



**MINUTES OF BUNDOORA HOMESTEAD ART
CENTRE BOARD OF MANAGEMENT**

HELD ON

WEDNESDAY, 7 MARCH 2012

AT 4.30PM

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**MINUTES OF BUNDOORA HOMESTEAD ART CENTRE BOARD OF
MANAGEMENT HELD AT BUNDOORA HOMESTEAD ART CENTRE
ON WEDNESDAY 7 MARCH 2012**

THE MEETING OPENED AT 4.30pm

1. PRESENT

Members

Councillor Gaetano Greco

Councillor Stanley Chiang

Daniel Freer, Director, City Design and Environment, City of Darebin

Merv Lia, Community Representative

Heather Shand, Community Representative

Cathy Dodson, Community Representative

Officers

Jakki Mann, Manager, Bundoora Homestead Art Centre

2. APOLOGIES

Councillor Tim Laurence

3. APPOINTMENT OF CHAIR

RECOMMENDATION

MOVED: Heather Shand

SECONDED: Merv Lia

THAT the La Trobe Ward Councillors rotate the position of chair at each meeting.

CARRIED

4. DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST

Nil

5. CONFIRMATION OF THE MINUTES OF BOARD MEETING

<p>RECOMMENDATION</p>

MOVED: Merv Lia
SECONDED: Heather Sand

THAT the Board confirms the minutes of the 16 November 2011 meeting of the Bundoora Homestead Art Centre Board of Management.

CARRIED

6. MATTERS ARISING FROM PREVIOUS MEETING

Nil

7. VENUE MANAGER'S REPORT

AUTHOR: Venue Manager, Bundoora Homestead Art Centre - Jakki Mann

MANAGER: Director, City, Design and Environment - Daniel Freer

BUDGET

IMPLICATIONS: None

SUMMARY:

The Venue Manager, Bundoora Homestead Art Centre has reported on the activities of Bundoora Homestead Art Centre for December 2011, January and February 2012 .

CONSULTATION:

BOARD DECISION

MOVED: Cathy Dodson
SECONDED: Heather Shand

THAT the attached report titled "Venue Manager Report" for Bundoora Homestead Art Centre for December 2011, January and February 2012. (**Attachment 7**) be received and noted.

CARRIED

VENUE MANAGER'S REPORT

1. BOARD MEMBERSHIP

On December 5 2011 Darebin Council approved the membership of the Bundoora Homestead Board of Management as follows:

- 3 Councillors
- 5 Community representatives
- 1 Council Officer

At that meeting Darebin Council appointed to the Bundoora Homestead Board of Management the following Community representatives:

- Helen Bodycomb, Artist
- Cathy Dodson, Art Administrator
- Merv Lia, President, Preston Historical Society
- Heather Shand, Artist

John Hall's resignation from the Board of Management due to ill health was noted.

The Council representatives on the Board are:

- Councilor Stanley Chiang
- Councillor Gaeanto Greco
- Councillor Tim Laurence
- Daniel Freer, Director, City Design and Environment

In January 2012, Helen Bodycomb advised the Manager of Bundoora Homestead of her resignation from the Board of Management due to her relocation to regional Victoria. Currently two positions to the Board of Management are being advertised. An update will be provided at the meeting.

2. STAFF APPOINTMENTS

As a consequence of the Director's resignation in September 2011, the opportunity to review Bundoora Homestead Art Centre's structure and staffing arrangements was undertaken. Changes implemented as a result of this process were the abolition of the positions of Director and Operations Manager and the creation of two new positions, Venue Manager and Curator. This restructure has enabled the realignment of various operational requirements and to more appropriately designate and define roles within the unit. The position of Venue Manger was advertised in January and former Operations Manager and current Acting Director, Jakki Mann officially applied for and was appointed to the position. The position of Curator has been advertised with a closing date for applications of 12 February, 2012. An update will be provided at the meeting. The new staffing structure is outlined below with all staff reporting to the Venue Manager:

Venue Manager: Jakki Mann

Curator: Cara Ann Simpson (casual)

Visitor Services: Renee Cosgrave & Donna Mann

Café Services: Melony Hatty

3. BUDGET

2012-2013 contains a 16% reduction for the operating budget that the target originally set. This target will be achieved through savings in salaries due to the recent staffing restructure and may impact future exhibition programming development to some degree.

