



MINUTES

MEETING OF BUNDOORA HOMESTEAD ART CENTRE BOARD OF MANAGEMENT

HELD AT

**BUNDOORA HOMESTEAD
7-27 SNAKE GULLY DRIVE, BUNDOORA**

WEDNESDAY, 26 JUNE 2013

AT 4.30PM

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Agenda

1. PRESENT

Members

Cr Angela Villella (Chair)
Daniel Freer, Director, City Design and Environment, City of Darebin
Cathy Dodson, Community Representative
Lucia Gambaro, Community Representative
Merv Lia, Community Representative
Heather Shand, Community Representative

Officers

Jakki Mann, Manager, Bundoora Homestead Art Centre
Cara-Ann Simpson, Curator, Bundoora Homestead Art Centre

2. APOLOGIES

Members

Cr Gaetano Greco
Cr Tim Laurence, Mayor, City of Darebin
Tim Fisher, Community Representative

3. DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST

Nil

4. CONFIRMATION OF THE MINUTES OF BOARD MEETING

RECOMMENDATION

THAT the Board confirms the minutes of the 20 March 2013 meeting.

MOVED: Merv Lia
SECONDED: Cathy Dodson

CARRIED

5. MATTERS ARISING FROM PREVIOUS MEETING

Nil

6. VENUE MANAGER'S REPORT

AUTHOR: *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 April - June 2013.

CONSULTATION:

RECOMMENDATION

THAT the attached report titled "Venue Manager" for April - June 2013 (Attachment 6) be received and noted.

MOVED: Heather Shand
SECONDED: Lucia Gambaro

CARRIED

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT

Wednesday 26 June 2013

Attachment 6

VENUE MANAGER'S REPORT

1. PROGRAM DEVELOPMENT

i) Illuminate (19 July-22 September)

In association with the Mosaics Association of Australia and New Zealand (MAANZ), BHAC presents a national exhibition of contemporary and traditional mosaics scheduled in conjunction with a major international symposium. The partnership between BHAC and MAANZ has developed over a number of years and this national exhibition is a pertinent example of BHAC's strong commitment to working in collaboration with community based arts organisations.

ii) Senior + Cross (27 September-1 December)

Curated by BHAC, this exhibition explores the notion of landscape through the distinctive art practice of two significant Darebin artists, Ken Senior and Sid Cross. BHAC Curator has completed several studio visits with the artists and is currently finalising artwork selection for the show. This project forms part of BHAC's on-going commitment to featuring the work of local artists in the annual exhibition program and further developing a unique cultural identity for the City of Darebin.

iii) Darebin Art Show (6 December-16 February)

Entry forms for the 2013 Darebin Art Show have been available in hard copy format and online since April. The exhibition will formally open at 6pm on Friday December 6 with the announcement of the prize winners. The judges for the prize are Cr Tim Laurence, Mayor, City of Darebin & BHAC board member, Tim Fisher, Senior Arts Curator, Art Centre Melbourne and BHAC board member and Cara-Ann Simpson, Curator, BHAC and COD Art and History Collection.

iv) 2014 program

The 2014 exhibition program will deliver a variety of content across a broad selection of media. Support and promotion for local artists remains a core component of next year's program which includes:

v) Tea Cosy exhibition

The 2014 tea cosy exhibition will re-locate from its traditional May schedule to the earlier months of February/March. This change facilitates the opportunity for the official exhibition opening to coincide with the True North Festival as well as providing visitors to BHAC with the option to enjoy associated outdoor activities such as yarn bombing in the garden during warmer weather and eastern summer time.

vi) Warren Lane: mid-career survey – June 2014

Following the success of the inaugural artist-in-residence program with Thornbury artist, Sharon West, the focus on City of Darebin artists continues in 2014 with a solo exhibition featuring the work of Warren Lane. Lane is a long term resident of Preston and completed a Diploma of Arts in Visual Arts with distinction in 2008 at NMIT. He has successfully exhibited in local and national art prizes including the Darebin Art Show (winner, 2008 and people's choice award winner 2010 and 2011) the Casella Art Prize in NSW (winner, 2009) and the Bald Archys in NSW (winner, 2013). His work is represented in public and private collections both in Australia and abroad. Lane is a sublime talent whose work resonates strongly with gallery visitors and his artwork,

