



**2021 YP ART EXHIBITION WORKING PARTY  
MEETING NOTES**

**9.30am, Tuesday 23 March 2021 - Minlaton**

ITEM 1 YORKE PENINSULA COUNCIL – YP ART EXHIBITION WORKING PARTY

**1.1. Welcome by Chairperson**

Richard Cane declared the meeting open at 9.30am and thanked everyone attending.

**1.2. Present** – Richard Cane (Chairperson) Mayor Darren Braund (Zoom), Carina Congdon (c/- zoom) Jennifer Robyn, Kallie- Anne Eglinton (Zoom) and Carolyn Ramsey,

**1.3. Apologies / Absent** – Liz Rowelle, Lesley Anne Swaans, Stuart Palecek, Cr Tania Stock, Cr Roger Johns

**1.4. Minutes of Previous Meeting**

**Motion:** That the Minutes of the Art Exhibition Working Party (AEWP) meeting held on 9 March 2021 be ratified as a true record.

**Moved: Mayor, Darren Braund**

**Seconded: Jennifer Robyn**

**Carried**

ITEM 2 BUSINESS ARISING:

2.1 Outstanding Actions:

2.1.1 Sponsorship

- Patron Prize
- Carolyn is unable to provide names of people who purchased in 2018, due to privacy regulations.
- Richard reported he had one person keen, but they have now withdrawn.
- Create a mailing list of potential buyers, by asking visitors to the 2021 Exhibition if they wish to sign up.
  - an Invitation to sign up to our mailing list already exists on the YP Art Exhibition website.
- WP agreed to postpone Patron Prize Initiative to the next Exhibition, ie in 2023. Needs a longer lead time to promote and gather wider support.

2.1.2 Draft 'Operations / How To Guide' for receiving, handling, managing and selling Art Works.

- Carolyn reminded WP members that she still requires them prior the Exhibition Opening.

## ITEM 3 2021 EXHIBITION:

### 3.1 Volunteer Briefing and Finance Training

- Carolyn reminded the WP that ideally two volunteers sit the Exhibition together for safety, money handling /sales practicalities and social enjoyment.
- Carolyn reminded the WP that donation, raffle ticket and catalogue sale monies need to be kept separate and counted and recorded at the end of each day.
- 2021 training has been completed by
  - Jennifer and Terry
  - Liz and John
  - Kallie, Stuart
  - Tania to make a time to do the training directly with Carina
  - Richard and Carolyn were trained in 2020

### 3.2 Hall Bookings and Related Business

- Exhibition sitter rosters are coming along. Rick Hutchinson has offered to sit at two Exhibitions, possibly Edithburgh and Yorktown as Ardrossan has a good number of exhibition sitter volunteers.
- Carolyn offered to be a sitter backup if required
- Sunny Hill Exhibition with Josh Rudduck is well progressed. Josh now has an Exhibitors Agreement (specifically for his solo exhibition at Sunny Hill) and his commission will be 10% in recognition of the extra responsibility. He is also actively cross promoting the 2021 YP Art Exhibition from his social media accounts.
  - Harts Sponsorship providing screens to Yorktown are also delivering screens to Sunny Hill for this
- Jennifer and Darren declared a Conflict of Interest regarding Edithburgh Institute expressed request to keep the door entry donations in lieu of charging the 2021 Exhibition for a week's hall hire and cleaning.
  - In 2018, they raised (and kept) approx. \$500
  - Hall Hire is \$62 per day and cleaning is being paid by the Exhibition for Yorktown and Ardrossan
  - The Exhibition also 'bumps' the Edithburgh Markets to the lawns and supper room, they have a long standing (weekly?) booking for the Institute.

**Motion:** That Edithburgh Institute Committee keep the door entry donations in lieu of charging the 2021 Exhibition for hall hire and cleaning.

**Moved:** Kallie, Eglinton

**Seconded:** Cr Tania Stock

**CARRIED**

Jennifer and Darren abstained from voting.

- Judging
  - Richard, Jennifer and Liz (TBC) to be available to open and close the halls / Exhibitions for the period as required by the judges.

### 3.3 Opening Night

- To cut keep costs down, catering for Opening Night is confirmed as being done by Council staff,

as organised by Carina.

- Kallie offered to assist if required
- Kallie and Tania will confirm if there are any students available through the schools Hospitality students
- catering will be light snacks and will come in under \$500, about \$2.50 each person
- food will be individually packaged / served in COVID safe containers
- Sales – will be managed by Chloe Brown, from Councils Financial Management team
  - Chloe will organise / provide two \$200 cash floats and Council EFTPOS machines, one each to Ardrossan and Edithburgh.
  - Yorketown Progress Association progress will organise their own \$200 cash float and use Councils Yorketown's Office EFTPOS machine
- Cleaning – Carolyn to organise extra yellow, recycling bins and kitchen type bins for general rubbish inside Ardrossan Hall.
- COVID each Exhibition site will be provided with their QR codes (laminated – to be displayed at internal and external entry points) and manual sign-in sheets, hand sanitiser and wipes (they will be in the Exhibition crates at each site)
- Liquor License – Carolyn to apply to have bottles and cans included on the Liquor License to save on disposable cups / glassware
  - Richard to check Ardrossan Progress Association shed as to how many glasses they have and let us know in case we need to bring glasses from Council stock.
- Ardrossan exhibition volunteers will hang the unframed artworks delivered by Curramulka Primary School with small bull-dog clips provided
- Carolyn confirmed that 2021 school entries are included in the one, main Catalogue and have been arranged by school year level - not by individual School, as in the past.
- Carolyn confirmed that we were having 200 copies printed (sponsored by Fuji Xerox) that will be distributed as 100 to Ardrossan and 50 each to Edithburgh and Yorketown.
- RSVP's are slow coming in – Carolyn to again contact / call all artists and sponsors who have not responded to confirm attendance.
  - now limited to 200 people for Liquor Licensing purposes as Covid number limits have now been lifted

**ACTION:** Carolyn to send out draft Opening Event Run Sheet to WP for checking

**ITEM 4            AOB and GENERAL BUSINESS:**

4.1 Future 2021 Meeting Dates (proposed)

- 9.30am, Tuesday 13 April 2021 – Minlaton

**ITEM 5            NEXT MEETING:**

9.30pm, Tuesday 13 March 2021 – Minlaton and by Zoom

**ITEM 6            MEETING CLOSE:**

The meeting closed at 10.48 am

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**Chairperson – Richard Cane**

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**Vice Chairperson - Vacant**