4. BUNDOORA PARK PRECINCT PLAN

Lateral Projects, consultants for the Bundoora Park Precinct Plan, submitted their report, *Bundoora Park Precinct Future Directions* to Council in November last year. The current operations of Bundoora Homestead Art Centre were examined in the report and were also the subject of a separate draft discussion paper.

5. 2012 PROGRAM DEVELOPMENT

In the latter part of 2011 considerable effort was devoted to re-invigorating the 2012 exhibition program which now offers a variety of media across the visual arts spectrum and several exciting new initiatives. These include the inaugural Artist-in-Residence program, inaugural spotlight exhibitions on local artists represented in the City of Darebin Art Collection and, in conjunction with the Victorian Seniors Festival, the inaugural *Seniority* exhibition. First time partnerships have also been secured with the National Trust's Heritage Festival through the *Melrose Art Pottery* and *Teacosy Tales* exhibitions and the Comedy Festival showcasing the *About Time* exhibition. The content of the Access Gallery programme is exceptionally strong with 15 exhibitions scheduled for the year featuring local artists, learning institutions, disability support organisations and community groups.

6. EXHIBITIONS

i) The River: 28 October, 2011-5 February, 2012

Curated by Bundoora Homestead Art Centre, *The River* successfully concluded on Sunday 5 February, 2012 drawing strong attendances throughout. The combination of historical and contemporary artworks together with the contribution of local artists, garnered a positive and popular response from visitors to the gallery in general and the local community in particular. The show was originally scheduled to close on Sunday 11 December, 2011 however, due to technical and logistical constraints, the incoming exhibition, *Of Love and War*, proved incompatible with Bundoora Homestead's gallery specifications. After lengthy and amicable discussions with staff at the Australian War Memorial, it was agreed that there was no alternative to the forced cancellation of *Of Love and War* at which time negotiations commenced to extend artwork loans with the public lending institutions and artists participating in *The River*. Tremendous co-operation was proffered by all parties to ensure the continuation of the exhibition and thereby avoiding any serious disruption to the gallery's program.

ii) About Time: 10 February, 2012-15 April, 2012

About Time showcases significant Australian tapestries produced from 1975-2005. The exhibition is primarily curated from Ararat Regional Art Gallery's permanent collection and features works by leading textile artists including Tim Gresham, an important local artist whose work is represented in the City of Darebin Art Collection.

iii) Melrose Art Pottery: 20 April, 2012-1 July, 2012

Melrose Art Pottery is a major project, the undertaking of which completes a trilogy of ceramics exhibitions curated and toured by Bundoora Homestead Art Centre commencing with *Gumnuts & Glazes: The Story of Premier Pottery Preston* in 2005 followed by *Excellence of Ware: Bendigo*

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Wednesday 7 March 2012

Attachment 7

Pottery Majolica in 2008. The exhibition will tour to Latrobe Regional Art Gallery in Morwell, Geelong Art Gallery and the National Museum of Australian Pottery in New South Wales.

Melrose Art Pottery examines the historical, technical and artistic achievements of the Melrose range and its contribution to Australian commercial pottery. More than 130 objects, many of which are on public display for the first time, have been secured for the exhibition from private collections, the National Gallery of Victoria and the State Library of Victoria. Bundoora Homestead Art Centre will publish a 100 page, full colour catalogue with funding assistance from the Gordon Darling Foundation that will prove an invaluable resource for enthusiasts, collectors, researchers and scholars alike.

iv) Teacosy Tales: 2 May, 2012-27 May, 2012

Bundoora Homestead Art Centre's fifth annual teacosy exhibition will be held in May to raise funds for Cancer Council Victoria. Administration has commenced in preparation of receipt of approximately 500 teacosies. A number of ancillary events are scheduled around the exhibition including the Bundoora Tea Party, practical workshops, exhibition tours and floor talks making it the most ambitious program to date.

7. ACCESS GALLERY

i) Administration

At the conclusion of the 2011 Access Gallery assessment and selection process in October last year it was deemed appropriate to update and redraft the Access Gallery application and guidelines documents. The comprehensively redesigned documents were finalised in December, 2011 and for the first time are available to complete on-line. Applications are also available from Bundoora Homestead Art Centre, can be downloaded from the website and are advertised in the local Leader newspapers. Applications to exhibit in the Access Gallery for 2013 close on August 30, 2012. In addition, an official exhibitor hire agreement has been implemented clearly outlining the rights and responsibilities of users of the gallery together with a questionnaire soliciting formal evaluation of Bundoora Homestead Art Centre's facilities and services.

ii) Exhibition schedule

Three exhibitions were hosted in the Access Gallery between November, 2011 and February, 2012:

Place Embrace: 3 November-27 November, 2011

Libyan born, Darebin artist, Mohamed Abumeis investigates issues of place, space and belonging from a transnational perspective.

