



Minutes of the Meeting of the Art Exhibition Working Party

held on Tuesday 21st February 2017
in the Maitland Council Office
commencing at 12.30pm

(Subject to confirmation)

ITEM 1 OPEN

1.1 Welcome by Chairperson Bobbi Pertini (proxy) declared the meeting open at 12.32pm and thanked everyone for attending.

1.2 Present – Anne Eyles, Cr Alan Headon, Cr Darren Braund, Pam Headon, Bobbi Pertini, Lesley-Anne Swaans, Carina Congdon.
In Attendance: Rachel Rich (minute secretary)

1.3 Apologies/leave of absence – David Harding, Richard Cane and Leanne Cane.

1.4 Minutes of previous meeting –

Lesley-Anne Swanns moved Cr Headon seconded

That the Minutes of the Art Exhibition Working Party meeting held on 23rd January 2017 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 Review and endorsement of draft Terms of Reference (ToR).

Anne Eyles questioned the ToR from 2015/2016 which was written by the Governance Officer. After discussion it was identified that the ToR was incorporated into the PO066 Yorke Peninsula Art Exhibition Policy. The new draft ToR contained more specific items relating to the working party of the proceedings of each meeting.

Cr Braund moved Cr Headon Seconded

That the draft Terms of Reference be endorsed.

CARRIED

2.2 Call for nominations for Chairperson for 2018 Art Exhibition.

Cr Stock moved Cr Braund seconded

That Cr Alan Headon be appointed as Chairperson for the Art Exhibition Working Party.

CARRIED

2.3 Appointment of Deputy Chairperson

Discussion ensued around the need for a Deputy Chairperson.

Bobbi Pertini moved Cr Stock seconded

That Anne Eyles be appointed as Deputy Chairperson for the Art Exhibition Working Party.

CARRIED

2.4 Review of action list (Attached)

The working party worked through the Action List.

Update action list with discussion points.

ITEM 3 NEW BUSINESS

3.1 Review of previous budget and confirm prize money can be covered once sponsorship figures have been received.

Update action list.

3.2 Review of entry fees took place as feedback has been received they are very low. Comparison to other Art Exhibition fees was discussed and the Working Party considered increasing the Open Category entry fees to have one flat fee of \$15.00 per item. Student entries would remain free.

Carina Congdon moved Bobbi Pertini seconded

That the Open Category fees to be changed to a flat fee of \$15.00.

CARRIED

3.3 Yorke Peninsula Art Exhibition Policy

Policy to be updated to include main exhibition and satellite exhibitions under 'Exhibition Location and Duration'; recommendation to be updated under 'Judges'; Visitor Information Centre to be removed from the 'Marketing' section and changes to Delivery and Collection.

Bobbi to finalise Policy update.

Bobbi Pertini moved Carina Congdon seconded

That the Policy be updated as discussed and recommended to Council for endorsement.

CARRIED

3.4 Cr Stock advised that the Maitland Progress Association may be interested in hosting a Photography Exhibition.

3.5 The main Exhibition night was discussed and it was suggested to approach local Café Merakai for catering and perhaps stay open later for the opening night. Discussion occurred around the idea of making it a Street Party theme, closing off the street for the opening night of the Exhibition in Ardrossan, Bar location, hire of marquee, street artists etc. Banners could be produced to place on street poles in Ardrossan.

- 3.6 Cr Braund mentioned that an alternative for stands/ screens to display artwork could be temporary fencing, particularly is used for outdoor displays. Hart Bros has provided similar for a Photography Exhibition at St Columbus School.

Cr Stock left meeting at 2:12pm to attend another meeting.

- 3.7 Cr Braund advised that discussions had occurred with the Edithburgh Progress Association who are interested in hosting a Sculpture Exhibition. Prize would be acquisitive prize which would mean the winning sculpture would stay in the area. Jennifer Robbins from the Edithburgh Progress Association would like to be involved in Working Party in due course as a representative if this goes ahead.

