

Gosford Foundation Trust Management Committee Meeting Record 6 August 2019



Location:	Central Coast Council Gosford Office Level 1 Committee Room 49 Mann Street, Gosford	
Date:	6 August 2019	
Time	Started at: 4.10pm	Closed at: 4.42pm
Chair	Mayor Jane Smith	
File Ref	F2018/00731	

Present:

Mayor Jane Smith, Gary Murphy – Chief Executive Officer, Clive Blunt, Barbara Wills,

Staff present:

Phil Cantillon – Unit Manager Leisure and Lifestyle, James Taylor – Section Manager Governance (on behalf of Shane Sullivan – Unit Manager Governance and Business Services), Christine Jarvis – Assistant Property Development Manager, Kelly Drover – Advisory Group Support Officer

Item 1 Welcome, Apologies and Acknowledgement of Country

Apologies received: Shane Sullivan – Unit Manager Governance and Business Services

The Chairperson, Mayor Jane Smith, declared the meeting open and completed an Acknowledgement of Country and Connection to Land statement.

Item 2 Disclosure of Interest

The Mayor called for any declarations of interest.

No disclosures received.

Item 3 Confirmation of Previous Meeting Record

The Committee confirmed the Meeting Record from 26 March 2019.

The Committee discussed the Action Log.

In regard to Action Item 2 – Terms of Reference, the Committee agreed to defer this item for a future meeting, to be determined by the Director Governance once Council has received the legal advice on the Trusts.

In regard to Action Item 12 – Site specific donor recognition, clarification to be sought with Shane Sullivan whether this item refers to the donation of furniture and recognition to be given to donors.

Item 4 12 Month Action Plan (Action 18)

The Committee reviewed the objectives of the Trust in the Trust Deed and discussed what the focus is for the next 12 months.

- Donations that have potential to generate funds back to the Trust
- Opportunity to obtain donations for RPAC / Library
- Donations of artwork to the Gallery
- Public Art

The Committee agreed the objective for the next 12 months is to focus on seeking donations for the above mentioned priorities.

When the Mayor attends openings at the Gallery this would also be an opportunity to seek donations for the Gosford Foundation Trust.

Action: Advice to be sought from the Communications team as to an appropriate budget and a strategy for promoting donations to the Trust.

Item 5 Promotion of the Trusts

The Committee discussed the information provided by Shane Sullivan on Philanthropy Australia and agreed that it is not a suitable option for the Trust at this stage.

The Committee reviewed fact sheet on Council's website for donating to the Trusts.

Action: The Committee to give future consideration to streamlining the online FAQ and donation process.

Item 6 Finance Report (Standing Agenda item)

The Committee discussed the Finance Report for the Gosford Foundation Trust. It was noted that no donations had been received in the last 12 months.

Noted that donating to the Trust was not an easy process and required a number of steps. Committee requested that Council provide a mechanism to donate to the Trust via Council's website.

Action: The Unit Manager Governance and Business Services to give consideration to streamlining the online FAQ and donation process.

Item 7 General Business and Close

Phil Cantillon advised the Koi Sculpture at the Gosford Art Gallery had been separated into 3 separate sculptures.

Action: Phil Cantillon to provide images at the next meeting of the separated Koi sculptures.

The meeting closed at 4.42pm

Next Meeting: Tuesday 5 November 2019
4pm – 5pm
Central Coast Council Gosford Office
Level 1 Committee Room