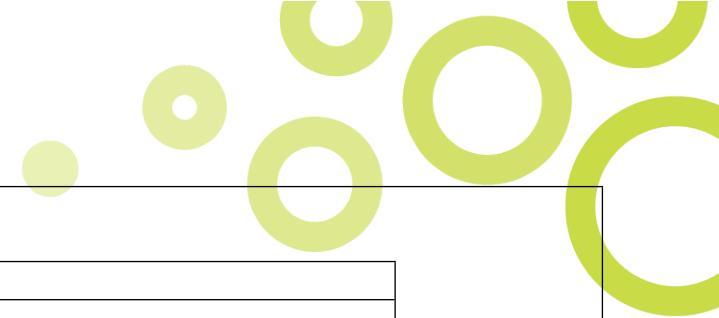




**Central Highlands Arts and Cultural Advisory Committee (CHACAC)  
Planning Meeting – Record of proceedings**

<b>Date:</b>	Friday 15 July 2022
<b>Venue:</b>	Emerald Council Office – Gallery Meeting Room, online via Microsoft Teams
<b>Chair:</b>	Cr Joseph Burns
<b>Minute taker:</b>	Natasha Jurd – Administrative Assistant Communities and Tracey Jackson – Administrative Assistant Communities
<b>Present:</b>	<b>CHACAC Members:</b> Barb Beazley, Sharon Gimbert, Maureen Burns, Lou Petho <b>CHRC:</b> Cr Charlie Brimblecombe, Cr Joseph Burns, Katerina Hatzipanagiotis - Coordinator Arts and Engagement (CAE), Suzanne Poulter – Manager Connected Communities (MCC), Ruth Haydon – Arts and Cultural Officer Galleries (ACOG) Natasha Jurd – Administrative Assistant Communities, Tracey Jackson – Administrative Assistant Communities
<b>Apologies:</b>	<b>CHACAC members:</b> Lachlan Grierson, Mellissa Chick <b>CHRC:</b> Cr Gai Sypher
<b>Meeting time:</b>	9.00 am to 11.37am
<b>Preparation documents distributed for this meeting:</b>	<ul style="list-style-type: none"> <li>• CHACAC Agenda – 15 July 2022</li> <li>• CHACAC Planning Meeting Minutes – 27 May 2022</li> <li>• Regional Arts Development Fund (RADF) Outcome report – Springsure Working Horse Association</li> <li>• RADF Outcome report – Emerald Pottery Club</li> <li>• Milynda Rogers workshop information</li> </ul>

	Subject	Discussions
1.	<b>Opening of meeting</b>	Cr Joseph Burns shared an Acknowledgement of Country and welcomed attendees.
2.	<b>Conflict of Interest Register</b>	Nil
3.	<b>Previous meeting actions</b>	<p>Record of proceedings from 27 May 2022 planning meeting were presented to council 15 June 2022. Members reviewed the document.</p> <p><b>Complete</b></p> <ul style="list-style-type: none"> <li>• Arts around August 2022 – planning for Emerald Arts Precinct Open days has been progressed and updated via email. The event will be reviewed again in 2023</li> <li>• Event and workshop promotion – the Catholic Parish are not accepting external submissions to their newsletter</li> <li>• Mosaic tables - tables have been added to contractor cleaning duties. At this stage once a week, with our cleaners checking daily and will perform extra cleaning if needed</li> <li>• RADF – guidelines updated and shared with the committee.</li> </ul> <p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Arts around August 2022 – per update later in the agenda</li> <li>• Aspirations document – ongoing</li> <li>• Heritage items in the library collection - ongoing</li> <li>• RADF – application form being drafted for digital submission in SmartyGrants, from which a pdf version can also be exported.</li> <li>• Screen Queensland - ongoing</li> </ul>
4.	<b>RADF Outcome Reports</b>	<p><b>Outcome reports circulated</b></p> <ul style="list-style-type: none"> <li>• Springsure Working Horse Association</li> <li>• Emerald Pottery Club</li> </ul> <p><b>Report received today, to be circulated once reviewed</b></p> <ul style="list-style-type: none"> <li>• Emerald Patchwork and Quilting Group</li> </ul>



