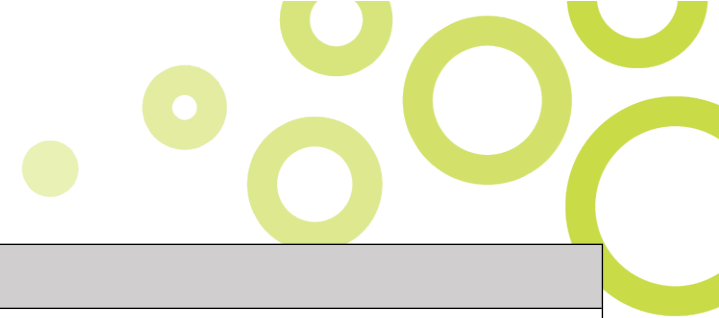




**Central Highlands Arts and Cultural Advisory Committee (CHACAC)
Planning Meeting Record of Proceedings**

Date:	Friday 26 August 2022
Venue:	Emerald Council Office – Executive Meeting Room 1 and 2, Microsoft Teams
Chair:	Cr Gai Sypher
Minute taker:	Natasha Jurd – Administrative Assistant (Communities) and Tracey Jackson – Administrative Assistant (Communities)
Present:	CHACAC Members: Teagan Arnold, Lou Petho, Barb Beazley, Ben Robertson, Mellissa Chick CHRC: Cr Gai Sypher, Katerina Hatzipanagiotis - Coordinator Arts and Engagement (CAE), Suzanne Poulter – Manager Connected Communities (MCC), Cr Joseph Burns, Ruth Haydon – Arts and Cultural Officer Galleries (ACOG) Natasha Jurd – Administrative Assistant (Communities) and Tracey Jackson – Administrative Assistant (Communities), Antonia Mobbs (Library Officer), Nikki Atkinson - Administration Assistant Arts & Engagement
Apologies:	CHACAC members: Sharon Gimbert, Maureen Burns, Lachlan Grierson CHRC: Cr Charles Brimblecombe
Meeting time:	9.03 am to 1.00 pm
Preparation documents distributed for this meeting:	<ul style="list-style-type: none"> • CHACAC Agenda – 26 August 2022 • CHACAC Planning Meeting Minutes – 15 July 2022 • CHACAC Meeting Actions update • Galleries Update • Regional Arts Development Fund (RADF) 2021-22 program update <ul style="list-style-type: none"> ○ Heather Wehl – change of project • Arts around August 2022 • Council Projects 2022-23 – capital and operational



	Subject	Discussions										
1.	Opening of meeting	<p>Cr Gai Sypher shared an Acknowledgement of Country and welcomed attendees.</p> <p>New faces in the room were introduced to the group:</p> <ul style="list-style-type: none"> • Newly endorsed CHACAC member, Teagan Arnold – Currently undertaking studies in relation to family history, with an interest in heritage. • Administration Assistant Arts and Engagement, Nikki Atkinson – Nikki has been assisting the team since April 2022 and will be filling the Arts and Cultural Officer during Karen Newman’s long service leave until January 2023 • Library Officer, Antonia Mobbs – Working on the Oral Histories and Lone Grave Projects 										
2.	Conflict of Interest Register	Nil										
3.	Previous meeting minutes	<p>Record of proceeding from CHACAC 15 July 2022 planning meeting minutes were presented to council 10 August 2022. The document was shared with members for review.</p> <p>Updates on ongoing actions</p> <ul style="list-style-type: none"> • Arts around August: Quirky Wire and Brick Nic – published, Scrapmetalsheila – final arrangements being made for publication by end of August • Heritage items in library collection: session to be delivered through the Tech Savvy program at Emerald Library on 14 September 2022. • Screen Queensland: CAE called Screen Queensland, they are awaiting a new staff member to support Film Friendly Councils who will reach out once inducted. <p>Regional Arts Development Fund 2021-22 Update – 26 August 2022 <u>Projects complete, outcome report pending</u></p> <table border="1" data-bbox="495 1145 1812 1361"> <tbody> <tr> <td>CIP – Metal in March 2021</td> <td>Finalisation in progress</td> </tr> <tr> <td>Noosa Film Academy – Red Carpet Event</td> <td>Received, being reviewed</td> </tr> <tr> <td>Emerald Patchwork - Workshops</td> <td>Received, being reviewed</td> </tr> <tr> <td>Gindie P&C - Community Song & Video</td> <td>Received, being reviewed</td> </tr> <tr> <td>Emerald Art Group – International Year of Glass Workshops</td> <td>Project complete, report due 3 October 2022</td> </tr> </tbody> </table>	CIP – Metal in March 2021	Finalisation in progress	Noosa Film Academy – Red Carpet Event	Received, being reviewed	Emerald Patchwork - Workshops	Received, being reviewed	Gindie P&C - Community Song & Video	Received, being reviewed	Emerald Art Group – International Year of Glass Workshops	Project complete, report due 3 October 2022
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Ongoing projects

