



## NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of Council's

### ART EXHIBITION WORKING PARTY

will be held on Tuesday 10 December 2019

in the Maitland Office – Gum Flat Meeting Room

commencing at 9:30am

Renee Edwards  
CHAIRPERSON

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## A G E N D A

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### ITEM 1 YORKE PENINSULA COUNCIL – ART EXHIBITION WORKING PARTY

- 1.1 Welcome by Chairperson - meeting declared open.
- 1.2 Present
- 1.3 Apologies/leave of absence
- 1.4 Minutes of previous meeting – for confirmation.  
Art Exhibition Working Party meeting held on 12 November 2019.
- 1.5 Conflict of Interest

#### CONFLICT OF INTEREST

Members are reminded of the requirements for disclosure by Members of direct or indirect pecuniary benefits in items listed for consideration on the Agenda. Members must declare any interest and provide full and accurate details of the relevant interest to the Committee prior to consideration of that item on the Agenda.

ITEM 2      BUSINESS ARISING: (Attachment 1.)

- 2.1      Art Trail update
- 2.2      Sponsorship Plan
- 2.3      Sam Brooks Mural
- 2.4      2020 Judges
- 2.5      Rates Notice DL flyer – tabled
- 2.6      Draft Acquisitive Sponsorship Letter to potential sponsors
- 2.7      Opening Event MC – Amber Joy Poulton
- 2.8      Art Raffle Donations
- 2.9      Working Party member photos - one still required from Amanda Loechel

ITEM 3      2020 EXHIBITION:

- 3.1      Update on progress to date – next steps
  - Progress Associations involvement
  - Perpetual Action List – Attachment 1.
  - Key Dates - Attachment 2.
  - Sponsorship – Attachment 3.
  - School Participation – Attachment 4.
  - Website Update – monthly Newsletters
- 3.2      2020 Catalogue – Acknowledgement of Country
- 3.3      Parsons Family Award – ‘Contribution to the Arts’
- 3.4      Poster ideas

ITEM 4      GENERAL BUSINESS:

- 4.1      Working Party Meetings going forward – Roles and responsibilities
  - current Terms of Reference included
- 4.2      AP Art lanyards and aprons
- 4.3      Farewell to Renee Edwards (outgoing Chairperson -12 month’s maternity leave) and election of new Chairperson

ITEM 5      NEXT MEETING:

- 5.1      Tuesday 14 January 2020, 9:30am – Minlaton Office

ITEM 6      MEETING CLOSE:



# TERMS OF REFERENCE

## Yorke Peninsula Art Exhibition Working Party

### 1. Establishment

The Yorke Peninsula Council (Council) established the Yorke Peninsula (YP) Art Exhibition Working Party to coordinate the biennial Art Exhibition. The YP Art Exhibition Working Party shall be known herein, as the Working Party.

### 2. Purpose

**The Working Party will organise, coordinate and carry out the Art Exhibition on behalf of Council** and is responsible to the Director Corporate and Community Services (CCS) in line with providing recommendations to Council on matters relating to the exhibition.

The underlying goals of the Working Party are to:

- Attract artists from our local area and across the state;
- Showcase the work of both emerging and established artists;
- Present exhibitors' works in the best possible light;
- Maximise the potential for exhibiting artists to sell their work;
- Maximise the fundraising potential of the Exhibition;
- Deliver value to sponsors and supporters;
- Encourage and provide opportunity to local and up-and-coming artists; and
- Exhibit as wide a range of artists as possible.

### 3. Membership

**3.1** Membership of the Working Party may include:-

- Progress Association Representation;
- Elected Members; and
- Council staff.

**3.2** The Working Party shall appoint a Chairperson and Deputy Chairperson.

**3.3** All Working Party members are appointed for a four year term.

### 4. Quorum

A quorum for a meeting of the Working Party shall be half the membership plus one. Meetings are to be rescheduled where there is no quorum.

### 5. Frequency of Meetings

The Working Party shall meet generally each month, on a time, day and frequency that is acceptable by the members.

### 6. Notice of Meetings

Confirmation of meeting dates and times will appear as per the minutes. The rescheduling of meetings will be facilitated by Secretariat whereby all members will be notified.

