



Geraldton Regional Art Gallery

Meeting Minutes

18 September 2013

James Davies | Director Regional Art Gallery

Meeting Name.	Geraldton Regional Art Gallery Management Committee	Meeting No.	4
Meeting Date	Wednesday 18 September 2013		
Meeting Time	3.30pm – 5pm		
Meeting Location	Geraldton Regional Art Gallery		
Attendees	Brian Stewart Cr. Neil McIlwaine (Chair) Cr. Neil Bennett Cr. Tarleah Thomas James Davies Anthea Da Silva Julie-Ann Sproule Andrea Selvey Chris Budhan Nichola Smith	By Invitation	
		Apologies	Gary Martin
		Distribution	Cr Neil McIlwaine (Chair) Cr Neil Bennett Andrea Selvey (AS) Brian Stewart (BS) Chris Budhan (CB) James Davies (JD) Julie Sproule (JS) Cr Tarleah Thomas (TT) Gary Martin (GM) Nichola Smith (NS) Anthea Da Silva (ADS) Wendy Cowley (WC)

Meeting opened 3.31 pm.

1. Confirmation of Minutes of previous committee meeting held 19 June 2013 as circulated.

Discussion on Fiona Sturgeon resignation. Fiona has not officially resigned from the committee. James would like to see if he could encourage Fiona to stay on the committee or to officially resign in writing before a new committee member can be sought.



COMMITTEE RESOLUTION

MOVED AS RECEIVED:

That the minutes of the Geraldton Regional Art Gallery Management Committee meeting held on **19 June 2013** be accepted as a true and correct record of proceeding.

Actions

Action Status	Ref	Description	By Who	By When	Status Comment	Update
Open	03.04:01	Display area at Civic centre:	CB	On going	To go before Public Arts committee for assistance in funding Haven't gone before the public arts committee.	
Open	03.04:03	Interpretation plan and grant from Lottery West	CB/JD	On going	CB & JD to meet to discuss Lottery West grant application; to be completed by 5 th July (closing date) The application only requires 2 quotes. Application was submitted, Awaiting outcome from Lottery West.	
Open	03.04.:04	Gallery Membership	Gallery Staff	Next meeting	Staff to consider membership structure and benefits for December report.	

2. Gallery Directors report – July to August 2013

Closures. Roof has been replaced, although there was delay which was unfortunate as this did have had an impact upon attendances.

Air conditioning is on target to be replaced in November through March 2014.

Advertising campaign starting in 2 weeks regarding the deferral of the MWAP 2014.

New Echo (what's on) will be out next month.



City of
Greater Geraldton
Regional Art Gallery



MWAP – will be deferred to 2015 due to the air conditioning being replaced. Logistically this could be a nightmare if we were to proceed with it in 2014. The project team is 99% certain the system will be powered by geo thermal technology and that we will not have to close during the installation of the new system. The Art Gallery will launch a Media campaign that will cover the deferral.

In lieu of the MWAP being deferred the Gallery will be putting the City Collection on display from December through to March namely the Lindsay's and Durack's to cover the period of the art prize. Have also booked "Apparition" by Peter Dailey, the second of the Syndicate project following Simon Gilby which we had on display in 2010.

Purchase orders – Governance Issues have arisen. Art Gallery staff does not have the delegated authority to sign these, as art gallery staff are not employees of the City and were no longer legally entitled to sign off on City expenditure.

A meeting was held with Stefano Carboni (SC), James Davies (JD), Ken Diehm (KD), Brian Stewart (BS), and Andrea Selvey (AS) regarding this issue on 28 August. Key points of meeting listed below;

1. The MOU was discussed and it was agreed that this should be reviewed with the intention of clarifying aspects that relate to key responsibilities for both AGWA and CGG. JD to produce first draft for consideration.
2. Delegated authority to expend CGG funds was discussed. It was noted by KD that JD was not authorised to spend said funds. KD stated that the easy solution would be to transfer CGG funds to AGWA which will then be managed by JD with budget reports and acquittals provided to CGG. JD to consider and report on what may be considered to be the best way to action this (e.g. quarterly payments, half yearly or whole one off payment) and to consider all aspects of funding – such as petty cash, car fuel – that do not necessarily appear in the monthly budget reports. KD also queried donations and sponsorship dollars and it was agreed that these funds such be delivered to CGG (as per current arrangement) who would then transfer to AGWA. By doing so all Gallery sponsors would become involved with the new CGG sponsorship acknowledgement process.
3. SC commented upon the level of experience held by JD and that his recommendations with respect to exhibitions and collection purchases should be appreciated as being sound in judgement. It was agreed that the process for exhibitions and acquisitions was now very good as JD reports on all in his Art Gallery Management Committee report. On this point BS stressed that the key role of the Art Gallery Committee was one of providing good governance.