Council-initiated projects

Creative Connections Videography project	Finalisation in progress
Arts and Cultural website	Finalisation 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 - 30 April 2022 completed Emerald dates – to be confirmed
Emerald Art Gallery Crafts	Ongoing until end of December 2022

Group

Blackwater Patchwork Group – Deerfield Embroidery	14-15 May 2022 - complete Final date to be confirmed, per email
Emerald Lions Club – 75 th Anniversary Mosaic Emblem	Completion by 30 September 2022

Individual

Heather Wehl	Watercolour Workshop with Greg Allen – Flinders Ranges 25 Oct to 6 November 2022
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Group Discussion

- Members discussed the circulated Change of Project request from Heather Wehl. Heather has requested a change of date and location as the original workshop she planned to attend has now been cancelled.
- Members noted that this project was approved in the 2020-21 program and has been ongoing for a length of time. This is due to a number of workshops being cancelled over the period, with Heather finding alternative comparable opportunities to attend that were approved. Members acknowledged that these changes were beyond Heather's control.
- Members agreed to approve the change of project, under the proviso that this be the final approved change and that if the project is unable to go ahead that the funds be returned to council. Heather would be eligible to apply again in future funding rounds.
- To provide clarity to applicants going forward and to ensure good governance with the program, members suggested the addition of a clause to the Guidelines and Change of Project Form. This will state that any proposed changes to

		<p>the project must have a completion date within 12 months of the original approved finish date. Projects not completed during this timeframe will be required to return funds to the grant pool.</p> <p>Action: CAE to draft changes to the Guidelines and Change of Project form and circulate to the committee for final approval. These changes are to be implemented in the RADF 2022-23 program.</p>
	<p>Galleries update</p>	<p>Emerald Art Gallery <u>CHRC Annual Art Awards Emerald 2022</u></p> <ul style="list-style-type: none"> • A total of 132 entries were received across 7 Art Annual Art categories (5 open and 2 youth). • The awards were judged by Rebecca McDuff – Director Bundaberg Regional Galleries. • The opening night was attended by 155 people where the judge’s awards were announced. A full list of winners can be found on the council website. • People’s Choice Voting was conducted via Have your Say, open from 5 to 21 August 2022. The winner was announced on 23 August 2022 via the Central Highlands Regional Galleries Facebook page. The winner was Natasha Jurd. Committee members congratulated Natasha on her win. • The exhibition is open until 17 September 2022. <p><u>Upcoming exhibitions</u></p> <ul style="list-style-type: none"> • Yumba Bimbi Support Services exhibition “We all fit in here” - this exhibition celebrates diversity from the talented artists of Yumba Bimbi Support Services. They have been working hard to create artworks for this exhibition which will include an interactive element where visitors can get involved and immerse themselves in the artworks, artists and their stories. The opening event is on Friday 23 September 2022 at 6pm. The exhibition will be open from 26 September to 14 October 2022. <p>Bauhinia Bicentennial Art Gallery <u>Current exhibition</u></p> <ul style="list-style-type: none"> • Natasha Stanton’s exhibition Emergence is on display until 3 September 2022. <p><u>Upcoming exhibitions</u></p> <ul style="list-style-type: none"> • Our Lady of the Sacred Heart Catholic Primary School (OLSH) Annual Student Art Show opens on Friday 9 September and will be on display until 15 October 2022. This exhibition brings the OLSH community together to appreciate the artistic abilities of every student from young kindergarten children through to school leaders of Year 6. This exhibition showcases the talents of the students and welcomes the broader community to share in the creative wonders of our youth.



