

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

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| Date: | Friday 21 July 2023 |
| Venue: | Executive Meeting Rooms 1 & 2, Emerald council offices |
| Chair: | Cr Charles Brimblecombe |
| Minute takers: | Karen Newman - Arts and Cultural Officer (ACO) |
| Present: | CHACAC Members: Teagan Arnold CHRC: Cr Charles Brimblecombe, Katerina Hatzipanagiotis - Coordinator Arts and Engagement (CAE), Karen Newman - Arts and Cultural Officer (ACO), Ruth Haydon – Arts and Cultural Officer Galleries (ACOG), Hayley Sullivan - Arts and Cultural Trainee. |
| Apologies: | CHACAC members: Maureen Burns, Barb Beazley, Lou Petho, Ben Robertson, Mellissa Chick, Helen Chivers. CHRC: Cr Joseph Burns, Suzanne Poulter – Manager Connected Communities (MCC). |
| Meeting time: | 9.00am – 12.00pm |
| Preparation documents distributed for this meeting: | <ul style="list-style-type: none"> • CHACAC Planning Meeting Agenda – 21 July 2023 • CHACAC Record of Proceedings – 12 May 2022 • Update - Meeting actions – 21 July 2023 • Update - Galleries – 21 July 2023 • Update - Council projects – 21 July 2023 • Update - RADF 2022-23 projects – 21 July 2023 • Regional Arts Development Fund (RADF) Outcome Report – Blackwater Art Society • CHACAC/RADF 2023-2024 meeting dates • Draft - RADF 2023-2024 Guidelines revised structure • Draft - RADF 2023-2024 Local Priorities |

| | Subject | Discussion |
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| 1. | Opening of meeting | Cr Charles Brimblecombe opened the meeting at 9.00 am. Apologies were noted. |
| 2. | Conflict of Interest Register | Nil |
| 3. | Written updates circulated | <p>Previous meeting actions update - as recorded at the end of these minutes.</p> <p>Galleries update Emerald Art Gallery <u>Previous Exhibition</u></p> <ul style="list-style-type: none"> • Rapt in Rubyvale exhibition closed on 16 July 2023 with approximately 874 visitors through the gallery during the period of the exhibition. The artists Max and Gaye were very happy with their exhibition and sold 10 artworks between them. <p><u>Current Exhibition</u></p> <ul style="list-style-type: none"> • The Youth Award 2023 exhibition is on display until 19 July 2023. The People’s Choice Award winner was announced on Tuesday 11 July after the online voting closed on Sunday 9 July. With 281 valid votes counted, the winner was Melia George with her artwork “Me before now”. <p><u>Upcoming Exhibitions</u></p> <ul style="list-style-type: none"> • The CHRC Annual Art Awards Emerald 2023 entries closed on 14 July. Plans are well underway for the opening event and the 30-year celebration event which will be held on 5 August. The exhibition will be on display until 14 September. The judge for this year’s awards is Karina Devine, Director of Warwick Art Gallery. • Exhibitions for remainder of 2023 are <ul style="list-style-type: none"> ○ Sep/Oct – CQ Contemporary Artists group ○ Oct/Nov – Sue Smith ○ Nov to Jan 2024 – Artback NT “Some Like it Hot” (touring exhibition) <p>Bauhinia Bicentennial Art Gallery in Springsure <u>Previous exhibition</u></p> <ul style="list-style-type: none"> • There have been 2 exhibitions since the last meeting – Geoff Head and Veronika and Nanette’s Hybrid Greening. • Geoff’s exhibition saw over 200 people visit the Gallery. • Hybrid Greening had great engagement through the interactive components of the exhibition (yoga and a virtual tree app). Over 250 visitors went through the gallery while it was on display. |

Current exhibition

- Local artist Leena Westerberg’s exhibition “From Lapland to Queensland” opened in the Springsure Art Gallery on 14 July 2023. This exhibition is Leena’s very first exhibition (of many more to come) and is a must see. The exhibition will be on display until 26 August. An episode of “Our Artists in the Spotlight” will also be filmed while her exhibition is on display.

