



# 2019 Annual Report

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## **The Board of PGQ in 2019**

### ***President***

#### **Claire Sourgues (4 June – 31 December 2019)**

Chief Executive Officer

Artisan

#### **Anna Thurgood (1 January – 4 June 2019)**

Regional Content Curator

State Library Queensland

### ***Vice-President***

#### **Anna Thurgood (4 June – 31 December 2019)**

Regional Content Curator

State Library Queensland

#### **Claire Sourgues (1 January – 4 June 2019)**

Chief Executive Officer

Artisan

### ***Secretary/Treasurer***

#### **Brian Tucker**

Chartered Public Accountant / Individual Member

### ***Board Members***

#### **Justin Bishop**

Director

Black Square Arts

#### **Tracy Cooper-Lavery**

Director

Home of the Arts

#### **Tracy Heathwood**

Director

Artspace Mackay

#### **Nina Shadforth**

Collections Curator

Caloundra Regional Gallery

## **PGQ Staff in 2019**

### **Membership Officer**

Karika Ashworth

## President's Report



Across the state, Queensland galleries contribute much more than artistic and cultural experiences. They bring communities together, offer space for robust conversation, provide jobs, attract tourism and offer sustainable economic skills and opportunities to many people living in metropolitan, regional and remote communities. Now more than ever, there is a focus on how an arts-led recovery after COVID-19 will lead us into the future. A time of unprecedented change is upon us. But rather than hide from this change, we must embrace it, because here in Queensland we are rich in creative, artistic and cultural resources that have enormous potential for our collective prosperity.

So, this is where I want to thank all of you and your teams who have in the past few months worked so hard to keep arts and culture at the forefront of your communities. By doing this, you are advocating for and championing Queensland's public galleries as vital cultural assets to the communities they serve. Public investment in the arts has never been more vital to ensure our nation's future health and prosperity. Thank you so much for your advocacy and commitment!

In these challenging times, it is an honour to be the President of PGQ, which is so resolutely focused on supporting cultural workers and strengthening the professionalism in our industry. PGQ has a long history of providing capacity building opportunities through its Bursary Program. Over the past 10 years we have provided opportunities for arts workers to better navigate the challenges and opportunities of working in an arts organisation. The program has two rounds, offering half of our funds in each, closing in April and September. PGQ offers bursaries in three areas: individual bursaries for paid staff and volunteers of member organisations; individual bursaries for artists and curators who are members, and organizational grants to member organisations. I strongly encourage you to apply for a bursary.

Key to PGQ's approach to capacity building of our next generation of leaders is a deep commitment to developing staff. In 2019 we helped staff access professional development opportunities, promoting excellence in Queensland's public gallery practice. Karen Stephens (Waltzing Matilda Centre) and Robyn Jacobson (Cloncurry Unearthed Visitor Information Centre) both received funding to attend the M&G QLD conference in Cairns, while Robyn Daw received funding to which assisted in her attendance as a speaker at the International Council of Museums Conference (ICOM) in Kyoto, Japan. For full details of these experiences, please read the reports from the participants. PGQ continues its close relationship with AMaGA's Queensland branch, and 2019 saw us partner together with M&G QLD to provide a professional development opportunity to all our members. PGQ co-funded an incredibly informative workshop, *Object of Labels: Writing Interpretive Text for Exhibitions*. The workshop was facilitated but curator Samantha Little and kindly hosted by Logan Art Gallery.

The year ended with what has probably been our most dynamic Directors' Forum, held on a very hot December day at Outer Space ARI in Brisbane. I for one, was extremely buoyed by the dynamism and insight that the speakers and participants brought to the day. As a direct result of this day of exchange, PGQ are now in the formative stages of projects that we think will benefit regional galleries into the future. These future projects would not be possible without your feedback and input and we will continue to engage with you to craft opportunities that best suit your needs. I want to thank the extraordinary speakers on the day and I very much look forward to sharing news of some of the projects the PGQ volunteer Board Members are working on in the

coming months. Many thanks to Outer Space ARI and all of the galleries that opened their doors to us for our tour.

Meanwhile, PGQ happily supports M&G QLD and 2019 saw us again sponsor one of the categories in the Gallery & Museum Achievement Awards. Last year's awards were held in conjunction with M&G QLD's state conference in Cairns, in September 2019.

