



Minutes of the Meeting of the Art Exhibition Working Party

held on Thursday 30th March 2017
in the Maitland Council Office
commencing at 2.00pm

(Subject to confirmation)

ITEM 1 OPEN

- 1.1 Welcome by Chairperson Cr Alan Headon declared the meeting open at 2.04pm and thanked everyone for attending.
- 1.2 Present – Cr Alan Headon, Cr Darren Braund, Pam Headon, Bobbi Pertini, Lesley-Anne Swaans, Carina Congdon, Richard Cane, Leanne Cane, Jenny Robyn.
In Attendance: Rachel Rich (minute secretary)
- 1.3 Apologies/leave of absence – Anne Eyles, Cr Tania Stock.
- 1.4 Minutes of previous meeting –

Bobbi Pertini moved **Carina Congdon seconded**

That the Minutes of the Art Exhibition Working Party meeting held on 21st February 2017, with the following alteration to include *Cr Tania Stock as being present at the meeting*, be circulated be confirmed as a true record.

CARRIED

- 1.5 Conflict of Interest - The Chairperson reminded members of their obligations in relation to Conflict of Interest provisions.
- 1.6 Cr Braund introduced Jenny Robyn as a representative for the Edithburgh Art Group.

ITEM 2 BUSINESS ARISING

- 2.1 Letters to sponsors, schools and regular users of Ardrossan Town Hall.

Bobbi briefed all attendees regarding the letters that are ready to be signed by Cr Headon and sent out to previous sponsors and regular users of Ardrossan Town Hall. Bobbi also advised that she is in the process of collating a potential list of local business to approach for wider sponsorship. Suggestion was made to coordinate an electronic signature for Cr Headon due to the number of business already on the next mail out list.

2.2 Review Sponsorship and school mail out list

The sponsorship mail out list is mainly Council suppliers at this stage, with local businesses being added from each township. The School mail out list incorporates the Copper Coast district and Bobbi talked about the potential new format for school entries which will allow more fairness for younger students for prize categories.

Discussion ensued around what is the best incentive to get schools involved. What is the incentive for the schools? How to manage the possibility of receiving more entries, with various mediums with the current space available.

Lesley-Anne Swaans moved Cr Braund seconded

That the letter will be updated and sent out before the next meeting with previously discussed suggestions.

CARRIED

2.3 Website redesign

Carina talked about a recent meeting with a local website designer who is just getting started, to rebuild and update the Art Exhibition website. The new website will include artists having the ability to register online, having the ability to view it on mobile tablets/phones, include a sponsorship section with applications, contact page to include the area/trail of different areas where exhibitions will be held.

A catalogue of photos has been put together to view in addition to a catalogue of sponsors.

The website will also incorporate Facebook and Instagram to ensure we connect with a wider audience.

When artists enter online, they will be required to upload a photo of their entry which can be fed straight into the catalogue.

2.4 Poster competition

Carina contacted various Art teachers from a number of local schools to talk about being involved in a competition for the creation of a poster for the Art Exhibition. This competition would be open to senior and vocational students (TAFE). Discussion occurred on the terms and conditions of entry with the submission deadline being 1st September 2017.

The announcement of winners could be pitched at a possible Exhibition Launch in September which would follow with the website going live, entries being opened and enable more coverage of the expansion of the Art Exhibition.

Cr Braund queried the essential information that needs to be involved and the criteria will need to be reviewed to enable digital copy to be provided.

Richard Cane suggested put a response date on emails, so people are more inclined to respond.

2.5 SA Life Coverage

Carina has secured a spot in the social pages of SA Life to be published in April 2018 (this will happen after the exhibition). It was suggested to secure a spot for the launch, as this is free advertising. In addition, a designated social photographer would be required as the criteria for photos is restricted for release until SA Life have published the event.

2.6 Catalogue of photos (previous exhibits)

Bobbi explained the catalogue of photos and suggested that we could approach Fuji Xerox to see if they could provide in-kind sponsorship to print the 2018 catalogue.

2.7 Previous Awards

Bobbi raised the fact that Council has won a number of awards previously and suggested that the awards be put on display at the launch and opening night.

2.8 2017/18 Proposed Budget

Bobbi presented details around the upcoming budget figures and potential sponsorship. The presented budget is yet to be endorsed by Council.