**Council Projects
Budget 2022-23**

Capital projects

Emerald Art Gallery Acoustics

- Scope of work and quote already received to be renewed in November 2022, ready for council's budget submission process in February 2023 for actioning in FY 22-23.

Emerald Arts Precinct Facelift

- Request for quote based on plans presented by Steve Moss (U Plan) is being drafted.

Springsure Hospital Museum

- Gail Lipke (Heritage Advisor from Elia Architecture) is being engaged to help with identification and prioritisation on what works will commence this financial year, now that the site has stabilised.

Operational Projects

Arts around August 2022

- Brick Nic Lego Art scheduled at – [Tieri Library](#), [Blackwater Library](#), [Rubyvale Hall](#) (cancelled due to low registrations), [Springsure Library](#) and [Dingo Community Hall](#).
- Quirky Wire Art scheduled at - [Rolleston](#), [Emerald](#), [Dingo](#) (cancelled due to low registrations), and [Tieri](#).
- Milynda Rogers – final venue details are to be confirmed and will be shared once published
 - Friday 7 October – Springsure
 - Saturday/Sunday 8-9 October – Emerald
 - Members discussed the option of increasing the number of places available in the sessions, noting that there will be varying levels of skills amongst participants. It was agreed sessions will have up to 30 people as per Milynda's recommendation.
- All events can be found on the [Arts around August calendar on the council website](#).

Gallery hanging systems

- Capella - Tracking has been purchased and a work request has been raised with the Facilities team to get this installed in the Capella Cultural Centre supper room.
- Blackwater - Tracking has been purchased. These will be installed when the Blackwater library renovations are completed later this financial year, dates yet to be determined.

Art collection conservation

- The three artworks sent to Sorenson Art Conservation in Cairns earlier in the year have returned and conservation is complete. Melanie Sorenson did a fantastic job with the artworks.

		<ul style="list-style-type: none"> • Three more artworks (works on paper) are currently being assessed for conservation and are aiming to be sent away in the next couple of months. <p><u>Community Training</u></p> <ul style="list-style-type: none"> • Options and ideas for community training opportunities are being investigated. • If members have any suggestions, please send them through to Katt. <p><u>Heritage projects</u></p> <ul style="list-style-type: none"> • Project plans are being developed for both the Oral Histories and Lone Graves projects and will be shared with members.
	<p>Screen Queensland</p>	<p>Barb Beazley and Lou Petho led a discussion about Screen Queensland's Film Friendly Councils.</p> <ul style="list-style-type: none"> • A proposal was shared to progress the establishment of the Central Highlands as a Film Friendly Region. • CAE noted that she had been in contact with Screen Queensland a few weeks ago where she was advised that the related position to assist our enquiry was currently vacant, The CAE will reach out again to see if the position is now filled. • Goals are to identify suitable film locations, filmmaking crews, artists and businesses interested in being involved in the sector. These would then be listed on Central Highlands' Film Friendly profile to attract prospective filmmakers to the region. • Lou has been in contact with a contributor to the Winton profile to establish the kinds of things that would be required to develop an attractive local profile. • This project would need input from Central Highlands Development Corporation (CHDC) due to the industry and economic benefits it aims to provide. • An initial step would be to conduct an audit and analysis of the services and locations in the region. This would require funding to progress. • Screen Queensland also deliver workshops and training for emerging artists through to established creatives interested in working in the film industry. Once a profile has been built and there is momentum around the project, this could be pursued to build local capacity in the field. • Further research and contact with Screen Queensland are required before reaching out to other stakeholders. • As the project progresses, the committee will be kept up to date and requested to provide input where relevant.
	<p>Project Updates</p>	<p>Our Collection Matters project – Cr Gai Sypher</p> <ul style="list-style-type: none"> • The project funded by the Foundation for Rural and Regional Renewal is progressing with plans to complete workshops by the end of the year. • This project has been difficult to complete due to lack of volunteers.

