

MEETING MINUTES

Meeting	Port Stephens 355C Strategic Arts Committee		
Team Name:	Vibrant Places		
Date:	Wednesday 11 March 2026	Time:	3:30pm – 5:30pm
Chairperson:	Kate Connor	Venue:	Committee Room, Port Stephens Council
Minutes:	Nikki Spillane		
Purpose of Meeting:	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.		
File:	PSC2012-05077		

Attendance

Cheryl Punch STARS of Port Stephens	Gregory Punshon Photographer	Kate Wilkie Pointy End Pictures	Meryl Miller Port Stephens Community Arts Centre
Susan McDonnell Tilligerry Arts Group	Kate Connor Port Stephens Council	Chantelle Sives Port Stephens Council	Nikki Spillane Port Stephens Council

Apologies

Mayor Anderson Port Stephens Council	Councillor Armstrong Port Stephens Council	Councillor Francis Port Stephens Council	Councillor Wells Port Stephens Council
Cazandra Mariano Marketing & Business Development	Ian Farnsworth Fighter World Board	Kathie Barnes Tomaree Cultural Development Group	Renae Lamb Midnight Dreaming
Yasmina EL Mrabet Graphic Designer			

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
1.0	WELCOME				
1.1	Welcome and Acknowledgement of Country	1min	Chair	Record: Completed by Kate Connor	
2.0					
2.1	Outstanding Actions from previous 26 November 2025 meeting	5mins	Chair	Record: Chantelle Sives provided an update on the outstanding and advised the committee on the status.	
2.2	Our Incredible Place Strategy Update	10min	Chantelle Sives	Record: Update on the Our Incredible Place Strategy. Committee members will have the opportunity to review the draft strategy at the next meeting. The strategy is expected to be presented to Council in October, placed on public exhibition in November, and scheduled for endorsement in December.	
2.3	Performing Arts Trial update	10mins	Chantelle Sives	Record: Update on the performing arts trial at Soldiers Point Hall. Action: Council to update the fees and charges listed on the Soldiers Point Hall webpage.	
2.4	Illuminate and Raymond Terrace Community Corner 2026	10mins	Kate Connor	Record: The demolition of the old fire station Raymond Terrace involved a Community Corner project. A design workshop was held with local youth. Two community working bees will be planned to assist with site development.	

				<p>Action: Committee members are invited to express interest if they would like to contribute artistically to the project.</p> <p>Record: The upcoming Illuminate event will be held on 19 September 2026, with a fire and light theme. With limited art budget currently available, the committee discussed potential ideas and collaborators.</p> <p>Action: Cheryl Punch to provide Port Stephens Council with contact details for Nathan Williams for potential involvement in the event.</p>	
2.5	Public Art update	10mins	Chantelle Sives	<p>Record: Updates on several public art projects Tomaree Sports Complex sculptural artwork has progressed to the next stage. The Wings Over Wetlands art competition has launched and will close on 31 May.</p> <p>Discussion of future ideas for exhibition space at Terrace Reflections and Yaccaba Art Walk.</p> <ul style="list-style-type: none"> - Rotating existing works - combining works from multiple artists - maintaining exhibition opportunities for local artists. - mural projects <p>Action: Council to investigate the feasibility of trialing a digital screen as an artwork showcase, potentially in</p>	

				<p>connection with the Nellies artwork project and in libraries</p> <p>Action: Council will promote the Wings Over Wetlands Art Competition through Council's Facebook page.</p>	
2.6	Maker Spaces	10mins	Kate Connor	<p>Record: Council asked committee if there is still demand for a maker space for artists.</p> <p>While some members noted that many artists currently work from home studios, it was suggested that this kind of space may benefit emerging or younger artists.</p>	
2.7	Vibrant Places Fund	10mins	Chantelle Sives	<p>Record: Feedback was sought on the structure of the Vibrant Places Fund in preparation for the next round. Suggestions to consider for the review included:</p> <ul style="list-style-type: none"> - allocating funding geographically - supporting smaller experimental projects - and considering larger scale public art such as sculptures. - keep the fund as it is <p>Action: Review Vibrant Places Fund</p>	
3.0	OTHER MATTERS				
3.1	Member update	15mins	Chair	<p>Record: Committee members shared updates on current projects and initiatives, including upcoming exhibitions, and opportunities to showcase and support local artists.</p>	

				Action: Council to provide a letter of support and written approval from the Assets Team for the proposed hall projection equipment to support Pointy End Pictures grant application.	
3.2	Business Arising			N/A	

MEETING CLOSED AT: 5:06pm

NEXT MEETINGS

Date: Wednesday 10 June 2026

Time: 3:30pm-5:30pm

Venue: Committee rooms or Teams

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.

Strategic Arts Committee Actions

Item	Topic	Action/Decision	Responsible Officer	Date to be Completed	Status
11 March 2026					
2.3	Performing Arts Trial update	Action: Council to update the fees and charges listed on the Soldiers Point Hall webpage.	Council	April 2026	Complete
2.4	Illuminate and Raymond Terrace Community Corner 2026	Action: Committee members are invited to express interest if they would like to contribute artistically to the project.	Committee	April 2026	
		Action: Cheryl Punch to provide Port Stephens Council with contact details for Nathan Williams for potential involvement in the event.	Cheryl Punch	April 2026	Complete
2.5	Public Art update	Action: Council to investigate the feasibility of trialing a digital screen as an artwork showcase, potentially in connection with the Nellies artwork project and in libraries.	Council	July 2026	
		Action: Council will promote the Wings Over Wetlands Art Competition through Council's Facebook page.	Council	April 2026	Scheduled
2.7	Vibrant Spaces Fund	Action: Review Vibrant Places Fund	Council	July 2026	
3.1	Member update	Action: Council to provide a letter of support and written approval from the Assets Team for the proposed hall projection equipment to support Pointy End Pictures grant application.	Council	March 2026	Complete