I would like to acknowledge and thank the PGQ Board of Directors, all dedicated and passionate people who donate their time to support and champion our sector. I would also like to acknowledge the efforts of Karike Ashworth, who continues to do an admirable job as our Membership Officer.

Finally, a huge thank you to you, our members. Your support and input are absolutely critical to the ongoing success of PGQ. Your membership fees go directly back to all members in the form of bursaries, a vitally important service we can offer. We, as the PGQ Board, promise to continue to work hard to ensure that our services meet the needs of our members. I know that 2020 has been a very challenging year for many of you. Please reach out to us if you have any issues you'd like to raise or feedback to provide.

Thank you for continuing to enrich more lives in our communities across Queensland!

**Claire Sourgnes**  
**President**



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## VISION STATEMENT

To support excellence in the Queensland public gallery sector.

## MISSION

PGQ's Mission is:

to advocate for and champion Queensland's public galleries as vital cultural assets to the communities they serve;

to strengthen and unify Queensland's public galleries through building network capacity and industry support;

to promote excellence in Queensland's public gallery practice; encouraging growth in industry and professional development opportunities for gallery staff, volunteers, management bodies, and independent artists/curators;

to ensure professional administrative services are delivered to members and clients through best practice in human resource management, financial administration and accountability.

## PGQ Professional Development Bursary Program

In 2019, PGQ allocated \$5,000 (plus GST) for Professional Development Bursaries as part of the 2019 budgeting process. PGQ offered three programs to address the training and professional development needs of galleries/museums, their staff and their volunteers:

*Individual bursaries for volunteer and paid staff to attend seminars, conferences or courses.*

*Individual bursaries for independent artists and/or curators to assist deliver lectures, workshops, or similar in partnership with a regional or metropolitan gallery.*

*Organisational Grants to assist public galleries/museums to undertake various organisational initiatives.*

In 2019, the following bursaries were awarded to:

Recipient	Organisation	Initiative	Awarded
Karen Stephens	Waltzing Matilda Centre	M&G QLD conference in Cairns in September 2019	\$1,000
Robyn Daw	Logan Art Gallery	Speak at International Council of Museums conference (ICOM) in September 2019	\$500
Robyn Jacobson	Cloncurry Unearthed Visitor Information Centre	M&G QLD conference in Cairns in September 2019	\$500

**TOTAL**

**\$2,000**

## Bursary Profiles

### Robyn Daw – Creative Industries Program Leader | Logan City Council

Robyn Daw was invited to speak at International Council of Museums conference (ICOM) in Kyoto September 2019.

The theme was 'Museums as Cultural Hubs: The Future of Tradition'.



The seven-day conference was attended by more than 4,500 museum professionals from 120 countries, with several notable speakers including artists Cai Guo Qiang and Sebastiao Salgado. It was held at the Kyoto Convention Centre – the same venue where the Kyoto Protocol was signed.

As my work is in a regional city gallery, I attended mostly the CAMOC sessions and presented the talk 'Discovering your own city: connecting people, art and heritage' at the CAMOC session. I also attended presentations by committees 'Education and Cultural Action' and 'Marketing and Public Relations', where speakers' topics were relevant to my work.

People were very interested in the work being undertaken in Australia. 70 people attended the session I presented.

Key messages from the conference included:

- Disaster management: The impact of climate change and reduced resourcing on the work we do, in particular disaster management. The fires at the National Museum in Rio de Janeiro and the Notre Dame were cited as examples of 'not if, but when' disaster will strike. A plenary session was dedicated to disaster management: plan and be prepared, go through your scenarios and practice.
- How museums, galleries, programs and organisations are addressing the [United Nations 17 Goals for Sustainable Development](#), and many speakers noted in their presentations which of the goals their project was addressing.
- Audience engagement: New ideas for audience engagement moving from how we can attract people to tangible and intangible assets (eg. buildings, collections and festivals) but why and for whom are we doing this. Our people are our best resource: recognising, celebrating and connecting them, and building social capacity is the best thing we can do.
- Don't just go deep, go across: Focusing on a specific niche (eg. an artist, event, culturally diverse group) enables a deep engagement and benefits the subject and those who are interested, but also go 'across' through themes to connect people (eg. health, sexuality, cycling) who may not be part of any 'niche'.



