

# Ravenshoe Visitor Centre Gift Fund Advisory Committee Minutes

<b>Date</b>	06 June 2022
<b>8.00an</b>	9.00 am
<b>Place</b>	Ravenshoe Visitor Centre

<b>Attendance</b>			
<b>Name</b>	<b>Role</b>	<b>Present</b>	<b>Apologies</b>
Cr Annette Haydon	Division 2 Councillor, Chair	√	
Carol Austin	Committee	√	
Sharalyn Dennis	Committee	√	
Alan Guy	Committee	√	
Gwyneth Nevard	Coordinator Tourism Culture & Events	√	
Graham Rae	RVC Chair	√	
Liz Atkins	Senior Information Centre Officer	√	
<b>Guest</b>			
Penny Alder	Volunteer - RVC	√	

<b>No.</b>	<b>Agenda Item</b>	<b>Responsible</b>
1.	Attendance and apologies As above	
2.	Committee membership 2.1 The resignation received from Diane Donaldson was noted. 2.2 The nomination received from Alan Guy was tabled. <i>Moved: Carol</i> <i>“That the nomination received from Alan Guy to join the Gift Fund Advisory Committee is accepted.”</i> <i>Seconded: Sharalyn. CARRIED.</i>	
3.	Updated Committee Terms of Reference The updated Terms of Reference were tabled and key changes noted.	
4.	Minutes of previous meeting <i>Moved: Carol</i> <i>“That the Minutes of the meeting of 01 October 2020 are accepted as a correct record.”</i> <i>Seconded: Cr Haydon. CARRIED.</i>	
5.	Matters Arising	

	The success of the WWII exhibit completed in 2021 was noted and Carol was acknowledged for her great work on this project.	
6.	Inward and Outward Correspondence None tabled.	
7.	Statement of Funds Balance funds in the Ravenshoe Visitor Centre Gift Fund account were noted. <i>Moved: Carol</i> <i>“That the balance of \$13,273 in the Gift Fund account as at 03 June 2022 is accepted as a correct record.”</i> <i>Seconded: Sharalyn. CARRIED.</i>	
8.	Allocation of Donations Two requests for funding were tabled for discussion. 8.1 Purchase medals for WWII exhibition to replace those on loan. <i>Moved: Sharalyn</i> <i>“That funds from the Gift Fund of up to \$200 are approved for the purchase of medals for the WWII exhibit.”</i> <i>Seconded: Carol. CARRIED.</i>  8.2 Restoration of significant heritage photo. The significance of the Mazlin family in the history of Ravenshoe and the importance of restoring the old photograph was noted. <i>Moved: Alan</i> <i>“That funds from the Gift Fund of up to \$200 are approved to undertake restoration of the Mazlin family photograph”</i> <i>Seconded: Sharalyn. CARRIED.</i>	
9.	Other Business 9.1 Discussion took place on a theme for a new exhibit for the heritage gallery. Due to the popularity of the WWII exhibition, it was agreed to keep this on display during the 2022 tourism season and start work on a new exhibition later in the year. 9.2 It was noted that the MOU with the Jirrbal people regarding some of the cultural objects on display in the Nganyaji Centre is due for updating.	

<b>Next Meeting</b>	June 2023, or earlier if required.
<b>Meeting Close</b>	9.45 am.

<b>Action Items 06 June 2022</b>			
<b>#</b>	<b>Responsible Person</b>	<b>Action</b>	<b>Date for completion</b>
1.	Gwyneth	Contact the Jirrbal people to review and update the MOU	December 2022
2.	Carol/Liz	Organise purchase of WWII medals and restoration of old photograph	December 2022