



### Minutes

Management Committee Meeting  
**Wednesday 1<sup>st</sup> July at 4.00pm**  
**Catholic Education Office**  
 50 Ruislip Street Leederville

1. **Attendance** Lynda Kuntjy, Pauline O'Brien, Rosie O'Keefe, Gen Baker, Carmen Stewart, Sarah Hannah,
- Apologies** Patricia Cestrilli
2. **Acceptance of previous Record of Meeting** Carmen moved, Pauline seconded
3. **Discussion arising from previous Record of Meeting**

Members Responsible	Action Arising from the meeting 9 <sup>th</sup> June 2009	Due Date	Status (completed /ongoing)
Rosie	Complete minutes and forward to all Committee members for comment or modification	ASAP after the meeting	Done
All members	Read and respond to draft minutes	Within 2 days of receiving draft minutes	Done
Lynda	Confirm minutes and fwd to Pauline to put onto the website	ASAP	Done
Rosie	Sympathy card to Yvonne	ASAP	Done
Carmen	Follow up availability of the Monet Gallery for the 1st Love Exhibition	Prior to 1 July meeting	Lynda to confer with Carmen
Gen	Follow up the courier who delivered the mini journals to the WACOT B&R Teachers seminar	ASAP	Done Journals at WACOT
Carmen	Envelopes to Gen for the new enrolments	ASAP	Ongoing
Trish	Research best interest rates for term deposit	Prior to 19 <sup>th</sup> July (reinvestment date)	Ongoing
Pauline	Canvas all schools to publicise the dates of their Art Exhibitions on ArtEd website.	ASAP	Done
Gen/Rosie/Lynda	Feedback to PTCWA re dates for their calendar-22/7/09 General Meeting , Art Blast 20/10/09,	Friday 26 June	Done
Carmen	Lock in date for the Final Windup tentatively 10 December	ASAP	Booked - needs to confirm
Rosie E	Respond directly to PTCWA with info re day for primary network workshop wk 2 term 3	By Friday 26 th June	Done
Von	Provide quotes for Journal design work -Russell Goodman	ASAP	Quotes tabled

	Snap, Worldwide Morley		
Rosie O'K	Canvas some secondary art teachers with view to establishing Secondary Network to share programmes and ideas, eg new COS	ASAP	Started contacted Sacred Heart
Sarah	Send emails to canvas for arts ideas, lesson plans, to be uploaded to the website, gain permission for publication of materials and images	ASAP	Ongoing cc to Lynda before publication
Lynda	Contact Brendan re design for membership cards and forward to Gen	ASAP	Ongoing
Pauline	Update website about the change in dates for the Raku Weekend workshop	ASAP	Done
Gen	produce a brochure to advertise the Pit Firing Weekend workshop	ASAP	Ongoing (Done post meeting)
Sarah	send info to Lynda re offer to make more pots at her school on 4/5 July	ASAP	Disregard – no longer happening
Carmen	Contact Peter Lowe AGWA re Printmaking workshop	ASAP	
Von	Brochure for the G Meeting	ASAP	Done
Rosie O'K	contact SSTWA Anne Gisborne re OHS issues regarding Art teachers	ASAP	Ongoing
Gen	Contact OHS persons to present at the general meeting on issue of toxicity in the Artroom. Insufficient time at the General Meeting for this item.	Bring back to next meeting	Gen will speak to her contact.
Rosie O'K	Organise dates for Pastel painting workshops	ASAP	Sunday 22 Nov 10.00am-4.00pm
Lynda	Email PL template to Trish	ASAP	Pauline did a big upgrade to proforma and tabled at meeting
Trish	Compile what we have in way of PL onto the template	ASAP	
Sarah	Contact the Perth Potters group possibility of affiliation with ArtEd find out what benefits would be	ASAP	
Pauline	Look at possibilities of business partnerships /affiliation with members eg Preston Artspace	ASAP	Pauline working on a spreadsheet
Gen	Ring ArtsEdge re ArtEd publicity	ASAP	Have to pay, Gen to follow

			up
Rosie O'K	Check Olga's ArtEd files for archiving purposes	Bring to next meeting	Done records for 2006,2007,2008,2009

#### **Communications** Publications –Journal

Discussion of Journal quotes from Russell Goodman Snap, Worldwide Morley. Von offered to supply art design work for a fee (\$1000) to help keep costs down. Journal committee-Sarah and Von, will notify management committee of the timeline for the Journal by the end of the school holidays. The aim is for two journals in 2009. Sarah has encountered difficulties with contributors for the country Journal, some suggestions were to be followed up by Rosie O'Keefe. and names emailed to Sarah. Might be feasible to feature Simon Gilby in the other Journal . Feedback from the website is that there is an appetite for art ideas and programmes for class projects.

#### **4 . Correspondence In / Out**

"Artists Chronicle" Lyn DiCiero

#### **PLANNING FOR GENERAL MEETING WEDNESDAY 22<sup>ND</sup> JULY**

- Publicity brochure –General Meeting Agenda, Lynda to draft it and Pauline to check and post it on yahoo
- Catering – Von will arrange with Little Chef -platters of cheese and biscuits, fruit...Wine/juice allowing for approx 40 people @5.00 per head. RSVP's to direct Von's final order.
- Gen has left over Journals, Rosie E will bring to the general meeting.

#### **Format for the General Meeting**

Register at 4.00 ready for a 4.30 start until 6.30

##### **AGENDA**

4.00 Registration, nibbles and networking for a 4.30 start.

4.30 Welcome - President Lynda Kuntj

4.40 **Guest Speaker - Simon Gilby** – WA Sculptor <http://www.simongilby.com.au/profile.php>

Teachers who have had Simon work with their kids say that he is an engaging and motivating speaker!