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A brief history of Preston (City of Darebin art collection), was chosen for the cover art of BHAC's 2013 exhibition and events booklet. In addition to the exhibition, which will take the form of a mid-career survey together with new works, Lane will conduct floor talks and a painting workshop as part of the 2014 program of public events.

vii) Repatriation exhibition – August 2014

Preliminary research has commenced for a major exhibition to be curated by BHAC, exploring the City of Darebin's connections to Australia's involvement in international military conflicts and their subsequent aftermath. The exhibition will incorporate Bundoora Homestead's history as a Convalescent Farm and Repatriation Hospital spanning the years 1920 to 1993 together with personal stories relating to military service personnel connected to both the hospital and the Darebin municipality. The exhibition will be staged in the second half of 2014 in conjunction with official WWI commemorations.

Further outcomes from this exhibition will include a permanent historical interpretation of the repatriation era at Bundoora and, contingent upon additional funding, a public memorial/monument commemorating the internationally recognised research conducted by Dr. John Cade, Medical Superintendent at Bundoora Repatriation Hospital.

2. PROFESSIONAL DEVELOPMENT & CULTURAL NETWORKING

i) External

- Manager participated in *Branding the public art museum sector: a new competitive model*, hosted by PGAV and Melbourne University Business School
- Manager participated in the *Galleries and Sustainability* forum hosted by Museums Australia
- Manager and Curator attended *Public Galleries and Local Government - success through collaboration* forum hosted by PGAV and Bendigo Council. Senior figures from the Bendigo Art Gallery and the City of Greater Bendigo discussed the high level of collaboration and advocacy that has led to the success of Bendigo Art Gallery. The forum provided information and advice on how local government and public galleries can work together to deliver significant outcomes to the community.

ii) Internal

- Manager and Curator attended the Arts & Culture planning day
- Manager attended the Arts & Culture branding workshop
- Curator participated in the selection panel for Cultural Development Officer
- VSOs attended National Relay Training
- All staff completed mandatory e-learning module on Equal Opportunity and Excellence in Governance.

3. EQUIPMENT UPGRADE

New computer equipment has been installed & software upgraded at BHAC reception and the Preston art store which will deliver significant productivity improvements.

4. 2013/2014 BUDGET PROGRAM

i) Capital Works

All 3 capital works funding submissions were approved by Council

Art collection (acquisitions & installation)	\$25,000
Art collection (conservation)	\$10,000
Replacement public signage for BHAC	\$12,000
Total capital works funding	\$47,000

ii) New Initiatives

A funding submission via Council's *New Initiatives* scheme to secure the Art & History collection for digitisation was unsuccessful.

The Art & History Collection comprises approximately 2,000 items including artworks, objects, documents, furniture, photographs and audio visual material. Funding for this initiative would ensure the appropriate documentation of the cultural and financial value of the Collection, maintain the integrity and safety of Collection objects and provide for future online public access which will benefit local artists, researchers, academics, historians, schools, public institutions, cultural organisations and the wider community.

Presently the cultural and financial value of the collection remains unclear, the condition of the Collection and deterioration of specific objects cannot be guaranteed and future online public access cannot be facilitated. Until the collection is fully documented, a certified Statement of Significance cannot be achieved which impedes access to any external funding opportunities.

5. STAFF

- VSO positions reclassified from band 3 to band 4 in line with the re-structure of the Arts & Culture department
- BHAC/ COD Curator position has increased from 3 days to 4 days per week
- Performance reviews have been completed for all BHAC staff

6. MAINTENANCE & BUILDING IMPROVEMENT PROGRAM

i) Scheduled maintenance

Regular and routine maintenance carried out by contracted service providers as scheduled.

ii) Bike hoops

In response to the many bike groups and individuals that ride to BHAC, particularly on weekends, 5 bike hoops were installed during May beside the access gallery.

