural website		Emerald Art Group - Artist in residence	Cancelled, funds returned	Emerald Patchwork - Workshops	26-27 March, 30 April – 1 May, 4-5 June 2022	Gindie P&C - Community Song & Video	1 April – 31 July 2022	Noosa Film Academy - Red carpet event	27 – 28 May 2022	Blackwater Patchwork Group – Deerfield Embroidery	14-15 May 2022, second workshops dates TBC	Springsure Working Horse Assoc – Student performance	22 April 2022	Emerald Pottery Club – Wheel throwing workshops	19-20 March, 23-24 April 2022	Heather Wehl	Unable to attend dates in April 2022, proposing to train with David Taylor as initially proposed. Change of project form was reviewed by the committee and approved.
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<p>6.</p>	<p><b>Project updates</b></p>	<p><b>Emerald Art Gallery</b></p> <ul style="list-style-type: none"> <li>• Elena Churilova’s Exhibition “To Australia, with Love” was displayed in the Emerald Art Gallery during late February and March 2022. Due to the opening of the Rockhampton Museum of Art and COVID-19 precautions, a closing event was held on 1 April 2022 instead of an opening.</li> <li>• The current exhibition open to the public today is the Emerald Art Group’s exhibition for the Central Highlands Easter Sunflower Festival which is a display of artworks completed by artists and members of the community, based around the theme of Sunflowers. The opening will coincide with the presentation of the Sunflower Queens and Princesses on Wednesday 13 April 2022 at 6.30pm hosted by the Central Highlands Easter Sunflower Festival. The exhibition will be on display until 29 April 2022. There is an interactive component of this exhibition where visitors will be encouraged to create their own versions of sunflowers with a painting station set up in the gallery. Visitors will be encouraged to add their artworks to the walls as part of the exhibition</li> <li>• In May 2022 Camille Swallow’s much anticipated exhibition “Feel My Footprints” can be viewed. Another episode of our Artists in the Spotlight video series will accompany Camille’s exhibition where she talks about her practice and the stories behind her paintings which are deeply personal and her way of processing her life’s experiences.</li> <li>• In June 2022 the Inaugural CHRC Annual Youth Art Awards will be held. The call for entries from young and emerging artists from 10-25 has opened and entries close on 3 June 2022. The awards will be judged by Kim Eadie, who is a local artist and works for the Youth Justice service.</li> </ul> <p><b>Bauhinia Bicentennial Art Gallery</b></p> <ul style="list-style-type: none"> <li>• CHRC Annual Art Awards – Springsure 2022 received 101 entries from 47 artists. This year the awards were judged by Brisbane artist Naomi White.</li> <li>• The winner of the Acquisitive Award for 2022 was Sharon Kirk, with her Category 2 (Works on Paper) artwork “Landscape Colours”.</li> <li>• Naomi also hosted a Judge’s Walk Through at the art gallery where she gave a detailed account of her chosen winning entries. Artists were in attendance enjoyed the experience with Naomi.</li> <li>• People’s Choice Awards took the form of an online voting poll via council’s Have Your Say platform in the absence of physical voting which normally takes place at the opening night event. The poll was open for two weeks allowing increased access the voting process. Quick Response (QR) codes in the catalogue and on the wall cards in the gallery and social media posts were employed for the general public to access the have your say webpage. 162 valid votes were counted with over 200 visits to the voting page making it a tightly run race for the most popular artwork.</li> </ul>
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- The winner of the People’s Choice award for 2022, Jemma Isherwood for Hidden Paradise, was announced on 22 March 2022.
- A closing event is being held at the gallery on Monday 11 April 2022 to celebrate the exhibition and it’s contributing artists. Cr Christine Rolfe, Deputy Mayor, will speak to acknowledge artists and winners. A digital version of the exhibition can be seen viewed at [on the council website’s Digital Gallery](#).
- Next in the gallery is a touring exhibition from the National Portrait Gallery, “Pub Rock” which will be on display until late May 2022. Pub Rock will be followed by an exhibition from the Blackwater Art Society in June and July 2022.
- Members suggested that online voting could be utilised in upcoming art award events to keep voting accessible. ACOG advised that People’s Choice voting for the future Youth Awards and Art Awards Emerald will be run online. Promotion will be reviewed to ensure the voting process is clear to all visitors.

