



*Agriculturally rich~Naturally beautiful*

## **Minutes of the Meeting of the Art Committee**

held on Tuesday the 1<sup>st</sup> April 2014  
in the Ardrossan Town Hall  
commencing at 2pm

(Subject to confirmation)

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### **ITEM 1 WELCOME**

Cr Bob Nicholls opened the meeting at 2pm and welcomed guest David Cowell to the meeting.

### **1.2 PRESENT**

Cr Bob Nicholls, Cr Brenda Bowman, Anne Eyles, Irene Hughes-Jones, Wendy Story, Bronwyn Scholes, Bruce Davey, Joyce Yeomans, Geoff Lock, Kylie Gray

### **1.2 IN ATTENDANCE**

David Cowell

### **1.3 APOLOGIES**

Sam Carter, Belynda Redding

### **1.4 MINUTES OF THE PREVIOUS MEETING**

**Joyce Yeomans moved**                      **Wendy Story seconded**

That the minutes of the Art Committee meeting held on 4<sup>th</sup> March 2014 as circulated, be confirmed as a true record.

**CARRIED**

### **1.5 CONFLICT OF INTEREST**

Cr Bob Nicholls reminded the members of their responsibility to declare any conflict of interest.

Questions and further information on Conflict of Interest should be directed appropriately to the Chairperson, Governance Officer or ICAC.

## **ITEM 2 UPDATE**

- A3 signs are currently being followed up by Kylie in preparation for the opening, such as Conditions of Entry, 'Take a Ticket' signs for sales on opening night, Pick up times, demonstrator schedules, screen numbers for artworks and other signs as required.
- Peter Aitchison from the NY Art Group called to advise of his availability on Friday the 11<sup>th</sup> of April to be involved with the hanging of works. Contact details for Peter will be provided in the case that Friday is not required.
- All advertising as requested has been completed, including print media, tv and radio.
- Purchase Order completed for Ardrossan Foodland for the purchase of water, orange juice and platters.
- Plastic cups, plates, napkins, packing tape, liquor licensing signs, judges packs, dots, receipt tickets,
- Door prize entry tickets, artworks catalogue number cards have been provided to Anne and Irene who have kindly offered to cut them all up.
- Artworks starting to come into Minlaton for deliver to Ardrossan.
- Roll of brown paper from the Minlaton Office Store Room to be delivered to he Ardrossan Hall – Kylie will ask Nick Hoskin to do this.
- The old Council sponsorship banner is no longer required and can go back to Council.
- Collection details for sold and unsold works to be added to the website
- Bronwyn will email a finance report through next week when she is back in the office
- Discussion occurred around GST being exclusive of the sponsorship amount and therefore added to the invoices. Bob to follow up with Karen what the options are regarding sponsorship and donations.
- Anyone that can source a long arm stapler for the catalogue construction, it would be appreciated. Kylie will speak with Sally, Anne and Irene to arrange collating.
- Anne to provide the blankets for the tables to protect works while packing/unpacking
- Sally to provide round tables for cheese platters
- Bruce to supply tape measure
- Irene to supply table cloths
- David Cowell to provide a table for the stage to hold water jug
- Joyce advised that she is unavailable on the 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> of April
- Daphne is not available on the 10<sup>th</sup> of April
- Garden club are setting up on Wednesday morning – Brenda to unlock

### **Opening night:**

- Presentation of awards will be divided as follows:  
John Sandcock (section a), Mayor Ray and Mayoress Claudia (section b), David Cowell (MC), Bob Nicholls (middle & junior schools), Stephen Griffiths (senior schools)
- David Cowell and Bob Nicholls to do the meet and greet
- Door prize ticket box will be located at the sales desk which will be located front of house
- Jeanne Olderman's request for 6 attendees to opening night and a place on the invitation list for future years was granted.
- 195 total attendees have currently RSVP'd
- Word version of running sheet to be provided to David Cowell
- Open merit awards may be required

### **Remainder of Exhibition**

- Demonstrating Artist will be located at the front of the stage
- Thursday to Saturday – Brenda will be responsible for the secure storage of any money. Bruce will have this duty on Sunday night.
- People's choice tickets will be locked in the APA office each night
- People's choice announcement will be at 4pm Sunday – Anne to count the votes

### **After the Exhibition**

- Thank you letters to be sent

**Catalogue edits** – page 33 Yorke spelt incorrectly, addition of '\$2' to the front of the catalogue, addition of 'Major Prize Sponsor' to Ardrossan Progress Associations advertising pages (decided after the meeting)

### **ITEM 3 GENERAL BUSINESS**

Bronwyn advised that Anna Goodhind has requested to have a co-judge Serena Wong and provided her resume. Committee agreed to having an assistant judge and that a write up be added to the catalogue.

Bob advised that he will arrange a card of condolence for Pamela Kouwenhoven's family.

Councils pull up banners to be located for the event – Email to Jackie

Opportunity for comments on the exhibition or to be added to lists for artists or opening night guests to be provided at the exhibition.

Bruce advised of the screen maintenance required and changes to storage arrangements that may prevent breakages in the future.

### **ITEM 4 NEXT MEETING**

April 29<sup>th</sup> – Minlaton Meeting Room – 2pm - For debrief of the exhibition.

Next meeting after April – For discussions around the format of the Art Committee – It was suggested that Bob and/or Brenda provide a report to the Committee on the proposed changes and what effect this will have on all current members and general running of the exhibition.

### **ITEM 5 CLOSURE**

The Meeting Closed at 4pm

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**Cr Bob Nicholls**