



## Minutes of Meeting

Management Committee Meeting  
**Tuesday 9<sup>th</sup> June at 4.00pm**  
**Catholic Education Office**  
50 Ruislip Street Leederville

1. **Attendance** Lynda Kuntjy, Pauline O'Brien, Rosie O'Keefe, Gen Baker, Carmen Stewart, , Patricia Cestrilli. Sarah Hannah **Apologies** Yvonne Wiese, Rosie Edmiston
2. **Acceptance of previous Record of Meeting** Pauline O'Brien moved, Gen Baker seconded
3. **Discussion arising from previous Record of Meeting**
4. **Correspondence In / Out**
  - i. Thank you card from Janet Hummerston,
  - ii. John Curtin Gallery - Nalda Searles floor talks,
  - iii. ArtsEdge introduces the AIR Grants Program,
  - iv. Kirkside Products,
  - v. ACARA commenced work,
  - vi. PTCWA calendar submissions,
  - vii. Consumer & Financial Professional Development Session,
  - viii. Teaching Excellence Awards
5. **Finance / Treasure's Report** Trish presented a statement 17<sup>th</sup> May 2009. Deposits come from membership, workshops and Arts Alive. Reinvestment of term deposit due 19<sup>th</sup> June Trish will look for best interest rates. ArtED Association (term deposit) is presently with the Bank of Queensland Joondalup actual account at Morley branch. See tabled statement
6. **Committee Coordinator Reports (from Coordinators of these responsibilities)**
  - i. **Professional Learning**

**Professional Learning** Calendar for 2009 – Need to identify Professional Learning events to be forwarded to the PTCWA to be included in their calendar by 26<sup>th</sup> June.

General Meeting Term 3 week 1 Wednesday 22 July at Corpus Christi Murdoch Drive  
Art Blast Term 4 Week 2 Tuesday 20<sup>th</sup> October 4.00pm for 4.30 start at Fremantle Town Hall  
Toodyay Raku Firing Weekend Saturday 18<sup>th</sup> 19<sup>th</sup> July. Gen and Carmen to organise. A proforma will need to be designed for the PD as RSVP is necessary for the PD and catering arrangements. (Lamb on the spit, approx \$104, rolls, gravy and wine)  
The PD proforma needs to address charges/fees for members and non members  
Schools Exhibition Dates Pauline will call for these dates for inclusion on the ArtEd website as was done in 2008.  
Final Windup Carmen will investigate the possible date of Thursday 10<sup>th</sup> December,

    - i. **Primary Networks** – Rosie Edmiston will confirm the primary network meeting dates and forward them directly to PTCWA for publication in the calendar. Report tabled from the sub committee, next meeting date 27<sup>th</sup> June, venue TBA.
    - ii. **Secondary networks** – need to target some secondary teachers to establish a network, Rosie O'K will make contact with a view to sharing and discussing art ideas and COS in a network situation.
  - ii. **Communications**
    - i. **Publications-Journal, Arts Still Alive** – Discussion re costings of the journals. Yvonne will provide some quotes for the design work (both her's and other designers) The sub committee has discussed the possibility of using a slightly smaller version with cheaper paper maybe 200-300 copies. Work



on the template continues.

li **Webmaster-Website, Yahoo forum** – Pauline tabled proforma

The use of the website can provide valuable information regarding the material, users are seeking. As a result of feedback, Sarah suggested posting art ideas, lesson plans and art work on the website, and will ask members to respond to a request for materials and permission to publish the material. Lynda will check before posting any materials. (format used in the Arts Still Alive might be useful)

iii. **Membership**

There are still some members bouncing, we need to address how we will target the members, who have dropped off the list. Our membership is much healthier than last year.

There is a need to establish a clear role description for the registrar to ensure continuity of ArtEd Association practice.

***Lynda expressed much appreciation on behalf of ArtEd for all the work that Gen Baker has been responsible for in her role as registrar.***

Lynda tabled information about the registration cards, informing the committee that there would be a recurring cost every year. She will contact Brendon to go ahead with the design work (\$100).

iv. **Events** 1<sup>st</sup> Love- Trish has written the letter to the Cullity Gallery and has finalised the cheque for the commission of sales. Availability of Monet Gallery in Guildford will be followed up by Carmen, it is important that we secure a place for the 2010 exhibition now.