### 7. Minutes of Meetings

Corporate and Community Services Department must keep, or arrange to be kept, minutes of every meeting of the Working Party. The minutes of the proceedings and meetings of the Working Party must include:

- a) the names of Progress Association Representatives, Elected Members and Council staff in attendance;

- b) in relation to each member present, if the member was not present for the entire meeting, the time at which the person entered or left the meeting
- c) its motion or amendments, and the names of the mover and seconder;
- d) whether a motion or amendment is carried or lost;
- e) any disclosure of conflict of interest made by a member;

Minutes of the meeting will be placed on the next immediate Council Agenda for motions and any recommendations from The Working Party for consideration and resolution.

## 8. Meeting Procedures

Meetings will be held in accordance with:

- *Local Government Act 1999*
- *Local Government (Procedures at Meetings) Regulations 2013*
- *Council’s Code of Conduct: Elected Members and Council Employees*
- *Local Government (Accountability and Governance) Act 2015*
- *PO015 Access to Council and Committee Meetings and Documents Code of Practice*

## 9. Reporting Responsibilities

The Working Party reports directly to the Director CCS who will oversee the Exhibition for Council and facilitate specialist services as required. The Working Party shall, through the Director CCS, make recommendations to the Council which are deemed appropriate on any area within its Terms of Reference where in its view, action or improvement is needed.

## 10. Decision Making

- 10.1** All decisions of the Working Party shall be made on the basis of a majority decision of the members present.
- 10.2** Each member of the Working Party present at a meeting must, subject to that person having a conflict of interest in the matter, vote on a question arising from a decision at that meeting.
- 10.3** Any member of the Working Party who has a personal interest or a direct or indirect pecuniary interest in any matter before the Working Party (other than an indirect interest which exists in common with a substantial class of persons) may participate in discussions on that matter but must not vote in any deliberations or decisions of the Working Party in relation to that matter.

## 11. Purchasing/Methods and Limits

Purchasing of goods and or material shall be within budget limitation and authorised by the Director Corporate and Community Services. All purchasing shall be in accordance with Councils P0058 – Purchasing and Procurement Policy.

Endorsed by Council	Next Review	Version	RM8 Ref #	Owner
Minutes 060/2017 (08/03/2017)	June 2019	1.0	17/8640	Director CCS
Minutes 133/2019 (12/06/2019)	March 2021	2.0	17/8640[v2]	Director CCS

ACTIONS –YPAEWP MEETING 11/10/2019	RESPONSIBLE	DUE DATE	STATUS
<b>Action:</b> to respond to Warooka Progress Association/Ballara on the outcome of the Working Party discussion and seek a final decision on their involved in the Art Trail.	Renee Edwards and Carolyn Ramsey	12 November 2019 - ongoing	Spoken with Robyn and Steph and a decision is pending Warooka's next Progress Association meeting on 17 November.
<b>Action:</b> to prepare documentation outlining the Art Trail promotional package and prepare a draft agreement to be signed between involved parties and Council.	Renee and Carolyn	12 November 2019 - completed	Art Trail Registration form, that includes a detailed breakdown of what participants receive for their \$500 (*value estimated \$1,959) is completed and on the website as part of the Art Exhibition Registration process. <a href="https://www.yorkepeninsulaartexhibition.com.au">https://www.yorkepeninsulaartexhibition.com.au</a> A draft copy has been sent to Warooka Progress Assoc and The Parsons family. Decision pending their next meeting. Other leads include <ul style="list-style-type: none"> <li>- Surf Art and Café at Marion Bay</li> <li>- Watsacowie</li> <li>- Sunny Hill Winery</li> <li>- <i>other suggestions welcome</i></li> </ul>
<b>Action:</b> to prepare a sponsorship plan for discussion at the next Working Party Meeting.	Carolyn	12 November 2019 – ongoing	A good Sponsorship Prospectus was created and distributed in May 2018
<b>Action:</b> Carolyn Ramsey to contact Sam Brooks to see if he is still available and still interested in doing the Mural Art Work over the Art Exhibition dates. Also seek a list of buildings he sees as potential canvases. Following this, Carolyn to contact local business and Progress Associations (if in a Progress Association area) to seek partnership/support through funding towards the project.	Carolyn	ongoing	<ul style="list-style-type: none"> <li>- Sam has been contacted and is still interested in creating a work over Easter 2020 for a \$4,000 fee.</li> <li>- Carolyn is working with staff to scope out (and take photos) of potential sites – that are Council owned, need some visual improvement and able to be seen and enjoyed by the wider community</li> <li>- Draft designs to be developed once site has been confirmed</li> <li>- aim to confirm several sites so that this mural work can occur as part of a program and not a one-off ie over the next two (2) years</li> <li>- to seek external funding for additional murals.</li> </ul>

