

# GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE

Online meeting via Microsoft Teams

**Date:** 17/02/2022

**Time:** 4.45pm – 5.58pm

## MEETING MINUTES

### 1. Committee Acknowledgments

1.1. Attendees	Wendy Marsh, Howard Marsh, Yukiko Moore, Bev Fellows, Maureen Mason, Robina Cupitt, Cr Desley O'Grady, Cr Glenn Churchill, Dianna Paddick (Cultural Projects Specialist, Gladstone Regional Art Gallery & Museum) Rebecca Creedy (GRC Community Development Officer)
1.2. Apologies	Chris Moore, Gay Sirriss, Barry Meiring (GRC Manager Tondoon Botanical Gardens)
1.3. Guests	Aaron Yea (2021 Youth Council Representative)

### 2. Confirmation of Minutes

2.1 Minutes of 20 January 2021	<p>Previous meeting minutes moved: Wendy Marsh</p> <p>Seconded: Robina Cupitt</p> <p>Minutes adopted</p>
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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 Incoming	Letter from 2022 Celebrate Australia award winning student to Saiki.
5.2 Outgoing	Email to Saiki City Office advising of commemorative artwork, upcoming launch event and Japanese translation of poster which explains the importance of the Shorebird Artwork.

### 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"><li>• Committee member profiles</li><li>• Rotating monthly carousel of photographs of past events and celebrations</li><li>• A section for community comment/ feedback/ questions to the committee (specifically stating that all comments will be responded to following the next committee meeting)</li><li>• To share the 25<sup>th</sup> anniversary of the signing of declaration video on the website (completed)</li></ul> <p>Saiki Shorebird Section:</p> <ul style="list-style-type: none"><li>• Addition of the shorebird photograph supplied by Mick Barker, credited to him</li><li>• Addition of the Japanese Translation of the Saiki Shorebird plaque</li><li>• Addition of a photograph of the artwork taken by Daren (GRC Multimedia Officer)</li><li>• Updated content in the Saiki Shorebird section (condensed version created by Brands and Comms is missing some key details)</li></ul> <p>The committee would like to be proactive and start designing their individual profiles. Profiles are due to Rebecca by 24.2.22, thank you to all submitted so far.</p>
6.2 Bamboo tipping water feature	Barry has provided Michael Eberle (owner/ operator of Simply Japanese Bonsai) a photograph of a bamboo tipping water feature

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that the committee would prefer, and Michael has confirmed it is possible for him to make and design to our specifications.

Barry to coordinate internally with his team and the safety team regarding installation of water feature.

The committee has provided dimensions to Barry, the diameter of the pot should be no more than 900mm.

Barry to provide update on status of project.

### 6.3 Shorebird Street Art by Margaret Worthington- Launch Event

On Friday 12 November, the Shorebird Artwork and plaque were installed on the front of the Council Civic Centre, 101 Goondoon Street.

Planning is underway for the launch of the official unveiling of the artwork on 17 March, 4.30pm at the Civic Centre:

- Event run sheet completed
- Equipment hire to be organised by Rebecca
- Communication Action Plan created by marketing officer including the creation of invitations to event, flyer for Art Workshop, video creation of event to share with Saiki City, social media, media release, website event and website updates.
- Catering options including Japanese and Australian cuisine- Maureen
- Saiki Children's Art Display- Dianna
- Taiko Drum Hire from Toolooa High School- Rebecca
- Other musician option- Wendy & Howard
- Welcome to Country – Gay
- Mayor's Speech- Rebecca to liaise with Matt Harris
- President Speech- Wendy
- Can we light up the Civic Centre red as a Japanese colour- Rebecca to liaise with Simon Mai
- Japanese flag to be raised on flagpole- Cr O'Grady to look for flag

Wording for invitation was discussed and RSVP required for catering purposes, Rebecca to provide to Marketing Officer, Cassie.