		<p><b>Pending outcome reports</b></p> <table border="1"> <tr> <td>CIP – Metal in March</td> <td>To be completed ASAP</td> </tr> <tr> <td>Noosa Film Academy – Red Carpet Event</td> <td>Due 23 July 2022</td> </tr> </table>	CIP – Metal in March	To be completed ASAP	Noosa Film Academy – Red Carpet Event	Due 23 July 2022																				
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<b>5.</b>	<b>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>Wrap-up in progress</td> </tr> <tr> <td>Arts and Cultural website</td> <td>Wrap-up in progress</td> </tr> <tr> <td>Flipside Circus workshops</td> <td>Emerald 17-19 September 2022 Blackwater 20-21 September 2022</td> </tr> <tr> <td>YouthInc 1825 – youth art workshops</td> <td>To be completed by 25 September 2022</td> </tr> <tr> <td>CHRC Libraries – Seniors Month craft</td> <td>1-31 October 2022</td> </tr> <tr> <td>Happy Africa Rhythm Workshops</td> <td>Gemfields Have A Go event - 30 April 2022 completed Further dates TBC</td> </tr> <tr> <td>Emerald Art Gallery Crafts</td> <td>Ongoing until end of December 2022</td> </tr> </table> <p><u>Group</u></p> <table border="1"> <tr> <td>Gindie P&amp;C - Community Song and Video</td> <td>1 April – 31 July 2022</td> </tr> <tr> <td>Blackwater Patchwork Group – Deerfield Embroidery</td> <td>14-15 May 2022 - complete 6-7 August 2022 – date change requested for approval from the committee. Committee approved.</td> </tr> <tr> <td>Emerald Art Group – International Year of Glass - Workshops</td> <td>30-31 July 2022 6-7 August 2022 – noting budget review and change of project form to be completed</td> </tr> <tr> <td>Emerald Lions Club – 75<sup>th</sup> Anniversary Mosaic Emblem</td> <td>Completion by 30 September 2022</td> </tr> </table> <p><u>Individual</u></p> <table border="1"> <tr> <td>Heather Wehl</td> <td>25 October to 6 November 2022. Watercolour Workshop with Greg Allen – Flinders Ranges</td> </tr> </table>	Creative Connections Videography project	Wrap-up in progress	Arts and Cultural website	Wrap-up in progress	Flipside Circus workshops	Emerald 17-19 September 2022 Blackwater 20-21 September 2022	YouthInc 1825 – youth art workshops	To be completed by 25 September 2022	CHRC Libraries – Seniors Month craft	1-31 October 2022	Happy Africa Rhythm Workshops	Gemfields Have A Go event - 30 April 2022 completed Further dates TBC	Emerald Art Gallery Crafts	Ongoing until end of December 2022	Gindie P&C - Community Song and Video	1 April – 31 July 2022	Blackwater Patchwork Group – Deerfield Embroidery	14-15 May 2022 - complete 6-7 August 2022 – date change requested for approval from the committee. Committee approved.	Emerald Art Group – International Year of Glass - Workshops	30-31 July 2022 6-7 August 2022 – noting budget review and change of project form to be completed	Emerald Lions Club – 75 <sup>th</sup> Anniversary Mosaic Emblem	Completion by 30 September 2022	Heather Wehl	25 October to 6 November 2022. Watercolour Workshop with Greg Allen – Flinders Ranges
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- CAE noted that the program is on track for all current projects to be completed by the end of the calendar year. This is great progress from the large number of incomplete projects that had built up due to COVID-related postponements.

