



Geraldton Regional Art Gallery

Meeting Minutes

26 March 2014

James Davies | Director Regional Art Gallery

Meeting Name.	Geraldton Regional Art Gallery Management Committee	Meeting No.	2
Meeting Date	Wednesday 26 March 2014		
Meeting Time	3.30pm – 5pm		
Meeting Location	Geraldton Regional Art Gallery		
Attendees	Cr. Tarleah Thomas (TT) Brian Stewart (BS) James Davies (JD) Julie-Ann Sproule (JS) Nichola Smith (NS) Gary Martin (GM) Anthea Da Silva (ADS) Absent: Chris Budhan (CB) Cr. Steve Douglas (SD)	By Invitation	
		Apologies	Cr. Neil McIlwaine Andrea Selvey
		Distribution	Cr Tarleah Thomas (TT) (Chair) Cr Neil McIlwaine (NMc) Cr Steve Douglas (SD)(proxy) Brian Stewart (BS) Andrea Selvey (AS) Chris Budhan (CB) James Davies (JD) Julie Sproule (JS) Gary Martin (GM) Nichola Smith (NS) Anthea Da Silva (ADS) Wendy Cowley (WC)

Meeting opened 3.36pm.

- 1. Confirmation of Minutes of previous committee meeting held 11 December 2013 and 23 January 2014 as circulated.**



COMMITTEE RESOLUTION

MOVED AS RECEIVED: Brian Stewart second: Nichola Smith

That the minutes of the Geraldton Regional Art Gallery Management Committee meeting held on **11 December 2013 and Extraordinary meeting on 23 January 2014** be accepted as a true and correct record of proceeding.

Actions

Action Status	Ref	Description	By Who	By When	Status Comment	Update
Closed	04.05.02	Parking permits for Committee members for meetings	JAS	Next meeting March 2014	Organise parking permits for Committee members for the 2014 meetings. This has been done and permits are available from Julie Ann for each meeting.	
Closed	03.04:01	Display area at Civic centre:	CB	Closed	To go before Public Arts committee for assistance in funding No response received to be removed from actions	
Open	04.05.01	Mid West Art Prize Biannual	JD	Discussion to continue	Further investigation and discussion required on making the Mid-West Art Prize a bi-annual event.	
Open	03.04:03	Interpretation plan and grant from Lottery West	CB/JD	Await official clarification	Application was submitted. Unofficially heard that this application was unsuccessful. No Official word has not been received.	
Open	03.04.:04	Gallery Membership	Gallery Staff	June meeting	Staff to consider membership structure and benefits for June report. A report outlining other regional centres structures has been done by staff and is attached.	



2. Gallery Directors report – September to November 2013

Points of Discussion:

Maintenance: Security cameras have been replaced with new technology.

Site meeting re replacement of climate control system: JD met with people from Geo-Tech on the weekend that were doing some testing for ground water, which was found to be low in salt and not so deep underground as first thought. This should mean it will be cheaper to install. Geo-Tech are confident that this system will work well.

Colour scheme of building: 300 votes have been received and sent to Tanya Henkel, Heritage Advisor for the CGG and she thought there was good grounds for repainting the building another colour. James will speak to Kevin Fong re getting this done while the building is closed. This was not discussed at Heritage meeting held this morning as chaired by Cr Thomas. The painting of the building has been budgeted for. GM mentioned it is coming into a bad time for painting with winter looming. KF agrees that the building should be painted a different colour.

Community representative on Committee: This was advertised and we received one application from Raina Savage. JD recommends that we re-advertise it for longer period of time and perhaps use the body of the paper rather than public notices. NS said this would be a good idea and general advertising was actually cheaper than classifieds. GM suggested that our one application need not need to apply again and will be still considered for the position when this has been done.

Moved: Brian Stewart second Nichola Smith vote: unanimously agreed by all

A/C funding: JD has to provide a briefing to the minister regarding the closure etc. JD requires clarification on where the funds were supposed to be coming from and what CLGF meant. TT is happy to ask the question on our behalf to seek the clarification. JD will email TT ASAP.

Cancellation of 2 exhibitions due to the closure: 'Bodywork' a NGA touring exhibit and 'Steampunk' were both cancelled. This has not affected our future NGA exhibitions as the NGA were fully supportive of this work and were constantly kept informed of what was occurring locally. JD stated he had looked at alternative places for the exhibitions to go but was unsuccessful in locating any. ADS asked what alternative places were investigated. JD stated he had investigated whether Mandurah was able to take the NGA show but the space was booked. The QPT was considered but lacked appropriate climate control. ADS asked whether Museum had been investigated but JD stated that all exhibitions at the Museum was centrally controlled in Perth and was therefore not an option.

Staff amenities: Andrea Selvey, Kevin Fong, Chris Budhan and James Davies met to discuss this situation. DCA OH&S is still putting together a report regarding the lack of these amenities. JD has an alternative which was discussed and approved by AS at this meeting, which would be to enclose the cemented areas where the stage used to be to allow for more storage and leaving the kitchen area free for staff and food preparation on opening nights. The Plenum is being removed downstairs, when the A/C is being done and opens up the whole space – 1.5 metres of hanging space only will be lost if this is done. JD is seeking quotes on partitioning.

