

GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE

Philip Street Communities and Families Precinct

Date: 18/07/2024

Time: 4.45pm – 6.31pm

MEETING MINUTES

1. Committee Acknowledgments

1.1. Attendees	Chris Moore, Mayumi Rey du Boissieu, Maureen Mason, Jaclyn Iwasaka, Bev Fellows, Wendy Marsh, Howard Marsh, Cr Leanne Patrick, Cr Simon McClintock, Belinda Lynch (Gallery and Museum Education and Engagement Officer), Barry Meiring (GRC Manager Tondoon Botanical Gardens), Rebecca Creedy (GRC Community Development Officer)
1.2. Apologies	Gay Sirriss, Robina Cupitt, Peter Masters, Peter O'Dwyer, Yukiko Moore, Aaron Yea, Carolina Bocos, Ayako Carrick,
1.3. Guests	Nil

2. Declaration of Conflict of Interest

2.1 Committee members to disclose	Nil
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3. Confirmation of Minutes

3.1 Minutes of May Meeting	Moved: Wendy Marsh Seconded: Cr Simon McClintock
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4. Presentations

4.1 Presentations	Nil
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5. Committee Correspondence

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5.1 Incoming

- Letter confirming successful application for RADF funding and enclosing letter of acceptance
- Gladstone & Saiki Sister City video proposal from Muraya Moore filmmaker
- Email from Maxine Brushe accepting the invitation to attend the anniversary event
- Email from Margaret Worthington accepting the invitation to attend the anniversary event
- Email from Mr Gomakubo, Consul General of Japan in Gladstone, accepting the invitation to attend the anniversary event
- Email from Yoshiko and Muraya Moore thanking the committee for the invitation, it is unlikely they will attend this event, however, will update closer
- Gail Sellers sends her apologies that she cannot attend the anniversary event as she is out of town and is very disappointed to miss it. Gail is looking forward to next year's event.
- Kana from the Japan Community of Queensland thanks the committee for the invitation to the anniversary event, they are unable to attend however would love to keep in touch and thank the committee for their dedication to maintaining connection with Japan.
- Email from Saiki Tourism granting permission to use Ura 100 logo

5.2 Outgoing

- Email to GRC Graphic Design Team thanking them for creating event marketing materials for the Evening in the Japanese Tea House Garden event
- Email to Mayor requesting signature on letter to Consul General of Japan in Brisbane inviting him to the anniversary event
- Email to PCYC requesting to use their space for Taiko drumming workshops and storage
- Email to Wezzy Cruze confirming the committee wish to ahead with booking photography services at the anniversary event based off the quote provided
- Signed letter of acceptance of RADF Funding – Taiki Drumming Workshop- \$3580.00

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- Email to Tannum and Toolooa High Schools advising cultural opportunity with Brisbane-based Koto performer, as the two schools involved in the exchange program with Saiki City.
- Email to GECC requesting sponsorship for use of Playhouse space for Taiko Drumming workshops
- Email to marketing officer requesting promotion of an evening in the Japanese tea house garden event once Luminous is complete

6. Standing Business Items

6.1 Tondoon Garden Projects and Events

- Bamboo Tipping Water Feature (shishi-odoshi) to be made by Michael Eberle (owner of Simply Japanese Bonsai) for the Japanese Tea House Gardens. Barry has this in his office and will have this installed before the September event. As this item has not progressed, the committee wish to focus on preparation and installation of the tsukubai instead, given the preparation that is needed for it's install.
- 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 have since met at the Tondoon Gardens to identify suitable locations 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 will contact Michael to recommend a bowl size for the feature and the committee will then purchase it. Barry has researched the installation and it will require a holding tank and submersible pump plumbed in.
- Barry has liaised with the Gladstone Area Water Board regarding native fish being released into the pond at the Japanese Tea House Gardens. Barry will proceed with releasing rainbow coloured native fish into the pond. Cr Patrick has suggested comet goldfish (*Carassius Auratus*) are a suitable Australian native with a similar appearance to Koi.
- 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. He has yet to find assessment guidelines, the new curator, Joel, will be looking into this.

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	<ul style="list-style-type: none">The committee have discussed with Barry the addition of a feature at the entrance to the Japanese Tea House Gardens to guide people towards the garden and mark the ritual of walking into the garden. Concrete lanterns were suggested, the committee are to research ideas for discussion at the next meeting.Tondoon Gardens is featuring in the latest Bonsai book of Australia by Stephen Cullum. The committee congratulate Barry and his team on this remarkable achievement and wish to obtain a copy of the book to gift to the Consul General of Japan in Brisbane when he visits Gladstone in September.
6.2 Youth Engagement- Art and Science of Shorebird Book package	Ayako has commenced translating the book into Japanese for sharing with Saiki City, Allan Briggs of Birdlife Capricornia is happy for this to happen.
6.3 Evening event in the Japanese Tea Garden	<p>The anniversary event, taking place on the evening of Wednesday 4th September, is progressing well. The Taiko Drumming workshop events have been created on social media and registrations are being received.</p> <p>Accommodation has been booked for the Koto player and 2 school visits have been organised.</p> <p>With the Consul General accepting the invitation to attend the event, the committee decided it would be appropriate to organise a special dinner for our VIP guests, such as nice finger food/ tapas style dishes that are easy to eat in the setting. A VIP table will be set up and guests will be notified a week out of the arrangement.</p> <p>It was also suggested that Gladstone News and Gladstone Today are contacted about the event via our marketing officer.</p>
7. Outstanding Business Items	
7.1 Interschool Exchanges	Chris has contacted the new Saiki Board of Education contact, Keiko Murai, to discuss the possibility of recommencing the High School exchange program. No response received yet.