Fairy Tales: 14 December, 2011-29 January, 2012

An exhibition of textiles and jewellery depicting tales of love, marriage and domesticity by Janet and Victoria Mathews.

Debt of Honour: 1 February-19 February, 2012

A photographic tribute to Australia's commandos in Timor during World War 2 and the debt owed to the Timorese people who courageously supported them. Organised by Bruce Butler and sponsored by the City of Darebin.

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8. TALK AND TEA

A diversely creative Talk and Tea schedule has been developed for this year with contributions from five of the artists/groups participating in Access Gallery exhibitions. Two floor talks were hosted between November 2011 and February 2012:

The River: 24 November, 2011

Madeline Say, Picture Librarian, State Library of Victoria, discusses John Wesley Burt's painting *Batman's Treaty with the aborigines at Merri Creek, 6th June 1835* (c.1875). 40 people attended the floor talk.

Dream Weavers: 16 February, 2012

Sara Lindsay, premier artist-weaver, examines three decades of tapestry making from the works on show in *About Time*. 23 people attended the floor talk.

9. EVENTS & WORKSHOPS

A total of nine special events and workshops will be presented at Bundoora Homestead Art Centre over the course of the next ten months.

En- plein -air painting workshop: 9 November, 2011

Local landscape artist, environmentalist and wildlife activist, Kerry Maher conducted an extremely successful two hour painting workshop in the gardens at Bundoora Homestead Art Centre. 23 people attended and came away inspired by the end result; an oil painting entitled, *Bundoora Impressions* which, at the conclusion of the afternoon, was framed and hung in the foyer of Bundoora Homestead Art Centre. The painting remained on display for several months generating a great deal of discussion and praise amongst gallery visitors.

Teacosy Workshops: 14 & 28 March, 2012

Curators of the *Teacosy Tales* exhibition, Marg Lanne and Maryanne Noonan will conduct two community workshops at Bundoora Homestead Art Centre in the art and craft of teacosy making.

The Bundoora Tea Party: 18 March, 2012

This free community event is the official launch for the 2012 Teacosy Festival and will feature a number of activities designed to entertain and inspire adults and children of all abilities including Preston Symphony Orchestra, roving comedy performances, the construction of a giant teacosy, tea leaf reading and behind the scenes tours with exhibiting artists and curators. The event is being organised in conjunction with, and funded by, COD Arts & Culture branch.

Comedy Festival: 18 March & 15 April, 2012

Comedian, Jodie J. Hill, will perform a specially commissioned floor talk/tour based upon the *About Time: Australian Studio Tapestry* exhibition at the Bundoora Tea Party in March and during the Comedy Festival in April at Bundoora Homestead Art Centre.

10. MARKETING/SPONSORSHIP

Bundoora Homestead Art Centre's annual printed programme of exhibition and events has been distributed widely throughout the community and specifically to individuals/organisations that subscribe to Bundoora Homestead's mailing lists either through post or email. These include local residents, community and special interest groups, artists and arts organisations, public institutions, disability support and aged services, educational bodies and the like. The front cover of the 2012 programme features *Powerlines Merri Creek* by local artist Katherine Hattam which was included in *The River* exhibition and recently acquired for the City of Darebin's Art Collection. The entire

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program is also available to download from Bundoora Homestead Art Centre's website and program highlights are updated weekly on Facebook and Twitter social media channels and through a range of electronic media networks including the City of Darebin website.

Other high profile marketing initiatives include promotion for exhibitions in the National Trust's Heritage Festival program (*Melrose Art Pottery & Teacosy Tales*), Comedy Festival program (*About Time: Australian Studio Tapestry*) and Seniors Festival Program (*Seniority*) together with confirmed sponsorship from Yarra Trams to carry exhibition posters on Routes 86 and 112 for *Melrose Art Pottery, Menageries Merveilleux: curious beasts of Bundoora and beyond* and *John Borrack: Selected Paintings & Drawings 1970-2011*. In addition, the Bundoora Tea Party is a featured promotion in the February/March edition of the City of Darebin's municipal newsletter.

