

MINUTES OF THE SHOALHAVEN ARTS BOARD

Meeting Date: Wednesday, 17 August 2022
Location: Jervis Bay Meeting Room, City Administrative Centre, Bridge Road, Nowra
Time: 4:04pm

The following members were present:

Clr Tonia Gray
Clr John Kotlash (remotely) – left meeting at 5:30pm
Clr Moo D'Ath (remotely)
Ms Jenny Thompson (remotely)
Mr Frank Howarth
Dr Lynda Kelly (remotely)
Mr Stephen Buzacott
Ms Bonnie Porter-Greene (remotely)
Ms Kate Dezarnaulds (remotely)

Others Present:

Jane Lewis – Director – City Lifestyles
Bronwyn Coulston - Manager – Arts & Culture
Sarah Taylor – Manager – Shoalhaven Libraries
Karen Patterson - Manager - Shoalhaven Entertainment Centre
Brooke Aldous – Governance Coordinator

AB22.42 Election of Chairperson for Today's Meeting

Bronwyn Coulston – Manager – Arts & Culture assumed the Chair and asked the members present if there were any nominations for the role of Chairperson in the absence of the elected Shoalhaven Arts Board Chairperson, Christine Dunstan.

Mr Frank Howarth nominated Mr Stephen Buzacott to act as Chairperson for today's meeting.

Mr Stephen Buzacott accepted the nomination.

There were no further nominations received.

The Arts Board agreed the election process was conducted fairly and reasonably.

Bronwyn Coulston – Manager – Arts & Culture - declared Mr Stephen Buzacott as Acting Chairperson.

RESOLVED (By consent)

That the Shoalhaven Arts Board elect Mr Stephen Buzacott to act as Chairperson for today's meeting in the absence of the elected Shoalhaven Arts Board Chairperson, Christine Dunstan.

CARRIED

Apologies / Leave of Absence

Apologies were received from Ms Christine Dunstan, Mr Drew Longbottom, Cllr Ell and Cllr White.

Confirmation of the Minutes

RESOLVED (Cllr Gray / Frank Howarth)

That the Minutes of the Shoalhaven Arts Board held on 18 May 2022 be confirmed.

CARRIED

Confirmation of the Minutes

RESOLVED (Stephen Buzacott / Jenny Thompson)

That the Minutes of the Shoalhaven Arts Board held on 24 June 2022 be confirmed.

CARRIED

Declarations of Interest

Nil.

AB22.43 Clarification - External Members Report

The members of the Shoalhaven Arts Board requested feedback from Council staff in relation to the External Members Reports and in particular, reports that were declined for inclusion in the business paper from the Chairperson.

Jane Lewis - Director City Lifestyles and Brooke Aldous – Governance Coordinator advised the following:

- In relation to the report requesting signage for the Shoalhaven Entertainment Centre, this is considered an operational matter and will therefore progress through the normal Council channels.
- In relation to the Chairperson's Update Report, they advised that there were some concerns around the appropriateness of the report and the language contained within it. Members were reminded of the induction provided at their initial meeting earlier this year and in particular the Code of Conduct slides and the External Member Reports Process Slide.
- Under the Shoalhaven Arts Board Terms of Reference (TOR) there is no requirement to have a Chairperson's Report, and it is not part of the format used for Council's Advisory Committees or Boards.
- It was further clarified that any external reports have to be considered within the TOR of the Board.

REPORTS

AB22.33 Shoalhaven Libraries - Update

HPERM Ref:
D22/280373

Sarah Taylor, Manager – Shoalhaven Libraries provided an update on the Sanctuary Point Library:

- There are three public art opportunities being sunshades, a freestanding sculpture and lighting at the entrance of the Library.
- An Expression of Interest has been undertaken and 13 applications were received.
- The Art Selection Panel met on Friday, 12 August and nine artists (3 artists per public art opportunity) have now been selected and notified.
- The artists are now developing their concepts and will present the concepts to the Art Selection Panel in 5 weeks' time.
- Each of the artists will be working with the same production company to develop concepts over next 5 weeks.
- Another panel session will be held to choose a successful artist for each of the public art opportunities.
- The Art Selection Panel is made up of the landscape architect, the architects, Danielle Robson from SODA Arts (who is the art consultant running the program), some members of Indigenous Working Group, Sharlene Cruikshank from the Aboriginal Advisory Committee and Bronwyn Coulston.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board receive the Shoalhaven Libraries Update report for information.

RESOLVED (Clr Gray / Frank Howarth)

That the Shoalhaven Arts Board receive the Shoalhaven Libraries Update report for information.

CARRIED

AB22.34 Shoalhaven Regional Gallery- Update- May, June, July 2022

HPERM Ref:
D22/303012

Bronwyn Coulston – Manager Arts & Culture provided an update on the Shoalhaven Regional Gallery:

- The Gallery has been busy with fantastic exhibitions and public programs.
- Current exhibitions are getting great feedback and are open for another week.
- The new exhibitions show off the modular walls which were funded through the State Government "Creative Capital" Grant.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board receive the Regional Gallery report for information.