- Sustainability: being valued by your immediate community will ensure longevity and relevance. Many projects worked with and included their immediate community (eg. people who lived and worked in the adjoining streets) as partners in co-creating exhibitions and projects.
- The Extraordinary General Assembly on the final day debated the proposed definition of a museum. While it was agreed that an update was necessary, the proposed definition was not endorsed. It is not a definition of a museum – more a vision or mission statement – and would disenfranchise many museums, which could not undertake elements of the proposed definition, thereby becoming ‘non-museums’. Further consultation was agreed to.

The next ICOM conference will be held in Prague. I would recommend museum professionals attending. It is amazing value for money, a chance to see how your organisation compares with international organisations with similar remits, to network with colleagues, and to showcase what Australia is doing.

### **Karen Stephens, Exhibition Supervisor | Waltzing Matilda Centre**

Museums & Galleries Queensland conference: Opening Doors, September 2019

An opportunity to travel and attend Opening Doors: 2019 Museums and Galleries Queensland Conference was an incredible next level learning experience that was transformational for my career.

This is the first time I have attended a museum conference and my main objective was to network, learn new skills and increase the visibility of our facility since reopening last year. I was grateful for the experience to listen to ideas and experiences shared from leading state, national, international speakers. It was easy to network with quite a large cross section of people. I will be able to use learned skills to share and improve our visitor experience.



(L-R) Karen Stephens at *Opening Doors*.

The conference enabled me to reunite with familiar representatives to discuss opportunities and also make new introductions, for example I contacted Cairns paper conservator Melanie Sorensen after the event to assist with digitally conserving a unique and valuable object in our music collection, so it could be framed. The item will go on display next year and Melanie is promoting our object and the Waltzing Matilda Centre on her business website.

Attending the conference enabled me to represent our museum and gallery and be visible to a wider network. It is important to travel to events such as these to see and hear firsthand how smaller galleries can remain current with knowledge and improve our visitor experiences and services. Being open to advancing technology, new trends and viewpoints. To apply what is learned is imperative for our survival as a smaller gallery in a regional network. An opportunity to visually put faces to voices of connections is so valuable when there is considerable distance between us.

A big thank you to PGQ for facilitating this opportunity.

**Robyn Jacobson, Coordinator | John Flynn Place Museum & Art Gallery**  
Museums & Galleries Queensland conference: Opening Doors, September 2019



PGQ and AMAQA bursary winners Alleyne Johnson (left), Qantas Founders Museum and Robyn Jacobson (right), John Flynn Place Museum & Art Gallery.

As the new Coordinator of John Flynn Place Museum & Art Gallery, the opportunity to attend *Opening Doors* to network, to learn different ways to deliver our message and keep visitors coming back to the centre, was enormously important. I took home ideas from every speaker at the conference. The standout speakers were:

- **Frith Williams, Head of Experience Design for the Museum of New Zealand Te Papa**, spoke of how they designed an entire new bilingual museum and used augmented reality. They told of the Maori shapeshifter who first came to the land, this is shown on the wall as a screen using shadow play showing some of their extinct animals. They are using some marvellous ideas. The entire museum is family friendly.
- **Georgie Sedgwick, Head of Engagement Museum of Brisbane**. – They have gone away from objects to participation displays. They create a connection with the exhibition. This is to draw in people who wouldn't normally visit the museums and galleries.
- **International Keynote Presentation by Tasia Duske, CEO, Museum Hack, New York**. They are redefining the museum experience. Museum Hack is a freelance group that does group tours through the museums, giving a personal experience. They offer the power of storytelling (Genius or Madness) and the relationships between items and people.
- **Lisa Jones Curator Qld Police Museum**. The Police Museum have just put in augmented reality for kids to solve a murder. They download an app on their phones, and they can find the clues, then they have to send it off and get the results and choose from the list of suspects. (Think Pokémon Go on steroids)
- **Gail Mabo, Curator and Kellie Williams, Director Umbrella Studio Contemporary Arts Legacy: Reflections on Mabo**. Gail spoke of using indigenous people from communities. Don't just give them a lot of money for an exhibition, then disappear. It is not good for the

community and not good for them to leave them hanging wondering when the next one will be. She invited 25 artists both indigenous and non-indigenous to paint their impression of Eddie Mabo. Gail was a wonderful motivational speaker. "Don't be scared to have the hard conversations. They have to be done. Both sides are at fault. Not saying anything because they are afraid to say the wrong thing."

