

MINUTES

BILOELA CENTENARY ADVISORY COMMITTEE

Meeting Date: Thursday 22 February 2024
Venue: BSC Admin Building Biloela
Time: 4.00pm

1.0 Acknowledgement of Country

2.0 Attendees

Wayne Kirwan	Judy Pender	John Ramsey
Bronwyn Schultz	Casey Alsop	Marion Meissner
Arthur Osborne	Julie Watson	John Warner
Nev Ferrier		

Attendees – via Teams

Kay Johnson
Stephanie Wallace

BSC Officers

Joe Wright	Brooke McCrohon
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Apologies

Jemma Smith	Jo Murphy	Venkata Peteti
Tanya Belousoff	Graham Barnes	Debbie Stephenson

Moved Marion Meissner, seconded Arthur Osborne and carried: That the apologies be received.

3.0 Confirmation of Previous Minutes

Moved Casey Alsop, seconded John Ramsey and carried: That the minutes of the Biloela Centenary Advisory Committee Meeting held 18 January 2024 be taken as read and confirmed.

4.0 Business Arising from Previous Minutes

Nil

5.0 Correspondence

5.1 Inwards:

- a) Email – Marilyn King – Ex-biloite – Agenda Item
- b) Email – Marlene Binzer – advising she can no longer help with the festivities due to her relocating
- c) Email – Jo Boothby St Joseph’s School – advising St Joseph’s Ball wasn’t in the event list in the December Focus
- d) Email – regarding a Facebook Post to Wayne Kirwan about the McGovern family – sent to Pioneers Group
- e) Email – regarding Burton Family – information sent to Pioneer Group & Jen Gourley (email has been closed)
- f) Email – Jayne Centurion – Biloela and District Band Involvement Query – sent to Wayne and Sub-Committees
- g) Email – Shawn Entriiken – Callide Valley Native Fish Stocking – sent to Wayne Kirwan

5.2 Outwards:

- a) Email to Marlene thanking her for letting us know
- b) Email to Ayla Custom Stickers – provided Biloela 100 Logo and Style Guide (at request of Chairman)
- c) Email to Jo Boothby advising deadline for Focus was missed and has been added to the list for the April Edition
- d) Email sent to Committee regarding Name Badges

6.0 Agenda Items

6.1 **Finance Update** – Venkata Peteti & BSC Staff

- As of 22 February – balance \$31,500
- Bronwyn Schultz: Have we followed up other sponsorship such as Moura Mine grant, Moore Australia, Lee Crane Hire, and the local banks (as they are long term tenants)? Phil Casey to follow up with Moura Mine and local banks.
- Judy Pender will follow up with Lee Crane Hire – they may not give a monetary donation, however, will help with set up and pack (manual labour) where required.

6.2 **Corporate and Grant Liaison Report** – Phil Casey

- No Report – Deferred

6.3 **Business Liaison Report** – Bronwyn Schultz

- Business Liaison Report – sent an email with a letter (re-email business letter and business contact list). Will re-send to Brooke to email out from Biloela 100 email address.
- Leesa Hollingsworth – Chair of Chamber of Commerce – is helping with the markets

6.4 **Pioneers Liaison Report** – Marion Meissner

- Julie has completed quite an amount of work (approximately 70 stories and ongoing).
- Collection of family histories is going well and there’s an amount memorabilia items

that people would like displayed. Bronwyn suggested possibly setting up a heritage museum a week before. We could ask families to man the museum for the week, and people can come in and out as they please. Possibly the Presbyterian Church as a location? It would need to be somewhere for foot traffic to visit. Contacted Rotary and asked if they would be interested in helping set up the week before. Families bring their memorabilia and would be responsible for their own set up. Pioneer families will be encouraged to wear national costumes should they wish to.