RESOLVED (Jenny Thompson / Bonnie Porter-Green)

That the Shoalhaven Arts Board receive the Regional Gallery report for information.

CARRIED

AB22.35 Shoalhaven Entertainment Centre Update**HPERM Ref:
D22/307832**

Karen Patterson – Manager Shoalhaven Entertainment Centre provided an update:

- Response to the “Arty Farty Party” was fantastic.
- The highest response in terms of cultural impact was received for the Sydney Symphony Orchestra season.
- Sell out shows for both the Lior and the Grigoryan Brothers.
- The biggest emotional response has come from THEM, a production about people living in a war zone considering whether they should become refugees. The production was impactful for the high school audience as well as other attendees.
- The size of the sample of data collection from the Culture Counts survey responses would be useful for inclusion in future reports.

Recommendation (Item to be determined under delegated authority)

That Shoalhaven Arts Board receives the report for information.

RESOLVED (Lynda Kelly / Clr Kotlash)

That Shoalhaven Arts Board receives the report for information.

CARRIED

**AB22.36 Council Policy Revisions - South Coast Cooperative
Libraries Collection Development Policy****HPERM Ref:
D22/306943**

Sarah Taylor – Manager Shoalhaven Libraries provided some background on this Item and advised that the aim of the Policy Review is to produce a more functional and simplified document to give guidance for purchasing.

Recommendation

That Council adopt the revisions of the South Coast Cooperative Libraries Collection Development Policy.

RECOMMENDATION (Lynda Kelly / Clr Kotlash)

That Council adopt the revisions of the South Coast Cooperative Libraries Collection Development Policy.

CARRIED

AB22.37 Shoalhaven Arts Board Grants Program 2022/23**HPERM Ref:
D22/320228**

Karen Patterson – Manager Shoalhaven Entertainment Centre advised that the revoting of the \$28,000 which is linked to milestone claims for successful grantees who haven't completed their work will be reported to Council in September for consideration and adoption.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board Grants Program in 2022/23 be offered with two separate streams for applications.

1. Applicants under the 'Sense of Place' stream will be able to apply for amounts up to \$10,000. Successful applicants must commit to a public outcome as part of their project plan.
2. Applications under the 'Professional Development' stream will be able to apply for amounts up to \$3,000.
3. One 'Sense of Place' grant must be awarded with the funding; any remaining funding can be allocated to Professional Development grants or Sense of Place grants based on the applicants' capacity to meet the criteria.
4. The cost for developing and delivering a marketing and communications strategy to promote and announce the grant program will be taken from the Arts Board Grants budget. The associated expense will be up to \$1,000.

RESOLVED (Jenny Thompson / Cllr Kotlash)

That the Shoalhaven Arts Board Grants Program in 2022/23 be offered with two separate streams for applications.

1. Applicants under the 'Sense of Place' stream will be able to apply for amounts up to \$10,000. Successful applicants must commit to a public outcome as part of their project plan.
2. Applications under the 'Professional Development' stream will be able to apply for amounts up to \$3,000.
3. One 'Sense of Place' grant must be awarded with the funding; any remaining funding can be allocated to Professional Development grants or Sense of Place grants based on the applicants' capacity to meet the criteria.
4. The cost for developing and delivering a marketing and communications strategy to promote and announce the grant program will be taken from the Arts Board Grants budget. The associated expense will be up to \$1,000.

CARRIED

AB22.38 The Anti-Nuclear Family Creative Development

**HPERM Ref:
D22/321233**

Karen Patterson – Manager Shoalhaven Entertainment Centre provided an update:

- Julian Louis (Director) has expressed an interest in seeing the project through to a full production.
- The creative development was well received and community feedback was very strong.
- The future of the project will be almost entirely dependent on grant funding and philanthropy.

Recommendation (Item to be determined under delegated authority)

That Shoalhaven Arts Board receives the report for information.

RESOLVED (Cllr Gray / Jenny Thompson)

That Shoalhaven Arts Board receives the report for information.

CARRIED

AB22.39 Subcommittee Membership, Working Groups, Portfolios and Panel of Peers - vacancies

**HPERM Ref:
D22/323132**

Clr Gray requested that Professor Amanda Lawson, former Dean of Creative Arts at Wollongong University be invited to apply for vacancies on the Shoalhaven Arts Board or sub-groups when opportunities become available.

Recommendation (Item to be determined under delegated authority)

That the following subcommittees and working groups be established with the membership as detailed [names to be filled in at meeting]

1. Art Acquisition and Collection Subcommittee
 - a. Chair of the Shoalhaven Arts Board
 - b. Manager – Arts and Culture or nominated representative
 - c. Shoalhaven Arts Board member - Stephen Buzacott
 - d. Shoalhaven Arts Board member [name to be filled in at meeting]
 - e. Shoalhaven Arts Board member – Clr Moo D’Ath
 - f. Invited Arts Professional – Boe-Lin Bastian
 - g. Invited Arts Professional
2. Arts Board Grants Working Group
 - a. Shoalhaven Arts Board member - Christine Dunstan
 - b. Shoalhaven Arts Board member - Jenny Thompson
 - c. Shoalhaven Arts Board member [name to be filled in at meeting]
 - d. Appropriate Council officer from the Cultural sector
 - e. Invited Art Professional
3. Art Collection Strategic Planning Working Group
 - a. Chair of the Shoalhaven Arts Board
 - b. Manager – Arts and Culture or nominated representative
 - c. Shoalhaven Arts Board member [name to be filled in at meeting]
 - d. Shoalhaven Arts Board member – Stephen Buzacott
 - d. Shoalhaven Arts Board member Clr Moo D’Ath
 - e. Invited Arts Professional - Boe-Lin Bastian
 - f. Invited Arts Professional - Aboriginal

