

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

Date:	Friday 19 July 2024
Venue:	Executive Meeting Rooms 1 and 2 - Emerald council office
Chair:	Cr Gillian Wilkins
Minute takers:	Ruth Haydon – Arts and Cultural Officer Galleries (ACOG), Hayley Sullivan – Arts and Cultural Trainee (ACT), Kerry-Lee Ferguson – Arts and Cultural Officer (ACO).
Present:	CHACAC Members: Ben Robertson, Tegan Arnold. CHRC: Cr Gillian Wilkins, Suzanne Poulter – Manager Connected Communities (MCC), Kerry-Lee Ferguson – ACO, Ruth Haydon – ACOG, Hayley Sullivan - ACT, Lauren Roberts – Senior Library Officer (SLO), Hayley Hogan – Coordinator Youth and Development (CYD).
Apologies:	CHACAC members: Cr Gai Sypher, Mellissa Chick, Meisha Greentree. CHRC: Katerina Hatzipanagiotis – Coordinator Arts and Engagement (CAE).
Meeting time:	9.01am – 01.00pm
Preparation documents distributed for this meeting:	<i>Sent 12 July 2024</i> <ul style="list-style-type: none"> • CHACAC - Planning meeting agenda – 19 July 2024 • CHACAC - Record of Proceedings – 24 June 2024 • Update – Meeting Actions – 19 July 2024 • Update – Galleries – 19 July 2024 • Update - Council projects – 19 July 2024

	Subject	Discussion
1.	Opening of meeting	Cr Gillian Wilkins welcomed members to the meeting, shared an acknowledgement of country and 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>Current Exhibition</u></p> <ul style="list-style-type: none"> • The Youth Awards exhibition will close on 23 July 2024. • The People’s Choice Award was announced on 9 July 2024 on the CHGalleries facebook page. There were 150 eligible votes on the HYSCH page and over 200 visitors to the page. After all eligible votes were counted, there was a tie between two artworks. There were a high number of duplicate votes which were discounted, however this did not affect the overall count for the two winners. • The winners were Darcy Marconi Donohoe and “Budgie’s Bath Time” and Gracie Gersbach for her artwork “Bon Appetit!” <p><u>Upcoming exhibitions 2024</u></p> <ul style="list-style-type: none"> • August to September - 2024 Annual Art Award Emerald • September to October - Bill Gannon and Dieter Irving • October to November - Blackwater Art Society • November to January 2025 - Emerald State High School <p>Bauhinia Bicentennial Art Gallery in Springsure <u>Current exhibition</u></p> <ul style="list-style-type: none"> • “Charity Quilts” is brought to you by the Springsure Quilters Group, a small group of ladies who enjoy patchwork, quilting and all things sewing. Five years ago, they saw the need to make quilts for people in our community with chronic debilitating diseases and have expanded to make quilts for the R.F.D.S for patient use inflight. The quilts on display will be used for these purposes if not sold, and proceeds from a quilt raffle and sales will go to the R.F.D.S. The opening morning tea welcomed 23 supporters into the gallery. • The exhibition has been extended for viewing until 3 August 2024.

Upcoming Exhibitions 2024

- August to September – International Textile Biennale (touring exhibition) – exhibition dates have been modified due to changes in touring dates. The opening for this exhibition will now occur on 16 August 2024 at 6.00pm.
- October to November – Our Lady of the Sacred Heart School
- November to Jan 2025 – Bill Gannon

Council Projects Update

Capital Projects

Springsure Hospital Museum

- Priority works to be progressed are surveying and repair of brickwork on the south-east corner of the building. A quote has been received and is under review.

Operational Projects

Flipside Circus

- During the June/July school holidays, council hosted Flipside Circus sessions catering to children and youth aged 2 to 16 years in Emerald.
- The sessions were met with great enthusiasm, as children and teenagers alike enjoyed learning new skills in a fun and supportive environment. This initiative successfully offered a unique and creative outlet for young people during the holiday break, fostering both physical and artistic expression.
- Sessions were held for Kindy Camp (2-4 years), Fliperoos (4-8 years) and Circus Skills (8-16 years).
- The Kindy Camp (16 spaces) and Circus Skills (72 spaces) sessions were both sold out, while 90 out of 96 spaces were filled in the Fliperoos session.