- Bronwyn Schultz: Colin Boyce and Bryson Head is prepared to do printing for us if required. Julie has set a limit of three pages per submission.
- Bronwyn questioned the number of printouts of each family history (5-10 copies), Marion confirmed only one copy will be printed. Kay Johnston: Suggested if people want copies, they take a photo with their phones.
- John Ramsey – mentioned he was talking to Francis Moretti from Lions Club. They have an amount of money they would like to donate or use/sponsor for a project. Committee suggested putting a book together of the Pioneer families' submissions. John to run past Francis for consideration.
- Cost of book publication: Nev Ferrier said he will ask with Mr Rothery, Marion Meissner to talk to the Tennis Club, Trevor Shaw gets a book published every year and Leesa Bongers has recently completed a book.
- Jen Gourley has closed off submissions for her book and is not 100% confident that it will be ready for the gala weekend.

6.5 **Time Capsule Report** – Arthur Osborne

- Will have to revisit costs – freebies have not come to fruition as anticipated – maximum cost will be no more than \$500, will have a better idea for next meeting.

6.6 **Gala Ball Report** – Jo Murphy, Casey Alsop, Jemma Smith

- Everything is progressing well.
- Waiting on a quote from Biloela Anzac Club
- Set a date to make tickets live, 25 May. This will give plenty of time to gather numbers.
- Ticket platform – we could use Eventbrite, however there are associated costs
- Theme will be black, white and gold – looking at an elegant theme to the evening
- Gathering quotes for stubbie coolers and etched wine glasses – which will be covered in ticket price.
- Looking at possibly \$65 per ticket, but this is not a set cost (approx. 200-300 guests). Determine what attendees are getting for the cost of their ticket – nibbles, drinks on arrival etc
- Commencing working bees for decorations
- Bands are booked in – Velocity Duo and Toucan
- Dancing Lessons – still looking into grants (RADF?)
- Moore Australia: Jo spoke to them prior to Christmas, and they were going to come back to her. Haven't heard anything back at this stage.
- Accommodation: Kay and Wayne have both spoken to Tanya Belousoff – they will open the Showgrounds up for campers – this can be advertised when selling tickets.
- Budget: Not confirmed yet.

6.7 **Family Fun Day Report** – Bronwyn Schultz & Jemma Smith

- Met at Heritage Park and everyone is on board, Cindy and her team will take care of the set up.
- Reviewed where parade will come through. Callide Valley Car Club was sent an email requesting assistance with the parade. They too are on board and will oversee the car “part” of the parade – marshalling etc. We’ve asked the Car Club to let us know if they have any dignitaries in their cars (eg car made in a particular year and someone of that age in the car as well, or car has been in the one family for its lifetime), let emcee know to make an announcement.
- General run of the day: Poet’s Breakfast at 7.00am, parade to start in town at 9.00am – this will take approx. half an hour. John Ramsey and Wayne Kirwan to oversee floats on the day. Floats will form up behind car parade – Gladstone Pipe Band will come over and they (Kane Hall) will play during the parade. As the parade finishes the town band will then start. They will be located inside shed near the Heritage Village. Everyone will gather for the formal part under the shed (not sure on what will be involved in the formal part) at approx. 10.30am – 11.00am, cutting of the cake (cake cutter not decided on). Local Vocals asked to sing the national anthem along with town band. Then everyone to enjoy time together. Set up on stage for walk-ups (Ashley Cooke and Tony Fitzpatrick will oversee), garden games ready to go – there will be games for kids and adults. Team of Lutheran Grade 12 have been organised to oversee.
- Biloela Plumbing Works will supply a skip bin for rubbish for free – they will organise the collection, Banana Shire Council charges a fee for them to be dumped, asked Judy Pender to investigate costs. Now going with the smaller stage – \$726.00 (Biloela Party Hire) – Bronwyn would like acceptance to book the stage. Wayne Dunnett quote \$3,500, chairs \$484, delivery and processing \$220, Vivian Hoy (DJ/Music) \$1,500 – confirmed, estimate \$6,000 for the Sunday. Venue Hire \$2,200, rubbish disposal \$280.
- Bronwyn would like to book chairs and stage from Biloela Party Hire – approved by committee to proceed with booking.
- Auction: Gwen Evetts has agreed to paint a cockatoo. Jeff and Bronwyn Schultz to fund cost of \$100.
- Auction Idea: Street scape photos onto Canvas (then and now)
- Items can be bid on before the day (have a reserve cost)
- Invitation emailed to Biloela Panther Cubs to oversee car parking – have declined as they already have an event on.
- Breakfast – Heritage Park is catering breakfast – pre-sale (will require a booking site)
- Morning Tea – Catholic Church said they will sell soft drinks, water, morning tea (cakes and slices). Judy to ask Raelene Collins if her van will be available.
- Lunchtime – Heritage Park will be doing packed lunches (pre-order), 2 other venues in town will offer picnic lunches (pick up on the Saturday)
- Debbie Reid – cake is under control
- Setup – Biloela Plumbing are bringing a marquee, we’ll also have Banana Shire Council, Lee Crane Hire – only require four or five marquees
- Poet’s Breakfast is under control – have asked Trevor Shaw to get differing poems from those that have been performed at recent events.
- Biloela Poem / Yarn Competition – would like to make into a competition. It could be