During this meeting, discussion also took place on the Mid West Art prize 2014 as covered in JD Director's report.

NM noted that the issue of delegated authority also had an impact upon the scheduled timing of the commencement of the 2014 Art Prize if it was to go ahead and this, coupled with the replacement of the air-conditioners were contributing factors when consideration was given to the deferral. JD stated that this was true in that he felt that his role had become a little untenable as a result of the decision made by CGG Governance but was satisfied that a solution had been amicably reached.

Clarification from (AS) regarding this meeting – the concept for the City to provide AGWA with the City's budgetary funds to manage the gallery, would still need to progress through the



Council process. Acquisition & exhibition policies were to progress through council with the discretionary funds up to \$2,000 for the Director to purchase artworks, before requiring Committee approval. Case in Point was discussed on an artwork of Marianne Penberthy's in an exhibition currently held at ACDC, which is \$2,000 and JD would like to purchase for the city collection. The artwork title Mountain Memories.

JD is in the process of finalising a Business plan covering casual staff move to part time status, which will have to go through the DCA recruitment process.

Exhibitions (current and scheduled) were discussed. (JD) is in discussion with AGWA on borrowing works from the state collection and is looking at logistics and costs involved in this happening.

COMMITTEE RESOLUTION

MOVED AS RECEIVED:

That the Directors report for the months of July to August 2013 be received and accepted

3. Financial Reports

- i) The Financial statement from the Art Gallery of Western Australia for the end of July 2013 is attached. The state budget was only handed down end of August and certain budget items have not been loaded in as yet i.e. salaries and wages.
- ii) The Financial statement from the Greater City of Geraldton to the 27 August 2013 is attached. Discussion on current funds for Art Prize and how this will affect the future Art Prize.

COMMITTEE RESOLUTION

MOVED AS RECEIVED:

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

4. Art Gallery Exhibition schedule

- i) The exhibition programs for 2013 will be delivered in accordance with the schedule of confirmed exhibitions: please find attached new exhibition schedule for 2013 and 2014.
- ii) Cost associated with the Exhibition Schedule for the June to August 2013 period was budgeted from the 2012 exhibition budgets.

COMMITTEE RESOLUTION

MOVED AS RECEIVED:

The exhibition program for 2013 and 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 June 2013 to August 2013 with comparison to 2012 figures for the same period are attached.

COMMITTEE RESOLUTION

MOVED AS RECEIVED.



Attendance figures for the months of June to August 2013 with comparison to 2012 figures for the same period are received.

It was noted that the two closures during the period adversely affected attendance figures but this was predictable.”

6. Advertising and publicity

Copies of articles are available to view at the meeting. Website usage figures and face book figures attached. BS was impressed with website figures showing more people are accessing online.

7. Schedule of public programs

Schedule of Public Programs included in Director’s report.

8. Collection acquisitions

Marianne Penberthy – Mountain Memories as per Directors report. James was to follow up with committee regarding his recommendation for purchase.

9. Correspondence

Letter to Oakajee Port & Rail – thanking them for the gift (Roy Merritt’s suite of 12 scarfs) from Good Heart exhibition.

Letter from Artifacts magazine – thanking us for our support.

Letter to Leon Baker – thanking him for servicing the clock free of charge.

10. General Business

Shark Bay Art Award – James Davies travelled to Shark Bay and judged it. He was impressed with the fact that such a small community had rallied to support this Art prize.

Youth Corral of Bunbury will do a free performance at the gallery on 8th October starting 4.30 pm.

Via Art Gallery of WA the Director’s position has been advertised. Recruitment process will start soon.

Removal of Agenda item 9 was agreed as it is in actions listed at the top of minutes/agenda.

December Art Gallery Committee meeting date to change, due to being too close to Christmas. JA to send out date options when sending out the minutes.

Close

Meeting closed at 4.25pm and next meeting will be held TBA December 2013 starting at 3.30pm to be held at Geraldton Regional Art Gallery.



City of
Greater Geraldton
Regional Art Gallery

