



Minutes of the Meeting of the Art Exhibition Working Party

held on Wednesday 20th January 2016
in the Maitland Council Office
commencing at 2.00pm

(Subject to confirmation)

ITEM 1 OPEN

- 1.1 Welcome by Chairperson Anne Eyles declared the meeting open at 2.01pm
- 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 –

Cr Headon moved

Cr Rich seconded

That the Minutes of the Art Exhibition Working Party meeting held on 9th December 2015 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:

It was discussed that Anne would like to approach Jo Barrie to set up meeting to get advice on previous years advertising. This is to be done prior to next scheduled meeting.

Action: Anne will get in touch with Jo Barrie

A meeting with Brooke Leibelt from Yorke Peninsula Tourism is to be set up.

Action: David will contact Brooke to organise meeting.

Draft letter to Ardrossan Tidy Towns:

Anne handed over a draft letter to be put onto letterhead and sent to Ardrossan Tidy Towns with upcoming dates of Exhibition and request for help to set up.

Action: Rachel will send out letter on letterhead.

Yorke Peninsula Country Times (YPCT):

Anne organising a meeting with YPCT for follow up story leading up to Exhibition. It was suggested that more detail needs to be put into the next article.

Action: David to approach Jenny Odland as a preferred journalist. Anne will organise a time for meeting.

Website:

Hours have been reduced and reflected on the latest website update. It was discussed and agreed that hours will now be extended and includes Thursday - Sunday - 9.30am till 4.00pm. Logo and Art Exhibition details have been added as a footer to council staff emails.

Action: Rachel will organise to have hours updated on website.

Road signs will need to be erected at the beginning of March. Permission will need to be sought from Wakefield Regional Council to erect a sign at Federation Corner.

Signs to be placed as follows:

- North & south of main entrance to Ardrossan on the Yorke Highway;
- Eastern side of the Yorke Highway near Federation Corner;
- South-eastern side of the Copper Coast Highway, before turn off near Federation Corner;
- North-western side of Arthurton Road, before Yorke Highway intersection;
- North Western side of Maitland Road, before Yorke Highway intersection;

Darren Lloyd will be asked to make up new sign as 1 was stolen during the last exhibition. Proposal to get new sign made as David advised funds are available in the budget.

Brenda Bowman moved

John Rich seconded

CARRIED

Action: David to talk to Trevor Graham about having Nick Hoskin available to erect signs, along with following up with Senior Compliance Officer.

Demonstrating artists:

Anne has a meeting with NYP Artists on 9th Feb.

Also looking to approach the following artists:

Trevor Hancox, Mike Barr, Sam Carter, Bob Landt & Peter Atchinson.

Action: Rachel to source contact details of above listed artists for Anne to make contact with.

Roger Saunders is happy to do classes, however, due to his ill health this will be his last exhibition. An invitation is to go out to Roger and his wife.

2.2 Sponsorship:

Port Clinton Progress Club \$250
Port Clinton Community Sports Club \$200
Pines Community \$250
Port Victoria Progress \$50
Ardrossan Progress \$2000
Yorke Valley Progress \$75
Ray White Ardrossan \$275
John Sandercock Foodland Ardrossan \$250
Hunts Fuels \$300
YPCT in kind - Advertising
Black Point Progress in kind - Advertising
Yorke Valley Plains (Burra) in kind – Advertising
Yorke Valley Hotel in kind - \$250 alcohol
YP Council - \$1500 – Verna Lock Prize
Mayor – David will talk to Mayor regarding sponsorship

Action: Rachel to find details of how many bottles of alcohol were used in last exhibitions opening night.

Anne will liaise with Yorke Valley Hotel to find out how many bottles will be received from their in kind sponsorship.

David will follow up again with ANZ bank.

It was noted that Ardrossan Progress, state they have never received a sponsorship letter.

Action: Rachel to pass on contact details to Anne for Ardrossan Progress Margi Gaisford.

Liquor Licence still needs to be organised.

Action: David organising Liquor licence.