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	Chris will reach out to Principal Kazu Watanabe (contact details received through Russell and Julie Charles) to discuss with him the possibility of commencing high school exchanges again soon.
7.2 Blue Cards	Blue Card requirements were discussed, and each member is to supply their blue card details to Rebecca for linking as a GRC volunteer. Those who do not have a Blue Card can apply for a free volunteer blue card online.
8. Other Business Items	
8.1 Sport and Culture Exchanges	<p>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. The committee's role in this would be obtaining contact information and facilitating a conversation between the groups in Australia and Japan to start the discussion about exchange opportunities.</p> <p>Maureen has drafted an email to Yusuke Iwasaki, the Head Chief of Cultural and Sports Tourism at the Tourism and International Exchange Division, outlining the intent of the exchanges and gauging their interest. This now needs to be translated to Japanese before</p>
8.3 Youth Engagement- online gaming competition	Aaron has confirmed the equipment is working and has set up a user account on behalf of the Saiki Committee. He has proposed the gaming structure to the group and the next step will be finding a suitable location. Ultimately, the committee would like to launch the event and then hand it over to the right group of people/ youths to carry it on.
8.4 Donation of Kimono from Cathy Coronas	Cathy Coronas has spoken with Carolina as she wishes to donate a Kimono from one of her visits to Saiki to the Gladstone Regional Council. Wendy has advised the Kimono will go to Gladstone Regional Art Gallery and Museum for proper storage and safekeeping, this can be done through contacting the Saiki Committee Secretariat. Cathy will contact Rebecca once she has located the kimono from her storage and is ready to make the donation.

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8.7 Luminous 12-14 July

Saiki Sister City Committee hosted a stall at Luminous over 3 nights from 12 – 14 July, 5.30 – 9.30pm.

A massive thank you to those who volunteered (some multiple nights!) To host art activities and promote the work of the committee and upcoming event.

Lessons learnt for next year:

- The paper lanterns were very time consuming which meant longer waiting times, next year focus on the paper fans and ninja headbands only. Both were very popular and much faster activities.
- We need more signage to raise awareness of the committee. Most people doing the activity wouldn't have known that it was hosted by the Sister City Committee. Suggestions include using the pull up banner, large sister city banner, printing off a map of Saiki City and purchasing a stamp and/ or stickers that can go on the craft items.

8.8 Flourish Festival Saturday 24th August

A save the date has been released for Flourish Festival 2024, which will take place on Saturday 24th August at the Gladstone Marina. Further details to come. The committee would love to be involved in this event and will see what materials are left from Flourish. This is a perfect chance for our dress-up station with polaroid photos. Additional Kimonos, Happi Coats, props (such as silk fans, parasols and hair clips) have been purchased, along with an additional polaroid camera for busy events (for example Saiki Children's Day events).

9. Close of Meeting

9.1 Meeting closed at 6.31pm

Next meeting will be held on Thursday 15th August 2024, 4.45pm at the Philip Street Communities and Families Precinct.

2024 Calendar of Project Actions

Actions	Person responsible	Progress to Date
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
Installation of bamboo tipping water feature for the Japanese Tea House Gardens	Barry Meiring	Aim to install by September for anniversary event
Release of colourful native fish in the Japanese Tea House Garden Pond	Barry Meiring	In progress
Coordination of an evening event at the Japanese Tea House Gardens	Jaclyn Iwasaka, Mayumi Rey du Boissieu, Carolina Bocos, Rebecca Creedy	In Progress
Blue Card information to be sent to Rebecca for linking volunteers to Gladstone Regional Council	All committee members	In progress
Contact Michael Eberle to recommend a bowl size for the water feature he created and where the committee might purchase an authentic Japanese bowl.	Barry Meiring	In progress
Translation of key points from "The Art and Science of Shorebirds" book for sharing with Saiki City	Ayako Carrick	In progress
Discuss interschool exchanges with Principal Kazu Watanabe	Chris Moore	
Purchase a copy of the latest Bonsai Book of Australia which features Tondoon Gardens to gift to Consul General during his visit	Barry Meiring	

Confirmed 2024 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 2024

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