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**GRIFFITH PIONEER PARK MUSEUM COMMITTEE  
HELD IN COUNCIL CHAMBERS ON  
MONDAY, 15 JANUARY 2024 COMMENCING AT 4:32 PM**

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**PRESENT**

Councillor Doug Curran (Chair), Denis Couch (Community Representative), Maria Searl (Community Representative), Peter Taylor (Community Representative), Jenna Thomas (Community Representative), John Nikolic (Community Representative), Jeff Dance (Community Representative)

Quorum = 3

**STAFF**

Director Business, Cultural, Financial Services, Steve Saffioti, Griffith Pioneer Park Museum Manager, Jenny O'Donnell and Minute Taker, Jessica Bertacco

**1 APOLOGIES**

An apology was received from Councillor Anne Napoli.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Peter Taylor and Jenna Thomas that the minutes of the previous meeting held on 16 October 2023, 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 OPERATIONAL UPDATE**

Griffith Pioneer Park Museum Manager, Jenny O'Donnell provided the Committee with an update on what has been happening at the Museum over the October, November and December 2023 period.

Director Business, Cultural, Financial Services, Steve Saffioti provided financial updates.

**RECOMMENDED** on the motion of Denis Couch and John Nikolic that the Committee note the report.

### **CL02 COMMITTEE MEMBER RESIGNATION**

**RECOMMENDED** on the motion of Jenna Thomas and Denis Couch that the Committee note the resignation of Robin Silvester.

### **CL03 AGENDA ITEMS RAISED BY COMMITTEE MEMBERS**

A number of agenda items were raised by Committee members. These included the below:

#### **3.1 WHS Works**

Current electrical works to be completed with funding from the reserve fund in lieu of WHS rectification funding. The works require \$10,000 to have works completed.

**RECOMMENDED** on the motion of Denis Couch and Jenna Thomas that the funds be allocated.

#### **3.2 Proposed Billboards**

Denis Couch enquired about the proposed billboards discussed at the previous meeting and what funding is available and if there are DA requirements. He was advised by Mayor Doug Curran and Mr Saffioti that there is no funding available.

#### **3.3 Shortfall of Front of House Volunteers**

Denis Couch questioned what work is being done to address the shortfall in front of house volunteers. Jenny O'Donnell responded that "word of mouth" is probably the best option. Jenny is also in need of volunteers for weekends and doesn't want to have to use casual staff as Council is trying to save funds. Mayor Doug Curran suggested that Jenny O'Donnell uses Council resources like Council's Facebook page or Visit Griffith's Facebook page, Council Catchup, Council website or a mention on the Mayor's Monday morning radio segment. John Nikolic advised that he will mention to the Griffith Business Chamber.

#### **3.4 Committee Meetings**

Denis Couch believes the charter of the Committee needs to be reaffirmed, as well as its governance role as it relates to Councillors, Griffith Pioneer Park Museum staff and the Senior Management Team. Preliminary discussions took place with a view to Committee members working informally between meetings to work on confirming its charter. It was suggested that the Committee communicate via email between meetings and raise major matters at the Committee Meetings.

#### **3.5 Strategic Plan Implementation, Priorities and Action Plan**

Jenna Thomas has asked that Jenny O'Donnell keep the Committee updated with what she is working on.

#### **3.6 Building and Grounds Maintenance Schedule**

Jenna Thomas requested information in relation to the grounds maintenance schedule.

### **3.7 Curator Projects**

Committee members to pass on information.

### **3.8 Cost Benefit Analysis of Mini Action Day in October 2023**

Jenna Thomas would like this information from Mr Saffioti.

### **3.9 White Ant Damage and Repairs**

Signage to be placed at Steam Shed. Denis Couch has suggested working with Kevin Rossetto regarding bait for white ants.

*Maria Searl arrived at the meeting 5:25pm.*

**RECOMMENDED** on the motion of Denis Couch and John Nikolic that the Committee note the report.

## **6 OUTSTANDING ACTION REPORT**

**RECOMMENDED** on the motion of Peter Taylor and Denis Couch that the Committee note the report.

## **7 GENERAL BUSINESS**

### **7.1 The Welcome Experience**

Denis Couch informed the Committee that The Welcome Experience welcomes new members to the community, namely essential government workers and their families. Dennis' proposal is that they are offered free passes for new family groups to come to Pioneer Park. Passes to be offered to nominated families.

### **7.2 Southern NSW Regional Heritage Group**

A meeting of the Southern NSW Regional Heritage Group will be held at the Museum on 29 February 2024 commencing at 10 am. This Group includes regional museums, family history societies, various historical societies, and other associated entities that meet every few months at various museum locations. The group members benefit from networking, sharing of information and learning opportunities. To date there have been 2 workshops, the inaugural being held at the Bundawarra Centre in Temora and the second at Greens Gunyah Museum in Lockhart. The Mayor has agreed to welcome the participants on the day.

### **7.3 Solar Panels**

Denis Couch requested that a second group of solar panels be investigated. Mr Saffioti and Jenny O'Donnell noted that the first panels are not working due to an internet issue and they will get IT to rectify the issue.

### **7.4 Audio-visual Display in Post Office**

Peter Taylor suggested an audio-visual display in the Post Office. Jenny O'Donnell to obtain pricing on a videographer.

## **8 NEXT MEETING**

The next meeting of the Griffith Pioneer Park Museum Committee is to be held on 18 March 2024 at 4:30pm.

There being no further business the meeting terminated at 5:33pm.