

# MEETING AGENDA

<b>Meeting</b>	Port Stephens 355C Strategic Arts Committee		
<b>Team Name:</b>	Vibrant Places		
<b>Date:</b>	Wednesday 3 September 2025	<b>Time:</b>	3:00pm – 5:00pm
<b>Chairperson:</b>	Councillor Wells	<b>Venue:</b>	Manoora Room – Community Arts Centre
<b>Purpose of Meeting:</b>	Port Stephens Council Strategic Arts Committee fulfils the functions of an advisory body to Port Stephens Council on matters related to culture and the arts.		
<b>File:</b>	PSC2012-05077		
<b>Attendance</b>			
Councillor Armstrong	Councillor Wells	Councillor Francis	Kate Connor
Chantelle Sives	Jessica McDonald	Meryl Miller	Cazandra Mariano
Ian Farnsworth	Cheryl Punch	Gregory Punsheon	Susan Mc Donnell
Yasmina El Mrabet	Kate Wilke	Kathie Barnes	

## Apologies

Mayor Anderson			

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
<b>1.0</b>	<b>WELCOME</b>				
1.1	Acknowledgement of Country	1min	Chair		
<b>2.0</b>					
2.1	Outstanding Actions from previous minutes of last meeting 4 June 2025	5mins	Kate Connor		
2.2	Port Stephens Sister Cities Update	10min	Councillor Armstrong		
2.3	Our Incredible Place Strategy Update	10mins	Kate Connor		
2.4	Our Incredible Place Strategy Workshop	60mins	All		
<b>3.0</b>	<b>OTHER MATTERS</b>				
3.1	Member update	15mins	Chair		
3.2	Business Arising				

### MEETING CLOSED AT:

### NEXT MEETINGS

Date: Wednesday 26 November 2025

Time: 3:00pm-5:00pm

Venue: Committee rooms or Zoom

### MEETING CODE OF COOPERATION

We start on time and finish on time.

Respect for diversity of group and views.

No inappropriate language.

Chair has to maintain control.

Decisions will be ratified at the next meeting.

We will not threaten or intimidate each other.

Agenda is put out before meeting and followed.

Everyone has a voice.

Agreement by majority consensus.	Lateral thinking is encouraged.
No hidden agendas.	Do not speak over others.
Share knowledge.	Publicly support the decisions of the Panel.
Actions will be completed on time.	Maintain our focus on the agenda item.
We will leave our personal conflicts at the door.	Stay within the boundary of our Purpose Statement.