Upcoming Exhibition

- Next in the gallery are two school exhibitions from Our Lady of the Sacred Heart and Springsure State School.
- The final exhibition for the year is William De Bois’ photographic exhibition. William is available for workshops if anyone is interested in having one during the time of his exhibition between November 2023 and January 2024.
- Exhibitions for remainder of 2023 are
 - Aug/Sep – Our Lady of the Sacred Heart School
 - Oct/Nov – Springsure State School
 - Nov to Jan 2024 – William De Bois “Sacrifice” (photographic exhibition)

RADF program update

Previous years projects

Outcome reports circulated for committee review

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| Blackwater Art Society | Circulated to committee |
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- Members agreed to accept the tabled outcome report tabled for the Blackwater Art Society workshops.

Projects complete, outcome report pending

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| Emerald Art Group – International Year of Glass Workshops | Draft received, finalisation in progress |
| Blackwater Patchwork Group – Deerfield Embroidery | Draft received, finalisation in progress |
| Council Initiated Project (CIP) - Happy Africa Rhythm Workshops | Draft received, finalisation in progress |
| Mountain Magic Arts Inc – Mountain Magic Creative Muster 2023 | Draft received, finalisation in progress |
| Central Highlands Music Festival – Festival of Bands 2023 | Draft received, finalisation in progress |
| CIP - Arts and Cultural website | Project complete, report pending |

Ongoing projects

Council-Initiated Projects (CIP)

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| Creative Connections Videography project | Finalisation in progress |
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| 2022-23 projects | |
| Projects complete, outcome report pending | |
| The Rolleston Rag Inc – Stephanie Coombes Photography Workshop | Outcome report in progress |
| Capella State School P&C – Josh Arnold Small Town Culture workshop | Change of date – new date 14 July 2023 Outcome report due 8/09/2023 |
| RAVA Productions | Outcome report due 2/8/2023 |
| <u>Ongoing projects</u> | |
| Individual | |
| Amanda Fernie | 15 December 2023 Outcome report due 9/2/2024 |
| Group | |
| CTM Links Capella – African Beats for Rolleston | 8 – 9 September 2023 Outcome report due – 21/10/2023 |
| CTM Links Tieri – Celebrating Tieri’s 40th Birthday with Live Music | 26 August 2023 – 3 September 2023 Outcome report due 3/11/2023 |
| Outback Exploratorium [Emerald Science Centre] - Strategic Art Concept Design | Change of Project form pending for changed timeline |
| Bogantungan Historical Society (auspice by Gayle Donaldson) | Change of date – new date 6 August 2023 Outcome report due 1/11/ 2023 |
| Noosa Film Academy Pty Ltd - Youth Inter-Regional Community Premier | 28 July 2024 - 2 September 2024 Outcome report due 27/9/2024 |
| CIP | |
| Queensland Ballet Regional Tour | 18 – 22 September 2023 Outcome report due 3/11/2023 |
| Council projects update | |
| On 28 June 2023 the 2023-24 FY budget was endorsed by council. | |

Capital projects

Emerald Arts Precinct Facelift

- Works were completed in June 2023.
- Updated signage for the Borilla St entrance has been designed and installed.
- A pamphlet is being designed including information about the arts groups working in the precinct space.
- An opening event is being planned to be held during Arts around August.

Springsure Hospital Museum

- Scoping is in progress to release the hazard clean works to market.
- A temporary storage solution for the collection has been identified and is being prepared.
- The former Springsure kindergarten facility has been acquired by council and will be utilised to temporarily store the collection.

Community Christmas Tree

- Budget has been approved for the construction of a steel mesh Christmas tree.
- The tree will be installed at the Emerald Arts Precinct for the first year, with other locations across the region considered for future years. Groups and individuals will be encouraged to create tree ornaments to be displayed on the tree.

Operational Projects

Arts around August 2023 - council events

- Polymer Earring workshops have been delivered in Capella, Gemfields and Tieri.
- Workshops in Blackwater, Comet and Emerald workshops being planned.
- Queensland Ballet will deliver workshops from 18 – 22 September in Blackwater, Capella, Emerald and Springsure.

Gallery hanging systems

- Blackwater – installation complete. Artworks from council's collection are being reviewed for display while internal processes and an exhibition program are developed.