ITEM 4 NEXT MEETING

Wednesday 29th March 2017 at 2:00pm

Future meeting to be scheduled for the last Wednesday of each month.

ITEM 5 MEETING CLOSE

The meeting closed at 2:16pm

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Chairperson – Alan Headon



Arts Exhibition Working Party Action List

Item	Responsible Officer	Due Date	Progress	Completed Date
Review Terms of Reference	David	21/02/2017	Completed	21/02/2017
Book Ardrossan Town Hall	Rachel	21/02/2017	Completed – Ardrossan Town Hall booked.	21/02/2017
Write out to regular users of the Hall notifying of unavailability during Exhibition	Rachel	30/03/2017	Rachel to liaise with Maddy and prepare notification letters. Send out now and again in February 2018	
Appointment of Chairperson	David	21/02/2017	Completed	21/02/2017
Letters to go out to following organisation: – Wheare Transport - to request assistance in support for transport of art works. – Garden Club – to request assistance for setting up hall for exhibition.	Rachel	29/03/2017	Letters to be sent from Chairperson a.s.a.p. Address Garden Club to Secretary	
Review of Council Policy	All	29/03/2017	Policy reviewed and updates required at section Exhibition Location and Duration; Judges; Marketing and Artwork Delivery and Collection. Bobbi/Alan to update and forward to Committee	
Marketing material to be reviewed – Website design, advertising to include posters	All		Bobbi obtained details of a Graphic Designer. Carina suggested running a Graphic Designer competition.	
Where do we advertise – website, Facebook, twitter, TV commercial??	All			
Student Graphic Designer competition to design Exhibition Flyer	Carina	29/03/2017	Research options and ideas and prepare parameters for the competition for the group's consideration.	
Sponsorship – review list and add possible sponsors. Include wineries, coopers, local businesses etc. Categories sponsorship and look at Platinum, Gold, Silver and Bronze. If can't get corporate sponsorship, look at gaining local support. Suggested Rotary and Ardrossan wines	Alan/Bobbi	Alan/Bobbi	Bobbi to review categories. Sponsorship letter to go out a.s.a.p. to previous sponsors and then work on getting other sponsors on-board.	
Sponsorship – contact Carclew, Arts and Fringe	Lesley	Ongoing		
Notify Schools on the Yorke Peninsula to give them plenty of notice about the Exhibition and so they can build into their curriculum this year	Bobbi	29/03/2017		
Research other Art Exhibitions	Carina	29/03/2017	Research to be presented at next meeting, including different art shows/ programs, mediums and prize money etc.	
Participating Artists – Artists in residence. This could include demonstrations, cartoon character drawings, school holiday activities (i.e. art classes for kids for a fee – aerosol art classes, drawing, painting classes). All to consider possibilities.	All	Ongoing		
Participating Artists, demonstrations etc.	Rachel	29/03/2017	Coordinate Country Arts SA to present ideas to group.	
Judges – need to write out to three (one local judge). Generally we will cover costs including travel and accommodation.	Pam/Alan Bobbi	29/03/2017	Pam and Alan to source judges. Bobbi to make contact to confirm possible judge for consideration.	



**Arts Exhibition Working Party
Action List**

Item	Responsible Officer	Due Date	Progress	Completed Date
Categories to be determined. Ideas included: <ul style="list-style-type: none"> - Painting - Sculpture - Photography - Drawings 	All	Ongoing	Capacity in Ardrossan Hall is 480 paintings. Deferred for future meeting.	
Prizes to be determined for: <ul style="list-style-type: none"> - Local Artists; - Open Category; - People's choice; - Schools <ul style="list-style-type: none"> o Junior o Middle o Senior Prize pool of \$10,000???.	All		Deferred for future meeting.	
Source Grants and write applications <ul style="list-style-type: none"> - Australian Council of Arts Grant due 03/10/2017 	Lesley and Alan	03/10/2017		
Budget list to be compiled (reserve of \$21k)	David			
Town Square – ideas of linking events	Richard			
Bar for the opening night. Need to write to ACC to see if they can do again?				