judged on the day by popular acclaim (no more than three on the day), consider someone from out of town to judge (owner of poem will need to read the poem out) – this is an idea in the making and more thought will need to be put into how it will run.

- Bronwyn wanted to reiterate that she will be going away. Jemma Smith is on the subcommittee with Wayne Kirwan in the background to help out.
- Friday Night: “Party all over town”, several businesses have agreed to run a birthday party for the night. The venues will do their own promotion.
- Saturday: Roz (Arts House) and Leesa Hollingsworth will coordinate the markets. Spoken to Rabbit Hole, Rita’s and Thai Noi – they will promote a brunch to entice people down to the markets.
- Heritage Shuffle – a bus has been organised to go between the two homesteads. Hoping to have a sausage sizzle at each location.
- Bronwyn has done a preliminary summary of what’s happening over the weekend – it is possible to turn it into a party invitation? It will need to be adjusted as we update. Bronwyn to email a copy to Biloela 100 email address. Joe Wright suggested engaging a graphic artist. Joe will investigate through Council’s Communication Team. Joe to come back with overall cost before going ahead.

6.8 **Street Drive & Float Parade Report** – John Ramsey & Wayne Kirwan

- At this stage everything is under control. Nothing further can happen until closer to the time.

6.9 **Merchandising Report** – Judy Pender

- Presented to group Biloela 100 tea towels that Lillian has completed.
- Bronwyn Schultz: Have we approached Agar Apparel for T-Shirts and hats for committee members? Wayne will follow up on.

6.10 **WOW Women of the World Festival** – Judy Pender

- Judy explained the history behind the Women of the World Festival. Virtual sessions will be held 31 May – 1 June – agenda has not been set and are seeking feedback on what it should entail. Event to be added to our Event Listing.

6.11 **Name Badges** – Wayne Kirwan

- Looking into quotes for name badges for committee members. Agreed that Julie Watson was to also receive a badge. Details to appear on badge are: Biloela 100 Logo in corner, along with First and Last Name (unless otherwise stipulated), with the wording “Committee Member” to appear underneath the name.

6.12 **Video Greeting from ex-Biloites** – Brooke McCrohon (from inwards correspondence)

- We received inwards correspondence from an ex-Biloite asking if we could have a Zoom meeting (or similar) for those people around the world who cannot attend but would like to be a part of the celebration. Brooke explained that there would be a lot involved with this idea and asked for the committee to consider options and bring back to a later meeting for consideration.

7.0 Review Action List

8.0 General Business

- 8.1 Wayne Kirwan: Event listing sheet has been updated to include contact details. Requested that the listing sheet be updated with Biloela 100 logo or banner across the top.
- 8.2 John Ramsey – Correspondence received from Linda Meredith with a list of ideas that she would like to see happen. One of the ideas was to have a then and now photo (eg Melton Park 100 years ago as opposed to 2024). John to provide Julie Watson with Linda's contact details as Julie has already done a lot of work in this space already.
- 8.3 Pioneer Walk – Due to costs and future maintenance, it was agreed by all in attendance at the meeting that the Pioneer Walk / pavers etc will not go ahead.

- 9.0 Date of Next Meeting – March 21, 2024, at 4.00pm
Wayne Kirwan will be on leave therefore Marion Meissner will chair the meeting.

- 10.0 Meeting Close – The meeting closed at 5.42pm.