



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

held on Thursday 1<sup>st</sup> February 2018  
in the Maitland Council Office  
commencing at 2.00pm

(Subject to confirmation)

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### **ITEM 1 OPEN**

- 1.1 Welcome by Chairperson Cr Alan Headon declared the meeting open at 2.04pm and thanked everyone for attending.
- 1.2 Present – Cr Alan Headon, Cr Darren Braund, Pam Headon, Carina Congdon, Lesley-Anne Swaans, Jennifer Robyn and Rachel Rich (minute taker).
- 1.3 Apologies/leave of absence – Cr Tania Stock, Bobbi Pertini, Richard Cane and Leanne Cane.
- 1.4 Minutes of previous meeting –

**Pam Headon moved**

**Cr Braund seconded**

That the Minutes of the Art Exhibition Working Party (AEWP) meeting held on 11<sup>th</sup> January 2018, as circulated be confirmed as a true record.

**CARRIED**

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

### **ITEM 2 CORRESPONDENCE IN**

- 2.1 Confirmed incoming correspondence from the following:
  - Email from Hannah Lally – SA Life Magazine – Confirmation of Promotion of YP Art Exhibition in March Events pages.
  - Email from Michelle White – querying use of her art work on YP Art website.
  - Email from Scott Glazbrook – Mad Panic Promotions – wanting confirmation on lighting requirements for YP Art Exhibition. - need to respond to Mad Panic to advise no lighting needed
  - Email from Rodger Griffiths – Querying advertising/promotion of Edithburgh Sculpture – YP Art Exhibition.

- Email from Pernod Ricard winery confirming in kind donation of wine for opening night. 3 dozen Jacob's Creek Reserve Sparkling & 2 dozen Jacob's Creek Adelaide Hills Sauvignon Blanc for opening night.

### **ITEM 3 CORRESPONDENCE OUT**

#### **3.1**

- Email to Hannah Lally – SA Life Magazine from Bobbi.
- Email to Jenny Oldland YPCT regarding preliminary article.
- Email enquiry to Pernod Ricard winery to request in kind donation of wine for opening night.

### **ITEM 4 BUSINESS ARISING**

#### **4.1 Hiring of Art Screens:**

Discussion ensued around how to manage the bond payments and pick up of screens. This will be reviewed at the Art Exhibition debrief meeting.

Discussion about how to source the art screens for the Yorketown Photography Exhibition. It was suggested to approach Hart Bros to erect temporary fencing, then to purchase a roll of cheap black fabric and some 'S' hooks to display photos.

#### **4.2 Finalisation of Photography Workshop:**

Carina and Lesley-Anne met with Peter Dobre earlier in the week. He is keen to run the photography workshop and has also offered to be a judge. The AEWP has the \$3,000 CASA grant, plus generated income from participant entry, to spend on hosting the workshop.

Peter Dobre has quoted \$1200 to run the workshop, plus accommodation. It will initially be advertised to take up to 10 people. If there is a big interest they can take up to 20, but Peter will require a colleague to help facilitate with the extra numbers.

Yorketown Progress will do the catering for the workshop and have provided a quote of \$25.00 pp to cater along with \$25.00 per hour for an extra person to assist with administration and organisation on the day of the workshop.

#### **Carina Congdon moved      Cr Braund Seconded**

That the Photography Workshop will be charged at \$110.00 per person and will be held on Thursday 29<sup>th</sup> March 2018 at Yorketown.

**CARRIED**

#### **4.3 Judges to be locked in:**

Peter Dobre and Merv Simmons will judge the Photography Exhibition.

Antoinette McLean and Terry Dolman will judge the Sculpture Exhibition.

Jeanette Ireland will judge the Fine Art Exhibition. Bobbi still needs to confirm who the second judge will be.

#### **4.4 Invitations to be sent out:**

Rachel brought the invitation list from the previous exhibition to be reviewed. The list needs to be updated with current sponsors, along with current entries. It will be finalised by the next meeting.

#### 4.5 Review of Action List:

- Rachel to confirm to Ardrossan Community Club of requirements for opening night.
- Alan suggested that he hand over the sourcing of wine to David Harding as he has the purchasing power. Alan has also spoken with Cr Rich about sourcing some wine from his contacts. Rachel will follow up with Pernod Ricard regarding their in kind sponsorship along with approaching local pubs for in kind sponsorship.
- It has been noted that Cr Braund doing a great job in managing Social Media promotion of the exhibition.
- Cr Headon identified that the date for receiving art works on the website states the 17<sup>th</sup> March 2018, which is a fortnight before the event. Carina will have this rectified to the 24<sup>th</sup> March 2018.
- SA Life will also have photos of the exhibition after the event in their events pages.
- Social photographer needed on the Opening Night. SA life require good quality photos for their article. Carina has suggested that her daughter may be willing to do the opening night photography.
- A photographer to take photos of the art works at each exhibition is still required.
- Raffle tickets – need to be sold prior to the exhibition as raffle is drawn on opening night.
- Alan has asked for photos of both prize art works so he can have an A3 picture to put with the raffle tickets to encourage selling of tickets. Rachel will organise printing of photos.
- Schools need to be contacted as a reminder to send in their art works for students before the 24<sup>th</sup> March 2018.
- Bobbi will change the colour of the flyer for the Edithburgh exhibition.
- Volunteers need to be identified so the point of sale training can be done before the event. Finance will set up the square apps. Receipts can be emailed.
- There will be a requirement for at least 2 people to be at each event at any time. A roster will done to cover lunch time relief.
- Yorke Peninsula Country Times – Rachel will make contact with Jenny Oldland and provide information for preliminary advertising. Alan Headon to provide a statement as the Chairperson.
- Maitland exhibition – There has been minimal input/feedback in relation to the Maitland exhibition. Cr Stock has had minimal feedback from Gavin Wanganeen to date. It is likely that the Maitland exhibition will not go ahead at this stage.
- Invitations for opening night – to be finalised and sent out. Rachel will have an updated list by the next meeting, then invitations can start to be sent out.
- Speakers at the Opening night. Who will open the event? Do we sent out an invite to Rowan Ramsey to invite to opening night?
- Food for opening night was discussed, Alan will check with David to see how much is available to spend on opening night food.
- Signage – has been approved at CMT to be put out before the March long weekend for promotion of exhibition. It was also discussed whether we need to source more signage to promote the other exhibitions south of Ardrossan.
- Rachel to contact Bruce Davey to see if he is willing to help with hanging of paintings.

#### **ITEM 5 NEW BUSINESS**

##### 5.1 MC for opening night:

Cr Headon will MC on opening night.

**5.2** Entries received to date:

There have been 2 entries received to date.

**5.3** Current financial statement:

Bobbi briefed every one of the current financial status. The Mayor has agreed to sponsor \$1,000, so the invoice will go out shortly and this figure will be added to the total sum.

**Carina Congdon moved**

**Lesley-Anne Swaans seconded**

That no admission fee will be charged to attend opening night and that the catalogue will be sold for \$10.00 on opening night and throughout the exhibition. This will include a voting slip for the people's choice award.

**CARRIED**

**ITEM 6 NEXT MEETING**

Thursday 15<sup>th</sup> February 2018, 2.00pm.

**ITEM 7 MEETING CLOSE**

The meeting closed at 3.51pm

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**Chairperson – Alan Headon**