



NOTICE OF MEETING

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

ART EXHIBITION WORKING PARTY

will be held on Tuesday 5 May 2020

(Zoom Meeting TBC)

commencing at 9:30am

Richard Cane

CHAIRPERSON

A G E N D A

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 (Zoom) meeting held on 31 March 2020
- 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:

- 2.1 Ratify 17 March 2020 (Zoom) Meeting be confirmed as a true record
- 2.2 Next meeting? (Project Officer Contract finishes 15 May 2020)
- 2.3 Summary of Refunds given
 - refunds : 51 Artists for 136 artworks = value \$2,580
- 2.4 Summary - Survey Monkey Results

ITEM 3

2021 EXHIBITION:

1. YP Art Exhibition Policy (Draft for Review)
5. Motions to be discussed and potentially proposed for Council consideration:
 - 2019/2020 YP Art Exhibition budget rolled forward to 2020/2021 financial year for the next YP ART Exhibition
 - Project Officer Role be reinstated when appropriate for the next and future YP Art Exhibitions
 - Council to commit to its Sponsorship of the Biennial Exhibition program
 - Review the Exhibitions position in August 2020 in relation to any ongoing COVID19 restrictions to enable it to go ahead over Easter 2021

ITEM 4

GENERAL BUSINESS:

- 4.1 AOB

ITEM 5

NEXT MEETING:

- 5.1 To Be Advised

ITEM 6

MEETING CLOSE:



**2020 YP Art Exhibition Working Party Special
(Zoom) Online Meeting**

Held (online) on Tuesday 31 March 2020
(Subject to confirmation)

1 OPE

1.1 Welcome by

Richard Cane declared the meeting open at 9:35am and thanked everyone for attending.

1.2 Logged In / Present – Richard Cane (Chairperson) Taylor Gray (Deputy Chair) Mayor Darren Braund, Carolyn Ramsey (Project Officer), Suz'Anne Warren (voice participation)

1.3 Apologies/leave of absence – Jennifer Robyn, Cr Stock, Cr Johns, Lesly Anne Swaans, Leanne Cane, Amanda Loechel, Margie Gaisford, Stuart Palecek

1.4 Minutes of previous meeting

That the Minutes of the Art Exhibition Working Party (AEWP) meeting held on 17 March 2020 be confirmed as a true record.

Taylor Gray moved

Carolyn Ramsey, seconded

TO BE RATIFIED AT THE NEXT FULL MEETING OF THE WORKING PARTY

2 BUSINESS ARISING

The decision and announcement on 18 March 2020, that Council was postponing the 2020 YP Art Exhibition has necessitated a special meeting of the YP Art Exhibition Working Party to discuss a number of specific points and coming to an agreed position and approach as we plan for 2021.

The 2020 YP Art Exhibition cancellation plan was discussed as per Task List (file 20/26234) Items emailed to members 30/03/2020.

Key Points -

1) Yorketown Mural – Options

In response to the latest restrictions regarding outdoor public gatherings and the

duty-of-care associated with going ahead with the Mural at Easter, the following options were discussed.

- a) postpone to another weekend in ie June – when public gathering restrictions may have relaxed,
deliver a very low key activity and have it painted only (not promoted or presented as an *attraction*)
- b) postpone to Easter 2021 and keep with the 2021 Art Exhibition program of attractions

Yorketown Progress to also be contacted as to their thoughts and preferences on the two Options.

NOTE: Jack Fran has been contacted and sees merit in keeping the Mural with the Exhibition and is available to paint the Mural as part of the 2021 Art Exhibition program over Easter.

2) Future Meetings

Coordinate Zoom log-in and participation for future WP member meetings.

A 2020 Exhibition Evaluation (Zoom) meeting date is proposed for 9.30am on Tuesday 14 April 2020. Questions will essentially be:-

- what worked?
- what didn't?
- what could have been done better/differently?
- new ideas? and other feedback

3) Schools

Ensure we contact them early in 2020/2021, in an endeavour to get more schools to participate and confirm the 2021 Schools Exhibition (dates and Terms and Conditions) so teachers can prepare in advance during 2020.

4) Proposed 2021 Dates

Exhibition runs from Good Friday 2 April – Sunday 4 April 2021 (closed Monday for art pick-ups)

- Registrations Open– 1 November 2020
- Registrations Close *EARLYBIRD* – Sun 31 January 2021 (3 months from Registrations 'Open')
- Registrations close ALL – Mon 22 February (4 months from Registrations 'Open')
- Registrations close SCHOOLS – Thurs 25 February
- Artworks deliveries Close – Fri 26 March (1 week prior)
- Opening Night – Thursday 1 April

5) Registration Fees

- a) Support the *Earlybird* Registration 'discount' of \$15
- b) Support the 2021 Exhibition Registration Fee of \$20
- c) In recognition of 2020 Registered Participants, propose that they get to enter four (4) artworks for the price of three (3)
- d) ALL above

6) Acquisitive Art Prize

Move to 2021, not to the 2022 Exhibition as earlier proposed. Further develop Terms and Conditions for WP to discuss and promote it well in advance of the Exhibition ie by the public announcement date.

