

# MINUTES

## BILOELA CENTENARY ADVISORY COMMITTEE

Meeting Date: Thursday 17 August 2023  
Venue: BSC Admin Building Biloela  
Time: 5:15pm

Attendance			
<ul style="list-style-type: none"> <li>Wayne Kirwan</li> <li>Jemma Smith</li> <li>Joanne Murphy</li> <li>Arthur Osborne</li> <li>Bronwyn Schultz</li> <li>Marion Meissner</li> </ul>	<ul style="list-style-type: none"> <li>Julie Watson</li> <li>Elaine Klowss (via Teams)</li> <li>Lyn Perkins</li> <li>Brian Pearson</li> <li>John Warner</li> </ul>	<ul style="list-style-type: none"> <li>Nicole Holmes</li> <li>Debbie Reid</li> </ul> <p><b><u>BSC</u></b></p> <ul style="list-style-type: none"> <li>Cr John Ramsey</li> <li>Cr Philip Casey</li> </ul>	<ul style="list-style-type: none"> <li>Cr Judy Pender</li> <li>Nev Ferrier</li> <li>Brooke McCrohon</li> <li>Debbie Stephenson</li> <li>Venkat Peteti</li> </ul>

Apologies	Confirmed:	Arthur Osborne	Seconded:	Jemma Smith
<ul style="list-style-type: none"> <li>Tom Upton</li> <li>Lyn Eagles</li> </ul>	<ul style="list-style-type: none"> <li>Sandy Rinaldis</li> <li>Tanya Belousoff</li> </ul>	<ul style="list-style-type: none"> <li>Kay Johnson</li> <li>Greg Hunting</li> </ul>	<ul style="list-style-type: none"> <li>Casey Alsop</li> <li>Alison Hodda</li> </ul>	

### Confirmation of Previous Minutes

Confirmed: John Ramsey      Seconded: Arthur Osborne

### Business arising from Previous Minutes

- Nil

### Confirmation of Correspondence

- Inwards – Kay Johnson – Accommodation Report and Souvenirs List – Explained at this stage there is plenty of availability and it's up to the individual to source their own accommodation for this weekend.
- Inwards – Biloela Bowls Club – Follow up from availability list, advised that offers of help were read out.
- Outwards from Bilo 100 – Letter to MEU (CFMEU) regarding Family Fun Day.
- Inwards – Sandy Rinaldis – Contact with St Joseph's School – advised that St Joseph's would like to keep current booking of the Friday night.
- Inwards – Sandy Rinaldis – Requesting flag of Bilo 100 logo at town entry signs.
- Inwards – Bronwyn Schultz – Callide Valley Show Society & Bills Amusements.
- Inwards – Rockhampton Coin Club – Striking a commemorative medallion \$8-\$10 / coin.
- CS Energy – Grant Information – Council recommended that we have a dedicated person to look after grants and sent through list of grants / contacts.
- Inwards – Casey Alsop / BSHS Reunions – Emma-Jane Burnham (Secretary BSHS P&C) – Wayne will organise a meeting with Emma-Jane directly.
- Inwards – Brian Pearson – provided ideas for Bilo's Centenary. Send list of meeting minutes to Brian, Wayne asked Brian if he would be happy to investigate suggestions and provide feedback to next meeting.
- Inwards – Marion Meissner – Requesting a list of sub committees and contact details.

Confirmed: Jemma Smith      Seconded: Marion Meissner

### Business arising from Correspondence

- Bronwyn – Callide Valley Show Society & Bills Amusements
  - Had a meeting with the Show Society and they are very supportive and would like to be a part of our weekend. Bronwyn and Wayne to sit down and address the Show Society with ideas. Picnic to be held on the Sunday.
  - Bills Amusements – Bronwyn to query if costs could be setup the same way as St Joseph's Parish Fair. They do a pre-sale of wrist bands for the night and sell individual rides on the night also.
- Bronwyn – Arts House – Bronwyn has asked the Arts House if they would consider overseeing a market day in Kariboe Street. Arts House advised they would need to take this to a meeting, but in principle they will be willing to look after the market day.

Confirmed: Lyn Perkins

Seconded: Judy Pender

### Action List – as per attached list

- Not discussed due to time constraints.