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7. SOCIAL MEDIA

Social media is a dynamic and cost effective promotional tool increasingly used by public and corporate enterprises alike. The social media network is especially useful for art galleries as images are the basic platform for communication and are shared between users more than almost anything else. Networks such as facebook, twitter, youtube, google+, picasa, and pinterest command the attention of millions of followers. In Australia, there are 9.5 million facebook and 2.5 million twitter accounts currently registered. These numbers alone ensure the widespread reach of marketing messages and also deliver a captive audience as users choose to receive, read and share promotional updates/posts. The BHAC facebook page has 1,000 likes with a breakdown of the statistics behind that figure tabled below.

Facebook Statistics (updated Friday 23 May, 2013)

Total Likes: 1,003

Gender and Age

Female 62.9%	6.4%	7.1%	13.2%	13.9%	12.2%	6.8%	3.4%
Age	13-17	18-24	25-34	35-44	45-54	55-64	65+
Male 34.7%	9.3%	5.9%	5.1%	6.3%	4.3%	2.4%	1.4%

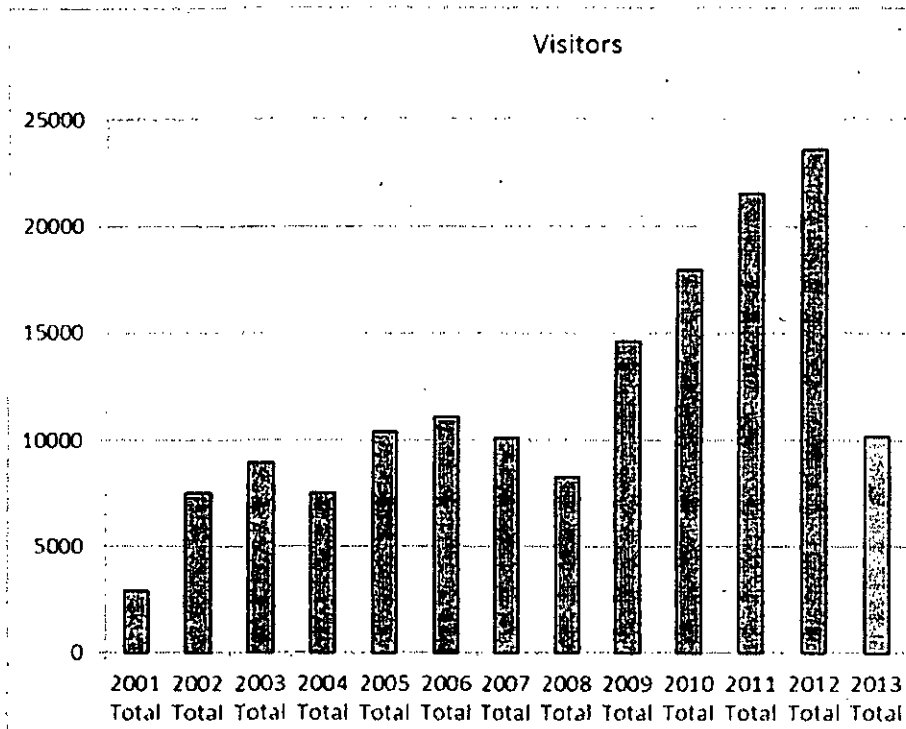
Countries / Cities / Languages:

Countries	Cities	Languages
907 Australia	428 Melbourne, VIC, Australia	673 English (US)
10 United Kingdom	73 Sydney, NSW, Australia	289 English (UK)
8 Germany	31 Brisbane, QLD, Australia	3 Italian
6 New Zealand	14 Adelaide, SA, Australia	2 Spanish
4 Italy	13 Toowoomba, QLD, Australia	1 Simplified Chinese (China)
3 Taiwan	12 Canberra, ACT, Australia	2 Portuguese (Portugal)
2 India	11 Perth, WA, Australia	1 English (India)
2 Canada	10 Craigieburn, VIC, Australia	1 Indonesian
2 Indonesia	8 Hobart, TAS, Australia	1 Serbian
2 Cambodia	7 Mildura, VIC, Australia	1 German
2 Spain	7 Sunbury, VIC, Australia	1 Greek
1 Ireland	7 Geelong, VIC, Australia	1 Spanish (Spain)
1 Singapore	6 Newcastle, NSW, Australia	1 Traditional Chinese (Taiwan)
1 Mexico	6 Dusseldorf, Germany	
1 Austria	6 London, England, UK	
1 France	5 Lismore, NSW, Australia	
1 Greece	5 Bendigo, VIC, Australia	
1 South Africa	5 Bundoora, VIC, Australia	
1 Croatia	5 Hastings, VIC, Australia	
	4 Reservoir, VIC, Australia	