7) 2020 Judges

Contact them and invite them (all) to be our 2021 Judges.

8) Entries – Sale Price

To ensure quality entries and a positive 2021 Exhibition experience, set a minimum price for 'Open' Artwork Category Registrations at \$100.00.

Minimum sale price does not apply to school entries.

Progress Associations /community groups can still hold their 'art / craft markets' as in the past.

9) Yorketown and Photography Exhibition

Speak with Yorketown Progress as to 'is this the exhibition 'genre' they want? Are there other exhibitions they would prefer to host ie

- a) ask them what exhibition would they like to see/support, ie who are their local art groups?
- b) create another artwork exhibition genre ie textiles?
- c) may be the exclusive hosts of the Schools / children's Exhibition?
- d) mural trail?

10) Change Easter Operating Days

Open Good Friday/Saturday and Sunday and be closed on Easter Monday - for artwork collection only. There is a suggestion that this would help get more volunteers involved and people (visitors and tourists) purchasing artworks because they can collect them when they leave their Peninsula holiday.

11) Use the long lead time to 2021, to encourage more YP Towns to participate

Contact ASAP, Warooka, Minlaton and Maitland Progress Associations to discuss how they can / wish to be involved.

Options:

- a) static local artwork displays
- b) YP Councils Art Collection in ie Maitland Town Hall (exhibition 'staffed' by a Progress Assoc person)
- c) include local history displays ie Rogues Gallery of Mayors

12) NEXT MEETING (ONLINE/ZOOM)

Tuesday 14 April 2020, 9.30am

Focus will be the YP Art Exhibition Project Evaluation

13) MEETING CLOSE

The meeting closed at 10.40am

**Chairperson Richard
Cane**

**Vice Chairperson
Taylor Gray**

**POSTPONE 2020 YP ART EXHIBITION - TASK LIST TO 2021 IN
RESPONSE TO GOVT DIRECTIVE ON COVID 19**

Task	Date	Responsible	Comments / Action / Reporting
Meet with YP Art Working Party as to their position /preference	17/03/2020	Project Officer	
Email Director and CEO outcome and overview of Working Party meeting	17/03/2020	Project Officer	
Confirm Councils call to postpone /cancel non-essential activities and events	17/03/2020	CEO	
Confirm Mural NOT going ahead	31/03/2020	Project Officer and YPC Senior Staff	Updated Jack Fran Updated Sam Brooks Postponed to Easter 2021 ass well
Create consistent 'Message' for enquiries	18/03/2020	Project Officer	Created
Create 'Notice' to be emailed out	18/03/2020	Project Officer	Created
Create emailing lists for 'Notice of Postponement' <ul style="list-style-type: none"> • Registered Artists • Judges • Registered Schools • Caterer • Photographer • In-kind equipment suppliers/sponsors • Ardrossan Garden Club • Sunnyhill Distillery • CopyKing • Hart Bros • Regional Radio 5CS • External web designer • Lighting provider • Progress Associations • Sponsors 	18/03/2020	Project Officer	Emails sent to list
Confirm artist fee refund process with Council	18/03/2020	Project Officer and YP Finance	<ul style="list-style-type: none"> • C/- email requesting refund to admin@yorke.sa.gov.au • cheques only • process refund request weekly

			(Wednesdays)
Update Websites and FB with Notice of Postponement	FB 19/03/20 and YPArts Web 22/03/20	Project Officer & Comms and Engagement Officer	Completed 22 March 2020
Recall Raffle Books to listed outlets and sellers	01/04/20	Project Officer	<ul style="list-style-type: none"> Email to recall from Council Offices (done 18/03/2020) Email all staff and WP Members Collect from Visitor Centre's
Regular Newsletters continue	Due 1 April	Project Officer	Two Monthly till April 2021 till we relaunch
Complete 2020 Registration Spreadsheet – all artists details	25/03/2020	Project Officer	To be ready for 2021 exhibition notices, registrations etc
Evaluate 2020 Event plan (and postponement ramifications)	TBC	Project Officer, staff and WP	<ul style="list-style-type: none"> Statistics Fine Art /Painting
		Members	<ul style="list-style-type: none"> 182 Artworks 68 Artists Sculpture 33 Artworks 68 Artists Photography 19 Artworks 10 Artists
Review Deadlines / DRAFT Closing Dates		Project Officer and WP Members	<ul style="list-style-type: none"> Incentivize early Registrations enter by 31 January at \$15 each entry enter by 22 March (ie two months later) \$17/\$20 each
<p>Create 2021 YP Art Exhibition</p> <p>DRAFT Timeline</p> <p>2021 Easter Friday 2 April to Monday 5 April</p> <p>2021 School Holidays Monday 12 April- Friday 23 April</p>		Project Officer And WP Members	<ul style="list-style-type: none"> Early notification to existing /2020 registered artists confirm new dates etc ie Registrations Open - 1 November 2020 Registrations Close EARLYBIRD – Sun 31 January 2021 Registrations close ALL – Mon 22 February Registrations close SCHOOLS – Thurs 25 February Artworks deliveries – Fri 26 March (1 wk prior) Opening Night – Thursday 1 April Confirm 2021 Progress Association (vol)

