



Herberton Mining Centre Gift Fund Advisory Committee Minutes

Date	13 April 2022
Time	8.30am
Place	Herberton Mining Centre

Attendance			
Name	Role	Present	Apologies
Cr Annette Haydon	Division 2 Councillor and Chair	√	
Elizabeth Atkins	HMC Information Centre Officer	√	
Graham Greaves	Committee	√	
Gwyneth Nevard	Coordinator Tourism Culture & Events	√	
John Philippa	Committee	√	
Ivan Searston	Committee	√	

No.	Agenda Item	Responsible
1.	Attendance and apologies As above.	
2.	Declaration of Conflicts of Interest None tabled.	
3.	Update to Advisory Committees Policy and Terms of Reference The committee were advised of the update to TRC's Advisory Committees Policy and this committee's Terms of Reference, in particular noting the new reporting requirements.	
4.	Minutes of previous meeting 18 August 2021 Moved: Ivan <i>"That the Minutes of the meeting of 18 August 2021 are approved as a correct record."</i> Seconded: John. CARRIED.	
5.	Matters Arising <ol style="list-style-type: none"> 1. Payment for digitising newspapers – completed. 2. Furniture swap with Qld Police Service – completed. 3. Approval for new track outside museum – not required. 4. Water power display – project plan completed and approved. 	
6.	Inward and Outward Correspondence None tabled.	
7.	Statement of Funds A bank statement was tabled, showing balance funds in the Gift Fund of \$15,940 as of 12 April 2022.	

	<p>Moved: Ivan <i>"That the statement of funds tabled for the Herberton Mining Museum Gift Fund of \$15,940 are approved."</i> Seconded: Graham. CARRIED.</p>	
8.	<p>Allocation of donations</p> <ol style="list-style-type: none"> 1. Conservation of Horan Notebooks, balance funding of \$145.20. It was confirmed that this is the shortfall in funding for this project, \$3,000 has been received through a grant. Moved: John <i>"That funds of \$142.50 to support the conservation of the Horan Notebooks are approved."</i> Seconded: Graham. CARRIED. 2. Climate measurement – refund of purchase cost \$202.15 Moved: Ivan <i>"That the committee approve a refund of \$202.15 as per receipts submitted for the purchase of climate measurement equipment for the museum."</i> Seconded: John CARRIED. 3. Water power display signage \$632 Moved: Ivan <i>"That the committee approve expenditure of \$632 for an interpretive sign for the new water power display."</i> Seconded: John. CARRIED. 4. Boiler sign \$132 Due to increase in costs, a shortfall in operational funds of \$132 has been identified for the new interpretive sign for the boiler. Moved: John <i>"That the committee approve expenditure of \$132 towards the cost of an interpretive sign for the boiler."</i> Seconded: Graham. CARRIED. 5. Perspex for diorama \$695 A quote for \$695 to replace the front of the mine diorama in the museum with a single sheet of perspex was tabled, improving the visibility of the display. Moved: Ivan <i>"That the committee approve expenditure of \$695 to purchase perspex for the mine diorama."</i> Seconded: Graham. CARRIED. 6. Other requests for funds None tabled. 	
9.	<p>General Business</p> <ol style="list-style-type: none"> 1. Preservation Needs Assessment An update was provided on a grant application being prepared to undertake a Preservation Needs Assessment for the significant items in the collection with a focus on the outdoor objects. 	
10.	<p>Next meeting date Prior to the volunteer meeting in October unless required earlier.</p>	

Action Items 18/08/2021			
#	Responsible Person	Action	Date for completion
1	Liz	Organise payment of funds as approved in Item 8.	June 2022

Next Meeting	12 October 2022 8.30am
Meeting Close	9.10 am