

Minutes Meeting 3 Newstead Railway Artshub June 29th 2015

Date: 29th June

Venue: Railway Station

Meeting opened at 7.30pm

Present:

Julie Patey, Claire Collie, Andrew Skeoch, Sarah Koschak, Geoff Park, David Farrington. Don Culvenor

Apologies: Horse, Melissa Proposch, Phillip McDonald, Prue McAdam,

ITEMS FOR DISCUSSION

1.1. OPENING - SUB COMMITTEE report

- Document has been created ready to send out by email via Melissa (see attached)
- Hanging System was costed by Prue McAdam and to install Avanti hanging system to match the system provided by buliders would cost 1500 dollars (all inclusive or rails, wires hooks and ends)
- Flyer incorporating photograph of railway Station from 1910 designed to send out to all public (See attached)
- Banking account details discussed with Geoff and Kylie to set up separate account. Cheques to be made out 2021 Artshub
- Schedule had been established for timeline for artists and works delivered and hanging and collection and weekends opening(see attached)
- Article for Echo and Mt Alexander being penned for next issue by Claire Collie
- Membership to run from July to June (Financial year)

2.PROPERTY INPSECTION REPORT

- Don completed the inspection of the building and some ventilation problems were detected and will be repaired. (See attached)

3.FUNDING REPORT

- 3.1 Funding strategy. Geoff has had informal meetings with Bendigo Bank's Karly Smith and Kate Tucker ti discuss ways forward.
- 3.2 Geoff has arranged for Malcolm from Ballarat to come over on Friday 10th July 10.00am to talk to us about strategies.
- 3.3 Invite Mark Anstley (Lot 19) to next meeting July 13th to give his history

4. BUDGET

4.1_Geoff reminded the group to consider the budget as a central concern.

- A initial budget was pencilled in to aim to raise \$100,00 in the first year
- \$5,000 from start-up fund
- \$300 from membership through Friends of railway
- \$1,000 through donations of goodwill

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5. USE OF SPACE

The use of the space by who, what for, how much, how to manage different interests was discussed.

Issues to think about before the Programming committee is in place:

- Define the way the space is to be used
- Allocate one room as the office admin, with flexibility to use otherwise
- Create and send out survey to the public about what they would like the space used for
- Would a space for rented out for weekly/ monthly/6 monthly? Commercially?
- Have an artist in Residence program and share time and skills with community in lieu
- Set up young graduate artist support studio support in one room
- Access for young children workshops
- Access for seniors workshops
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1.8 DEVELOPING A WEBSITE _ONGOING DISCUSSION

- David to ask Horse to design artwork for the homepage
- Find \$1,000 to start up the shell of the website and refine later
- to have the website for Integrating in the communication and email addresses and data collection
- Melissa will also be knowledgeable in this area.

Action: David Geoff and Melissa

1.9 REVIEW KEY AREAS FROM MEETINGS Allocate time to move forward with

- Masterplan
- Set up facility
- Community engagement
- Bookings and Events
- Business Plan
- Whole site plan
- Budget
- Volunteers & Personnel

1.10 IMMEDIATE CONSIDERATION

- Parking bays
- Signage
- OHS issues (vermin control)
- Disability access

Meeting closed at 9.13pm

Next Meeting Monday 13th July at Railway Station

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