Arts around August

- Arts around August calendar – a call for community events was published to seek community submissions for the upcoming Arts around August event. These events have been included in the calendar which has now been launched. Submissions will remain open for the duration of the festival, the calendar will be updated as submissions are received.
- Renaming competition – A media release was published on the council website announcing the Arts around August event for 2024 as well as inviting community to submit their ideas on renaming the event for 2025. A Have your Say Central Highlands page will also be published for community to submit their ideas, open until 30 September 2024. A gift card worth \$150 will be the prize for the winning idea, once CHACAC have decided on the new name.
- Signature activities –
 - Annual Art Awards Emerald – opening on Friday 2 August

		<ul style="list-style-type: none"> ○ Queensland Ballet – Tuesday 3 to Saturday 7 September across Emerald, Springsure, Capella and Blackwater (schedule TBC) ○ Family history workshops – series of four workshops, fortnightly from Saturday 17 August at Emerald Library ○ Creative Explosion market day, Emerald Arts Precinct – Saturday 31 August ○ Sister City celebration, Blackwater – Saturday 17 August <p><u>Community Training</u></p> <ul style="list-style-type: none"> ● Following discussions in previous planning meetings, family history workshops have been progressed and will go ahead in Arts around August. ● Options and ideas for community training opportunities are being investigated. ● If members have any suggestions, please send through to Kerry-Lee Ferguson, Arts and Cultural Officer. <p><u>Heritage projects</u></p> <ul style="list-style-type: none"> ● Oral histories <ul style="list-style-type: none"> ○ The team are working towards publication of the Bauhinia oral histories on Montage, which include eight recordings with transcripts. Written consent is being sought for recordings before publication.
4.	Regional Arts Development Fund (RADF) program update	<p>Ongoing projects</p> <p><i>Jennifer Perry joined the meeting via phone call at 9.31am</i></p> <p><u>Council-initiated project (CIP) – May Bradford historical research project</u> Jennifer provided the following project update:</p> <ul style="list-style-type: none"> ● Jennifer visited Emerald and Rubyvale from 28 June to 4 July 2024. ● The initial idea for the trip was to undertake reconnaissance in Rubyvale to see what May’s life was like growing up, and to find people who might have known her. Unfortunately, nobody was able to provide a first-hand account of May’s life. ● The initial plan for the podcasts was to be made up of Jennifer interviewing others about May, however these will now involve Jennifer speaking about what has been uncovered through her research. ● Based on the research conducted, Jennifer is planning to record 10 podcasts about May Bradford, broken into the following segments: <ul style="list-style-type: none"> ○ Intro to the project and why May’s story is important. The story will start with her grandparents who were pioneers in the Rubyvale area. (Script for this episode is almost complete.) ○ May’s life in the family circus – and how she progressed to flying when she wasn’t particularly well educated. ○ May’s show jumping success – including the story of when she was awarded a prize by the Prince of Wales. ○ Marriage and family – her husband Frank and his ties to the Gemfields. ○ Silent films in Queensland – film she starred in and other information found through the State Library.

- Learning to fly – how she became a pilot.
- Qualifications – ground engineering certificate.
- Buying her own plane – The Golden Eagle.
- Air race adventures – she competed in air races and intended to compete in the race from Australia to England, but that did not eventuate.
- The crash that ended her life.
- Jennifer is visiting the National Archives in Canberra in September 2024 where she hopes to find more information about May, her involvement in the defence force and about the film she was in.
- Jennifer runs a very successful program in the Mackay libraries called “Who do you think she is?”, aimed at women and their forgotten ancestors. There is potential to run introductory sessions to gauge interest in running the program in the Central Highlands.
- She had also planned to share May’s story with school children at the Gemfields during her trip, however the dates coincided with school holidays so this was not possible.
- Jennifer is hoping to have the podcasts ready for release by the end of the year. All 10 chapters of the podcast will be published at the same time. The CHRC libraries can release each episode how they wish.
- It was suggested that the podcast could be launched to coincide with International Women’s Day.