2.9 Review remaining Action List items

Alan suggested having a strong commitment from community groups to host other mediums throughout the exhibition period. Suggestion to decide on what areas will host an event to be considered at the next meeting.

The Working Party reviewed the remaining items on the Action List.

ITEM 3 NEW BUSINESS

- 3.1** Laptop, printer and dongle at the Maitland Town Hall to be removed as they are not currently being utilised.

Bobbi Pertini left meeting at 3.50pm

- 3.2** Lesley has been in contact with South Aussie with Cosi and will see if we can get coverage on the show or perhaps even sponsorship.

Cr Braund and Jenny left meeting at 3.56pm

- 3.3** Aboriginal Artist from Maitland sent out media release about her first solo exhibition. It might be worth the Working Party approaching her in the future as a demonstrating or artist in residence.

ITEM 4 NEXT MEETING

Wednesday 26th April 2017 at 2:00pm

ITEM 5 MEETING CLOSE

The meeting closed at 4.05pm

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Chairperson – Alan Headon



Arts Exhibition Working Party Action List

Item	Responsible Officer	Due Date	Progress	Completed Date
Town Square – ideas of linking events	Richard			
Raffle items – source artwork. SA Lotteries rules have been confirmed and provided to Committee. Dependent upon value of prizes, may need to get a licence which is	Alan (Victoria Rolinski), Darren, David (Bruce Davey) and Anne		Darren has secured a painting from Terry Braund ☺. Awaiting confirmation from others.	
Poster – school and TAFE competition to create promotional poster to include terms and Conditions etc.	Carina	01/09/2017	Underway – draft concept approved, letter to institutes sent out.	
Source Grants and write applications - Australian Council of Arts Grant due 03/10/2017	Lesley and Alan	03/10/2017	On hold.	
Website design to be reviewed	Carina/ Bobbi	28/04/2017	Underway – review of website and content being undertaken.	
Sponsorship – review list and add possible sponsors. Include wineries, coopers, local businesses etc.	All	28/04/2017	Underway, draft list completed with all Council suppliers listed.	
Prizes to be determined for: – Local Artists; – Traditional Artwork; – Open Category; – Peoples choice; – Schools. Prize pool of \$10,000????	All	28/07/2017	To be determined once sponsorship is confirmed.	
Participating Artists – Artists in residence. This could include demonstrations, cartoon character drawings, school holiday activities (i.e. art classes for kids for a fee – aerosol art classes, drawing, painting classes). All to consider possibilities.	All	30/01/2018		
Categories to be determined. Ideas included: – Painting, Sculpture, Photography and Drawings	All	30/04/2017	To be discussed at April meeting.	
Research other Art Exhibitions	Carina/ Bob/ Lesley	30/04/2017	Underway	



Arts Exhibition Working Party Action List

Item	Responsible Officer	Due Date	Progress	Completed Date
Judges – need to write out to three (one local judge). Generally we will cover costs including travel and accommodation.	Pam and Alan	30/06/2017		
Bar for the opening night. Need to write to ACC to see if they can do again?		30/11/2017	On hold until closer to the event.	
Where do we advertise – website, Facebook, twitter, TV commercial??	All	Ongoing		
Sponsorship – contact Carclew, Arts and Fringe	Lesley	Ongoing	In progress, Lesley has made contact and is awaiting response.	
Book Ardrossan Town Hall	Rachel	21/02/2017	Completed	7/02/2017
Review of Council Policy	All		Completed	21/02/2017
Review Terms of Reference	David	21/02/2017	Completed	21/02/2017
Appointment of Chairperson	David	21/02/2017	Completed	21/02/2017
Letters to go out to following organisation: <ul style="list-style-type: none"> • Wheare Transport - to request assistance in support for transport of art works. • Garden Club – to request assistance for setting up hall for exhibition. 	Bobbi		Completed	30/03/2017
Invitation to Sponsor – letter to previous sponsors to get involved	Bobbi	30/03/2017	Completed	30/03/2017
Notify Schools on the Yorke Peninsula to give them plenty of notice about the Exhibition and so they can build into their curriculum this year	Bobbi		Completed	30/03/2017
Write out to regular users of the Hall notifying of unavailability during Exhibition	Rachel	30/03/2017	Completed	30/03/2017
Budget list to be compiled (reserve of \$21k)	David	30/03/2017	Completed	30/03/2017