### Sub Committee Reports

#### Business Liaison

Coordinators: Bronwyn Schultz and Steve Bates

- Have distributed information to some businesses – have been talking to them individually and the response has been both fantastic and positive. We're handing out letters and telling them that we want their input, thoughts, and ideas. Suggested to start putting together a montage of their business and the story of their space / building. Displays to start in February 2024 and to be displayed throughout the year.

#### Corporate & Grant Liaison

Coordinator: Phil Casey

- Batchfire has budgeted \$7,500 for our event.
- What are our "big" expenses? We need this information so we know who to approach for what and what can be spread over sponsorship and grants – Identify our expenses for sponsorship/grant purposes.
- Will be approaching the wind farms and solar farms.
- Jo Murphy has contacted Anglo American, and they are happy to put in some funds. Also approached QNP and CS Energy. Busby Marou are talking about coming out and supporting us. Jo was pushing from the ball angle, but also discussed gala weekend. Phil and Jo to get together and discuss who they have already approached so there is no double up.
- Website – email footer (approved by committee) to go on website – Taryn will investigate – email copy of letterhead to Phil.

#### Pioneers Liaison

Coordinators: Marion Meissner, Janet Hogan, Julie Watson and Elaine Klowss

- Pioneer Walk – yes, we are aware of what's at the heritage park and it won't be replicated by us.
- Julie Watson – has about 50 pioneering families on her list. The plan is to interview members of these families.
- Janet Hogan – keen to do something similar and they will get together in the near future.
- Elaine Klowss – is willing to do the research. Also asking Elaine to construct a list from whatever sources are available to her e.g. books, council records (cemeteries etc) to get a comprehensive list of names. Please note that we will be unable to get in contact with everyone.
- Janet Hogan – would like to send out an invitation to any pioneering families of pioneer graves to give them a facelift.
- Elaine Klowss – has been on heritage sites looking at how to present information in interesting ways.
- Historical Society – read our list of events that are already constructed. Greycliffe are willing to open their doors that weekend and willing to find a way of recognising pioneers.
- 53 people attended the lunch in Brisbane and were impressed with the list we have.
- Taken note of the fact that we need to recognise the traditional owners.
- Big Valley Book – Phil has a digital copy saved in Word and will email to Elaine Klowss.

### Time Capsule

Coordinators: Arthur Osborne, Graham Barnes and Harold Wills

### Gala Ball

Coordinators: Joanne Murphy, Casey Alsop, Jemma Smith and Nicole Holmes

- Site visit to Civic Centre to meet with Tahalia (from BAMC) and go over our requirements. Tahalia is happy to assist with setting up etc.
- We have many people who are willing to come on board and help closer to the date with decorations, setting up etc.
- Two Bands have been booked.
- Have changed venue layout around since last report and are trying to make it so that the ball is affordable for everyone to attend but still make it stylish and classy. Any money we make is to cover costs for staff, security, food, decorations etc. This is not a profit-making exercise.
- There will be some tables with seating, wine barrels, cocktail bar, speak easy lounge, four bars and all staff are to be in uniform and neat and tidy. Also aim to have ample staff so that people are served quickly. There will also be food vans and photo walls.
- Aiming to have the cost of tickets between \$50-\$60 with funds covering some of the costs.
- In the process of organising picture boards.
- Would like to give all attendees a 'thank you' gift (stubby cooler or wine glass).
- Food vans to potentially go to family fun day on the Sunday.
- Wayne has offered to source 6 classic cars to be used as decorations at the Civic Centre.
- We are asking the Men's Shed to build easels for write ups.
- Wayne asked if they have any idea on a budget? Asked to come back to next meeting with costs – this will help Phil with sponsorship.

### Long Lunch

Coordinator: Vacant

- Bottom Pub - Matho from Bottom Pub was going to take it on but can no longer organise.
- The original idea was to put tables on the footpath in Callide Street and the Bottom Pub would supply the lunch. Bronwyn will catch up with Matho to discuss further.
- Another idea is that each venue has one item on the menu, you pick your item, and someone goes and collects the orders from the venue. You could get a community group to collect and drop off the food.
- You could also purchase a picnic basket or platter and bring yourself to the location.
- The question was raised around licensing of the area? (Food and alcohol)
- Could the long lunch be changed to another weekend?
- Nicole Holmes suggested holding the long lunch on the dam wall.