The committee unanimously voted in favour of paying for one night's accommodation for guest speaker Allan Briggs as he is travelling from Capricorn Region to speak at the event. Rebecca to book.

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	<p>The committee unanimously voted in favour of paying \$140 for the cost of art workshop materials allowing the event to be free of charge to community, as Margaret and Allan have kindly volunteered their time. Rebecca to request invoice from Margaret for payment.</p>
6.4 Calendar of events	<p>The committee would like calendar of events produced for 2022, outlining commitments and events that the Saiki Committee would like to be involved in throughout the year.</p> <ul style="list-style-type: none"><li>• Di to email Rebecca dates of Art Gallery events and exhibitions (received)</li><li>• Committee members to email Rebecca any other events and opportunities on their radar</li></ul>
6.5 Ideas for Youth Engagement with Saiki Sister City Committee	<p>Aaron provided the committee with a list of ideas to encourage youth engagement with the committee and sister city relationship:</p> <ul style="list-style-type: none"><li>• School excursions to the Shorebird Artwork for Japanese class students, combined with a visit to the Japanese Tea House Gardens at Tondoon Botanic Gardens to learn about the relationship between the sister cities.</li><li>• Promoting the Saiki Website with youth through social media</li><li>• Purchasing copies of the Art and Science of Shorebirds Book to gift to local schools</li></ul> <p>The committee welcomed these ideas, acknowledging that school excursions might not be possible at present due to COVID restrictions. Rebecca to liaise with Margaret Worthington/ Allan Briggs to see if their book is available for purchase to share with local schools, focusing on high schools due to its scientific content.</p>
<b>7. Outstanding Business Items</b>	
7.1. Japanese Sculptures, Signage and Plaque at Tondoon Gardens	<p>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.</p> <p>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</p>

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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 Australian Bonsai Convention 2023

Barry has advised that the World Bonsai Convention in Perth scheduled for this year has now been postponed until October 2022. The Australian Bonsai Association has expressed strong interest in Gladstone hosting the 2023 convention. Barry would like to explore a Bonsai Artist from Saiki attending, aligning the convention with the opening of the Bonsai House.

#### 8.2 Flourish Event

Awaiting advice from Integreat Queensland if this event is going ahead in April 2022. Rebecca to follow up with Integreat.

#### 8.3 Letter from 2022 Celebrate Australia award winning student to Saiki.

The committee have advised they would like this letter shared with the Mayor of Saiki and no translation will be required as it is in simple English. Permission to do so and thank you to student, Rebecca to liaise with Dianna to possibly include a copy of the student's artwork with the letter he has written.

#### 8.4 Committee photograph opportunity with purchased Bonsai

The bonsai that was purchased by the committee last year through Bonsai Artist Hugh Grant will be delivered to Gladstone, coinciding with 'Parks Week'. Hugh will be in Gladstone from Thursday 10<sup>th</sup> march – Tuesday 15<sup>th</sup> March and Tondoon Gardens will host events on the weekend:

- Saturday 12<sup>th</sup> March- fun activity morning including Friends of Bonsai
- Sunday 13<sup>th</sup> March Bonsai demonstrations by Bonsai Artists Hugh Grant and Stephen Cullum

Barry would like to know if there is a suitable time for the committee to attend for a photograph with the bonsai and artist. The committee have agreed that Sunday 13<sup>th</sup> March at midday is a suitable time for most. Rebecca to inform Barry and check for suitability.

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### 9. Close of Meeting

9.1 Meeting closed at  
5.58pm.

Next informal meeting to discuss Saiki Shorebird Launch Event will be held on Thursday 3<sup>rd</sup> February 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 and visual recording of "Plaza in Saiki" composed music. Awaiting confirmation of suitable time.	Rebecca Creedy	Awaiting response

## 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 <sup>th</sup> Shorebird Artwork Launch Event in lieu of meeting	21st	19th	16th
July	August	September	October	November	December
21st	18th	15th	20th	17 <sup>th</sup> (AGM)	No Meeting Proposed