			<ul style="list-style-type: none"> • commitment • schedule logistics – advertising, road side • signage, hall bookings • Website updates • Suppliers • Judges – as per 2020 • Transport (Prospect Gallery) – Wed/Thurs • 24/25 March
<p>Review and Update Online</p> <ul style="list-style-type: none"> • Sponsorship Prospectus • Application Forms • Terms and Conditions • YP ARTs Website 		Project Officer and WP Members	<ul style="list-style-type: none"> • Min Price of an artwork ie \$50/\$100 (for a bit of quality control?) • If artists want to sell less expensive artworks (under \$50/\$100) then perhaps we have a ‘bargain/collectors’ exhibition table with a smaller or no entry fee and artists have to attend to sell ie like an art market?? • <u>Compulsory</u> fields <ul style="list-style-type: none"> • Price entry a as all entries must be ‘for sale’ • Description of artwork • Images of work
<p>Mayor/Council hosted 2021 Sponsor Event – attractor and thankyou re 2020 decision</p>		Mayors Office, Project Officer and WP Members	<p>Create unique ‘Sponsorable’ packages (these packages can also be used for Grant funding) ie</p> <ul style="list-style-type: none"> • School Exhibition • Mural • Artist in Residence • Photography Workshop • Other Workshops
			<ul style="list-style-type: none"> • Artist Talks • ‘Acquisitive Art Prize’
Report To Council	June 2020 Council meeting		<ul style="list-style-type: none"> • Overview of 2019/2020 • Outcomes from survey / evaluation sessions • 2021 Recommendations

ACTIONS –YPAEWP MEETINGS	RESPONSIBLE	DUE DATE	STATUS
ACTION: Carolyn to follow up Walford Parsons about the Parson family exhibition at Port Vincent	Carolyn	Completed	Have decided to not pursue at this stage
ACTION: 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	N/A for 2020	Ongoing
ACTION: Carolyn to follow up Olivia (0418 896 449) at Sunnyhill Distillery. Look at the space to consider if the size will be ok for Josh’s work.	Carolyn	Ongoing	Very positive meeting with Olivia on 18 February. Proposal to be developed to enable them to participate as a venue.
ACTION: David H will personally speak to Michael Murdock and Fraser Ellis MP Member for Narungga.	David	Completed	Murdock have come on as Bronze Sponsor. Fraser Ellis pending
ACTION: Stuart will talk to Ardrossan Foodland, Kevin Holland SIMEC and Rotary Maitland	Stuart	N/A for 2020	Ongoing
ACTION: Carolyn to seek a quote from Bray Signs (Maitland) or Bonnie the Embroiderer in Yorketown (Carly Harris) for lanyards and aprons.	Carolyn	Completed	Quotes (inc GST) received from Braysigns - 10 X (1200 x 1800) roadside corflute’s \$110 ea.
ACTION: Edithburgh and Ardrossan will recruit and organise their own volunteers and expect to be able to undertake the usual	Jennifer R Margie G	14/01/2020	Completed

ACTIONS –YPAEWP MEETINGS	RESPONSIBLE	DUE DATE	STATUS
Exhibition roles based on their current volunteer pool.			
ACTION: Carolyn to follow up with Lesley the need for additional hanging hooks – Ardrossan have enough for their needs. Clem’s Shed (Yorketown) coordinators may be in a position to make some for Yorketown	Carolyn	N/A for 2020	
ACTION: Carolyn to meet with Chloe Brown (Financial Management) to clarify (and feedback to the Working Party) Councils Public Liability and volunteer insurance position and what the Insurance cover and needs for volunteers working on the 2020 Exhibition are.	Carolyn	Completed	<p>Wednesday 26 February at 3.00pm Both the Volunteer Induction (Carina Congdon – HR) and Cash Handling Training (Chloe Brown - Accountant, Financial Management) group sessions are set. Volunteer Induction at 1.00pm and the Cash Handling training at about 2.00pm</p> <p>YP Art Exhibition Working Party Members, to confirm and let your Nominees know about this training time and date so they can plan to attend.</p>
ACTION: Carolyn to meet with Chloe to clarify (and feedback to the Working Party) Council’s position on cash handling and receiving online (electronic) payments and mobile EFTPOS devices.	Carolyn	Completed	As above
ACTION: Carolyn to clarify and define what the ‘arts’ in the Award relates to and simplify the criteria for the application to encourage people to make a nomination.	Carolyn	N/A for 2020	Pending