11. EXHIBITION PUBLICITY

i) About Time: 10 February, 2012-15 April, 2012

Exhibition postcards have been distributed throughout the local community including Darebin libraries and public facilities as well as surrounding municipalities promoting the exhibition.

ii) Debt of Honour: 1 February, 2012-19 February, 2012

An article and photograph appeared in the local Leader newspapers together with comments submitted independently by Cr Tim Laurence proclaiming the importance of the exhibition and encouraging local community members to visit the gallery.

iii) Teacosy Tales: 2 May, 2012-27 May, 2012

A call for entries postcard and exhibition postcard have been widely distributed by organisers of the annual teacosy exhibition.

iv) Media Coverage

Media coverage of Bundoora Homestead Art Centre, exhibitions, public programmes and events is maintained on file and accessible to inspect.

12. DAREBIN ART & HISTORY COLLECTION

i) Acquisitions

Three acquisitions were approved at the November Collections Advisory Committee meeting:

Katherine Hattam, *Powerlines Merri Creek*, 2010, gouache, pencil on plywood,
Michael Camilleri, *Monk in Landscape - Merri Creek*, 2010, oil on board and
Nick Stella, *A sketched portrait of Barry Dickins with 'The billy boy' in mind*, 2011, charcoal, conte on paper.

Katherine Hattam and Michael Camilleri's works were included in *The River* exhibition at Bundoora Homestead Art Centre. Nick Stella's work was included in the 2011 Darebin Art Show and he is a former winner of the Darebin Art Prize for his portrait of Christos Tsiolkas. Each of the artists resides in the City of Darebin.

ii) Installation of artworks

Artworks were installed and rotated throughout Council facilities in mid February 2012.

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iii) Darebin Art Collection Gallery

A permanent dedicated gallery space has been organised on the ground floor at Bundoora Homestead Art Centre featuring works from the Darebin Art & History Collection. Artworks will be displayed on a rotating basis providing visitors with the opportunity to see a broad selection of works held in the collection.

iv) Collection Audit

An internal audit of the COD art collection has commenced and is being conducted by Curator and Venue Manager, BHAC. A capital works submission for a registrar to audit the City of Darebin History collection has been prepared by the Manager of Arts, Heritage & Culture, Vanessa Pigrum.

