
**GRIFFITH PIONEER PARK MUSEUM COMMITTEE
HELD IN THE COUNCIL CHAMBERS ON
WEDNESDAY, 30 APRIL 2025 COMMENCING AT 4:00 PM**

PRESENT

Councillor Shari Blumer (Chair), Councillor Laurie Testoni, Denis Couch (Community Representative), Jenna Thomas (Community Representative), John Nikolic (Community Representative), Neil Dal Nevo (Community Representative), Robyn Turner (Community Representative), Virginia Tropeano (Community Representative)

Quorum = 3

STAFF

Director Business, Cultural & Financial Services, Max Turner; Griffith Pioneer Park Museum Manager, Jenny O'Donnell; Curator, Emma Darcy and Governance Manager / Minute Secretary, Leanne Austin

Councillor Shari Blumer welcomed members to the Pioneer Park Museum Committee and recited the Acknowledgement of Country.

1 APOLOGIES

Apologies were received from Councillor Jenny Ellis, Michael Rohan, Peter Taylor, Desma Newman and Dolf Murwood.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Denis Couch and John Nikolic that the minutes of the previous meeting held on 15 July 2024, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

Nil

4 DECLARATIONS OF INTEREST

Pecuniary Interests

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 INDUCTION OF COMMITTEE MEMBERS - MANDATORY

Mrs Austin provided an overview of the Committee induction process which Committee members may access on Council's website. Committee members are required to read the Code of Conduct policy and procedures, Code of Meeting Practice policy, Statements to the Media Policy, Social Media Policy, Information Protection Principles and Child Safe policy. Committee members are also required to complete the online policy acknowledgment form. Explanation was provided in relation to the requirement to declare any Conflicts of Interest Committee members may have in their consideration of Committee matters.

CL02 TERMS OF REFERENCE

Jenna Thomas entered the meeting the time being 4:22 pm.

RECOMMENDED on the motion of Virginia Tropeano and Councillor Laurie Testoni that the Committee adopt the Terms of Reference attached to the report.

Clause CL04 was brought forward.

CL04 REVIEW BUDGETED PIONEER PARK MUSEUM FEES & CHARGES 2025-26

The Committee considered the proposed Pioneer Park Museum Fees and Charges for 2025/26, along with the operating report covering the past three years. Councillor Blumer enquired whether postcode data of Museum visitors could be provided to the Committee. Mrs O'Donnell advised that visitor data is collected at the time of entry and could be collated for Committee members. Mr Nikolic suggested improving accessibility for local residents and proposed increasing hire fees to help offset free entry for locals. Mrs Turner recommended that Council consider implementing an improved point-of-sale system to enhance the accuracy of data collection. Councillor Blumer also suggested that staff investigate the hire rates charged by other local facilities and consider reviewing the Museum's hire rates accordingly.

RECOMMENDED on the motion of Jenna Thomas and Denis Couch that a report be presented to the next Committee meeting providing historical and current data on the postcodes of visitors to the Museum.

CL06 PIONEER PARK COLLECTION GUIDELINES

Ms Darcy advised she has developed a simplified collection document to assist volunteers particularly when members of the public bring items to the Museum for donation.

RECOMMENDED on the motion of John Nikolic and Jenna Thomas that:

- (a) the Pioneer Park Collection Guidelines be endorsed and publicly available on Council's website.

- (b) the Pioneer Park Collection Guidelines be promoted through various mediums including Council Catch Up, social media and Community Noticeboard.

CL07 STRATEGIC PLAN - OBJECTIVE 2 - MANAGE THE COLLECTION SUSTAINABLY

Ms Darcy advised that she is currently undertaking an audit of the Museum's collections. Councillor Blumer requested that a progress report on the audit be provided to a future Committee meeting. Ms Darcy noted that the Museum has faced challenges in meeting grant funding criteria due to inadequate record-keeping systems, lack of climate-controlled storage and limited overall storage capacity. She highlighted the need for a dedicated facility to preserve records such as photographs and documents. Ms Darcy is developing a proposal to address these issues and she is currently investigating options for repurposing existing buildings. The proposal will be presented to a future Committee meeting. Mr Turner advised that a Strategic Plan exists for the Museum, but emphasised the need for dedicated storage space.

RECOMMENDED on the motion of Robyn Turner and Councillor Laurie Testoni that:

- (a) The Committee endorse the ongoing implementation of Strategy 2 with prioritisation of Actions 2.1 and 2.2 in Year 1.
- (b) Council staff provide an update report on the audit process and initial findings at the next Committee meeting.

Ms Darcy left the meeting at 5:25 pm.

CL03 PROPOSED MEETING DATES 2025

RECOMMENDED on the motion of Neil Dal Nevo and John Nikolic that the next Committee meeting be held on 6 August 2025 with the following meeting to be held at a date to be confirmed in November.

Mr Couch suggested that more frequent meetings may be required in future and the option for workshops in between formal meetings could be considered.

CL05 REVIEW OF FIRST NATIONS STRATEGY AND MUSEUM ABORIGINAL ADVISORY GROUP

Mrs O'Donnell advised that she had met with members of the local Aboriginal community to discuss the formation of an advisory group for the Museum. Mr Turner suggested that consideration should be given to the expectations of the group and whether its recommendations should be referred to this Committee for endorsement. Mrs O'Donnell noted that, if the proposal is approved, an expression of interest would be advertised inviting members of the Aboriginal community to participate. Councillor Blumer recommended that the expectations and scope of the advisory group be clearly defined from the outset.

RECOMMENDED on the motion of Jenna Thomas and Denis Couch that the Committee:

- (a) Notes the review of the Museum's First Nations Strategy, endorsed under the previous Council term.
- (b) Supports the formation of a Pioneer Park Museum First Nations Advisory Group to provide guidance and community-led input into the Museum's interpretation, exhibitions, and engagement with First Nations history, culture and people.

6 GENERAL BUSINESS

Councillor Testoni left the meeting at 5:53 pm and returned at 5:54 pm.

6.1 Access to Buildings

Mr Couch raised the issue of access to buildings located on Crown Land that is subject to Aboriginal Land Claims, noting that some of these buildings require repairs and maintenance. Mr Turner advised that Council would contact Crown Lands to seek guidance on the matter.

RECOMMENDED on the motion of Robyn Turner and Denis Couch that the Committee seek clarification on access to buildings requiring works located on land subject to Aboriginal Land Claims.

ATTACHMENTS

- (a) First Nations Strategy (under separate cover)
- (b) Pioneer Park Collections Guidelines

7 NEXT MEETING

The next meeting of the Griffith Pioneer Park Museum Committee is to be held on Wednesday, 6 August 2025 at 4:00 pm.

There being no further business the meeting terminated at 6:05 pm.