

SHIRE OF KOJONUP

Kojonup



Kojonup Historical, Tourism &
Cultural Committee

Minutes

12 November 2024

TERMS OF REFERENCE

• KOJONUP HISTORICAL, TOURISM & CULTURAL COMMITTEE

Established under Section 5.8 of the *Local Government Act 1995* to advise Council on Historical, Cultural and Tourism matters and projects related to improving the Historical, Cultural and Tourism assets that the Shire owns or is custodian.

The Committee is not responsible for the executive management of these functions. The Committee will engage with management in a constructive and professional manner in discharging its advisory responsibilities and formulating its advice to Council.

This committee may advise Council on:

- the collection, classification and preservation of records and other items relating to the history and culture of the Kojonup District and its people.
- the strategy and future of the Military Barracks and Elverd's Cottage noting they are important historical buildings of Western Australia.
- promotions and campaigns related to historical assets.
- Public access for research purposes.

Roles of the Committee Members:

- To volunteer and encourage other community volunteers to support the Council in its events and activities related to the historical assets;
- To cooperate with the Shire on transferring knowledge and supporting capability to manage the historical, cultural and tourism assets.

Membership

- Three (3) Community Representatives as selected and endorsed by Council

1 Councillor

1 Delegate Proxy

Supporting Team Members:

- Manager Kodja Place, Tourism and Marketing
- Chief Executive Officer or delegated nominee
- Governance and Rates Officer
- Senior Library Officer

Meetings

Meetings to be held a minimum of half yearly.

KOJONUP HISTORICAL, TOURISM & CULTURAL COMMITTEE

MINUTES

1. DECLARATION OF OPENING

The Chairperson declared the meeting open at 9.03am.

2. ATTENDANCE & APOLOGIES

Members

Cr Cindy Wieringa	Member (Chairperson)
Cr Kerry Mickle	Member
Barbara Hobbs	Community Member
Ronice Blair	Community Member
Andrew Chandler	Community Member

Staff (Observers)

Grant Thompson	Chief Executive Officer (CEO)
Jill Watkin	Manager Kodja Place, Tourism and Marketing
Tonya Pearce	Governance and Rates Officer
Lorreen Greeuw	Senior Library Officer
Dwayne Lottering	Property Services Manager

Apologies

3. CONFIRMATION OF MINUTES

Kojonup Historical, Tourism and Cultural Committee Meeting held 13 August 2024
([attachment 4.1](#))

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved R Blair Seconded B Hobbs

That the minutes of the Kojonup Historical, Tourism and Cultural Committee Meeting held on 13 August 2024 be confirmed as a true and accurate record.

CARRIED 5/0

For: Cr Wieringa, Cr Mickle, B Hobbs, R Blair, A Chandler

4. BUSINESS ARISING

COMMITTEE RECOMMENDATION

Moved R Blair

Seconded A Chandler

That the Kojonup Historical Tourism Cultural Committee recommends to Council that it create a reserve fund to receive \$40,000 from the Kodja Place Community Fund Inc. (KPCFI), as a result of the KPCFI winding up:

- a) \$20,000 be allocated to leveraging future grants for Kodja Place; and,
- b) \$20,000 to be used for capital expenditure at the Kodja Place to maintain current storytelling assets as required.

CARRIED 5/0

For: Cr Wieringa, Cr Mickle, B Hobbs, R Blair, A Chandler

UNCONFIRMED

5. STATUS REPORT

Date	Item # & Title	Issue	Response	Status	
05/03/2024	2.1 Procedure for accessioning and accessing items 2.2 – Moving to Collections WA, integrating Kojonup Historical Society databases	Large task	Barbara Hobbs and Ronice Blair to follow up on the transfer of KP data	Ongoing	Barbara & Ronice
05/03/2024	Combined Stories (Wadjela and Noongar) at Kodja Place	Item to discuss	New screens	Ongoing – Looking to complete by Jan/Feb	Jill
05/03/2024	2.3 – Estimating importance of objects and photographs	Consider creating a small group to undertake this process	Barbara Hobbs and Ronice Blair to consider the process for prioritization of artefacts before next meeting	Ongoing	Barbara, Ronice & interested others
05/03/2024	3.2 - Elverd's Cottage masonry maintenance	Availability of mason	Cr Wieringa to pass on contact details of a contractor	Pending	Dwayne Lottering
05/03/2024	4.2 – Old Town Walk signage	Removal will need budgeting for	Jill Watkin Progressing with OGS	Ongoing	Dwayne Lottering
05/03/2024	4.4 - Tours for the public, historical sites, cultural tours, etc.	Item to discuss	Jill Watkin progressing as part of general marketing plan	Ongoing	
05/03/2024	4.5 – Integration of historic precinct into Kodja Place orbit	Item to discuss		Complete	
13/08/2024	Historical and Flora & Fauna brochures to be integrated	Currently nil procedure	Bring to next meeting	Pending	Jill
12/11/2024	List of Projects		Bring to next meeting	Pending	Jill/Barbara

6. GENERAL BUSINESS

Item	Response/Action
Draft Plan Attachment 6.1	<ul style="list-style-type: none">• Roles and Responsibilities• Identified Priorities• Elverd Cottage• The Barracks – Dwayne to investigate the cost of putting a security gate at rear of the Barracks• The old Post Office• Memorial Hall• Marleyup School – the Committee is keen to start setting up exhibitions in this area.
Discussions	<ul style="list-style-type: none">• Memorial Hall – quotes for fixing roof and pigeon removal received.• Future use of the old Post Office – Not currently available for use.

7. OTHER ITEMS FOR DISCUSSION OR FURTHER RESEARCH

Procedures to explain the Historical Society and the Kodja Place computers with MOSAIC.

Currently have two (2) support systems for MOSAIC, due to the Historical Society dissolving into the Kodja Place, only one (1) support system required. A process and decision is required to consolidate the systems with any ongoing costs to be budgeted. A review of Mosaic and Museums WA is required to determine the most effective way to utilize these two systems.

Jill Watkin has been discussing a permanent display of Bella Kelly and Noongar art, throughout the Kodja Place on a permanent basis. Further research to follow and bring to the next meeting.

Two (2) very successful exhibitions this year at the Kodja Place. Potential to do a photography exhibition next year.

There have been comments from the public and visitors in regard to the cleanliness and hygiene of the Kodja Place. Potential to call for a volunteer day to help with a clean-up.

Memorial Hall 100 year anniversary is in November 2025. Commence discussing ideas on how to celebrate this event. Could involve the Theatrical Society. Andy Chandler to liaise with the Society.

Key for the Marleyup School has been misplaced and needs to be found.

8. NEXT MEETING

The next meeting of the Kojonup Historical, Tourism and Cultural Committee is scheduled to be held 4 March 2024.

9. CLOSURE

There being no further business to discuss, the Chairperson thanked members for their attendance and declared the meeting closed at 11.00am.

ATTACHMENTS (SEPARATE)

4.1 – Unconfirmed minutes of a Kojonup Historical, Tourism and Cultural Committee Meeting held 13 August 2024

6.1 – Draft Plan

UNCONFIRMED