

General Board Meeting Minutes

Date: 9th of November 2017
Time: 6.30pm
Venue: Lake Kawana Community Centre, 144 Sportsman Pde, Bokarina.

Commenced: 6.45pm

Attendance: Phillip Smith (PS President & Chair), Sonia Cozens (SC Secretary), Kim Jay (KJ Treasurer), Brian Keayes (BK) Dr Sue Davis (SD) via Zoom Portal, Roland West (RW), Aileen Grieg (AG).

Apologies: Catherine Hutton (CH), Nina Shadforth (NS), Nicole Voevodin-Cash (NVC), Gary Swanepoel (GS).

Guest: Megan Rowland (MR), SCC Team Leader, Creative Development, Jo Jordan (SCRC). Jo Jordan from SCC presented the marketing stats of Horizon Festival.

1. CONFLICT OF INTEREST

Nil. Conflict of interest: Phil encouraged new board members to identify conflicts of interests throughout the meeting.

Phil introduced the agenda – priorities to be highlighted and task distribution.

2. ADOPT PREVIOUS MINUTES

Motion to accept Minutes from October Management Meeting.

Moved: Kim **Seconded:** Sue, **Carried.**

3. BUSINESS ARISING FROM PREVIOUS MINUTES

Phil recapped on the process of hiring a new part time office person. A variation of funds will be put into Council CPFP to cover the \$7500 reallocation. Position potentially starting in early January. (10hrs per week)

- a) Item 1 > ACTION: Complete Position Description for Executive Officer, Nina and Phil.
- b) Item 2 > ACTION: EOI to go out 1st week of December, Phil TBC
- c) Item 3 > ACTION: Short list for position description by December 7th. Roland and Phil.
- d) Item 4 > ACTION: Membership restructure (Completed.)
- e) Item 5 > ACTION: New banners have been purchased. (Completed Brian)

- f) Item 5 > ACTION: Website – instructions for new members on how to create a profile. Discussion was held about showcase profile potential and what kind of rebuild and design semantics are required. A hard marketing drive for this needs to be undertaken once completed. Capacity for artists to add events to their profiles. Gary to propose a date prior to Christmas for the board to participate in this workshop.
- g) Item 6 > ACTION: AGM – Phil and Gary to send out documents (Completed).
- h) Item 7 > ACTION: Sun Central project – Phil to follow up
- i) Item 8 > ACTION: Dedicated policy to drive marketing and policy for membership and feed information back to Gary. Brian and Roland to assist.
- j) Item 9 > ACTION: Sue mentioned that Arts Qld has announced funding through schools, can be more competitive with matched funding – Sue to send through details to Phil.

4. CORRESPONDENCE

Correspondence to be logged. In response to a question from the floor, AGM minutes/documents required to be lodged with the Office of Fair Trading have been done. KJ confirmed that documents dating back to 2013 have been lodged.

ACTION: Phil to give Aileen the post box key.

5. GENERAL BUSINESS

a) ITEM 1 - Funding Distribution:

Discussed the aim of increasing cultural uplift, KPIs. Assessing current funding budget re: distribution for 2018. \$40k per year, CFPF = \$15K per annum for governance and core activities (inc Juice and Jam breakfast), \$20k MOU SCRC RADF and \$10K Noosa RADF. 'Turn Up' attracts \$2000 of funding.

SCCA Mission Review Points

1. Improve and diversify skills of our local artists
2. Increase industry networks for local artists
3. Develop new audience or markets for local artists
4. Increase levels of professionalism for local artists.

Further discussion was held, as per the following comments:

Phil - What is missing from the above list? Sonia mentioned that the previously mentioned desired income for artists /paid gigs and sustainability could be good to highlight in the mission and possibly brainstorm these ideas in a longer session.

Roland mentioned that chosen events need to ensure they are creating new interest and not just creating inhouse networking events that don't expand our mission.

Kim asked if we have surveyed members about current and future events. Sue responded that a draft was sent around inhouse only.

Phil - don't need to create a list of events however we should consider partnerships that deliver our mission as per above. E.g. interstate exchange of artists and promotions.

Sue suggested a series of market place for ideas and services.

Megan – industry development component of Horizon is still currently being determined. Eg; an introduction trail to artists, venues and events during Horizon to promote our regions arts to producers/distributors/movers/shakers around the world.

Phil - clear activity idea, to bring artists in that are performing but also workshopping to local artists/community here with cross sector consideration.

Roland – higher value out of our artistic purposes, professionals from outside, local artists, showcase to other sector/s.

Sectors for partnership consideration were: The tech sector, health sector, Dance/AV tech and theatre. Phil highlighted that teachers are currently susceptible – Sonia agreed that teachers are currently lacking PD opportunities within the education sector. It was suggested to potentially focus on two sectors.

The committee reflected on the strategic planning session notes received from Michael Doneman as per the suggested mission points above.

ACTION: Tasks from these strategic points to be delegated to committee members at the beginning of the next meeting thus mission/principles determined for delivery on the MOU as per the points. It was decided that paid employment for artists will not be a separate deliverable, but to be an interpretative outcome from point 4 to “Increase levels of Professionalism”.

Next meeting – planned December 9th, 2017.

Meeting closed 9.10pm