Collection: JD has been unofficially advised that Stage 2 of the master plan is not going to happen for a number of years. As such JD needs to look at how best the collection can be cared for, managed and stored. JD asked the committee to please give thought to de-accessioning. BS said the main areas of concern are the stakeholder relationships, monetary value and if the work does not fit the direction of the collection. GM asked whether there any other places for works to be hung like council chambers? JD said that this is an option for some of the works and it was clarified that monies received from any de-accessioned pieces would be kept separate from normal funds and used for future acquisitions. It was asked about storing these works off site and it was agreed that local good



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storage facilities are expensive. This issue of the collection and de-accessioning to be put into actions.

Budget: JD agreed to a CGG mid-year budget review whereby \$40,000 from the art gallery budget was removed from this financial year. This was due to a long closure period when money will not be spent on exhibitions and the lack of a 2014 Mid West Art Prize. JD has asked to have that the money be restored in 2015. There is no guarantee that this will be returned until all CGG budget processes are observed. MWAP calls for entry about Sep/Oct and sponsors need to be secured now although this is difficult given a lack of knowledge about future finances.

Bi-annual MWAP: please leave in actions for further discussion. BS – thinks that alternating events would be a great idea and commented that sometimes annual events were hard for artists too. ADS disagreed on the biannual event being hard on artists. JD stated that the amount of work required to manage the MWAP was very taxing on staff and left little in way of time to dedicate to other projects

MOU: This continues to be reviewed AS has come back to the Department with further changes, and JD & BS were awaiting Stefano's input and clarification but the MOU needs to be given high priority due to accounts and purchasing being delayed currently, and the difficulty in JD not being able to authorise any payments. Service and goods providers are also becoming annoyed with Gallery staff due to non-payment of invoices – even though the delays are occurring within the CGG, not the Gallery.

Staffing: employment of 3 part time staff has been completed with Clinton Nalder, Erika Osment (both currently employed at the gallery) and Ingrid Horn. They will all start officially in P/T positions next week (30 hours /fortnight per employee).

Community Participatory process: JD would like to see how this affects the gallery. Keen to see what happens here, JD was not invited to give any presentations or privy to the community consultation. The City rated the gallery as 13% so out of 202 projects, the gallery rates at 161, which is not high priority. TT confirmed this was not just the gallery but across the board and this is a working document which will be reviewed annually. JD stated it was a shame that the Master Plan appears now to have little traction as a guiding document and this was especially true given the amount of time, effort, public consultation and money that went into its creation.

Exhibitions: these were discussed and GM whom also sits on the AOTM board said the exhibitions that we would be re-opening with were not exciting/strong enough for the re-opening and asked whether we would be doing something big for the re-opening? JD stated that these exhibitions were not the original ones dedicated to the re-opening but delays on works to be done has meant that NGA show had to be cancelled. JD also went on to state that he disagreed with GM in that the Rebecca Dagnell exhibition is of National standing. It was also far too late to be attempting to change touring exhibition schedules.

JD also stated that in hindsight, a 2014 MWAP could have been achieved as the original closure date of Dec 2013 – March 2014 did not eventuate due to the shortfall of funds.

COMMITTEE RESOLUTION

MOVED AS RECEIVED:

That the Directors report for the months of December 2013 to February 2014 be received and accepted.

3. Financial Reports



- i) The Financial statement from the Art Gallery of Western Australia to 9 December 2013 is attached. This budget is currently approx. \$25,000 over due to salaries and wages, but JD is confident that this will come down close to zero budget before the end of the financial year.
- ii) The Financial statement from the Greater City of Geraldton to the beginning of March 2014 is attached. We are under budget. We will be using this budget for purchases associated with the building upgrade.
- iii) **Attachment1:** breakdown report of City's Budget of what is managed by the gallery.

COMMITTEE RESOLUTION

MOVED AS RECEIVED:

The Art Gallery of Western Australia's budget report was accepted. The Greater City of Geraldton's budget report was accepted.

4. Art Gallery Exhibition schedule

- i) The exhibition programs for 2014 will be delivered in accordance with the schedule of confirmed exhibitions: please find attached new exhibition schedule for 2014.

Cost associated with the Exhibition Schedule for the December 2013 to February 2014 period was budgeted from the 2013/2014 exhibition budgets.

COMMITTEE RESOLUTION

MOVED AS RECEIVED:

The exhibition program for 2014 will be delivered in accordance with the schedule of confirmed exhibitions is received.

5. Attendance figures including comparisons

Attendance figures for the months of December 2013 to February 2014 with comparison to 2012/2013 figures for the same period are attached.

COMMITTEE RESOLUTION

MOVED AS RECEIVED.

Attendance figures for the months of December 2013 to February 2014 with comparison to 2012/2013 figures for the same period are received. Figures look healthy in comparison to same time last year.

6. Advertising and publicity

Copies of articles are available to view at the meeting. Website usage figures and face book figures attached.

BS asked for clarification on December website figures and why we only had 3 visits to our website during this time compared to the other 2 months and if something had happened in December? JAS will look into it.

7. Schedule of public programs

Schedule of Public Programs included in Director's report.



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8. Collection acquisitions

No acquisitions to report.

9. Correspondence

Letter from Redwave Media

Letter to NGA

General Business

Discussion on committee member discussed during directors report. See section 2.

Discussion on the friends/membership report. BS asked if we could put together a report outlining the benefits we would have for having one. This will be done by the June meeting. NS will get a copy of the friends of QPT constitution for next meeting as well.

Close

Meeting closed at 4.35 pm and next meeting will be held 18 June 2014 starting at 3.30pm to be held at Geraldton Regional Art Gallery. However the venue will be advised if we are unable to have it at the gallery during the closure.