RESOLVED (Stephen Buzacott / Clr Kotlash)

That the following subcommittees and working groups be established with the membership as detailed:

1. Art Acquisition and Collection Subcommittee
 - a. Chair of the Shoalhaven Arts Board
 - b. Manager – Arts and Culture or nominated representative
 - c. Shoalhaven Arts Board member - Stephen Buzacott
 - d. Shoalhaven Arts Board member – Bonnie Porter-Green

- e. Shoalhaven Arts Board member – Clr Moo D’Ath
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2. Arts Board Grants Working Group
- a. Shoalhaven Arts Board member - Christine Dunstan
 - b. Shoalhaven Arts Board member - Jenny Thompson
 - c. Shoalhaven Arts Board member - Kate Dezarnaulds
 - d. Appropriate Council officer from the Cultural sector
 - e. Invited Art Professional
3. Art Collection Strategic Planning Working Group
- a. Chair of the Shoalhaven Arts Board
 - b. Manager – Arts and Culture or nominated representative
 - c. Shoalhaven Arts Board member - Frank Howarth
 - d. Shoalhaven Arts Board member – Stephen Buzacott
 - e. Shoalhaven Arts Board member Clr Moo D’Ath
 - f. Invited Arts Professional – Boe-Lin Bastian
 - g. Invited Arts Professional – Aboriginal

CARRIED

AB22.40 Management of the Dingle Hughes Bequest - Acquisitions and Archives

**HPERM Ref:
D22/325409**

Bronwyn Coulston – Manager Arts & Culture will be researching and seeking further advice regarding the storage requirements and cost implications in acquiring the collection and will report back to the Shoalhaven Arts Board early in 2023.

Recommendation

That Council advises Max Dingle OAM:

1. Of the intention to accept the works listed in Table A (Attachment 1) into the City Art Collection on enactment of the Deed of Gift
2. That they are not intending to acquire the works listed in Table B (Attachment 1)
3. Of the intention to accept the entirety of the archival collection, including the artworks listed in Table C (Attachment 1) as part of the Deed of Gift.

RECOMMENDATION (Frank Howarth / By consent)

That Council advises Max Dingle OAM:

1. Of the intention to accept the works listed in Table A (Attachment 1) into the City Art Collection on enactment of the Deed of Gift
2. That they are not intending to acquire the works listed in Table B (Attachment 1)
3. Of the intention to accept the entirety of the archival collection, including the artworks listed in Table C (Attachment 1) as part of the Deed of Gift.
4. Acknowledge and thank the Council staff involved in this process.

CARRIED

AB22.41 Shoalhaven City Art Collection - Acquisitions

**HPERM Ref:
D22/331326**

Recommendation (Item to be determined under delegated authority)

That the three works offered to the City Art Collection by local artist Mike Gilmore are not acquired.

RESOLVED (Stephen Buzacott / Bonnie Porter-Green)

That the three works offered to the City Art Collection by local artist Mike Gilmore are not acquired.

CARRIED

GENERAL BUSINESS

Update on Foundation:

Bronwyn Coulston – Manager Arts & Culture advised:

- The request for Quotations are about to be signed off and emails to be sent to identified parties who have the knowledge and skill set to undertake the work to seek a fee proposal.
- Seeking a consultant and/or business to undertake all the work required to establish the Foundation including:
 - briefing a legal firm to establish a Constitution
 - required legal registrations for taxation purposes – e.g. deductible gift, not for profit entity registrations
 - Developing the Foundation Board
 - Interviewing potential members
 - Writing Position Descriptions
 - Advertising
 - Securing a venue
 - Setting up bank accounts
 - Marketing campaign
- It is hoped to have the Consultant / Specialist appointed by the end of September with the aim of the Consultant stepping away and the Foundation working independently by the end of the 2022/2023 financial year, based on the advice provided by the Consultant and progress.

Other:

Jane Lewis – Director City Lifestyles advised that the SEC signage issue has been identified as an action to be investigated and is included in The Shoalhaven Entertainment Centre's Strategic Plan.

Sarah Taylor – Manager Shoalhaven Libraries advised that she has been working with web designers to have Shoalhaven become part of the online Weave Artists Directory for visual and performing artists. Once this is finalised, the information will be forwarded to SAB members so that it can be promoted.

Note: Cllr Kotlash left meeting at 5:30pm.

There being no further business, the meeting concluded, the time being 5:34pm.

Mr Stephen Buzacott
ACTING CHAIRPERSON