Volunteers for Art Exhibition:

Rachel has sent an email to all Council employees calling for volunteers to come forward.

Only 2 have been identified so far.

- Rachael Treloar
- Bobbi Pertini

Anne mentioned she would be happy to approach Polly Phillips from YPCT to see if she is willing to volunteer. It was also suggested to perhaps approach other local organisations to ask for volunteers.

2.3 Artists in residence:

Anne has a meeting on 9th February with NYP Artists and is hoping to secure some artists and judges.

2.4 Judges:

Anne hoping to secure 3 judges from Port Pirie/Burra region.

Alan Headon will provide contact details for Jeanette Ireland as a back-up.

The question was raised about what are we offering judges?

Discussion revealed the cost of petrol, accommodation and meals will be covered for judges.

Brenda Bowman offered to stay with judges on judging day only.

Judges packs to be made up possibly 3 at this stage (including children's judges)

Action: Rachel to source what is needed to be put into judges pack in accordance with Anne's list.

2.5 Previous Advertisers:

Previous Advertisers will be approached.

2.6. Opening night invitations:

The following people will be invited:

Mayor, Councillors, senior staff, sponsors, Progress Associations (2 representatives), Ardrossan community representatives, previous buyers. 200 max attendance.

Brenda Bowman will produce a list from her previous knowledge.

Catering:

Brenda will look into what catering options are available.

Entertainment:

To be decided, but will be required for about 2 ½ hours.

Action: Anne to follow up on entertainment options.

2.7. Review of screens

All screens are accounted for, however 1 screen needs fixing, only minor.

2.8 School entry forms:

Schools will return from holidays in the next fortnight.

ITEM 3 FINANCE

3.1 Banked money for raffle:

Brenda Bowman has sold book 8 and handed over \$20 to be banked

Irene has sold books 41 & 44 and handed over \$40

Brenda Bowman has been given book 42 to sell.

Brenda has offered to sell tickets at Ardrossan Foodland, she will liaise with Manager and see what times are available. She will then take the painting from Maitland Council Office and return it on completion of selling tickets. Brenda and Anne will discuss what dates will be most suitable. Irene handed over 10 books (books 31-40) to Brenda for selling at Foodland.

Irene handed over 5 books (books 46-50) to Rachel to sell at Council Office.

3.2 Nil expenditure

3.3 Invoices will be sent out to sponsors by Council staff in early February 2016.

ITEM 4 NEW BUSINESS

4.1 Bar on opening night:

Bar manager for opening night is yet to be identified. A Responsible Service of Alcohol Officer will need to be in attendance on opening night.

4.2 Ticket sales for Veronica's painting in Main Street:

Rachel handed over to Anne SF180 Application to collect monies. This will need to be filled in if anyone wishes to sell raffle tickets in any of the town main streets, other than Ardrossan Foodland, where it is private property.

Lighting:

Lighting has been booked.

Receiving Paintings:

Ashleigh & Brenda Bowman along with Bruce Davey will receive and organise paintings. Bruce will be available to help out every day.

Brenda will require the following:

- A master catalogue (without ads) listing all paintings to keep track of incoming paintings.
- Receipt tickets for unsold paintings (not for schools).
- Tickets to attach to paintings with corresponding catalogue number and cost of paintings.

Action: Rachel to organise catalogues and tickets

Set up:

On Saturday 19th March, all available volunteers & committee members will be required for setting up, along with being available in the receiving area from 9.00am – 4.00pm to help hang paintings.

Catalogues:

Previously in 2014, 800 catalogues were printed, however a lot were left over. A decision is yet to be made on how many catalogues will be printed for 2016.

MC for opening night:

It was suggested that David Harding or perhaps one of the Councillors be MC on opening night.

David Harding left the meeting 3.47pm

ITEM 5 NEXT MEETING

Wednesday 10th February 2016, 2:00pm at the Maitland Council Office.

Wednesday 9th March 2016, 2.00pm to be tentative for the following meeting

ITEM 6 CLOSE

The meeting closed at 4.02pm

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Chairperson - Anne Eyles