Curio Publishers were also of great interest to me as we are searching ways to bring a younger audience to John Flynn Place. They offer the digital platform to be able to create our own content.

Overall the conference was a wonderful experience.

## Professional Sponsorship

### *Galleries and Museums Achievement Awards (GAMAAs)*



In 2019 PGQ continued its sponsorship of the GAMAAs with the offer of travel bursaries to assist Finalists to attend the presentation event.

This year's GAMAA was held on 19 September as part of M&G QLD's 2019 Conference, *Opening Doors*, in Cairns.

Three PGQ members were shortlisted in the GAMAA Finalists and, of these, two already had representatives in Cairns attending the Conference: Museum of Brisbane, and Moreton Bay Regional Council.

The other Finalist was Artisan, who were unable to send a representative as they had a number of their own events to deliver during that week and on the night of the presentations.

Therefore, there were no travel bursaries paid out for this year.

Despite this, PGQ were fortunate to still have our logos included on all GAMAAs promotional collateral.

The 2019 GAMAA presentation event was highly successful, with around 95 guests at the lovely new Cairns Performing Arts Centre.

Image: GAMAA trophy by artist Lucy Quinn. Photo by Andrea Higgins.

## Professional Development Opportunities

### *Object of Labels: Writing Interpretive Text for Exhibitions*

The workshop, presented in partnership with Australian Museums & Galleries Association (Qld) and Museums & Galleries Queensland, was held on Tuesday 29 October 2019 at Logan Art Gallery, Logan.

The workshop provided participants with the knowledge, skills and confidence to write effective interpretive text, exploring both the theory and practice behind creating good labels.

The presenter, Samantha Littley, covered topics including:

- Why write labels – the purpose of interpretive text
- Considering your audience – how visitors use labels
- Label hierarchy – introductory text panels, themed panels, object labels – and what to include on each
- Writing labels that work – tips to engage interest
- Accessibility – writing for diverse audiences

The workshop provided an opportunity for attendees to participate in practice-based learning, share their own experiences and contribute to a conversation about how to write labels that visitors want to read.



Workshop presenter Samantha Littley (left) and workshop participants (right)

## Annual PGQ Directors Forum

The PGQ Directors Forum is an annual special general meeting of PGQ member galleries, attended by senior gallery staff by invitation.

We were delighted to welcome all our attendees to the 2019 Forum, our biggest and best yet, held on 6 December 2019 at Outer Space ARI, Montague Road, Brisbane.

Historical relevance: The PGQ Directors Forum replaced the Queensland Assembly of Regional Gallery Directors (or QARGD) in 2016, which disbanded in 2015. Established in 2011, QARGD was a regular meeting specifically for Gallery Directors to discuss issues affecting the sector, providing a forum to share experiences, support project development and most importantly, lobby with one shared voice. Approximately four or five QARGD meetings were held between 2011 and 2015.

The Board of PGQ were supportive of QARGD, and decided in 2016 to continue these meetings as



the new PGQ Directors Forum. The Forum convenes annually in South East Queensland, a central location that is easily accessible to attendees.

The Forum is an **invitation only event** for the most senior gallery staff members who are members of PGQ. These meetings are an opportunity to discuss significant sector issues, to network and learn more about our peer organisations from a senior management perspective, as well as hear from guest speakers, agreeing on strategies for lobbying with a shared voice, and of course gallery hop!



Gallery Directors on their gallery hop tour of the West End. At Boxcopy ARI.

The 2019 Directors Forum included:

- A brief presentation by PGQ Professional Bursary recipient Madeleine King, Assistant Director, Institute of Modern Art. Madeleine travelled to and undertook research at Documenta and the Venice Biennale in 2017.
- Panel Discussion titled “**Deaccession is not a dirty word**” chaired by Tracey Heathwood, Director, Artspace Mackay. Panellists included: Kath Kerswell, Registrar and Collections Management; Ross Searle, Consultant, Heritage Museums Galleries; and Diana Warnes, Head of Curatorial Projects, HOTA.
- Panel discussion was titled “**Art + Access**”, and was chaired by Claire Sourgnès, CEO Artisan & PGQ President. Panellists included: Joanne Braddy, artist; Janice Rieger, Senior Lecturer, Creative Industries, QUT; and Lynne Sear, Manager, *Arts In Health*. Unfortunately, Pat Swell, CEO, Access Arts was unable to join the discussion.
- A session titled **Tips & Lesson for funding new gallery**, a presentation given by Bianca Acimovic, Director, Rockhampton Art Gallery. Rockhampton council have recently funded and begun construction on a new gallery facility.