Friends of Fans: 376,945

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8. ATTENDANCE (May 31, 2013)



2013 attendances

John Borrack: selected paintings & drawings	02/01/13 – 10/02/13	2422
Northern Lights	01/03/13 – 05/05/13	5138
Tooth and Nail	10/05/13 – 14/07/13	2630*
Illuminate	19/07/13 – 22/09/13	
Senior + Cross	27/09/13 – 01/12/13	
Darebin Art Show	06/12/13 – 16/02/14	

TOTAL

BHAC closed for maintenance 11/2-27/2 2013

***Tooth and Nail as at May 31, 2013**

7. FINANCIAL REPORT

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

MANAGER: **Director, City Design and Environment – Daniel Freer**

**BUDGET
IMPLICATIONS:** **Nil**

SUMMARY:

Financial reports to the end of May 2013 will be tabled at the meeting.

CONSULTATION:

RECOMMENDATION

THAT the contents of the report titled 'Financial Report' for the period to the end of May 2013 (**Attachment 7**) be received and noted.

MOVED: Cathy Dodson

SECONDED: Heather Shand

CARRIED

Darebin City Council
Account Details
For Period 2012/13 - May

Account	This Period Actuals	Q3 This Period Forecast	Q3 This Period Variance	YTD Actuals	Q3 YTD Forecast	Q3 YTD Variance	Q3 Forecast
1206.000 Retail Sales	(6,509)	(5,681)	828	(64,868)	(64,319)	549	(70,000)
1704.000 Contributions	0	0	0	(960)	0	960	0
2101.000 Salaries & Oncosts	11,245	11,642	397	141,743	141,433	(310)	153,075
2102.000 Salaries & Oncosts- Casual staff	6,854	6,038	(816)	78,195	75,007	(3,188)	82,017
2113.000 Conferences & Seminars	44	313	269	331	600	269	600
2115.000 Subscriptions	0	0	0	1,251	1,500	249	2,000
2300.000 Materials/Consumables	22	0	(22)	1,808	2,252	444	3,002
2306.000 Retail Purchases	3,370	2,615	(755)	30,237	29,384	(853)	32,000
2307.000 Copying Expense	0	200	200	0	400	400	600
2308.000 Equipment Purchases	0	529	529	471	1,000	529	1,000
2309.000 Printing & Stationery	220	200	(20)	3,816	4,187	371	4,500
2310.000 Courier Costs	0	70	70	11	431	420	500
2900.000 Electricity	2,884	2,486	(398)	28,771	25,699	(3,072)	28,186
2901.000 Gas	1,022	0	(1,022)	6,029	6,650	621	8,000
2902.000 Water	0	0	0	960	2,249	1,289	2,999
2903.000 Telephones	566	707	141	6,274	7,196	922	7,900
2904.000 Mobile Telephones	39	70	31	473	531	58	600
3100.000 Advertising	1,483	921	(562)	8,206	9,081	875	10,000
3102.000 Cleaning	1,774	1,667	(107)	15,076	18,336	3,260	19,999
3104.000 Postage	201	640	439	3,550	4,356	806	4,995
3105.000 Security	0	1,000	1,000	0	1,000	1,000	1,000
3109.000 Contractors	444	469	25	4,531	4,528	(3)	5,000
3110.092 Repairs & Maintenance	0	250	250	4,715	5,000	285	5,000
3110.093 Repairs & Maintenance	1,500	1,750	250	16,330	19,250	2,920	21,000
3112.000 Promotions	4,857	4,720	(137)	47,551	49,186	1,635	53,905
3118.000 Other Expenditure	0	97	97	28	224	196	300
3147.000 Travel	0	0	0	0	0	0	0
4240.000 Internal Ex - Fac. Maintenance	0	0	0	78	0	(78)	0
Grand Total	30,014	30,703	689	334,609	345,161	10,552	378,178

8. CURATOR'S REPORT

AUTHOR: Curator, Bundoora Homestead Art Centre – Cara Simpson

MANAGER: Manager, Bundoora Homestead Art Centre – Jakki Mann

BUDGET

IMPLICATIONS: Nil

SUMMARY:

The curator, Bundoora Homestead Art Centre has reported on the activities of Bundoora Homestead Art Centre and The City of Darebin Art Collection for April – June 2013

CONSULTATION:

Nil.