Action: ACO to circulate Jennifer’s contact details to CHACAC members.

Lauren Roberts left the meeting at 9.41am and returned at 9.50am

Jennifer Perry left the meeting at 9.52am

Hayley Sullivan left the meeting at 9.53am and returned at 10.06am

Council-initiated projects to complete current funding agreement

Note: total budget available (from Round 2 and returned funds) = \$12,613

CIP –Celebration of the 30 year sister city relationship with Ichinoseki, Japan

Saturday 17 August 2024 at the Blackwater International Coal Centre (BICC)

Activities being investigated include:

- The celebration will be held adjacent to the Japanese Gardens – as access to the Gardens is restricted from walking on grass and rocks.
- Japanese Pottery (Kurinuki technique) – Amanda Fernie has been confirmed, with two options proposed:
 - Come and Try workshop with air dry clay. Up to 15 participants at a cost of \$40 per person. There would be two sittings during the event – total 30 participants, or
 - Two-hour workshop using the kurinuki technique, but the pieces will be fired. The turn-around time for firing can take several weeks. Cost is \$70 per person, with up to 12 participants able to be accommodated.
- Event organising group preference was for the Come and Try option.

- Free ticket registration potentially via Eventbrite, with a 10-minute cut-off on the day if no show, then others can take the spot as a walk-in.
- Lanterns – Raelene Bock has been contacted to create wire frames that attendees can decorate to take home. She is working on a prototype to inform a quote.
- Origami – Charlie Brimblecombe has been contacted to gauge his interest in leading an origami workshop.
- Kite Decorating – Flying of a friendship kite will be part of the event. There will also be a craft activity where attendees can decorate their own kite to take home. The team are investigating if Japanese kites can be purchased.
- Instrumental performance with musician wearing a kimono – Chelsea Morrigan will perform traditional Japanese instruments, the koto, shakuhachi and shinobue. She can give an hour-long performance or several shorter performances. Event organising group preference for several shorter performances throughout the afternoon.
- Currently in negotiation with the BICC for access to the building as it is not open during weekends and the BICC manager will be away overseas.
- Food including sushi, mochi and bubble tea and an Aussie sausage sizzle are planned.
- Other activities include a tea ceremony, eating M&Ms with chopsticks and 30-year relationship display.

CIP – Creative Explosion market day

Saturday 31 August 2024 at the Emerald Arts Precinct.

- Event to be held for 9am to 2pm as an artisan market. Crs Gai Sypher and Gillian Wilkins are working on seeking entertainment for the event and completing the CIP form.
- Cr Sypher advised that they are seeking a quote from the stilt walker entertainer from the Comet Show to come along for the day who also does a bubble show.
- Cr Wilkins is contacting the Emerald Woodworkers Group to see if they would like to hold a stall.
- Tegan Arnold's family history workshop will be running in the library the same time as the markets from 10am onwards.
- CYD offered to contact the Richardson family to obtain contact details for a roving artist performance for the day.

New program 2024-25

- Arts Queensland contract is yet to be publicly announced by Arts Queensland via the Minister for the Arts.
- In preparation of the announcement and new program, items to review are:
 - Round dates
 - Reserved amount for rounds 2 and 3
 - Guidelines
 - Assessment criteria
 - Application form

Round dates

- As discussed at the last meeting - to allow the most efficient turnaround for endorsement of RADF rounds, the assessment meeting should be held three weeks before the scheduled general council meeting (GCM).