<b>Action:</b> Carolyn Ramsey to explore other areas for funding this project through available Art Grants.	Carolyn	Completed	The only Grant currently available is a Country Arts SA - <b>Quick Response Grant — Regional Arts Fund</b> < \$1500 individuals < \$3000 organisations Closes 12 December 2019 To assist applicants who are unable to apply for support from other funding sources because the opportunity occurs outside of a normal grant round. Please discuss with your regional Arts and Cultural Facilitator. Sam can be the applicant on a split funding application with Council for the Mural. He applies for \$1.5k and we go to Council for \$2.5k to equal \$4k
<b>ACTIONS –YPAEWP MEETING 12/11/2019</b>	<b>RESPONSIBLE</b>	<b>DUE DATE</b>	<b>ACTIONS –YPAEWP MEETING 12/11/2019</b>
<b>ACTION:</b> Leanne to follow up Sunnyhill Distillery	Leanne	10/12/2019	
<b>ACTION:</b> Carolyn to send out targeted Sponsor list to AEWP	Carolyn	10/12/2019	Sent to Margie Gaisford
<b>ACTION:</b> Carolyn to take some photos and put the Weaners Flat Reserve (amenity block) as the preferred site to Sam Brooks for consideration.	Carolyn	10/12/2019	Photos taken and sent to Sam
<b>ACTION:</b> Council to consider and look at the feasibility of a Mural program over the next few years at other suggested or potential sites.	Report to Council		Pending – January 2020
<b>ACTION:</b> Carolyn to follow-up Sandy Burt to join Ed as a Sculpture Judge.	Carolyn	10/12/2019	Invite email sent to Sandy Burt 20 November. Sandy has accepted will send a short bio by the 10 December YP ART Working Party meeting. Confirmation Letters to now go out to all Judges.
<b>ACTION:</b> Renee and Carolyn Ramsey to amend the Working Party Terms of Reference to reflect the above changes for comment, feedback and endorsement by the YP Art Working Party.	Renee & Carolyn	10/12/2019	Pending

<b>ACTION:</b> Carolyn to contact Amber Poulton and see if she is available and interested and what her fees may be.	Carolyn	10/12/2019	Emailed Amber on 21 November and she replied that she was interested and available. Currently waiting her reply to an open ballpark fee offer of \$200 plus mileage. Email received 4/12/2019, Amber countered offered with \$400 as her fee plus mileage.
<b>ACTION:</b> WP members were asked to come up with some more suggestions for MC and forward to Carolyn.	WP members	10/12/2019	
<b>ACTION:</b> Jennifer to approach Rick Hutchinson and Antoinette McLean to donate an artwork.	Jennifer Robyn	10/12/2019	
<b>ACTION:</b> Carolyn to email all (except Rick and Antoinette) 2018 Prize Winners to see if they will donate to the 'Art' raffle.	Carolyn	10/12/2019	On 21 November, emails were sent to Ian Burman, Ruth Robinson, Pam Headon, Rob Landt, Elizabeth James, Jess McDonald, Sue Hancock, Tristan Hancock, Fiona Lawrence and Clayton Penley. We have received three offers of artwork from <ul style="list-style-type: none"> <li>• Terry Braund (90x45cm oil painting 'Butlers Beach') value \$500</li> <li>• Clayton Penley (57x15cx43cm forged steel sculpture 'Tiparra Rising') value \$550</li> <li>• Ruth Robinson (75x75cm oil Painting 'Surf and Sunrise') value \$850</li> </ul> CopyKing at Kadina have offered to Sponsor the printing of 110 Raffle Books = 2750 tickets. If no more additions/changes we can have them before Christmas (great Christmas gift!)
<b>ACTION:</b> Local Progress Associations are welcome to approach local businesses to donate to a general raffle that they organise to raise money that assists their local area of Ardrossan, Edithburgh and/or Yorketown.	WP members	ongoing	
<b>ACTION:</b> Carolyn to contact Amanda and get her to send a 'head shot' photo or drop by the office so one can be taken.	Carolyn	10/12/2019	Pending Emailed Amanda on 19 November requesting a photo sent or that she drop in to have one taken.