WACOT = Beginning & Returning Teachers

Disappearance of the mini journals to be followed up. Gen will contact the courier who had responsibility for delivery.

5) **Constitution rewrite** - Pauline has asked for expressions of interest from members to help with the constitution rewrite and has tabled a progress report to the committee.

**7. General Business for discussion**

**1) Occupation Health and Safety concerns**

Concerns about OHS issues in the Art room will be followed up, Gen will make contact and bring information about a possible presentation on "Toxicity in the Art room" to the General Meeting. Rosie will contact the SSTUWA to investigate dangers to art teachers in their everyday work.

**2) Possible Professional Learning Opportunities**

Opportunities for Professional Learning have been tabled and follow up responsibilities listed at the end of the minutes.

**3) Affiliation to AEA** Affiliations should probably come under Partnerships –still trying to find out what benefits ArtEd members would receive, Sarah will approach The Perth Potters group to see if we can have any mutual benefits and Pauline will look at business partnerships that could occur within the membership eg Preston St Artspace.

**4) PTCTWA** – action connected to the adoption of the Arts into the National Curriculum ie future involvement / planning...The Arts will be in the second phase of the National Curriculum implementation and Marion Strong from AEA is mapping the Art curriculum looking at the states and territory's present curriculum documents. Lynda has forwarded WA materials to Marion Strong.

**5) Catering at meetings** ie –M/Comm; General Meetings; Sub Comms; Allocation of funds for the above meetings will be \$50 for management committee, \$5 per head for sub committee meetings and general meetings will be catered based on numbers attending



**6) ArtsEdge Publicity-** Pauline tabled ArtsEdge's "artsamazing contacts" and made the observation that ArtEd contacts weren't available on this document. Gen will ring up and look into this situation. We would appreciate this publicity.

**7) Storage of archives-** Pauline raised the concern about archiving the ArtEd assoc documents and the storage of the same, Rosie will bring the files to the next meeting with any relevant materials.

**8) CAR policy forum -** Rosie O'K attended this forum on behalf of the ArtEd Assoc and as a result a feedback sheet to DET was compiled by Rosie and Lynda circulated to committee members for comment This document will be forwarded to DET.

**8. Next meeting**    Tuesday July 1st    **Catholic Education Centre**  
**50 Ruislip St Leederville**

**4.00pm for 4.30pm Start**

**9. To Do List** - Please see over page for your name against actions to be completed.



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



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Von	Provide quotes for Journal design work	ASAP	
Rosie O'K	Canvas some secondary art teachers with view to establishing Secondary Network to share programmes and ideas, eg new COS	ASAP	
Sarah	Send emails to canvas for arts ideas, lesson plans, to be uploaded to the website, gain permission for publication of materials and images cc to Lynda before publication	ASAP	
Lynda	Contact Brendan re design for registration cards and forward to Gen	ASAP	
Pauline	Update website about the change in dates for the Raku Weekend workshop	ASAP	
Gen	produce a flyer to advertise the Raku Weekend workshop	ASAP	
Sarah	send info to Lynda re offer to make more pots at her school on 4/5 July	ASAP	
Carmen	Contact Peter Lowe AGWA re Printmaking workshop	ASAP	
Von	Flyer for the General Meeting. Can use images from Simon's website <a href="http://www.simongilbey.com.au">www. simongilbey.com.au</a>	ASAP	
Carmen	Email Von some of Simon's images that could be used in flyer	ASAP	
Rosie O'K	contact SSTWA Anne Gisborne re OHS issues regarding Art teachers	ASAP	
Gen	Contact OHS person(s) to present at the general meeting on issue of toxicity in the Artroom	Bring back to next meeting	



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Rosie O'K	Organise dates for Pastel painting workshops	ASAP	
Lynda	Email PL template to Trish	ASAP	
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	
Gen	Ring ArtsEdge re ArtEd publicity	ASAP	
Rosie O'K	Check Olga's ArtEd files for archiving purposes	Bring to next meeting	