		<ul style="list-style-type: none"> Upcoming workshops include additional days in Rubyvale to provide assistance with documentation and planning the group's next steps. <p>Action: CAE to share the CH Community Collections report with Teagan Arnold.</p> <p><i>Barb Beazley left meeting 10:25am</i></p> <p>Council heritage projects update – Antonia Mobbs</p> <ul style="list-style-type: none"> At the last meeting there was an update provided, that two key projects have been identified in the operational plan to be worked on this financial year – oral histories, and lone graves register. Libraries have an important part to play in councils' history and heritage space. The library team, led by Antonia, will be working on these projects. This work is being done to prepare for the review of local history and heritage projects that will inform the development of a heritage strategy in FY 25-26 to be implemented in FY 26-27. Other projects that are identified will be noted for consideration for progress in future years. Project plans for the oral histories and lone graves register projects were reviewed by the group. Council intends to seek support from contractors to progress these projects, including for audio editing of raw oral history recordings. Any recommendations from the committee for suitable contractors would be much appreciated. <p>Action: CHACAC members to share any additional feedback on projects plans by Friday 2 September 2022.</p> <p><i>Cr Joseph Burns arrived 10:55am</i></p>
	<p>RADF program 2022-23</p>	<p>CAE provided the following update on the RADF program 2022-23:</p> <ul style="list-style-type: none"> Arts Queensland have progressed Deed of Variation to extend last year's contract. This is now awaiting official announcement from Arts Queensland before council can launch and announce the program. Application forms are being drafted in the new SmartyGrants platform. Due to the delay in announcing the program, the tentative date for Round 1 closing is now only four weeks away. This timeframe would not give applicants sufficient time to hear about, prepare and submit applications for this first round. It was suggested that dates be pushed out to align with assessment at the following CHACAC meeting on 11 November 2022. Applications would therefore close on 28 October 2022 to allow staff time to follow up any additional information and provide time to the committee to review before the assessment meeting. Members agreed with proposed adjustment to dates. No changes will be required to 2023 date for rounds 2 and 3.
	<p>Morning Tea</p>	<p>11:07am to 11:19am</p>