2020 Yorke Peninsula Art Exhibition - Summary of Key Dates and times

Attachment 2.

YP Art Exhibition Friday April 10 to Monday 13 April  
 Opening Night /Launch/Preview Wednesday 8 April 8.00pm (doors open at 7.30pm) Ardrossan Town Hall  
 Payment of Sales to Artists by Tuesday 21 April 2020  
 School Holidays Friday 10 April to Friday 24 April

Site	Medium	Application Closing Date	Delivery Date & times	Friday - times	Saturday - times	Sunday - times	Monday - times	Pickup Date & times
Ardrossan Town Hall	Fine Art / Painting	Mon 2 March	Sat 4 April 9.00am-4.00pm	9.30am-4.00pm	9.30am-4.00pm	9.30am-4.00pm	9.30am – 12.00pm	Mon 13 April noon - 3.00pm
Schools – Ardrossan Town Hall	Various	Thurs 5 March	Sat 24 March 9.00-4.00pm	9.30am-4.00pm	9.30am-4.00pm	9.30am-4.00pm	9.30am – 12.00pm	Mon 13 April noon - 3.00pm
Yorke town Town hall	Photography	Mon 2 March	Sat 4 April 9.00am-4.00pm	10.00am – 2.00pm	10.00am – 2.00pm	10.00am – 2.00pm	Not Open	Sunday 12th 2.00pm to 4.00pm
Edithburgh Institute	Sculpture	Mon 2 March	Sat 4 April 10.00am-3.00pm	10.00am – 2.00pm	10.00am – 2.00pm	10.00am – 2.00pm	Not Open	Sunday 12th 2.00pm to 4.00pm
	Art Trail	Mon 10 February	TBC per venue					
	Art Trail	Mon 10 February	TBC per venue					
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**Sponsorship Income (inc GST)**

<b>Company</b>	<b>Contact person</b>	<b>Commitment</b>
Aitchison Plumbing Services	Mark and Julie Aitchison	250
Ardrossan Bowling Club Inc	Doug Barton	200
Ardrossan Golf Club	Tim Dayman	250
Ardrossan Progress Association	Margie Gaisford	3,000
Country Times Newspaper	Cynthia Jericho	700
Edithburgh Progress Association	Dina Sweeny	3,000
Hunts Fuel	Vanessa	300
Port Victoria Progress Association	Wendy Brusnahan	50
Stansbury Progress Association	Janette Butler	250
Yorke town Foodland	Linda Mader	40
Yorke town Progress Association	Lesley-Anne Swaans	3,000
YP Fire & Safety	Bob Short	500
Rowan Ramsey MP	Kate Pattison	100
Ray Agnew	Ray Agnew	500
Port Clinton Progress Association	Chris O'Callaghan	250
	Total to 04/12/2019	<b><u>\$ 12,390</u></b>

*2018 Sponsorship income was \$11,370 inc GST*

## Schools Commitment to Date 2018 Involvement / New 2020

NAME	PRINCIPAL	ART TEACHER	Confirmed
Ardrossan Area School	Ms Margaret Roads	Teresa Crowe	Yes - Email
Central Yorke School - Maitland Campus	Mr Reginald (Grant) Keleher	Val McLean	
Central Yorke School - Point Pearce Campus (part of main school above)	Mr Dave Love		
Curramulka Primary School	Ms Rosie Harden	Lucy Tilbrook	Yes - Email
Harvest Christian School	Mr Peter Ayoub	Sylvia Skinner	Yes - Email
Kadina Memorial School R-7	Ms Debbie Terrett (R-7)	Sandy Hahn (R-12)	Yes - Email
Maitland Lutheran School	Mr David Field	Paula Wegener	Yes - Email
Minlaton District School	Ms Alison Bogle	Anne Mayadunne	Yes - Email
Moonta Area School	Ms Kirstin Amos	Amy Sims	Yes - Email
St Mary MacKillop School	Mr James Quigley		
St. Columba's Memorial School	Mr Scott March		
Stansbury Primary School	Ms Anne Marie Shaw	Anne Marie Shaw	Yes - Email
Wallaroo Mines Primary School	Ms Adele Keleher		
Wallaroo Primary School	Ms Julie Petersen		
Warooka Primary School	Ms Kerry-Ann Pointon	Julie Aitchison yr 6/7 teacher	Yes - Phone
Yorke town Area School	Ms Fiona Haselgrove	Alex Flynn	Yes - Email