

# GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE

Philip Street Communities and Families Precinct

**Date:** 16/02/2023

**Time:** 4.45pm – 6.00pm

## MEETING MINUTES

### 1. Committee Acknowledgments

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

### 2. Confirmation of Minutes

2.1 Minutes of November	Moved: Chris Moore Seconded: Bev Fellows
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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"> <li>Email to Wendy Ibbotson, Gladstone Regional Libraries, confirming Allan Briggs details for purchase of Art and Science of Shorebirds Book.</li> </ul>
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	<ul style="list-style-type: none"><li>• Email to Luis Arroyo advising of meeting schedule and inviting him to attend as a guest due to current committee endorsement for 2023</li><li>• Email to Lilian Wyngaards thanking her for making contact and that her information will be passed along to the committee</li></ul>
5.2 Incoming	<ul style="list-style-type: none"><li>• Email from Wendy Ibbotson, Gladstone Regional Libraries, confirming they would like to purchase The Art and Science of Shorebirds Book for the libraries.</li><li>• Email from Luis Arroyo expressing interest in joining the Saiki Committee</li><li>• Email from community member Lilian Wyngaards to the Mayor, informing of her father's artwork on the Saiki Sister relationship</li><li>• Email from Chris Moore advising contact from Saiki board of Education has moved on from her position</li><li>• Email from Emily Costello, Community Development Specialist GRC, advising of Emerging Leaders workshops</li></ul>

### 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"><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></ul> <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

- Barry advised electrical upgrade project was completed at Tondoon Gardens 16.2.23.
- 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.
- 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. Michael is aware the committee also would like a shishi-odoshi but thought this would be another nice feature in the Japanese Tea House Gardens. 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. The committee will meet at the gardens for the March meeting to identify a suitable location for the tsukubai.
- 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.
- GRC has received funding for 2 million dollars to develop the infrastructure to the demonstration gardens where the Bonsai House will be located. Works will be underway over the next 18 months.
- 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. The

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	<p>committee is happy to pay for this signage if Barry can design the content and obtain a quote.</p> <ul style="list-style-type: none"><li>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 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.</li></ul>
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"><li>The Art and Science of Shorebirds Book with commemorative sticker on inside cover to mark the occasion</li><li>School curriculum document based on the book, created by Birdlife Capricornia presented on a USB</li><li>Committee photographs</li><li>Copy of the Shorebird Unveiling Video (included on the USB)</li><li>Calendar of important events and celebrations in 2023</li><li>Jigsaw puzzle of the Japanese Tea House and Gardens</li></ul> <p>Gift packs are to be distributed to local high schools. Rebecca to correspond with Youth Council to see if they could be presented at members schools in a meaningful way, such as assembly. The committee will then coordinate a plan for distributing remaining packs.</p>
<b>7. Outstanding Business Items</b>	
7.1. Intercity exchanges	<p>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.</p>

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### 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. Rebecca to contact the Saiki Mayor's Office to request a new contact at the Board of Education and their formal title.
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 11 <sup>th</sup> July 10am – 2pm to engage with local clubs and sporting groups.

### 9. Close of Meeting

9.1 Meeting closed at 6pm	Next meeting will be held on Thursday 16 <sup>th</sup> March 2023, 4.45pm at Philip Street Communities and Families Precinct and online via Microsoft Teams.
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## 2023 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	Barry Meiring	In progress

for a second-hand copy of the book as they are hard to come by.		
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 <sup>th</sup> (AGM)	No Meeting Proposed