<p>Annual Youth Art Awards – categories review</p>	<p>ACOG led a discussion about the categories in the Annual Youth Art Awards.</p> <ul style="list-style-type: none"> Initially, the inaugural Youth Art Award was discussed. In these awards, categories were organised by three mediums, by three age groups, for a total of nine categories. A total of 61 entries were received across the nine categories. A small number of entries for were received across the three categories in the 18–25 age group. Feedback was also received indicating interest in younger age groups being able to enter. Reflecting on feedback and the number of entries received, a new format for the categories has been proposed for the next awards. Members suggested naming the categories by their age groups instead of descriptive names (i.e. Junior, Juvenile, Youth etc) to avoid confusion. Age groups for the Young Archies were presented for consideration, these are: 5-8 years, 9-12 years,13-15 years,16-18 years. Members agreed that these were a good baseline, with the addition of a 19-25 years group to be added. It was agreed the 19-25 year group would run for one more year to monitor entries received for consideration regarding weather it would be continued in future years. To help build awareness, council intend to advertise the awards in March (with the awards being held in June) and have a further reach in Central Highlands area by connecting with schools outside of Emerald. Prizes for each category (financial and non-financial) will be reviewed by the arts and culture team and shared with the committee for feedback. <p>Action: ACOG to draft prize allocations for new categories and share with the committee for feedback.</p> <p><i>Ben Robertson arrived 11.35am</i></p>
<p>Annual Art Awards Emerald – 30-year anniversary 2023</p>	<p>ACOG led a discussion about the 30-year anniversary of the Annual Art Awards Emerald and how it could be celebrated.</p> <ul style="list-style-type: none"> The first Art Awards for the Emerald Art Committee was held in 1993 in a space at the back of the Emerald Library. The new Emerald Library was opened the same year officially opened by Premier Wayne Goss at the art awards event. Many artists have supported the art awards and been entering consistently since the competition began. Members discussed the idea of inviting previous artists to the awards for a special event. This could also be an opportunity to acknowledge former committee members who built the awards over the years. Members shared a number of suggestions for ways to celebrate the anniversary: <ul style="list-style-type: none"> A special invitation-only function just before the opening night event for previous committee members and long-term contributing artists. Individual invitations and a public invitation could be sent to ensure no one is missed Digitised catalogues from previous art awards could be made available for viewing on an iPad during the exhibition A slideshow of photographs from past events on loop on the opening night/during the exhibition

		<ul style="list-style-type: none"> ○ An exhibition at another location showcasing artworks that have been acquired from the awards over the years • The date of the opening night has not been finalised. There is potential for it to be held on a Friday or a Saturday. • Before progressing with an invitation-only event, data collection would be required and clear criteria for what constitutes a significant contribution that warrants an invitation. This would be brought to a future committee meeting for review and discussion. <p>Action: ACOG to compile list of previous entrants and known committee members, for consideration by the committee.</p>
	<p>General business</p>	<p>Silo Art Projection Idea – Cr Gai Sypher</p> <ul style="list-style-type: none"> • Community member Raelene Bock raised with Cr Sypher an initiative in Quorn, South Australia with projections of artworks and animation onto silos. • Ben Robertson has extensive experience in graphic animation and projection and is able to advise on how it might be executed. • Infrastructure would be required for the project, such as multiple projectors and housing that is weather and vandalism-proof. Safety would also be a consideration with proximity to roads, lights and lasers potentially facing an airport, etc. • A significant investment would be needed to purchase the equipment. It could also potentially be leased for a shorter-term project. • The project would be a great platform to promote local artists and be a tourist attraction. • The ideal vision would be to use it in Arts around August, potentially be relocated across the Central Highlands over the period. Given the discussion about the complexity of the infrastructure, this may not be possible. • Ben has some projection equipment that could be used for smaller scale trials on buildings. This is a portable set up on a bike. Active and 24/7 supervision (staffing) would be required for this type of pop-up. • The idea is currently not feasible due to projection equipment requirements, pricing and the complexities involved to complete, however can be kept in mind for future opportunities and events where relevant. <p>Exhibition enquiry – ACOG</p> <ul style="list-style-type: none"> • Faye Priddle contacted council about the potential for a fashion exhibition in Springsure. • A small Priddle Family Reunion is planned for March 2023 aligning with the Springsure Saint Patrick’s Day Races. • Faye’s mother was known for her impeccable wardrobe. Faye now owns a large collection of her mothers’ clothing, including dresses, gloves and furs from the era. Faye is exploring the potential to exhibit this collection to the public. • Faye approached the ACOG regarding potential for an exhibition of her mother’s clothes during March 2023 during the family reunion. The Annual Art Awards Springsure will be exhibited during that time, therefore the Bauhinia Bicentennial Art Gallery is unavailable.

