

APPENDIX C**BUNDOORA HOMESTEAD BOARD OF MANAGEMENT**

- Purpose:** A Special Committee appointed, pursuant to section 86 of the *Local Government Act 1989*, to manage the operation of Bundoora Homestead Art Centre.
- Membership:** 3 Councillors, 1 Council Officer and 5 external members.
- The external members appointed by Council are to be natural persons with relevant skills, experience or expertise.
- The external members are to be appointed for a two-year term with an option for a further two-year term by mutual consent, the further term to expire at the conclusion of the Council term of office.
- The Chairperson is to be appointed by the Committee each Council year.
- All Standing Committees of the Council are reviewed at a special meeting of the Council in December each year.
- Quorum:** 5 Members.
- Meeting Frequency:** Quarterly
- Scope of Activity:** The objectives of the Committee (Board) are to –
- Ensure effective management of Bundoora Homestead Art Centre buildings and grounds as a heritage, cultural and recreation facility for the community.
 - Provide an exhibition facility where high quality contemporary, fine and decorative art works can be displayed and studied.
 - Enable accessibility and foster an appreciation of the arts by all sections of the community.
 - Celebrate through the Board's programs, the diverse cultures of the municipality of the City of Darebin.
 - Facilitate and support community involvement in the program and operations of the Homestead.
 - Seek to maximise funding from external sources and minimise recurrent expenditure contributions from the City of Darebin.

The responsibilities of the Committee are to:

- Ensure the Centre operates within the Committee objectives and the Bundoora Homestead Art Centre service plan.
- Adopt policies and strategies for the Bundoora Homestead Art Centre.
- Overview financial operations of the Centre.
- Explore and obtain external funding contributions to the Bundoora Homestead Art Centre through grants, sponsorships, gifts and donations.

Reporting:

The Committee will provide an annual report to Council on its activities for the year. Specific proposals for consideration will be separately reported to Council.

A report on the meetings and activities of the Bundoora Homestead Board of Management is to be prepared for inclusion in Council's Annual Report.

Delegated Authority:

Council's powers, duties and functions under the Local Government Act 1989 to manage the Bundoora Homestead Art Centre are delegated to the Committee.

The Committee is empowered to develop strategies and policies to meet its objects in accordance with the Council adopted business plan and budget.

The Special Committee shall not:

- Delegate any of the powers, duties of functions delegated to it.
- Borrow money.
- Enter into any contract for an amount not approved in a Budget endorsed by the Council.