5.30 **Art on the Move - Lisa Young** - education Officer <http://www.artonthemove.com.au/>

AoTM are a wonderful resource - Lisa will share news on coming touring exhibitions, including The Syndicate.

5.40 **Artist's Chronicle editor - Lyn DiCiero** <http://www.artistschronicle.com/>

Lyn is also the curator of the Castaways Sculpture Award in Rockingham. This project continues to grow from strength to strength - a fantastic opportunity for our south of the river schools and beyond to become involved.

5.50 **ArtEd - future directions?** What do you want from the ArtED Association?

6.00 Feedback, evaluation and sharing ideas

Further time to network and socialise until close of meeting at 6.30

(Thanks Lynda and Pauline )

#### **General Business**

Carried over from last meeting

1. Association Archives – (see sheet with discussion points)

The current location at present of ...

- The ArtEd files with the official records –meetings, attendance, agendas and minutes for 2006, 2007, 2008 and currently 2009 are currently in the possession of the secretary Rosie O'Keefe. Previous executive position holders need to be contacted to seek out any other

existing documents. Gen Baker will contact Thelma Cluning and Janet Hummerston. Rosie O'Keefe will contact Anita Ganz, Digby De Bruin and Lisa Paris. Pauline to contact Trish Cestrilli, re treasurer's documents.

- Yvonne Wiese has the archived copies of the ArtsEd journal, Pauline O'Brien has archived copies of most Arts Still Alive.
  - The 1981 Constitution of the ArtEd Association can be found on the website to be viewed or downloaded
  - Copyrights - Lynda Kuntj has the ones she contributed to the first journal in 2008, however, Publications are responsible for ensuring these are obtained as a part of the collation and collection of materials for reproduction in Journals.
  - Proformas as part of Committee roles – Sec, Treas, PL, Networks, Publications - these proformas need to be completed as a means of smooth handover of positions.
  - Storage and procurement of these archived documents is ongoing
2. Tabling of remaining proformas – motion was moved to have proformas tabled to the management committee before the meeting so members have opportunity to view them prior to the meeting Gen Baker- Pitfiring proforma  
Gen to do a reminder for the Pit Firing weekend include yahoo links then responses go directly to Gen. Carmen has 4 bags of clay left over and will purchase and give docket to Trish.
  3. Planning for other future PD through into term 4 - Rosie O'Keefe Pastel Painting Workshop on 22 Nov 10.am-4pm use PL proforma and advertising flyer.
  4. Business Partnerships and membership benefits –ArtsEdge is not free approx \$100, Gen will follow up.
  5. Primary Sub Committee report - tabled Rosie E
  6. Constitution Sub Committee meeting Sunday will start with the approved Draft Model -.Lynda, Pauline and Olga will look at core objectives, membership and meetings respectively. Lynda needs help from the Management committee to define "What we want from ArtEd" for the constitution redraft

**Next meeting MANAGEMENT MEETING**

Thursday 6<sup>th</sup> August  
Catholic Education Office  
Ruislip St, Leederville Rosie Edmiston - Catering

**Next meeting GENERAL MEETING**

Wednesday 22 July 2009 4.00pm for 4.30 – 6.30  
Corpus Christi

<b>Members Responsible</b>	<b>Action Arising from the meeting 1<sup>st</sup> July 2009</b>	<b>Due Date</b>	<b>Status (completed /ongoing)</b>
Von and Sarah	Notify management committee timeline for Journal production	End of hols	
Rosie O'Keefe	Contact possible country contributors for the Journal	ASAP	
Gen Baker	Reminder for Pit Firing Weekend Yahoo	ASAP	
Gen	PL Proforma for Pit Firing weekend	ASAP	
Carmen	Buy 4 bags clay, docket to Trish	ASAP	
Rosie O'Keefe	Contact Anita Gantz, Digby DeBruin and Lisa Paris re archive material	ASAP	
Pauline	Contact Trish Cestrilli re archive materials	ASAP	
Gen Baker	Contact Thelma and Janet re archive materials	ASAP	

Rosie E	Bring left over journals to General Meeting	22 July	
Von	Arrange catering for General Meeting	22 July	
Rosie O'Keefe	Reminder to Simon Gilby re Floor talk	Few days before	
Lynda	Contact Lyn DiCiero re General Meeting	ASAP	
Gen	Discuss Artroom OHS concerns re talk/journal with husband	Before next Management Meeting	
Lynda	Draw up General Meeting Agenda	ASAP	
Pauline	Check Agenda and post it on web and disperse via yahoo	ASAP	
Rosie O'Keefe	PL proforma and flyer for Pastel Painting workshop	Early October	
	<b>Re Proformas</b> – to be completed and forwarded to M/Comm members	prior to next M/Comm Meeting	
Rosie	Secretary proforma	prior to next M/Comm Meeting	
Trish	Treasurer proforma	prior to next M/Comm Meeting	
Lynda/Trish	Further review of PL proforma – add in details	prior to next M/Comm Meeting	
Gen	Use PL proforma for pit firing weekend – helps test its effectiveness	prior to next M/Comm Meeting	
???	Secondary Networks – if it gets up and going after Gen Meeting – could adapt/adopt same as Prim network?	prior to next M/Comm Meeting	
Von	Publications of JOURNAL proforma	prior to next M/Comm Meeting	
Gen	Follow up on specific costs assoc with ArtsEdge		
Rosie O'Keefe	Ask Olga to relieve as secretary in Aug and Sept	ASAP	