	<ul style="list-style-type: none"> • Other council buildings were discussed as potential venues for exhibition, noting that council does not have the equipment to display the items safely and effectively. • For an exhibition to be considered, the family would need to provide mannequins to display the outfits, bollards for safety, and gather stories to go along with the pieces; this would take a considerable amount of work and funds. <p>Action: ACOG to advise Faye of the exhibition proposal’s risks and challenges and update the committee.</p> <p>Facebook Marketing - CAE</p> <ul style="list-style-type: none"> • Facebook is a useful tool used for sharing and promoting opportunities with the community. In particular, community-run Facebook groups have good engagement. • Until recently, council’s official page has not been able to make posts directly into public groups on Facebook due to Facebook’s guidelines. There are also council guidelines for staff posting from their personal accounts which can expose them to risk if doing so. • New information has come in that Facebook guidelines have changed and there is capacity for posts to be made from the official page directly. As this is a new option, council’s Public Relations team are still working on the internal procedures for this to occur. • One way to work around this is for posts to be shared by active and interested community members. Establishing a list of “community connectors” to post information into the local groups would be a great way to share information while a council procedure is established. • Members are encouraged to share posts and information where they feel comfortable, and share details with the Arts and Culture team identifying other people across the region who would be willing to share and post.
Member updates	<ul style="list-style-type: none"> • Lou Petho - heading to the Kimberly’s in about a week. • Tegan Arnold - completing last year of her diploma, focussed on World War I and how it ties in with family history and Australia, and how Gallipoli and the ANZACs became such a huge part of Australia’s identity. • Mellissa Chick - looking forward to Spring and Summer and creating again. Very busy with life but excited to slow down next term and focus on her art.
Upcoming Meeting Date	7 October 2022 from 9.00am
Close of meeting	1:00pm

Actions

Items/Projects	Action	Responsible	Status	Notes
Annual Art Award Emerald 30 year Anniversary	26-08-22 ACOG to compile list of previous entrants and known committee members, for consideration by the committee.	ACOG		
Arts around August	27-05-22 Arts and Culture team to organise endorsed activities for Arts around August including Quirky Wire workshops, Scrapmetalsheila workshops, Bric Nic workshops, and the Emerald Arts Precinct Open Day.	Arts and Culture team	In progress	19-08-22 Open Day – deferred to 2023, Quirky Wire and Brick Nic – published, Scrapmetalsheila – final arrangements being made for publication by end of August.
CH Community Collections report	26-08-22 CAE to share the CH Community Collections report with Teagan Arnold.	CAE		
Creative Cultural Futures and Heritage – Aspirations Document	03-09-21 Aspirations document to be reformatted to improve readability.	ACO	Ongoing	
Exhibition enquiry	26-08-22 ACOG to advise Faye of the exhibition proposal's risks and challenges and update the committee.	ACOG		
Heritage items in library collection	19-11-21 CAE to organise a workshop at the library about how to access digital heritage items.	CAE	Ongoing	19-08-22 session to be delivered through the Tech Savvy program at Emerald Library on 13-09-22 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.
Heritage projects	26-08-22 CHACAC members to share any additional feedback on projects plans by Friday 2 September 2022.	CHACAC members		
RADF	16-07-21 CAE to create a standard RADF flyer template that the applicants use for promotion.	CAE	Ongoing	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. 03-09-21 Comms discussions are underway.

	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
	26-08-22 CAE to draft changes to the Guidelines and Change of Project form and circulate to the committee for final approval. ACOG to advise Faye of the exhibition proposal's risks and challenges and update the committee.	CAE		
Screen Queensland	25-06-21 ACO to update the council data list with Screen Queensland	ACO	Ongoing	19-08-22 CAE called Screen Queensland, they are awaiting a new staff member to support Film Friendly Councils who will reach out once inducted. 04-02-22 CAE to follow up with Lou Petho.
Youth Art Awards	26-08-22 ACOG to draft prize allocations for new categories and share with the committee for feedback.	ACOG		