*Suzanne Poulter left the meeting at 9.30am*

### **Galleries and upcoming exhibitions - Ruth** Emerald Art Gallery

- Currently in the gallery is the Inaugural Youth Art Awards. A total 61 entries were received across six out of nine categories. The age groups 14-17 and 10-13 in the 2D sections received the most entries, over 20 per age group. The opening night was held on Friday 24 June 2022 with 103 attendees. Judge Kim Eadie shared her thoughts about how tough the judging was and the high calibre of the artworks entered. A number of artworks were acknowledged with a highly commended award. The people's choice award was voted via an online poll on Have Your Say, Central Highlands (HYSCH). Voting was open from 24 June – 8 July 2022 and the winner was announced on Tuesday 12 July 2022 via social media. The winner of the People's Choice award is Layla Davidson for her artwork Ellie the Elephant. Layla is the youngest entrant in the awards this year at 10 years old. She will meet with the Mayor on Monday to accept her certificate.
- Annual Art Awards Emerald entries close today, 15 July 2022. Opening night will be held on Friday 5 August 2 at 6.00pm. This year's judge is Rebecca McDuff, director of the Bundaberg Regional Galleries. This will be a great opportunity to network with another regional gallery, and Rebecca is very much looking forward to her trip out here. Rebecca will also host an artist walkthrough on the Saturday morning following the awards to discuss her feedback to artists and what stood out to her about the winning artworks. The People's Choice Award is again being decided via an online poll on HYSCH. Voting will be open from the opening night for two weeks and the winner will be announced via social media.
- After the Emerald Art Awards the Yumba Bimbi exhibition will be on display from September to mid-October 2022 to support Disability Action Week.
- On 11 June 2022 the Gallery was open during the twilight markets, coinciding with the end of Camille Swallow's "Feel my Footprints" exhibition. The gallery hosted an Indigenous painting activity which was very well received with 327 people visiting the gallery during the twilight markets.
- The next twilight markets are on 10 September 2022 with another arts and craft activity planned through the ongoing council-initiated RADF project.

- As part of the RADF project additional craft activities to design your own mug are scheduled from 25-29 July 2022. Two sessions will run per day running 10.00am-11.00am and 3.30pm-4.30pm. The sessions will be promoted via schools, mother groups, council's website and social media.

#### Bauhinia Bicentennial Art Gallery

- Tonight is the opening event for Natasha Stanton's exhibition "Emergence". This is Natasha's very first solo exhibition and is the culmination of many years work. This exhibition will be on display until 3 September 2022.
- From 12 September until 15 October 2022. Our Lady of the Sacred Heart (OLSH) will share their school exhibition.
- From mid-October 2022, tentatively to January 2023 will be Camille Swallow's "Feel My Footsteps" exhibition on display.
- Springsure's exhibition calendar is fully booked for 2023 (apart from one slot from January to February) and bookings for 2024 are well under way.
- A door counter is being installed to better track visitor numbers to the gallery throughout the year. The door counting device is the same as the Emerald Art Gallery's and is expected to be installed by the end of July 2022.

#### **Our Collection Matters project**

- Cr Gai Sypher advised that discussions with Dr Melanie Piddocke on how to best progress the project are still ongoing, and an update will be shared at the next meeting.

#### **Council Budget 2022-23**

##### Capital

- Emerald Art Gallery Acoustics – the project has been approved for scoping this financial year, with the budget request for implementation to be submitted for next financial year. Much of the scoping work has been undertaken already, with up-to-date quotes and project plan to be progressed in preparation for potential install next financial year.
- Emerald Arts Precinct Facelift – this project has been approved to be implemented per the plans shared with the committee earlier in the year. A shade structure for the space has been proposed for potential budget allocation in FY 2023-24.
- Former Springsure Hospital Museum – budget has been approved for this project to commence the roof works previously identified. Roof works had previously been delayed by the emergency stabilisation works

which have now adequately settled. The Springsure area office and work camp continue to maintain the grounds on site.

- Blackwater Community Centre – upgrades will be made to the community centre including the addition of gallery hanging rails in the library. Once the tracking is installed it will be able to be used as a small “pop-up” exhibition space for artists.

#### Corporate Plan

- Community Visioning – with the expiration of the community plan 2012-2022, a project of the new corporate plan is to undertake place-based and community long-term visioning. This will involve region wide engagement to understand the aspirations of the region and communities within Central Highlands.
- Community Engagement Review – this will involve a review of council’s current engagement methods to create a new community engagement framework, action plan and toolkit to assist council in conducting consistent and meaningful engagement.
  - Engagement on these projects will be scheduled before the end of the year. We look forward the committee’s contributions to these projects.
- Heritage projects – in preparation for the review of local history and heritage projects that will inform the development of a heritage strategy, preliminary work is being undertaken to review current ongoing projects. Two key projects have been identified to be worked on and completed this year – oral histories, and lone graves register. During this year there will also be an audit of outstanding heritage projects to help inform planning and project priorities for the coming years leading into the heritage strategy development. These two projects will be managed through the libraries, with Antonia Mobbs having taken over with local heritage work previously undertaken by Leisa Shuttleworth and before that Anne Vaughn.