- GCM dates for 2025 have not been set after January, therefore dates have been projected based on the assumption of the 2024 meeting schedule being followed as “monthly meetings on the fourth Wednesday of the month (unless otherwise determined)”.
- Members reviewed the potential round dates based on the projected GCM dates with the following two round dates preferred:

Close round	Send to CHACAC	Assessment	GCM
Sun 23 Feb*	Fri 28 Feb	Fri 7 March	Wed 26 March
Sun 25 May	Fri 30 May	Fri 6 June	Wed 25 June

Note: Annual Art Awards Springsure opening is on 7 March 2025 – ACOG and ACT will be unavailable.

Action: ACO to check with Marnie Wills (Executive Assistant, Mayor and Councillors) for councillor availability for 7 March 2025 and 6 June 2025. If available, ACO to send date claimer for two assessment dates.

Reserved amounts for Round 2 and Round 3

- In previous years, CHACAC agreed to reserve an amount of funding for rounds 2 and 3 to ensure that funding would be available at different times during the year and make the process more equitable for groups not applying in round 1. This was initially established to be \$10,000 per round.
- During last year’s guidelines review, feedback had been raised that a reserved amount of \$10,000 for later rounds can be a barrier to larger projects being able to progress across the year. In response, reserved amounts for later rounds were increased to \$15,000 per round.
- If continued again in 2024-25 this would equal:
 - Round 1 – 40,000 available
 - Round 2 – 15,000 reserved available (plus any unallocated/returned funds from round 1)
 - Round 3 – 15,000 reserved available (plus any unallocated/returned funds from round 2)
- Members discussed alternative options including: round 1: \$40,000 / round 2: \$20,000 / round 3: \$10k, or round 1: \$35,000 / round 2: \$20,000 / round 3: \$15,000.
- Members unanimously agreed to allocate round 1 \$40,000, round 2 \$20,000 and round 3 \$10,000.

Guidelines, assessment criteria and application form

- Members reviewed the guidelines page by page. Concerns were raised regarding some phrasing in the guidelines, particularly around eligibility. It was also suggested that the ‘Contacting the RLO’ information should be placed in a more prominent position, closer to page 2 or 3.
- Members requested additional time to review the assessment criteria, guidelines and Smartygrants application form outside of the meeting.

Action: ACO to send RADF assessment criteria, guidelines and Smartygrants application form to the committee for review.

		<p>Action: CHACAC members to provide feedback on RADF assessment criteria, guidelines and Smartygrants application by Friday 26 July 2025.</p> <p><i>MCC left meeting at 12.20pm</i></p>
5.	Project discussions	<p>Annual Youth Art Awards</p> <ul style="list-style-type: none"> • Voting for the People’s Choice Award closed on Sunday 7 July 2024. This year there was a tie for the most votes, so the award went to two artists: Darcy Marconi Donohoe for “Budgies Bath Time”, and Gracie Gersbach “Bon Appetit!”. Winners were announced on the CHGalleries Facebook page on Tuesday 9 July 2024. <p>Annual Art Awards Emerald</p> <ul style="list-style-type: none"> • Entries closed on Friday 12 July 2024 with 135 entries received. • Opening will be held on Friday 2 August 2024 at 6.00pm and preparations for the event are all well underway. • This year’s judge is Dr Martin Smith - Artist, Photographer and Senior Lecturer at Griffith University, Queensland College of Art and Design. <p>Arts Around August</p> <ul style="list-style-type: none"> • The festival renaming competition has been launched on the HYSCH website, inviting people to submit their ideas for a new name. Submissions will remain open until 30 September 2024. Members viewed the website, noting that a couple of entries have already been received. • Members agreed that assessment criteria for choosing a name would be: <ul style="list-style-type: none"> ○ originality - is it unique and does it stand out? ○ relevance - it should align with our identity/strategic goals ○ future proofing - will it remain relevant? ○ memorable - is it easy to remember/pronounce/spell? • The winner whose name idea is selected will receive a \$150 voucher. • Facebook posts have been scheduled to promote the competition and it will be added to the Galleries newsletter and council e-news. • The Arts around August calendar has been published on the council website and will be updated weekly so that upcoming events are at the top of the list and past events moved to the bottom. • There has been no progress on the heart art pasting idea since the last meeting. Members who were not at the previous meeting were given an overview of the concept. <p><i>Hayley Hogan left the meeting at 12:25pm</i> <i>Hayley Hogan returned to the meeting at 12:28pm</i></p>