ACTIONS –YPAEWP MEETINGS	RESPONSIBLE	DUE DATE	STATUS
ACTION: once complete, all print material and other references to be updated from this point on to YP Art.	Carolyn	Completed for 2020	
ACTION: Carolyn to send out to WP Members, the notes from the two community Mural meetings.	Carolyn	Completed	
ACTION: WP Members to ensure ticket sellers all have signed Authority Certificates when selling Art Raffle books on behalf of the event / Council.	Progress Association Members of the Working Party	Completed	
ACTION: Progress Associations / Edithburgh Art or Institute Group to nominate a minimum two people to attend Council Volunteer Induction and Cash Handling Training by 24 February. One of whom to be onsite / contactable to process the sale of artworks.	Progress Association Members of the Working Party	Completed	Attendees 24/02/2020 <ul style="list-style-type: none"> • John Franke - YP • Richard Cane - AP • Stuart Palecek - AP • Jennifer Robyn - EP • Terry Braund - EP • Carolyn Ramsey - Staff
ACTION: Carolyn to arrange Volunteer Induction and Cash Handling Training for as soon as practical.	Carolyn	Completed	Meeting on Wednesday 26 March at 3.00pm at Maitland Council Offices
ACTION: Carolyn to email the 2020 Art Raffle Authorisation Form to YP Art Exhibition Working Party Members.	Carolyn	Completed	
ACTION: Carolyn to follow-up and report back on the progress of the GFG Alliance	Carolyn	Still Pending	At 12/05/2020 Denise Sharp to follow-up re forwarding application to apply / move to 2021 YP Art Exhibition– decision

ACTIONS –YPAEWP MEETINGS	RESPONSIBLE	DUE DATE	STATUS
Application at the March meeting.			delayed due to COVID19
ACTION: Carolyn to report back on Quotes for Lanyards and Aprons.	Carolyn	Completed	20/30485 <ul style="list-style-type: none"> • 9 x black aprons with bib and pocket, printed with logo \$25.50 + gst each • 50 x white lanyards double sided print with repeat logo \$426.90 + gst total
ACTION: Carolyn to report back on URL's and cost at the March meeting.	Carolyn	Completed	Approved by David Harding 17/02/2020
ACTION: Working Party members to get the document to their Progress Association / Exhibition organisers to feedback and fill in the gaps before the end of February.	Progress Association Members of the Working Party	Superseded	
ACTION: Carolyn to contact Wilfred the Van and Phil Hermann to seek interest and confirm the Council requirements/permits required.	Carolyn	Superseded	For Ardrossan
ACTION: Carolyn to enter the Opening Night event on 9 April into Elected Members, Senior and key Council staff electronic calendars.	Carolyn	Completed	

2020 Sponsorship Income (inc GST)

Sponsor	Value \$	Type
Ardrossan Progress Association	3,000	Major
Yorketown Progress Association	3,000	Major
Edithburgh Progress Association	3,000	Major
Fuji Xerox (Print Sponsor) 200 est \$7.5 ea	1,500	Gold - inkind
Lake Side Dental	1,500	Gold
Country Times Newspaper (in kind)	700	Silver - inkind
Regional Radio (value \$1,450 pay \$800)	650	Silver - inkind
YP Fire and Safety	500	Silver
Police Credit Union	500	Silver
Ray Agnew	500	Silver
Hart Bros (Yorketown Art Screens)	500	Silver – inkind
Aitchison Plumbing Services	250	Bronze
Ardrossan Golf Club	250	Bronze
Cheetham Salt	250	Bronze
Hunts Fuel	300	Bronze
Stansbury Progress Association	250	Bronze
Port Clinton Progress Association	250	Bronze
Murdock Motors	250	Bronze
Ardrossan Bowling Club	200	Donation
Warehouse Matrix	150	Donation
Port Vincent Progress Association	50	Donation
Yorketown Foodland	40	Donation
Rowan Ramsey MP	100	Donation
CopyKing – Kadina (Raffle Book printing)	200	Donation - inkind

26/02/2020 (inc inkind \$3,550)

17,890*2018 Sponsorship income was \$11,370 inc GST*