Art collection conservation

- Three works on paper have been returned from the conservator in Brisbane.

Community Training

- Options and ideas for community training opportunities are being investigated.
- If members have any suggestions, please send through to Co-ordinator Arts & Engagement, Katerina Hatzipanagiotis.

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| | | <p><u>Heritage projects</u></p> <ul style="list-style-type: none"> • Oral histories <ul style="list-style-type: none"> ○ The oral histories project is being reviewed to develop a scope of works for a contractor to assist with editing of recordings. ○ Oral history internal procedures are being updated for future interviews. • Lone graves <ul style="list-style-type: none"> ○ The internal procedure to register lone graves is being updated. <p>Proposed meeting schedule</p> <ul style="list-style-type: none"> • Members confirmed the proposed meeting dates for the remainder of 2023, noting that future changes can be made to dates as required by RADF program changes and/or member availability. |
| 4. | RADF program document review | <p>Arts Queensland have initiated discussions regarding RADF 2023-2024, however a contract has not yet been received. In preparation for the anticipated program, the RADF documentation suite will be reviewed, and guidelines shared with councillors.</p> <p><u>Local Priorities</u></p> <ul style="list-style-type: none"> • Local priorities discussed at the last meeting were circulated for committee review. No further changes were proposed. <p><u>Guidelines revised structure</u></p> <ul style="list-style-type: none"> • A proposed new structure for content of the guidelines was circulated by email prior to meeting. This new layout includes additional explanations to provide further clarity on the parameters of the program. • Members reviewed the document page by page and provided feedback on the new layout and additional content to be included. Key areas in the document discussed included: eligibility criteria for applicants, projects and costs, and additional explanation of requirements and processes. • Based on feedback discussed, guidelines will be drafted and distributed to the committee for review. Key changes for attention will also be outlined. Members not present at the meeting will be followed up with a phone call from ACO and offered a meeting to review and discuss the changes. • Members also reviewed assessment meeting dates in line with the council meeting schedule and adjusted accordingly. <p><u>Application form</u></p> <ul style="list-style-type: none"> • Members discussed changes to the application form in the budget section to make this easier for groups to complete. • If possible, changes will be made within the Smartygrants form. The alternative approach is to include an Excel template for applicants to download, complete and upload back into the form. • Any changes made to the application form will be mirrored in the outcome report template for consistency. |

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| | | <p>Additional information under development</p> <ul style="list-style-type: none"> • Arts Queensland recommended implementing a Frequently Asked Questions (FAQ) for the program. Members provided the following suggestions for clarifications to be included in the FAQ: <ul style="list-style-type: none"> ○ Applicant eligibility ○ Information on what type of projects are eligible ○ Budget areas – information on what costs are eligible and how to complete budget section • Members discussed the following resources to also be available for reference: <ul style="list-style-type: none"> ○ Examples of a completed application form and budget ○ Arts and Cultural definitions • Letter of Offer templates will also be updated to include photo permission requirements and creditor form process. <p>Action: ACO to share the draft RADF 2023-24 Guidelines with the committee and follow up with members not present. Action: ACO to update meeting schedule and circulate to the committee.</p> |
| 5. | Project discussions | <p>Annual Art Awards Emerald - 30 Year Anniversary Event</p> <ul style="list-style-type: none"> • The 30th anniversary of the Annual Art Awards Emerald has attracted 215 entries. Category 1 figures have remained steady, and all other categories have increased which will make the installation challenging. • Karina Devine from Warwick Gallery will judge entries. • Teagan Arnold has been researching the Emerald Historical Society archives for records of previous Art Awards competitions and has unearthed some valuable information. This work is very much appreciated. • Five unique trophies have been created for the most frequently entering artists, as identified in the previous meeting. The series of trophies is titled “Brothers and Sisters of the Drummond Range”, created by local artisan Lawrie Stanton, featuring timber from the Drummond Range and local stone. Each piece will have a non-intrusive plaque engraved with the artist’s name and years of entry. These will be presented to the five artists at the preview event. • Visiting art appraiser and previous awards judge Ross Searle will deliver a free “Art-iques Roadshow” for artworks in the week following the awards. <p>Arts Around August</p> <ul style="list-style-type: none"> • Members discussed challenges around mobilising community groups to be involved in collective activities and have ongoing involvement and stability in committees. • It was noted that the platform My Community Directory can be utilised by groups to advertise their activities and list volunteer opportunities such as committee membership. The job advertising platform Seek also allows volunteer opportunities to be listed. • Community events including RADF activities over the period will continue to be included in the calendar and promotion. |