		<p>Creative Cultural Futures and Heritage Action Plan</p> <ul style="list-style-type: none"> The final version was presented at the general council meeting on Wednesday 26 June and endorsed by council.
7.	Member updates	<p>Tegan Arnold</p> <ul style="list-style-type: none"> Teagan has started a Facebook group to connect people working as volunteers for history, heritage and culture – Central Highlands Heritage and Cultural Network. Emerald Pioneer Cottages are open Tuesdays and Thursdays 9.30am to 12.00pm, and Saturday 10.00am to 1.00pm seasonally. <p>Ben Robertson</p> <ul style="list-style-type: none"> Ben will be testing his laser light show at Fairbairn Dam in the coming weeks. If testing is successful, he plans to put on some community shows which will be added to the Arts around August calendar. Members suggested that Ben contact local groups to host a sausage sizzle for the event. <p>Cr Wilkins</p> <ul style="list-style-type: none"> Blackwater CRG received a suggestion to hold Christmas celebrations with floats and decorations. She advised that this should be a community-led event. There is graffiti on the pylons of the Comet railway bridge. Cr Wilkins suggested painting a mural on the pylons to deter graffiti. It was noted that the bridge would be under the jurisdiction of the state, either the Department of Transport and Main Roads or Queensland Rail.
8.	Next meeting	Friday 13 September at 9.00am 2024.
9.	Meeting close	12:48pm

Meeting Actions

Items/Projects	Action	Responsible	Status	Notes
Arts around August	24-06-24 Cr Gai Sypher and Cr Gillian Wilkins to prepare project plan for an artisan market day at the Emerald Arts Precinct, tentatively to be held 31 August 2024 from 9am - 2pm.	Cr Gai Sypher, Cr Gillian Wilkins	In progress	19-07-24 Draft project plan and grant application to be discussed at the meeting
	24-06-24 CAE to provide a copy of the RADF CIP template to Cr Sypher.	CAE	Complete	
	24-06-24 ACOG and ACT to collate potential stall holders, performing artists, food vendors, workshop artists from existing lists and reach out to check their availability for an event 31 August 2024.	ACOG, ACT	In progress	
Creative Cultural Futures and Heritage – Aspirations Document	03-09-21 Aspirations document to be reformatted to improve readability.	ACO	Ongoing	10-11-23 To be reviewed as part of creating the new CCFHAP 2024-26. 13-01-2023 CCFH Aspirations document is being reviewed and reformatted.
Letters of thanks	03-05-24 - CAE to send letters of thanks to Joe Burns, Charlie Brimblecombe and Karen Newman for their service to the committee.	CAE	Complete	19-07-24 Letters have been sent. 24-06-24 Letters have been drafted, still to be finalised.
RADF 2024-25 program	19-07-24 ACO to check with Marnie Wills (Executive Assistant, Mayor and Councillors) for councillor availability for 7 March 2025 and 6 June 2025. If available, ACO to send date claimer for two assessment dates.	ACO		
	19-07-24 ACO to send RADF assessment criteria, guidelines and Smartygrants application form to the committee for review.	ACO		
	19-07-24 CHACAC members to provide feedback on RADF assessment criteria, guidelines and Smartygrants application by Friday 26 July 2025.	CHACAC members		

RADF CIP Outcome Report - Creative Connections	25-06-21 Barbara Beazley to complete the outcome report for Creative Connections project. 24-06-24 CAE and MCC to contact Barb Beazley to request all project information to complete the Creative Connections project.	CAE, MCC	Ongoing	19-07-24 email sent to Barb, subsequent multiple voicemails have been left, no response as yet 09-02-24 Outcome report will be emailed at the end of the meeting today. 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.
RADF CIP – May Bradford	19-07-24 ACO to circulate Jennifer’s contact details to CHACAC members.	ACO		