Lunch was followed by **Open Discussion** that covered the following topics:

1. There has been a trend across the country, in the past decade, of removing specialist directors and curators from regional galleries, often replaced by librarians and cultural managers. A professional, well-run regional gallery acts as a powerful force for social cohesion and economic activity. How have you advocated for the professionalism of the arts and arts workers in your local council? Have you had challenges? Successes? Strategies? What help might you need? A lively discussion ensued.
2. There are indications that local councils, more than ever, are carrying the costs of arts programming. Have you seen an evident increase in budget for collections, programming and correct remuneration of staff? This question ended up being rolled into Q1 e.g. if we are valued, we need budgets to pay staff and artists appropriately etc.
3. What more could PGQ do more for members? The main area of interest here was for PGQ to conduct/facilitate/advocate for a significant piece of research and benchmarking for Qld public galleries. Some points were:
  - An identified need for qualitative and quantitative data, improved data sets, solid benchmarking that could be used for advocacy. Perhaps a State-wide study about the state of regional art galleries – identifying and benchmarking capital/staffing needs, new capital projects, levels of philanthropic support, current infrastructure costs – staff, building repairs, collection management... (basically an audit). Attendees indicated their willingness to share budgets, etc. to undertake a benchmarking study or survey.
  - Creation of a suite of tools that galleries can use to stay 'on message' about the value of the arts in their communities.

Finally, the Forum concluded with a tour/gallery hop of the local West End ARI scene: Boxcopy ARI was first stop on the tour, followed by House Conspiracy, then artist talks + drinks & nibbles at Vacant Assembly.

The day was capped off with the official Opening of *Water*, the new exhibition at QAGOMA.

Thank you to our event sponsors:



## PGQ 2019 Membership

### Individual Membership

PGQ thanks all Individual Members who are not listed for privacy reasons.

### Amalgamated Membership

#### **Bundaberg Regional Council**

- Bundaberg Regional Art Gallery
- Childers Artspace

#### **Fraser Coast Regional Council**

- Gatakers Artspace
- Hervey Bay Regional Gallery

#### **Maranoa Regional Council**

- Injune Creek Gallery
- Mitchell on Maranoa Gallery
- Roma on Bungil Gallery
- Surat on Balonne Gallery

#### **Moreton Bay Regional Council**

- Caboolture Regional Art Gallery
- Pine Rivers Art Gallery
- Redcliffe City Art Gallery

#### **Scenic Rim Regional Council**

- Boonah Regional Art Gallery
- The Centre Beaudesert

#### **Cloncurry Shire Council**

- Cloncurry Unearthed Tourist Information Centre & Museum
- David Harvey Sutton Art Gallery
- John Flynn Place Museum & Art Gallery

#### **Tableland Regional Council**

- Foyer Gallery
- Old Atherton Post Office Gallery
- Tableland Regional Gallery

#### **Toowoomba Regional Council**

- Crows Nest Regional Art Gallery
- Toowoomba Regional Art Gallery

#### **Townsville City Council**

- Perc Tucker Regional Gallery
- Pinnacles Gallery

#### **Western Downs Regional Council**

- Dogwood Crossing, Miles
- Gallery 107 @Dalby
- Lapunyah Art Gallery

## Organisational Membership

Art from the Margins	Logan Art Gallery
Artisan - idea:skill:product	Museum of Brisbane
Artspace Mackay	National Trust of Australia
Australian Catholic University Gallery	Noosa Regional Gallery
Banana Shire Regional Art Gallery	Queensland Art Gallery   Gallery of Modern Art
Bauhinia Bicentennial Art Gallery	Queensland Museum
Bribie Island Community Arts Centre	Quilpie Visitor Information Centre, Museum & Gallery
Cairns Regional Gallery	Redland Art Gallery
Caloundra Regional Gallery	Rockhampton Art Gallery
Coalface Art Gallery	Stanthorpe Regional Art Gallery
Cunnamulla Fella Centre	State Library of Queensland
Emerald Art Gallery	Tambo Arts Council Inc (Grassland Art Gallery)
Fishbowl Gallery	Tanks Arts Centre
Flying Arts Alliance	Tweed River Art Gallery
Gladstone Regional Art Gallery & Museum	TYTO Regional Art Gallery
Gympie Regional Gallery	Umbrella Studio Contemporary Arts
Ipswich Art Gallery	UMI Arts
Home of the Arts	University of Queensland Art Museum
KickArts Contemporary Arts	Warwick Art Gallery
Kingaroy Regional Art Gallery	Wondai Regional Art Gallery
Lockyer Valley Art Gallery	World Theatre Gallery



