



Minutes

Ainslie Arts Centres Resident Advisory Group

Meeting #G-23-003-A

Date: Friday 24 November 2023 **Venue:** Function Room
Start time: 10:05 am **End time:** 10:40 am
Meeting Chair: Sheridan Burnett, Arts Capital Board

Residents attending:

Charlotte Strong (Music For Canberra)

Kathleen Grant (Music For Canberra)

Olivia Hobbs (Musica Viva)

Arts Capital board/staff attending:

Carly Davenport Acker, CEO Arts Capital / Director A+G

Isabelle Sheppard, Business Administration Assistant

Lachlan Johnson, Business Manager

Lauren Honcope, Board Chair

Leslie Pan, Board Member

Pedro Ribas, Chief Financial Officer

Sheridan Burnett, Board Secretary

Sia Ahmed, Creative Experiences Manager

Apologies:

Agenda Item

Item 1 Welcomes, apologies, introductions, and Acknowledgement of Country

Sheridan Burnett (SB) began the meeting by welcoming the group and introducing herself as part of the Arts Capital Board and meeting chair. SB acknowledged the Traditional Owners, the Ngunnawal Peoples in an Acknowledgement of Country.

Item 2 Previous Meeting Minutes & Action Items

Reviewing the previous meeting minutes, SB noted that there were no outstanding action items.



Item 3 Arts Capital Operational Updates

Moving on, SB Passed over to Carly Davenport Acker (CDA) to provide an operational update to the group. CDA reflected upon a challenging 2023, with varied internal and external contributing factors. CDA gratefully acknowledged and commended Arts Capital staff for their resilience throughout the process of forced redundancies that occurred within the last months. Noting that the uncertainty around when Gorman Centenary renovations, amplified by the lack of communication from artsACT has been an added challenging situation to navigate.

Lauren Honcope (LH) shared that artsACT have suggested the possibility of Ainslie Arts Centre taking on the overflow of activities that will be displayed due to Gorman's renovations. Emphasising that this is not a confirmed possibility as of yet.

The group discussed shared frustrations around artsACT's communications. Noting the varied priorities between artsACT and arts organisations that do not reflect the financial challenges the arts sector is currently facing.

Passing over to Lachlan Johnson (LJ), who informed the group of administrative priorities before the end of the year. Including the drafting of a new Venue Hire Policy and Venue Hire Policy, noting that the current Venue Hire Policy is in need of streamlining to reflect the needs of venue hirers and Residents. Regarding car park concerns, Kathleen Grant (KG) suggested the creation of signage to remind parents to hold their child's hands while exiting the building. In order to mitigate any potential related risks.

ACTION: Create hand holding signage (and potential to emphasise more visible SLOW DOWN signage closer to entrance).

LJ provided WHS related updates, including the implementation of a new WHS system in the new year, hostile intruder training to be held on December 12th and the completion of an emergency and evacuation manual for Ainslie Arts Centre. KG noted her support of the manual, specifically in providing clear after-hours procedures.

ACTION: Contact FERST to gather update on the progress of the AAC manual

Item 4 Resident Operational Updates

Moving on, SB asked the group if they had any updates they would like to share. Olivia Hobbs (OH) raised a concern over the lack of consistency with storage in Room 7. Relating to inconsistent amount of storage provided to each Resident in the space. Acknowledging this, LJ shared that the Administrative team are investigating this and are looking into having an update in the new year.



ACTION: Re-evaluate storage in Co-Working spaces

Noting the time, CDA asked the group for any additional items for discussion. With no further items, CDA thanked the group for the contributions and time, ending the meeting with a statement that our Centres are stronger together. Emphasising the strength within the A+G community that will continue onwards into 2024.

Meeting concluded 10:40am

Summary of Action Items

#	Meeting	Action Item	Owner	Status
1	#G-23-003-A	Create hand holding signage (and potential SLOW DOWN signage) for the exit and entry of the Centre	Arts Capital	New
2	#G-23-003-A	Contact FERST regarding the process of the AAC evac and emergency manual	Arts Capital	New
3	#G-23-003-A	Investigate and action Resident storage in Co-Working spaces	Arts Capital	New