

## Minutes for Kyogle Council Cultural Planning Committee

Date: 10<sup>th</sup> December 2013

Time; 1.30pm

Place: Kyogle Council Chambers

**Present:** Janet Wilson, Ruth Tsimbinis, Carol O'Neill, Wendy McGain, Max Cowgill,  
Michael Brooke

**Apologies:** Lynette Zito, Ross Wallace, Vivienne Sigley, Nicola Mercer, Ruth Haig,  
Elaine McLean

Welcome to new practitioners and visitors.

- Welcome Pam and Doug Campbell  
Discussed their research into the Bundock Family  
The collection:
  - ✓ what we as a community have.
  - ✓ What the National Museum has.
  - ✓ What else is out there?

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Call out to local papers for items, articles that may be in people's sheds and trunks.

Agree to establish small working group to see what / where the project is going.

Interested parties: Ruth Tsimbinis, Janet Wilson, Pam and Doug Campbell Lauren Jarrett  
& Ruth Haig (to be invited)

Other matters to be listed on the agenda by committee members not appearing elsewhere on the agenda. (Matter not listed here will not be considered until the next meeting unless urgent)

- No additional matters were listed

**Matters arising from the previous minutes.**

- **Tidy Towns follow up on the Bazaar:** Dianne Betts apologised due to only receiving the invitation on the day of the meeting. However, she reported by phone that there has never been any discussion on the Tidy Towns agenda about the future of the Bazaar .
- **Letter from The Kyogle Community Arts Council,** regarding wanting to be kept up with the development of the KMI Hall. The Chair of the Cultural planning committee will attend an Arts Council meeting to clarify:
  - ✓ The Arts council's role on the committee and how they are updated by this committee.
  - ✓ The role of council staff, the relationship with council and how council staff report to the Arts Council about their work in relation to the KMI.
- **Update-1 Council resolution to give permission to staff to source funding for this project.**

- New fund 'Community Development Fund' just been set up to fund project put forward to outgoing government. Need to be ready within 6 months. Questions as to how for Council are reprocessing applications put forward in the last lot of RDA funding.
- Missing link the KMI will need a Management Plan (with a financial plan), Business Plan and Marketing Plan. The big gap in all the submission for funding process has been no management plan process.

#### Tasks for 2014

- Development of a business plan, Financial plan, marketing plan for the KMI as a cultural precinct for the creative industries and community activities.
- Consult with constituents about how they want to use the hall and how they would like to see the hall used. This will include an evaluation of current records about KMI use.
- The development of the Exhibition , 2015, to coincide with the National Museum's Encounter's project.
- The Village Halls as a focus for community cultural activities.

#### Committee Members Matters

- ✓ No matters were raised by committee members

#### Council matters arising from council consideration of the previous minutes.

- ✓ There were no issues raised by Council

#### Matters to be followed up from the previous meeting.

1. KMI refurbishment task group (leave until next year 2014)
2. Pop up shop task group : The committee was provided with information from the Tourism Officer and the committee member who examined this concept. The committee advises the Tourism officer to undertake the following to further explore this idea. There was lack of clarity about the business plan for the project and lack of a constituency to pursue the idea:
  - ✓ If it is an Arts & Craft CO-op Malcolm would be advised to go to Arts Council meeting to discuss the nature of his Business Plan for The Emporium. If artists and crafts people are to be the customers of the project , they need to be engaged in the planning.
  - ✓ Talk to Arts Northern Rivers to find out more about other projects that are operating within the region
  - ✓ Talk to RDA Northern Rivers and engage with the Sustain Northern Rivers groups to obtain advice, information, stats and current trends in pop ups.
  - ✓ Talk to chamber of commerce about how they see the model would work and how they can contribute to the project.

3. KMI handbook and user manual Lynette and Carol are working on this in the new year. This links to the work on the KMI business plan.

### **Community Engagement Matters.**

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1. Arts Northern Rivers Update invite for the 11<sup>th</sup> February 2013
2. The Encounters Project .

Policy matters for recommendation to council.

- Strategies 7,8 and 13. The role of council in providing leadership by ensuring local content in local events and activities and by paying artists for their contribution to local events and activities.

Other matters not listed and advised at the beginning of the meeting.

### **Dates for meeting Schedule for 2014 approved.**

Tuesday 15<sup>th</sup> April

Tuesday 10<sup>th</sup> June

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Tuesday 12<sup>th</sup> August

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Tuesday 14<sup>th</sup> October

Tuesday 9<sup>th</sup> December

### **Matters to be listed for the next meeting.**

**Invitation to Graham Kennett for the February meeting.**

**Lynette Zito to talk about halls and her experiences with the village halls**

**Invite Arts Northern Rivers to discuss their role, the Encounters project and the KMI.**

**Meeting closed 3 pm.**

**Community Hall Crown reserve Strategic Plan on Kyogle Council website**

Thank you for the contribution you make to the cultural life of Kyogle.