### Family Fun Day

Coordinators: Bronwyn Schultz and Jemma Smith

- Suggesting no bar for this day – this will make the day more family inclusive.
- Run as a BYO and offer one or two schools to sell softdrink and water.
- Looked into Qld Liquor Licensing for 'wet areas' – Send information to committee members and Council to investigate.
- Nicole Holmes – Has a Fairy floss machine.

### Street Drive & Float Parade

Coordinators: John Ramsey and Wayne Kirwan

- Will organise classic cars, floats etc.
- Will approach clubs, sporting clubs and schools about creating floats.
- Street Parade – Suggested that there be someone in the car that was born the same year the vehicle was made. The street drive would then go into the showgrounds where the floats can join in the parade.

### Sponsorship Prospectus

Coordinators: Jemma Smith and Phil Casey

- Open to suggestions, as what was sent out was a “place” setter.
- Brooke – read out a list of proposed opportunity for sponsorship levels – will email to Jemma for consideration.
- Phil – mentioned that major corporates will require an invoice – a form has been created and once sponsorship levels have been established, Brooke will update the form and distribute accordingly.
- Phil – suggested not to give away free tickets, as this causes issues for those receiving the free tickets. Most expect advertising and recognition that comes from being a sponsor.

### Merchandising

Coordinators: Judy Pender and Lillian Urquhart

- Email list of souvenir suggestions from Biloela Remembers When members (KayJohnson).
- Lillian Urquhart currently does towels, tea towels and hand towels and is offering T-Shirts and towels for Biloela 100.
- Norm Crouch – supplied a sample of a timber drink coaster and timber chopping board with Biloela 100 celebration details. Costs are \$7 per drink coaster and \$40 per chopping board. Items to be ordered directly through Norm. Biloela 100 to promote merchandise on our website next year.

### General Business

#### **Gala Weekend Proposal – Bronwyn Schultz**

- Friday Night – Several venues hold a meet and greet birthday party to kick off the weekend. These birthday parties will be promoted through Biloela 100.
- Saturday Morning – markets in Kariboe Street – eateries, coffee shops and businesses open.
- Saturday Lunch – Long Lunch outside Bryson Head’s office up to Moore’s walkway in Callide Street.
- Saturday Night – Gala Ball (start time to be determined).

#### **Sunday at Showgrounds**

- Sunday Morning – Poet’s Breakfast which rolls into street drive and float parade, then into family fun day with egg and spoon, three legged races etc.
- Bill’s Amusements with rides – set up like side show alley.
- Sunday Lunch – family picnic. There are several providers who are happy to put together picnic baskets which can be purchased, picked up and then taken to the grounds. Have food vans available also – there will be no BBQ.

Wayne moved the motion to accept the format proposal for the gala weekend.

Confirmed: Wayne Kirwan      Seconded: Judy Pender

#### **Moore Australia**

- Wayne had a meeting with Geoff Arnold from Moore Australia (previously Power Bros). They are going to come back to us with what they would like to offer (money, manpower, block of land, advertising etc).

#### **Celebration Cake**

- Debbie Reid has offered to donate a cake for the event. Debbie showed two different ideas and the committee is happy for Debbie to make the final decision.
- Cake would be used as a decoration piece only and a slab cake of some sort would be used to distribute.
- Committee agreed the best time for the ‘cake cutting’ would be at the Ball.
- Wayne is going to ask Mrs Banks if she would like to cut the cake.

#### **Fleet Collier “Biloela” – Bell**

- Bronwyn – mentioned that there was a fleet collier ship in the Royal Australian Navy, named Biloela. It was suggested that a request be put in writing to the NSW Heritage Society for the ship’s bell to be acquired by the township of Biloela. This will not only add to our centenary celebrations but would be a permanent monument to the town.

### **Magnets**

- Jemma – was to contact local members regarding magnets. Colin has been working from home and has proven hard to get in contact with. They will require something in writing. Judy said to leave with her, and she will follow up.

### **Next Meeting**

- Thursday 14 September, 2023 at Council Administration Building @ 5.15pm (Marion will be chairing the next meeting)

Close of meeting: 6.58pm