13. 2013 PROGRAM UPDATE

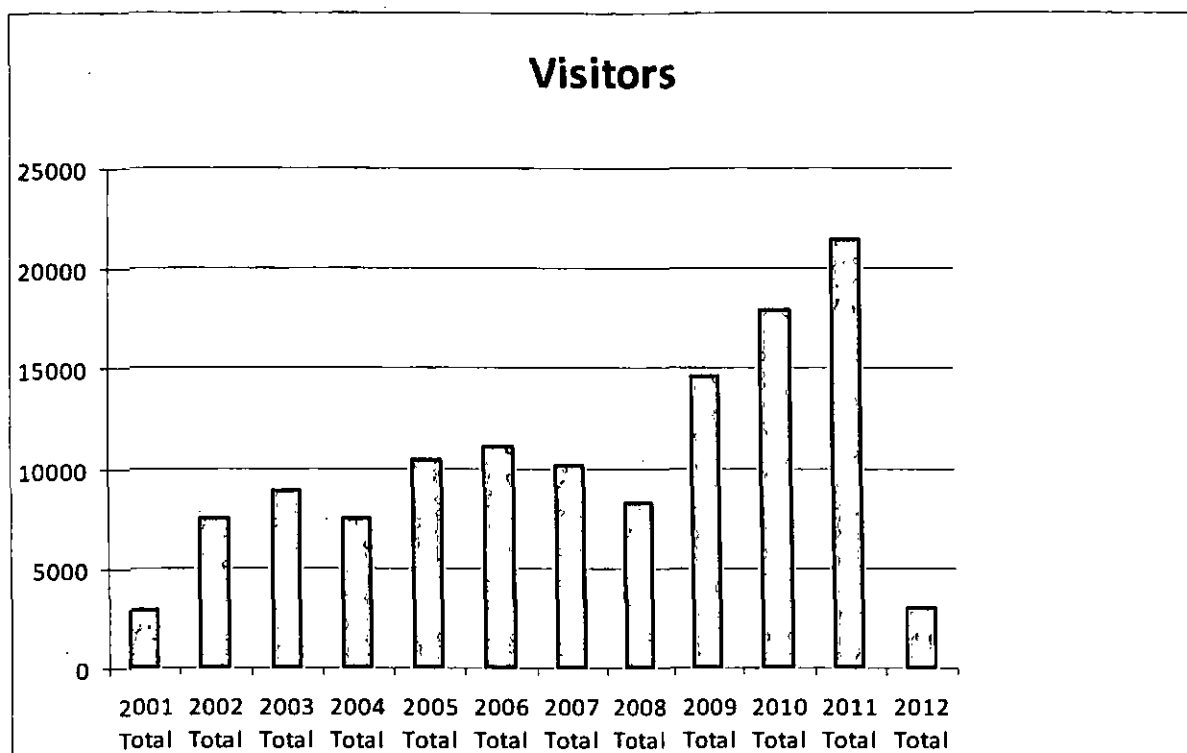
i) Research and development

Work has commenced on the 2013 exhibition program which includes: *Northern Lights*, an exhibition of high profile, women artists living and practicing their artwork in the northern suburbs. Confirmed artists include: Georgina Cue, Mary Hammond, Katherine Hattam, Sharon West and Siri Hayes; the biennial *Darebin Art Show*; and a solo exhibition by Bundoora Homestead's Artist-in-Residence who is yet to be confirmed, but will be a male artist from the City of Darebin to complement this year's choice of inaugural resident artist, Sharon West

ii) External funding

Grant applications will be submitted to Arts Victoria and the Gordon Darling Foundation in support of these exhibitions.

14. ATTENDANCE



2012 attendances

The River	04/01/12 – 05/02/12	1803
About Time: Australian Studio Tapestry	10/02/12 – 15/04/12	1194*
Melrose Art Pottery	20/04/12 – 01/07/12	
Sharon West: artist in Residence	06/07/12 – 26/08/12	
Time Machine	31/08/12 – 14/10/12	
Cloudy Sensoria	19/10/12 – 02/12/12	
John Borrack	07/12/12 – 21/12/12	
2012 Total to date		2997

*current exhibition

2011 attendances

High Tea	06/01/11 - 06/02/11	2405
White Gums & Ramoxes	11/02/11 - 13/03/11	3181
Artists Ink: printmaking form 1970-2001	18/03/11 - 15/05/11	3539
Black & White: documenting Indigenous Australia	20/05/11 - 10/07/11	3268
Darebin Art Show	15/07/11 – 17/09/11	3968
Gooch's Utopia: works from the Central Desert	23/09/11 – 23/10/11	2145
The River	28/10/11 – 23/12/11	2312
2011 Total		21508

8. FINANCIAL REPORT

AUTHOR: Venue Manager, Bundoora Homestead Art Centre - Jakki Mann

MANAGER: Director, City, Design and Environment - Daniel Freer

BUDGET

IMPLICATIONS: A reduction in operating costs

SUMMARY:

Financial reports to the end of February 2012 were tabled.

CONSULTATION:

BOARD DECISION

MOVED: Daniel Freer

SECONDED: Merv Lia

THAT the contents of the report titled 'Financial Report' for the period to the end of February 2012 (**Attachment 8**) be received and noted.

CARRIED

Darebin City Council
3050.BUNDOORA HOMESTEAD Program
Account Details
For Period 2011/12 - February