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| | | <p>Arts and Cultural Forum</p> <ul style="list-style-type: none"> • The concept of an Arts and Cultural Forum was proposed. This would be a public event with multiple objectives, including: <ul style="list-style-type: none"> ○ to promote RADF and other grants ○ to assist with writing grant applications and group profiles ○ to host a RADF Showcase of past projects, sharing positive outcomes and providing inspiration ○ to promote CHACAC and encourage new members ○ to attract gallery volunteers ○ to stimulate arts and cultural engagement and networking ○ to encourage activation of community spaces with placemaking programs ○ to seek feedback and ideas for upcoming events such as Metal in March and Arts around August • Members discussed ideal timing for such an event, which took into consideration: upcoming school holidays, weekend preference, the existing number of events held in September and October, and the end of year wind down which begins in November. One Saturday date in October was identified as possible. • ACO will keep members informed as the concept develops. |
| 5. | Member updates | <p>Teagan Arnold</p> <ul style="list-style-type: none"> • The Emerald & District Historical Association (EDHA) is hosting a Royal Doulton exhibition on 6 August 2023 in the Emerald Pioneer Cottages. • Emerald’s 150-year anniversary will be in 2029 which is a significant milestone event to consider for future planning. • Projects to progress the findings of the Our Collections Matter report are being developed. • Teagan is also working on the Bluff Oral Histories project, initiated by the Bluff CRG, through her business. The first stage of the project is being funded by Bowen Coal that will take approximately six months. <p>Maureen Burns</p> <ul style="list-style-type: none"> • The annual Capella Pioneer Village Heritage Day will be held on Saturday, 9 September 2023. <p>Cr. Brimblecombe</p> <ul style="list-style-type: none"> • Bauhinia CRG members would like to see the results from their previous oral history project published. <ul style="list-style-type: none"> ○ CAE advised that these recordings are being reviewed as part of the ongoing oral histories work, noting there are complexities involved with the publication of recordings as specific consent is required. <p>Action: ACO to add Royal Doulton event to Arts around August calendar.</p> |
| 6. | Next meeting | CHACAC Planning meeting - Friday 29 September 2023 from 9.00 am at the Emerald council office |
| 7. | Close of meeting | 11.42 pm |

Meeting Actions

| Items/Projects | Action | Responsible | Status | Notes |
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| Creative Cultural Futures and Heritage – Aspirations Document | 03-09-21 Aspirations document to be reformatted to improve readability. | ACO | Ongoing | 13-01-2023 CCFH Aspirations document is being reviewed and reformatted. |
| RADF CIP Outcome Report - Creative Connections | 25-06-21 Barbara 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. |
| Screen Queensland | 10-03-23 Lou Petho and Barbara Beazley are to develop a project plan | ACO | Ongoing | |
| Draft RADF 2023-2024 Guidelines | 21-07-23 ACO to share the revised draft RADF 2023-24 Guidelines with the committee. | ACO | In progress | 21-07-23 Revised draft RADF 2023-24 Guidelines are to be shared with the committee for further consideration. |
| CHACAC/ RADF 2023-2024 FY calendar | 21-07-23 CHACAC and RADF 2023-2024 FY calendar dates are to be updated and reshared. | ACO | In progress | 21-07-23 CHACAC/RADF 2023-2024 FY calendar March dates are to be updated and the calendar reshared. |
| RADF 2023-2024 application form | 21-07-23 RADF 2023-2024 application form changes will be presented at the next meeting. | ACO | In progress | 21-07-23 RADF 2023-2024 application form changes will be presented at the next meeting. |
| Royal Doulton event | 21-07-23 ACO to add Royal Doulton event to Arts around August calendar | ACO | In progress | 21-07-23 ACO to add Emerald & District Historical Society Royal Doulton event to Arts around August calendar |