

GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE

Tondoon Botanic Gardens

Date: 16/03/2023

Time: 4.45pm – 6.15pm

MEETING MINUTES

1. Committee Acknowledgments

1.1. Attendees	Wendy Marsh, Howard Marsh, Maureen Mason, Chris Moore, Robina Cupitt, Bev Fellows, Aaron Yea, Jaclyn Iwasaka, Ayako Carrick, Barry Meiring (GRC Manager Tondoon Botanical Gardens), Rebecca Creedy (GRC Community Development Officer)
1.2. Apologies	Cr Glenn Churchill, Cr Desley O'Grady, Gay Sirriss, Yukiko Moore, Carolina Bocos, Kim Marxsen
1.3. Guests	Nil

2. Confirmation of Minutes

2.1 Minutes of February	Moved: Wendy Marsh Seconded: Chris Moore
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3. Presentations

3.1 Presentations	Nil
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4. Declaration of Conflict of Interest

4.1 Committee members to disclose	Nil
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5. Committee Correspondence

5.1 Outgoing	<ul style="list-style-type: none"> Email to Lillian Wyngaards advising that GRAGM is the best point of contact for correspondence regarding her father's artworks.
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	<ul style="list-style-type: none">• Email to GRC Governance Team requesting advice on appointment of additional committee members.• Email to GRC Youth Council Secretariat requesting assistance from Youth Council Members to distribute Saiki Gift Packs at their schools• Email to Saiki City Office Tourism requesting new contact for the Board of Education• Email to Saiki Committee requesting information for online committee profiles• Email to Barry Meiring requesting appropriate dimensions for commemorative plaque on the tsukubai made by Michael Eberle
5.2 Incoming	<ul style="list-style-type: none">• Email from GRC Governance Advisor regarding appointment of new committee members. As there is no upper cap on members, they cannot see any concerns with seeking the appointment of additional members.• Email from Youth Council Secretariat advising there is representation from 6 high schools and students will be happy to assist• Email from Sister Cities Australia with link to podcast series• Flyer from Integreat Qld promoting their Harmony Week Pop-Up Restaurant with Japanese Main Meal

6. Standing Business Items

6.1 Website updates	<p>The Community Development Team are currently in the process of writing content for website updates. This will include the following requests for the Saiki Sister City Page:</p> <ul style="list-style-type: none">• Committee member profiles• Rotating monthly carousel of photographs of past events and celebrations• A section for community comment/ feedback/ questions to the committee (specifically stating that all comments will be responded to following the next committee meeting) <p>The committee are to send Rebecca information for their online profiles. Photographs to be taken at upcoming committee meetings for inclusion on the website with the profiles in line with the 2023 committee appointment.</p>
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6.2 Tondoon Garden Projects and updates

- Bamboo Tipping Water Feature (shishi-odoshi) to be made by Michael Eberle (owner of Simply Japanese Bonsai) for the Japanese Tea House Gardens. Michael confirmed with Barry it is possible to make the feature to the design and specifications provided. Barry to follow up with Michael for an estimate of costs and invoice prior to end of financial year.
- A hand built tsukubai, fully sealed and plumbed for water, was presented as a surprise gift from Michael Eberle to the committee at the Multicultural Festival in August 2022.. The committee thank Michael for this welcome addition and would like to have a plaque created to honour his donation and thoughtful gesture. Rebecca to order plaque when Barry provides dimensions. The committee met at the Tondoon Gardens and identified the location for the Tsukubai and the shishi-odoshi- one being at the entrance to the gardens and the other to be placed in the water in the lower pond.
- Barry is liaising with the Gladstone Area Water Board to explore native fish being released into the pond at the Japanese Tea House Gardens. Barry is also looking into the removal of the lilies from the shallow end of the pond to allow for better views of the fish in the future, and a tidier appearance overall. Awaiting further response from GAWB and decision to be made on which budget this project would best come from (Tondoon Gardens or Sister City).
- The committee would like Barry to investigate the requirements to be listed as an authentic Japanese Tea House Garden in Australia and if they can support this in any way. Barry noted that climate can be a challenge in Gladstone, however he is always open to ideas.
- The committee and Barry would like to have new signage installed at Tondoon to direct visitors to the Japanese Tea House Gardens and explain the intent of the gardens. It was discussed the sign should tell the story of the Japanese Tea House Gardens to attract and educate people and include a picture. Committee to work on the wording for Barry to approve.
- Yukiko and Chris have drafted an EOI for a Japanese artist to create a commemorative art piece for the anniversary celebration (in English and Japanese). GRC legal team