Account	This Period Actuals	Q2 This Period Forecast	YTD Actuals	Q2 YTD Forecast	Annual Budget	Q2 Forecast	Q2 Budget Variance
Income							
1206.000 Retail Sales	(5,050)	(5,421)	(49,682)	(50,318)	(55,000)	(72,000)	17,000
1704.000 Contributions	0	(2,000)	(12,500)	(12,300)	0	(12,300)	12,300
Expenditure							
2101.000 Salaries & Oncosts	8,428	11,305	97,711	99,984	195,539	150,857	44,682
2102.000 Salaries & Oncosts- Casual staff	10,476	7,400	71,322	73,020	68,305	103,320	(35,015)
2113.000 Conferences & Seminars	0	0	164	0	1,720	1,720	0
2115.000 Subscriptions	190	0	1,612	91	2,000	2,000	0
2132.000 Recruitment costs	0	0	236	236	0	236	(236)
2300.000 Materials/Consumables	399	0	1,916	1,395	3,000	3,000	0
2306.000 Retail Purchases	1,637	2,719	22,486	24,121	24,000	34,999	(10,999)
2307.000 Copying Expense	114	279	1,865	884	2,000	1,999	1
2308.000 Equipment Purchases	0	0	1,067	1,067	1,000	1,500	(500)
2309.000 Printing & Stationery	948	0	4,663	7,713	5,000	7,713	(2,713)
2310.000 Courier Costs	0	0	227	228	500	501	(1)
2502.000 Plant Hire - Light Vehicle	50	295	2,368	2,839	14,305	6,044	8,261
2900.000 Electricity	7,963	2,500	16,979	13,431	28,000	27,999	1
2901.000 Gas	0	500	3,769	5,482	9,500	9,500	0
2902.000 Water	0	750	906	1,932	3,000	3,000	0
2903.000 Telephones	539	583	4,225	4,524	7,000	7,000	0
2904.000 Mobile telephones	46	83	455	668	1,000	1,000	0
3100.000 Advertising	648	467	6,411	6,787	8,000	10,001	(2,001)
3102.000 Cleaning	1,665	1,628	11,769	11,620	23,000	19,535	3,465
3104.000 Postage	1,138	539	2,057	3,802	5,000	5,002	(2)
3105.000 Security	0	0	0	0	1,000	1,000	0
3109.000 Contractors	776	2,500	2,522	5,315	5,000	8,000	(3,000)
3110.092 Repairs & Maintenance	0	0	3,632	5,000	5,000	6,000	(1,000)
3110.093 Repairs & Maintenance	1,500	1,667	10,700	11,335	20,000	20,000	0
3112.000 Promotions	5,378	6,482	47,347	47,118	50,631	64,931	(14,300)
3118.000 Other Expenditure	0	83	215	550	1,000	1,002	(2)
3147.000 Travel	0	0	0	0	500	500	0
4734.000 Internal - Fees & Charges	0	0	(270)	(270)	0	0	0
Grand Total	36,845	32,359	254,170	266,254	430,000	414,059	15,941

9. BUNDOORA HOMESTEAD GIFT FUND

AUTHOR: Venue Manager, Bundoora Homestead Art Centre – Jakki Mann

MANAGER: Director, City, Design and Environment-Daniel Freer

BUDGET

IMPLICATIONS: Nil

SUMMARY:

The financial report as at 29/02/2012.

CONSULTATION:

Nil.

BOARD DECISION

MOVED: Heather Shand

SECONDED: Cathy Dodson

THAT the Bundoora Homestead Gift Fund report (**Attachment 8**) be received and noted

CARRIED

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT
Wednesday 7 March 2012
Attachment 9

BUNDOORA HOMESTEAD GIFT FUND

Number of cash donors	52
Renewals (06/07)	16
Renewals (07/08)	16
New members (07/08)	12
Renewals (08/09)	23
Renewals (09/10)	27
Renewals (10/11)	27
New members (09/10)	7
New members (10/11)	11
Bank balance 30.10.11	\$22,126.55
Number of artworks donated	
2005/6	30
2006/7	31
2007/8	5
2008/9	3
2009/10	37
2010/11	6
Total Number	112
Cash Valuation	\$115,010.00
TOTAL	\$137,136.55

No change recorded.

10. GENERAL BUSINESS

BOARD VACANCIES

SUMMARY:

Due to the resignations of John Hall (illness) and Helen Bodycomb (relocation), 2 community representative positions on the Bundoora Homestead Art Centre Board of Management were advertised in the Northcote and Preston Leader newspapers in January 2012. Applications from Tim Fisher and Lucia Gambaro were received.

BOARD DECISION

THAT the applications from Tim Fisher and Lucia Gambaro are endorsed by the Board and submitted to Council for approval at the March 19 2012 meeting.

MOVED: Heather Shand
SECONDED: Merv Lia

CARRIED

GARDEN SEATS

SUMMARY:

Venue Manager, Bundoora Homestead Art Centre submitted costings for the purchase of 6 garden seats for installation in the heritage garden.

BOARD DECISION

THAT the payment for purchase and installation of 6 garden seats be made from the Bundoora Homestead Gift Fund account

MOVED: Cathy Dodson
SECONDED: Heather Shand

CARRIED

11. DATE OF NEXT MEETINGS

Dates for 2012 meetings at Bundoora Homestead, commencing at 4.30pm.

Wednesday June 13

Wednesday September 12

Wednesday November 28

THE MEETING CLOSED AT 5.45 pm

CONFIRMED

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CHAIRPERSON