RECOMMENDATION

THAT the Curator's report (Attachment 8) be received and noted.

MOVED: Lucia Gambaro

SECONDED: Merv Lia

CARRIED

CURATOR'S REPORT

1. DAREBIN ART & HISTORY COLLECTION

i) Acquisitions

3 artworks will be presented to the Collections Advisory Committee at the June 12, 2103 meeting for approval.

Georgina Cue

Lachesis & Nyx, 2012, embroidery thread on fly-screen, 62.0x92.0cm x 2
\$2,400

Hilary Jackman

Next 2011, oil on canvas, 102.0 x 122.0cm
\$6,500

Caesar Sario

Sienna Earth 2013, oil on canvas, 123.0 x 92.0 cm
\$2170.00

ii) Installation of artworks

In May 2013, Bundoora Homestead Art Centre Curator and contracted installation team carried out artwork installation at the Lancaster Gate Community Centre in Bundoora. The centre is a refurbished building of the former Larundel Mental Asylum, and works chosen for display in the dedicated gallery space include artwork based on the original site by Fiona Mackay, George Mifsud and Erif Vincent. In addition to these works, selected soft sculptures acquired from studio artists at Northern Support Services will be exhibited. All artworks are drawn from the City of Darebin Art Collection.

In June 2013, Bundoora Homestead Art Centre Curator and contracted installation team completed a re-hang in various locations around the City of Darebin including the newly refurbished Solaris Building and various municipal offices at Preston Town Hall and the Darebin Collections Gallery at Bundoora Homestead Art Centre.

2. CONSERVATION OF COLLECTION ARTWORKS

As artworks are rotated or shifted, condition reporting takes place. These artworks are then priority listed for minor conservation including dust removal, minor painting restoration and framing repairs as time and resources permit.

3. PROFESSIONAL DEVELOPMENT / CULTURAL NETWORKING

The Public Galleries Association of Victoria (PGAV) held a *Public Galleries and Local Government – success through collaboration* seminar as part of their quarterly forum on Monday 20 May 2013.

9. BUNDOORA HOMESTEAD FOUNDATION FUND

AUTHOR: Manager, Bundoora Homestead Art Centre – Jakki Mann

MANAGER: Director, City Design and Environment – Daniel Freer

**BUDGET
IMPLICATIONS:** Nil

SUMMARY:

The Financial report for Bundoora Homestead Foundation Fund as at May 31, 2013

CONSULTATION:

Nil.

RECOMMENDATION

THAT the Bundoora Homestead Foundation Fund report (**Attachment 9**), be received and noted.

MOVED: Cathy Dodson
SECONDED: Merv Lia

CARRIED

BUNDOORA HOMESTEAD FOUNDATION FUND REPORT

1. FINANCE & BUSINESS

(i) Bank balance

\$ \$21,329.05 as at 30 May 2013

(ii) 2013 cash donations

\$1740.00 as at 30 May 2013

2. HERITAGE GARDENS

At the March 2013 board meeting, a request to expend \$2,500 from the Bundoora Homestead Foundation on replacement and additional plants for the heritage gardens was approved. BHAC Manager has met with Parkworks Pty Ltd to finalise details of the project with works scheduled to commence during later winter and spring.

The gardens remain a key point of interest for visitors to BHAC. Developing and maintaining the gardens to a high heritage and horticultural standard will ensure a broader visitor base and provide additional benefits for the community as an attractive public space for all to enjoy.

Moved: C.P.

Seconded: ML

11. GENERAL BUSINESS

Nil

12. DATE OF NEXT MEETING

Wednesday 11th September 2013
Wednesday 27th November 2013

Meeting closed at 5:35pm.

CONFIRMED

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CHAIRPERSON