**Metal in March 2022**

- Milynda Rogers was unable to run her workshops due to injury. Discussions are underway to determine if alternative dates later in the year are possible.
- Quirky Wire workshops were held with Raelene Bock.
  - Blackwater, 24 March 2022 – 7 attendees out of 30 available tickets.
  - Emerald, 26-27 March 2022 – Saturday 17 attendees out of 30 available tickets, Sunday 11 attendees out of 15 available tickets.
  - Capella, 31 March 2022 – 22 attendees out of 30 available tickets.
- CAE advised Raelene provided great feedback on the experience and requested involvement in future programs.
- Cr Sypher noted that a community “champion” in each of our communities would help promote opportunities and assist in advertising to wider audiences. Cr Sypher offered to contact community members in the future to assist in promoting activities.
- CAE advised that advertising for events occurred through Community Reference Groups (CRGs), Blackwater Art Society, Blackwater Banter, council and galleries mailing lists and social media.
- CAE committed to continue sharing opportunities with the committee to enable connections to be made for future promotion.

**Camerata Queensland’s Chamber Orchestra**

- Camerata will be in Emerald on Thursday 12 May 2022 for a public performance being hosted in the Emerald Botanic Gardens. They have been working with three local primary schools to also perform a collaborative piece with school students.
- Council will provide support to the performance so that community can attend free of charge.
- Composer in residence Alexander Voltz visited Emerald to gain inspiration for a commissioned composition. The world premiere of this piece will be at this performance on 12 May 2022.
- A local community group is being sought to provide a sausage sizzle on the night also.

#### **Capital Project - Emerald Arts Precinct Facelift**

- Consultation was open for four weeks and closed 30 March 2022. It was promoted on social media, council enews, galleries newsletter, and direct stakeholder emails.
- No responses received.
- Finalised plans for construction will now be progressed to complete the scoping component of the project. The execution of the works will be considered by council as part of the budget request process for FY 2022-23.

#### **Community Training**

- Copyright training delivered by Flying Arts Alliance has been long discussed by the committee and postponed several times due to COVID-19. This is now planned for delivery in May 2022.
- An additional training opportunity for RADF grant writing was planned, however the new timing is not suitable as the FY 2021-22 program has concluded and there has not been confirmation of the FY 2022-23 program.
- The alternative program suggested is 'Financial Management for Creatives' for which an overview was provided via email. Committee members agreed that training on this topic is in demand and will be of benefit.
- There will be 20 places available for each session.
- Committee agreed for tickets to cost \$10 each (noting the value of the training is \$90 each), plus morning tea provided.
- Training on how to set up a professional Facebook page and online store has also been raised as being in demand. CAE is investigating social media marketing training. Commercialisation training is also being sought but is not widely available.
- ACOG noted that Flying Alliance website offers a number of free webinars. These are available for free without membership. These could be promoted via email to artists where appropriate.

