

GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE

Philip Street Communities and Families Precinct

Date: 18/08/2022

Time: 4.45pm – 6.00pm

MEETING MINUTES

1. Committee Acknowledgments

1.1. Attendees	Wendy Marsh, Maureen Mason, Chris Moore, Robina Cupitt, Bev Fellows, Cr Desley O'Grady, Kim Marxsen (Manager Arts and Entertainment), Rebecca Creedy (GRC Community Development Officer)
1.2. Apologies	Howard Marsh, Yukiko Moore, Cr Glenn Churchill, Gay Sirriss, Barry Meiring (GRC Manager Tondoon Botanical Gardens), Jie Xi Zang (Youth Council Representative)
1.3. Guests	Nil

2. Confirmation of Minutes

2.1 Minutes of 21 July	Minutes of July moved: Wendy Marsh Seconded: Robina Cupitt Minutes adopted
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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	Email to Allan Briggs (Birdlife Capricornia) requesting purchase of 18 copies of the 'Art and Science of Shorebirds' book
5.2 Incoming	Email from Allan Briggs confirming purchase of the Art and Science of Shorebirds books and accompanying curriculum

6. Standing Business Items

6.1 Website updates including committee profiles	<p>Several requests dating back to 23.9.21 for website updates and additions have been sent to Council's Communications and Marketing Team requesting:</p> <p>Saiki Sister City Page:</p> <ul style="list-style-type: none">• Committee member profiles (in progress)• 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)• To share the 25th anniversary of the signing of declaration video on the website (completed) <p>Saiki Shorebird Section:</p> <ul style="list-style-type: none">• Addition of the shorebird photograph supplied by Mick Barker, credited to him (completed)• Addition of the Japanese Translation of the Saiki Shorebird plaque (completed)• Addition of a photograph of the artwork taken by Daren (GRC Multimedia Officer) (completed)• Updated content in the Saiki Shorebird section (condensed version created by Brands and Comms is missing some key details) (completed) <p>The committee are to send Rebecca information for their online profiles asap. Photographs to be taken at the next committee meeting for inclusion on the website with the profiles.</p>
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6.2 Bamboo tipping water feature (shishi-odoshi)

Barry has provided Michael Eberle (owner/ operator of Simply Japanese Bonsai) a photograph of a bamboo tipping water feature that the committee would prefer, and Michael has confirmed it is possible for him to make and design to our specifications.

Barry's team at Tondoon Gardens have been looking where it could be permanently placed in the Japanese Tea House Gardens, allowing access to power. Options provided included a pondless system where the water isn't sitting stagnant, at the entrance to the gardens or placed in the existing pond under the water feature.

Barry has advised there are current electrical upgrades taking place in the Japanese Tea House Gardens so the project will not be started for a little while longer.

The committee wish to thank Barry and his team for looking into suitable locations and providing options. They are happy to be guided by the expertise of the Tondoon staff as to where it is best situated in the Japanese Tea House Gardens, taking into consideration any issues or advantages of the suggestions made by the team, as above.

6.3 Youth Engagement- Art and Science of Shorebird Book

The committee unanimously agreed to purchase 18 copies of the Art and Science of Shorebird Books, at \$40 per copy, that will form part of a gift pack to be distributed to local high schools, industry, and the Mayor of Saiki City. Allan Briggs, Secretary of Birdlife Capricornia confirmed the purchase and will order the books for the committee for the total cost of \$720. Rebecca to coordinate payment.

Allan also provided accompanying curriculum documents (aimed at year 6 students) and advised the committee is free to distribute to any school that wishes to participate. The only requirement is that the committee inform Birdlife Capricornia which schools will be using it. Allan provided consent for any teachers to adapt the curriculum to different age levels and is happy to provide advice about the content.

6.4 Koi Fish at Japanese Tea House Gardens

The committee have asked Barry to explore the possibility of having Koi Fish added to the pond at the Japanese Tea House Gardens. Barry has advised that unfortunately, since the area can be subjected to flooding, Koi cannot be released in the pond that could become a pest downstream. Barry plans to communicate with GAWB to obtain

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native fish to release into the pond as an alternative. 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. The committee agree with this plan and would like to know which budget the fish would come from (Sister City or Tondoon Gardens) and a timeframe around this for photo opportunities. Awaiting response from Barry.

7. Outstanding Business Items

7.1. Japanese Sculptures, Signage and Plaque at Tondoon Gardens

Suggested new sign at the Tondoon Botanic Gardens and Café, Library Square and Airport to advise guests of the Sister City Relationship. Barry to advise regarding Tondoon Gardens.

Yukiko and Chris have drafted EOI for Japanese artist to create a commemorative art piece for the anniversary celebration (in English and Japanese). Rebecca has sent to GRC legal team who advised a formal EOI to be written up 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. Awaiting appointment of Curator to undertake this project.

8. Other Business Items

8.1 Condition of Shorebird Artwork

Kim Marxsen and Clair Robinson from Gladstone Regional Art Gallery and Museum have kindly inspected the shorebird artwork as the GRC Maintenance Team identified some discolouration. The team at GRAGM will liaise directly with the artist on this matter, to determine the artists intentions for the artwork and requirements for upkeep. No further action required from Saiki Committee.

8.2 Saiki Committee Expressions of Interest for 2023

Expressions of interest for the 2023 committee will be released on Monday 29th August and close on Friday 7th October. This will include the application form being added to the website, social media posts, displaying on tv screens throughout council customer contact centres and development of a poster to share. Rebecca to share poster once created for distribution through networks. The committee have recommended this be shared with the Multicultural Festival Committee, Integreat, all schools (newsletters), Rotary Clubs and to reach out to previous Youth Council Representative, Aaron Yea, to return if he wishes, and Jaclyn and Masa who worked with the committee for the Flourish Event at Integreat.

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8.3 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 to pass recommendation along to Mayor Burnett's executive assistant for consideration.
8.4 Multicultural Festival Committee	Rebecca to email the Multicultural Festival Committee and invite them to attend the Saiki Committee meetings and offer that a Saiki Committee Member would like to attend their meetings.
9. Close of Meeting	
9.1 Meeting closed at 6.00pm	Next meeting will be held on Thursday 15 th September 4.45pm at Philip Street Communities and Families Precinct.

2022 Calendar of Project Actions

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	Rebecca Creedy	Awaiting response

and visual recording of "Plaza in Saiki" composed music. Awaiting confirmation of suitable time.		
Committee to complete profiles for website Saiki Page	All committee members	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	In progress
Explore the option of colourful native fish being added to the Japanese Tea House Garden Pond	Barry Meiring	In progress

Confirmed 2022 Committee Meeting Dates

The Gladstone Saiki Sister Advisory Committee meetings are held on the 3rd Thursday of each month except for December.

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

Time held: 4:45pm - 6pm 2022

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