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MINUTES

BUNDOORA HOMESTEAD ART CENTRE BOARD OF MANAGEMENT

Board meeting to be held at
Conference Room, Darebin Council
High Street, Preston
on Wednesday 5 December 2018 at 6:30pm.

8. BOARD RECRUITMENT

Four new Board members were appointed on Monday 3 December at the Council Meeting: Giovanna D'Abaco, Sue Thornton, Angie Bedford and Peta Clancy. Board induction event January 31 at 5pm.

The Gallery Director will develop a plan and timeline for the next recruitment of members to avoid the timing challenges experienced this year. The timeline will ensure new members are appointed prior to the end of current member's terms.

9. FINANCIAL UPDATE

The update shows a satisfactory overall position for the Homesteads budgets, however now that there is a clear line of sight to the real costs of the café it is clear that this is a major cost the Board will need to address and consider in 2019.

The Board has agreed to review previous data and costings, research potential models and consider this issue in depth at the workshop in early April.

The Gallery Director will also develop some workings around the pros and cons of different Social Enterprise models.

The Board noted that the 19/20 budget would be significantly impacted if the planned closure for HVAC replacement goes ahead and this will need to be reviewed if the project is confirmed.

10. HERITAGE INTERPRETATION PLAN

Successfully launched this project on 29 November at 3pm. Includes history booklet, 6 short films, 6 plinths and cards that make up a self-guided history trail around the building, education programs, website materials and an exhibition.

Grants from the ANZAC Centenary Grant program and the Copland Foundation can now be acquitted.

The Copland Foundation will be invoiced for the outstanding \$25,000 of this grant once the acquittal is complete. These \$ will be deposited into the Foundation Fund bank account and then transferred to the operational bank account.

11. CAPITAL WORKS UPDATE

- Café kitchen ventilation
- Café kitchen upgrade
- Major works – HVAC, electrical switchboard and slate roof

Works have been delayed due to lack of Project Manager capacity from the Facilities Maintenance team.

- Signage
- Sushi Snake Play Space

These projects are progressing with tender documents for the Play Space being prepared and design work almost complete on the signage strategy. Signage will be rolled out over several years with signs that will have the highest impact produced first.

12. BOARD PRIORITIES

- Donation Box – agreed to make a stylish donation box similar to our new heritage trail plinths. Important the visitors can see the money within the box. Kirsten and Ella to discuss with the designer of the plinths.

- Northern Visual Arts Networking Event – a Google invitation list has been developed and sent to all members. Andy Butler has been invited to say a few words. Councillors and MPs will be invited.
- Engagement with the Islamic museum
- Long-term strategic planning timeline

13. OPERATIONAL PRIORITIES

- Measures and Evaluation Framework – 3 year plan
- Arts Precincts Marketing Plan
- Public Programs Strategy and test The Mess as a program space
- Public Art Framework

14. GENERAL BUSINESS

- Upcoming Events (Homestead and other)
- Confirmation of forward meeting and workshop dates

15. DATE OF NEXT MEETING

DATE	TIME	TYPE	LOCATION
22 December – 2 January Bundoora Homestead Art Centre CLOSED			
Thursday 31 January 2019	5pm – 8pm	Induction & welcome new Board members + opening of “Dapper” and “Pinkwashing”	Bundoora Homestead Art Centre
Friday 15 March 2019	6pm	Networking Event and VIP Preview of “These Monuments Don’t Know Us”	Bundoora Homestead Art Centre
Tuesday 2 April 2019	5pm – 8pm	Board Meeting and Workshop – specific focus on Café and Operations Plan Review	Bundoora Homestead Art Centre
Wednesday 12 June 2019	6:30pm – 8:30pm	Board Meeting	Bundoora Homestead Art Centre

