



## **Minutes of the Meeting of the Art Exhibition Working Party**

held on Wednesday 10<sup>th</sup> February 2016  
in the Maitland Council Office  
commencing at 2.00pm

(Subject to confirmation)

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### **ITEM 1 OPEN**

- 1.1 Welcome by Chairperson Anne Eyles declared the meeting open at 2.12pm and thanked everyone for attending.
- 1.2 Present - Anne Eyles, Irene Hughes–Jones, Brenda Bowman, Cr Alan Headon and Cr John Rich  
In Attendance: David Harding, Rachel Rich (minute secretary)
- 1.3 Apologies – Nil
- 1.4 Minutes of previous meeting –

**Brenda Bowman moved**

**Cr Headon seconded**

That the Minutes of the Art Exhibition Working Party meeting held on 20<sup>th</sup> January 2016 as circulated be confirmed.

**CARRIED**

- 1.5 Conflict of Interest - The Chairperson reminded members of their obligations in relation to Conflict of Interest provisions.

### **ITEM 2 BUSINESS ARISING**

#### **2.1 Advertising:**

- a. Update on meeting with Brooke Leibelt – Brooke will organise radio advertising, she requires profiles on 2 artists. Anne has approached Peter Atchison (a local Artist who has expressed interest in being involved with the YP Art Exhibition Working Party) and Roger Saunders. Brooke will also follow up with SA Life magazine.
- b. Correspondence with:

- Jenny Oldland – will also do a write up in Yorke Peninsula Country Times with profiles on both Artists.

- Roger Saunders – Has agreed to host workshops as he has done in the past.

c. NYP Art Group – Peter Atchison has agreed to be a demonstrating artist for the Exhibition.

## 2.2 Road signs:

All road signs ready to be erected. 1 has been ordered from Lloyds to replace the one that was stolen in 2014.

## 2.3 Demonstrating Artists:

2 Artists have been identified – Peter Atchison & Sam Carter.

## 2.4 Sponsorship:

A total \$5125 to date.

David has spoken with the Mayor and he is happy to receive a call from Anne to discuss sponsorship.

**Action:** Anne to make contact with Ardrossan Foodland to discuss sponsorship since being sold to Drakes.

## 2.5 ANZ Bank:

Nil sponsorship and nil response to date.

## 2.6. Ardrossan Progress Association:

Confirmed sponsorship from Ardrossan Progress Association to the value of \$2000.

## 2.7. Opening night invitations:

Opening night invitations have not yet gone out. A discussion regarding, a possible change to opening night, due to clashing with important council workshop. This will be discussed at Wednesday night's Council Meeting.

**Note:** Outcome from Council Meeting resulted in Council Workshop being moved to Tuesday night to allow attendance of Council staff at opening night.

## 2.8 Catering:

Brenda Bowman will enquire at Ardrossan Foodland about what is available since they will be under new management. Budget of up to \$30 per platter for 10 platters.

**Action:** Brenda to advise on best catering options.

## 2.9 Entertainment:

Lee Polkinghorne will be available for entertainment on opening night.

## 2.10 Screen Damage:

1 slightly damaged, but able to be fixed for use.

## **2.11 School Entry Forms:**

School entry forms have been sent out by Irene. No responses to date.

**Action:** Irene will follow up with schools next week.

## **2.12 Bar opening night:**

Still require a RSA person for opening night. Licence has been applied for.

Brenda Bowman will approach local John Hall from Ardrossan Community Club to stand in as RSA on opening night for a donation to the Ardrossan Community Club.

**Brenda Bowman moved Irene Hughes-Jones seconded**

That Brenda Bowman may negotiate up to a \$200 donation to the Ardrossan Community Club for a person to be a Responsible Service of Alcohol representative on opening night.

**CARRIED**

John Rich offered to source champagne for \$9.00 per bottle. David confirmed it is in the budget to compliment the \$250 in kind sponsorship from Yorke Valley Hotel.