#### Operational

- Gallery hanging system – for installation in Capella Cultural Centre. Once the tracking is installed, it will be utilised as a small “pop-up” exhibition space for artists.
- Art collection conservation – works previously identified by Ross Searle (valuer) as needing conservation will be sent off to the conservator for repairs. Three works on paper artworks were sent for conservation with conservator Melanie Sorenson in Cairns earlier this year. There are 3 more works on paper from the collection which are of high value which will be sent off for conservation in the coming year.
- Community training – budget has been approved for community training opportunities. Time has been set aside later in the meeting to discuss potential training options.
- Arts around August 2022– budget had been approved to support the hosting of events as planned.

<p><b>6.</b></p>	<p><b>Arts Around August 2022</b></p>	<ul style="list-style-type: none"> <li>• The Arts around August calendar of events has been launched with a media release and is available on the council website. Events continue to be accepted to the calendar which can be updated at any time.</li> <li>• A feature tile will be included on the Central Highlands Development Corporation’s What’s On website until the end of September 2022.</li> <li>• Flyers, posters and pull-up banners are on their way to promote Arts Around August in selected council libraries, offices and transaction centres, and any other appropriate locations. These contain a QR code that directs to the online calendar so that users always have access to the most up to date information. The web link will remain the same in future years so these marketing resources can all be reused in future years.</li> <li>• There are four council-led events that are yet to be published -             <ol style="list-style-type: none"> <li>1. Flipside Circus – waiting to confirm the preferred training date, then all workshops will be published and made available to accommodate. Workshops will be held in Emerald and Blackwater between 17-21 September 2022 during school holidays.</li> <li>2. Bric Nic – still working on confirmation of workshop dates, locations and format. Where possible the workshops will be hosted in local libraries, and where not suitable in community halls.</li> <li>3. Raelene Bock – still working on confirmation of workshop dates, locations and format. Quirky Wire workshops will be held at Emerald, Dingo, Rolleston and Tieri.</li> <li>4. Milynda Rogers – due to changes in options for training, the committee are requested to review new options and advise which are preferred for barbed wire sculptures. Members suggested a two-day workshop in Emerald and one-day in Springsure, with a ticket price reflective of \$55 per day capped at 20 participants. Members also noted the need for sufficient material to be available for the project with due notice given to participants on what to bring.</li> </ol> </li> </ul>
<p><b>7.</b></p>	<p><b>Future Planning</b></p>	<p><b>Training Opportunities</b></p> <ul style="list-style-type: none"> <li>• ACOG is working with council’s Community Development Officer - Indigenous programs to source training for local Indigenous artists through the Department of Aboriginal and Torres Strait Islander Partnerships. The hope is to offer training how to promote their artwork and how to sell their artwork. This is aimed to empower artists in their practice, providing them support in locations where artists are e.g. Woorabinda Art Centre.</li> <li>• Committee expressed disappointment that the copyright training was not able to go ahead. Members would like to see another attempt to go ahead in 2023.</li> <li>• It was suggested that the online booking platform Eventbrite may have been a barrier for people who did not wish to register online. Members noted that the use of the platform should be reviewed on a case-by-</li> </ul>