7.	<b>General business</b>	<p><b>‘Our Collection Matters’ project – (FRRR grant update)</b></p> <ul style="list-style-type: none"> <li>Initial dates had been set for Duaringa in April 2022, Emerald in June 2022 and Springsure in July 2022.</li> <li>Duaringa has proven difficult to organise as the key community contact has left town. It has been difficult to find another person to take the lead in supporting this project.</li> <li>Cr Sypher will work with CRGs to determine commitment to this heritage work and build volunteer interest. If needed, volunteers may be willing in Bluff and Dingo, however the preference is for Duaringa community members to be involved.</li> <li>With this in mind, Duaringa will be rescheduled to later in the year with Emerald and Springsure to remain as scheduled.</li> <li>The acquittal deadline for the grant is the end of 2022.</li> </ul> <p><b>Schedule for 2022 meetings</b></p> <ul style="list-style-type: none"> <li>The committee reviewed remaining meeting dates for the year. New dates and time change to 9.00am were approved. The next planning meeting will be held on 27 May 2022.</li> <li>Members agreed it was not necessary to move the meeting to different locations unless there is a specific purpose for an alternative location.</li> <li>Members agreed that report backs provided by staff at the meetings could be provided via email in advance to allow more time for discussion at the meeting.</li> </ul> <p><b>Action:</b> CAE to update meeting calendar and circulate to the committee. New meeting claimers will be sent.</p>
9.	<b>Member updates</b>	<p><b>Lou Petho</b></p> <ul style="list-style-type: none"> <li>Undertaking a number of documentary projects including on the platypus, on high tidal waves in the Kimberly Ranges in Western Australia, and on budgerigars in Central Australia.</li> </ul> <p><b>Lachlan Grierson</b></p> <ul style="list-style-type: none"> <li>School holidays program for the Emerald Art Group includes Amie McDougall holding morning workshops with children on 6 and 13 April 2022. Initially one date was scheduled, however there has been great interest in these workshops so an additional workshop was scheduled.</li> <li>On 9 April 2022 a workshop is being hosted by Integreat Queensland featuring two local artists.</li> </ul>
10.	<b>Upcoming Meeting Date</b>	27 May 2022 from 9.00am.
11.	<b>Close of meeting</b>	<b>12.50 pm</b>



### Actions

Items/Projects	Action	Responsible	Status	Notes
<b>Creative Cultural Futures and Heritage – Aspirations Document</b>	03-09-21 Aspirations document to be reformatted to improve readability.	ACO	Ongoing	
<b>Event and workshop promotion</b>	19-11-21 Cr Joseph Burns to enquire with Catholic Parish if workshop and event opportunities could be shared via their newsletter.	Cr Burns	Ongoing	08-04-22 Cr Sypher to send reminder to Cr Burns for this item.
<b>FRRR Grant</b>	19-11-21 Cr Gai Sypher to provide MCC with a list of authorised persons for accessing conservation resources.	Cr. Sypher	Closed	08-04-22 Will be provided at the completion of the project.
<b>Heritage management</b>	01-10-21 CAE to send Dr Melanie Piddocke's Central Highlands Community Collections 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
<b>Heritage items in library collection</b>	19-11-21 CAE to organise a workshop at the library about how to access digital heritage items.	CAE	Ongoing	04-02-22 On hold as all library activities have been modified to be online. Potential for an instructional video to be created in the interim to be investigated.
<b>Metal in March</b>	22-01-21 ACO to contact Gemfields artists for Metal in March 2022	ACO	Closed	04-02-22 On hold pending clarifications. 08-04-22 Committee agreed to close actions.
	25-06-21 ACO wished to discuss opening this up to expression of interest, to attract more artists	ACO	Closed	08-04-22 Committee agreed to close actions.
	23-10-20 ACO to discuss Metal in March with the Duaringa Historical and Tourism Association	ACO	Closed	04-02-22 On hold pending clarifications 08-04-22 Committee agreed to close actions.



<b>RADF</b>	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. 08-04-22 Council's Canva use is still under review. The program can be accessed free of charge for community to create posters. CAE noted team are happy to assist community as needed.
	25-06-21 Barbra Beazley to complete the outcome report for Creative Connections project.	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.
	04-02-22 CAE to redesign RADF application forms to be implemented for 2022-23 program, and provide to the committee for feedback.	CAE	Ongoing	08-04-22 To be completed in line with submission of 2022-23 funding application.
	04-02-22 CAE to update Outcome Report template, Guidelines document and other communication to include the requirement for all receipts to be included with outcome reports.	CAE	Complete	08-04-22 CAE shared updated documents with committee 7 April 2022. Committee accepted these documents.
	04-02-22 CAE to update RADF guidelines to reflect discussed clarifications.	CAE	Complete	08-04-22 Guidelines updated and accepted by committee.
<b>Schedule for 2022 meetings</b>	08-04-22 CAE to update meeting calendar and circulate to the committee. New meeting claimers will be sent.	CAE		
<b>Screen Queensland</b>	25-06-21 ACO to update the council data list with Screen Queensland	ACO	Ongoing	04-02-22 CAE to follow up with Lou Petho.