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	<p>advised a formal EOI needs to be written up by Curator of the Art Gallery following the process within the Public Art Policy, taking into consideration location, insurance and who will be the asset owner/ manager. This needs to be discussed with the newly appointed Curator. Barry has advised there are 2 tree stumps in the Japanese Tea House Gardens that could be sculpted.</p> <ul style="list-style-type: none">• Barry advised that the Japanese Tea House Garden area will be more accessible now with more lighting available. There is enough power to the Tea House for lighting that would make it a suitable small event venue.• Barry invited the committee to join him at the Tondoon Gardens for World Bonsai Day on Saturday 13 May which will include a bonsai display and photo opportunity with the Committee, also on Sunday 14 May the committee are welcome to attend the bonsai trimming session if interested.
6.3 Youth Engagement- Art and Science of Shorebird Book package	<p>18 gift packs have been created for presentation from the Saiki Committee to the region's high schools and university. The packs include</p> <ul style="list-style-type: none">• The Art and Science of Shorebirds Book with commemorative sticker on inside cover to mark the occasion• School curriculum document based on the book, created by Birdlife Capricornia presented on a USB• Committee photographs• Copy of the Shorebird Unveiling Video (included on the USB)• Calendar of important events and celebrations in 2023• Jigsaw puzzle of the Japanese Tea House and Gardens <p>Gift packs are to be distributed to local high schools. Youth Council have advised they have representatives from Chanel, Gladstone State and Rosedale High Schools that will present the packs to their School Principal or on assembly. Committee to share the delivery and presentation of remaining packs, please email Rebecca with your preferences.</p>

7. Outstanding Business Items

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7.1. Intercity exchanges

The Saiki Committee recommend a discussion with the mayor's executive assistant, inviting the Saiki Mayor to visit the Gladstone Region in 2023. The committee believe this is the respectful approach even if they may turn the offer down, as we visited them last. Rebecca has passed the recommendation along to Mayor Burnett's Executive Assistant for consideration. Awaiting response from Mayor's office.

8. Other Business Items

8.1 Saiki Board of Education Contact

Chris advised that his current Saiki Board of Education Contact, who is the main contact for high school exchanges, is no longer in their role. Maureen to provide her Japanese contacts email address to Chris and also Robina who wish to make contact.

8.2 Sport and Culture Exchanges

Maureen raised the idea of Sport and Culture Exchanges to promote events in Gladstone and invite residents of Saiki to visit. In particular, the Boyne Tannum Hook Up (fishing), golf and cycling are three sports popular in both cities. Cr O'Grady mentioned that anything we promote needs to be translated to Japanese. There is opportunity for the committee to host a stall or visit the Sport and Active Living Expo at Philip Street Communities and Families Precinct on Sunday 11th July 10am – 2pm to engage with local clubs and sporting groups.

8.3 Youth Engagement- online gaming competition

Aaron has highlighted to the committee that online gaming is a popular hobby in both Australia and Japan, and this could be an opportunity to continue our relationship with Saiki City through an online gaming competition. In particular, Super Smash Bros and Mario Kart and popular in both countries and most popular on the Nintendo Switch. Ayako has offered to research opportunities to link with online gaming in Saiki City. It was suggested this could form part of Luminous 2023 where they have gaming available on a giant inflatable screen.

9. Close of Meeting

9.1 Meeting closed at 6pm

Next meeting will be held on Thursday 20th April 2023, 4.45pm at the Philip Street Communities and Families Precinct.

Actions	Person responsible	Progress to Date
Discuss potential Artist from Saiki being commissioned to uptake a sculptor for the Japanese's Tea garden with the General Manager Community Development and Events and write report to Council.	Barry Meiring/ Curator of Art Gallery & Museum	On Hold
Discuss potential Bonsai presenter to be keynote person attending a future Bonsai exhibition at the botanic gardens with General Manager Community Development and Events and write report to Council.	Barry Meiring	On Hold
Barry proposed he could purchase on behalf of the committee, a second-hand book by influential Bonsai Artist John Naka, to be housed in the library at the Tondoon Gardens. Barry to keep an eye out for a second-hand copy of the book as they are hard to come by.	Barry Meiring	In progress
Rebecca liaising with Municipal Band and GRC Multimedia Officer to coordinate a time for audio and visual recording of "Plaza in Saiki" composed music. Awaiting confirmation of suitable time.	Rebecca Creedy	Awaiting response
Committee to complete profiles for website Saiki Page	All committee members	In progress
Updates and improvements to be made to Sister City Webpage on GRC Website	Rebecca Creedy	In progress
Purchase of bamboo tipping water feature for the Japanese Tea House Gardens	Barry Meiring	In progress
Purchase of the Art and Science of Shorebird Book to form the basis of a gift pack to be distributed to local high schools with accompanying curriculum	Rebecca Creedy	Completed
Explore the option of colourful native fish being added to the Japanese Tea House Garden Pond	Barry Meiring	In progress
Distribution of Saiki Sister City Gift Packs to Regional High Schools	All committee members	In progress

Confirmed 2023 Committee Meeting Dates

The Gladstone Saiki Sister Advisory Committee meetings are held on the 3rd Thursday of each month from February – November.

The venue for these meetings is the Philip Street Communities and Families Precinct Gladstone Ngallil Building, unless otherwise changed by Committee vote.

Time held: 4:45pm - 6pm 2023

January	February	March	April	May	June
No meeting	16th	16th	20th	18th	15th
July	August	September	October	November	December
20th	17th	21st	19th	16 th (AGM)	No Meeting Proposed