		<p>case basis dependant on the target demographic. Assistance in a “face to face” form is available via library branches across the region.</p> <ul style="list-style-type: none"> <li>• Members suggested reaching out to Community Reference Groups across the region to seek suggestions for arts and cultural training ideas.</li> <li>• Members suggested the library’s Tech Savvy program could include a session about how to use Eventbrite to build confidence and ability to use the platform to book tickets.</li> </ul> <p><b>Artists In the Spotlight video series</b></p> <ul style="list-style-type: none"> <li>• Upcoming videos for the video series are planned to include: Natasha Stanton (local artist who recently exhibited), Raelene Bock (local artist who runs popular workshops), Maxine Wild and Gaye Steel (local artists with an exhibition upcoming), and Sharon Kirk (Annual Art Awards Springsure 2022 acquisitive winner).</li> <li>• Committee members are encouraged to share any other suggestions for future videos with the team.</li> </ul> <p><b>Arts, culture and heritage engagement</b></p> <ul style="list-style-type: none"> <li>• Members noted there is still uncertainty in the community around attending events face to face, and are hoping this will ease once winter and flu season is over. If the trend continues it may be appropriate to consider online opportunities.</li> <li>• Lack of community engagement is causing volunteer shortages across all sectors. A new directory platform called My Community Directory is being implemented by council which includes a volunteer listing component so that opportunities can be advertised. It is hoped that this helps to increase engagement in local community groups and associations.</li> </ul> <p><i>Suzanne Poulter re-joined the meeting at 11.00am</i></p>
8.	<b>General business</b>	<p><b>Member updates</b></p> <p>Maureen Burns (Capella Pioneer Village)</p> <ul style="list-style-type: none"> <li>• Horse drawn carriage and communications area completed.</li> <li>• Visitor numbers are not too bad.</li> <li>• The group are looking forward to the upcoming Heritage Day on 10 September 2022. The event will be advertised on the Capella Pioneer Village Facebook page, and Maureen will provide a copy of the flyer for council to promote also.</li> </ul>





		<p>Lou Petho</p> <ul style="list-style-type: none"> <li>• Lou recently returned from a trip to central Australia and is about to head out to Western Australia to film a documentary.</li> <li>• While travelling, Lou has been taking black and white photos and suggested these could be exhibited in one of council's art galleries if there is an appropriate vacancy in the calendar. ACOG will review the exhibition calendars and Lou will be in touch to discuss.</li> </ul> <p><b>Other discussion</b></p> <ul style="list-style-type: none"> <li>• Feedback was requested from the committee about the current meeting format and report back structure. It was proposed that regular report backs could be circulated to the committee via email before the meeting with a shorter amount of time allocated in the meeting for discussion and questions. Sections for written updates would include actions arising from previous minutes, RADF project updates, and galleries updates. Members supported this suggestion and agreed this process would allow for more productive discussion and planning time during meetings. Any additional ideas to improve meeting processes and procedures are welcome - please send these to the CAE for consideration.</li> <li>• If members would like to add items to the meeting agenda, they can be sent through to the CAE for inclusion. Please send these two weeks before the meeting date, so that the agenda can be created and circulated one week before the meeting per regular process.</li> <li>• Emerald Little Theatre will be presenting a production of The Little Mermaid in November 2022. Assistance is being requested to assist in the set design. ACOG will liaise with the group for a list of items and assistance requested. This list will be circulated to the committee and shared internally on council's intranet.</li> </ul>
9.	<b>Upcoming Meeting Date</b>	26 August 2022, 9.00am – 1.00pm
10.	<b>Close of meeting</b>	11:37am

### Actions

Items/Projects	Action	Responsible	Status	Notes
<b>Arts around August</b>	27-05-22 Arts and Culture team to organise endorsed activities for Arts around August including Quirky Wire workshops, Scrapmetalshella workshops, Bric Nic workshops, and the Emerald Arts Precinct Open Day.	Arts and Culture team	In progress	
	27-05-22 Sharon Gimbert to contact local artists and groups to seek expressions of interest to participate in demonstrations and/or stalls the Emerald Arts Precinct Open Day.	Sharon Gimbert	Complete	
	27-05-22 CAE, Cr Sypher and Sharon Gimbert to meet and discuss progress on the Arts Precinct Open Day in the week commencing 20 June 2022.	CAE, Sharon Gimbert, Cr Sypher	Complete	
<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	Complete	08-04-22 Cr Sypher to send reminder to Cr Burns for this item 15-07-22 the Catholic Parish are not accepting external submissions to their newsletter
<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>Mosaic tables</b>	27-05-22 Arts and Culture team to clarify arrangements for the cleaning schedule for the	Arts and Culture team	Complete	15-07-22 tables have been added to contractor cleaning duties. At this stage once a week, with our cleaners checking

	mosaic tables, and request that they be cleaned more regularly.			daily and will perform extra cleaning if needed
<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	15-07-22 application form being drafted for digital submission in SmartyGrants, from which a pdf version can also be exported
	27-05-22 CAE to make amendments to the draft RADF Guidelines 2022-23 and provide to the committee for review, highlighting any changes.	CAE	Complete	
<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.