**Irene Hughes-Jones moved Cr Headon seconded**

That John Rich source champagne and bring it with him to the next meeting to alleviate delivery costs.

**CARRIED**

**Action:** Anne will liaise with Yorke Valley Hotel about what wine they have available from their \$250 in kind sponsorship (red & white).

## **2.13 Ticket sales for Veronica Rolinski painting:**

Tickets selling well, they should all be sold in time. If not sold, the remaining few can be sold on opening night.

## **2.14 MC opening night:**

MC for opening night is yet to be decided.

## **2.15 Update of hours on website:**

Hours for exhibition have been updated on website.

## **2.16 Erection of road signs:**

David has been in touch with Trevor Graham about erection of road signs, awaiting a response. Anne has been in contact with Dustin at Wakefield Council. David will speak to Phil Hermann and get back to Anne regarding Wakefield Council.

**Action:** David to follow up with Trevor regarding erection of signs & Phil Herrmann about getting in touch with Wakefield Council to erect a sign in their area.

### 2.17 Mayors sponsorship:

Anne will make a phone call to the Mayor to discuss sponsorship.

### 2.18 Number of catalogues:

800 printed in 2014 (with around 200 left over).

Suggestion that 500 be printed for 2016.

## **ITEM 3 FINANCE**

### 3.1 Banked money for raffle:

\$320 (includes sales from over the counter).

### 3.2 Expenditure:

Nil

*David left meeting at 3.02pm.*

## **ITEM 4 NEW BUSINESS**

### 4.1 Running sheet for opening night:

Running sheet for opening night to be discussed and organised at the next meeting.

**Action:** Brenda to source running sheet from previous exhibition to be reviewed and updated at next meeting.

### 4.2 Opening night invitations:

Anne and Brenda briefly reviewed list of previous invitees to identify who will be invited to opening night 2016.

**Action:** Brenda and Anne to work with Rachel to finalise list for outgoing invitations.

### 4.3 Review:

Review discussed at various points already covered.

### 4.4 Format of invitation:

Format of invitation to remain the same as has in previous years. A note to be added to the invitation to inform, that the sales of artwork will be available from 7.30pm on opening night, but will close for the duration of the presentations.

**Action:** Rachel to print invitations once invitees finalised.

**4.5 Advertising logos in catalogue:**

There has been an enquiry from Damien Hunt about size of advertising logo. Size will depend on amount of sponsorship. Full page, half a page, third of a page and mention will be available. The back page of the catalogue will list all current sponsors.

**4.6 YP Tourism Awards Gala dinner 22<sup>nd</sup> June 2016:**

Brooke Leibelt has enquired if they can use the glasses for their awards gala dinner. It was agreed that yes they can as in previous years.

**Action:** Rachel to advise Brooke of agreed outcome.

**4.7 Soft drink and orange juice for opening night:**

Brenda offered to approach Ardrossan Foodland to get best price for orange juice and soft drink.

**4.8 Purchase of paintings at exhibition:**

Enquiry from local regarding the purchasing system for paintings at exhibition, suggesting a better system needs to be put in place. This was agreed and will be discussed again at the next meeting.

**4.9 Entry fees and catalogue:**

Catalogues will be sold for \$2 and people who choose not to purchase catalogue will be asked to make a donation.

**4.10 Roster for opening night and exhibition:**

Discussion around who will be available for opening night and the exhibition. Brenda and Irene to run sales desk on opening night. Brenda agreed to open each morning. Bruce Davey will be available to assist over the weekend. Require as many volunteers as possible for the Monday following the exhibition. John and Alan not available on Sunday. A roster will be finalised at the next meeting.

**ITEM 5 NEXT MEETING**

Wednesday 9<sup>th</sup> March 2016, 2.00pm

**ITEM 6 CLOSE**

The meeting closed at 3.51pm

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**Chairperson - Anne Eyles**