



MINUTES OF

**TENTERFIELD SCHOOL OF ARTS,
MUSEUM, THEATRE & CINEMA S355
COMMITTEE**

MEETING

THURSDAY 15 FEBRUARY 2024

MINUTES OF THE **Tenterfield School of Arts, Museum, Theatre & Cinema S355 Committee** OF TENTERFIELD SHIRE held at the "Koreelah Room", 247 Rouse St, Tenterfield NSW 2372 on Thursday 15 February 2024 commencing at 5.00 pm

ATTENDANCE

Councillor Peter Murphy (Councillor Representative & Chair)
Councillor Kim Rhodes (Council Representative)
Glenn Wilcox (General Manager)

ALSO IN ATTENDANCE

Peter Harris (Community Member)
Jan Evans (Community Member representing The Friends of the School of Arts)
Zac Curry (Community Member representing the Tenterfield National Monuments Association Inc.)

Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.

ACKNOWLEDGEMENT OF COUNTRY

"Tenterfield Shire Council would like to acknowledge the Ngarabal people, the traditional custodians of this land that we are meeting on today, and also pay our respect to the Jukemba, Bundjalung, Kamilaroi, Githabul and Wahlubul people of our Shire, and extend our respect to all people."

DISCLOSURE OF INTERESTS

That councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

Name	Type	Item
Cr Peter Murphy	Less than Significant Non Pecuniary	ITEM RC2/24 – 2024/2025 FEES AND CHARGES

Cr Peter Murphy to abstain from voting on this Item.

APOLOGIES

that there were no apologies.

(ITEM MIN1/24) CONFIRMATION OF PREVIOUS MINUTES

1/24

Resolved that the Minutes of the following Meeting of Tenterfield School of Arts, Museum, Theatre & Cinema S355 Committee held on Friday 12th January 2024 as typed and circulated, be confirmed and signed as a true record of the proceedings of that meeting.

(Jan Evans/Peter Harrison)

Motion Carried

(ITEM RC1/24) ADJUSTMENT TO FEES AND CHARGES 2023/24

2/24

Resolved that the Council suspend the collection of Museum entry fees for the 2023/24 financial year and for Not For Profit Groups to meet to establish future activities for the School of Arts.

(Zac Curry/Kim Rhodes)

Motion Carried

(ITEM RC2/24) 2024/25 FEES AND CHARGES

3/24

Resolved that Council adopt the following Fees and Charges for use at the Tenterfield School of Arts as contained in the Attachment to this Report (as amended) as part of its Revenue Policy for 2024/25.

(Jan Evans/Peter Harrison)

Motion Carried

Cr Peter Murphy excluded himself from the vote on ITEM RC2/2

(ITEM RC3/24) BOOKING ROOMS OR EVENTS TENTERFIELD SCHOOL OF ARTS BUILDING

4/24

Resolved that Council:

- (1) Provide a Booking Service and Register through the Council Customer Service counter,
- (2) Develop an information package for prospective hirers that indicates the Council's obligations, the hirers obligations, insurance requirements and activities that are not permitted in the building, and
- (3) That the information package is provided to the S355 Committee for review and adoption by Council.

(Zac Curry/Kim Rhodes)

Motion Carried

7. BUSINESS WITHOUT NOTICE

Jan Evans (*Friends of the School of Arts representative*)

- Provide advice and request for information on the following items as per Friends of the School of Arts listing below:
 - No structure in place.
 - No roster in place.
 - Volunteers to nominate what day and time they will be volunteering.
 - Only 2 shifts needed (similar to the VIC) eg 10am to 1pm, 1pm to 4pm. Some volunteers may want to put in a full day or more.
 - Allowing the volunteers to come and go will result in having no volunteers at times and sometimes too many. People like structure and if not in place everything starts to crumble.
 - General public need to know when the SOA is open and manned with volunteers on hand.
 - Who will be the person to contact to keep the roster updated and accurate?
 - Will the "Friends" be looking after the museum/foyer and Peter Harris the cinema?
 - Other comments – now not interested in volunteering, disappointed at the lack of in-depth details provided.
 - Need to move on this ASAP.
 - Note – the majority of those present have been volunteers at other venues in the community and have worked with a roster system in place.
-
- General Manager responded that Council will be responsible for the recruitment, training & scheduling of volunteers and will nominate a point of contact.
 - General Manager further advised that the museum will be open to the public through arrangements with the café to open when volunteers are not available.
 - General Manager advised that council manages the volunteers, the bookings and training as the building lease holder and will work with not-for-profit groups and volunteers to ensure the school of arts is open to the whole community. Council must resolve who they may work with in the future.

Peter Harris (*Community representative*)

Update in activities

- Projector contract issued & maintained.

**MINUTES OF ORDINARY TENTERFIELD SCHOOL OF ARTS S355
COMMITTEE MEETING - 15 FEBRUARY 2024**

- Speaker system has been adjusted to high quality.
- Lighting box updated.
- Replacement lighting switch in theatre.
- Museum accessible through café.
- Museum to be developed as more self-explanatory & print size of information increased plus videos being developed.
- Would like to see a day or time for guided tours.
- Film club had 45 people attend meeting 14 Feb 2024.
- Funding structure for cultural/community events.

8. QUESTIONS FOR THE NEXT MEETING

Address letter from Jan Evans – Friends of the School of Arts

NEXT MEETING

Thursday 14 March 2024 at 5.00 pm

There being no further business the Chair declared the meeting closed at 6.45 p.m.

.....
Councillor Peter Murphy
Chairperson