## Museum & Gallery Services Queensland Ltd.

MAGSQ (trading as “Museums & Galleries Queensland” or “M&G QLD”) is a joint company of Foundation Members Public Galleries Queensland (PGQ) and Australian Museums and Galleries Association Queensland (AMaGAQ). 2019 saw M&G QLD complete its fifteenth year of operations.

M&G QLD is managed under the direction of a Board of Directors, which includes two Gallery Sector directors (appointed by the committee of PGQ) and two Museum Sector directors (appointed by the committee of AMaGAQ), as well as up to three Independent directors.

To view M&GQLD’s extensive activities across the museums and galleries sectors, visit their website: <http://www.magsq.com.au/>

## Board of Directors

In 2019, the M&G QLD Board comprised:

- **Emma Bain**, Sector Director
- **Karina Devine**, Sector Director, Chairperson
- **Celestine Doyle**, Consultant (from 20 August 2018)
- **Andrew Moritz**, Sector Director, Deputy Chairperson
- **Anna Thurgood**, Sector Director (from 17 April 2018)

## Acknowledgements

PGQ’s 2019 operations have been made possible through the generosity and support of many individuals and organisations, including:

### MUSEUMS & GALLERIES QUEENSLAND

### AUSTRALIAN MUSEUMS AND GALLERIES ASSOCIATION (QUEENSLAND)

### AUDITING SERVICES

Peter Ryan CA

### FINANCIAL ADVICE

Brian Tucker CPA

### VENUE PARTNERS

artisan

OuterSpace ARI

122 Gerler Road, Hendra 4011

[www.pgq.org.au](http://www.pgq.org.au)

<https://www.facebook.com/publicgalleriesQLD>

### ALL PGQ MEMBERS

PGQ thanks everyone who supported and contributed to our 2019 delivery. Our sincere apologies if anyone has been inadvertently omitted.



Public Galleries Qld

# **2019**

## **FINANCIAL STATEMENTS**

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PUBLIC GALLERIES QUEENSLAND  
**FINANCIAL STATEMENTS**

AS AT 31 DECEMBER 2019

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**BALANCE SHEET**

2018	as at 31 December 2019	2019	Note
	<b>ACCUMULATED FUNDS AND RESERVES</b>		
\$14,082	Accumulated Funds	\$11,738	3
(\$2,343)	Current Year to Date	(\$2,148)	3
	<b>RESERVES</b>		
\$21,156	Asset Revaluation	\$21,156	4
\$0	UNEXPENDED GRANTS	\$0	
<b>\$32,894</b>	<b>TOTAL ACCUMULATED FUNDS AND RESERVES</b>	<b>\$30,746</b>	
	<b>CURRENT ASSETS</b>		
\$27,027	Qld Teachers Credit Union	\$26,582	
\$4,124	RGAQ Incorporated Fund	\$4,124	
\$0	Petty Cash	\$0	
\$1,420	Sundry Debtors	\$0	
<b>\$32,571</b>		<b>\$30,706</b>	
	<b>NON CURRENT ASSETS</b>		
\$0	Office Furniture and Equipment	\$0	4
\$0	Less Accumulated Depreciation	\$0	4
<b>\$32,571</b>	<b>TOTAL ASSETS</b>	<b>\$30,706</b>	
	<b>CURRENT LIABILITIES</b>		
\$0	Sundry Creditors	\$0	
\$0	Other current liabilities	\$0	
\$0	Unexpended Grants & bursaries	\$0	
(\$323)	GST Payable/(Refund)	(\$40)	
<b>(\$323)</b>		<b>(\$40)</b>	
<b>(\$323)</b>	<b>TOTAL LIABILITIES</b>	<b>(\$40)</b>	
<b>\$32,894</b>	<b>NET ASSETS</b>	<b>\$30,746</b>	

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**FINANCIAL STATEMENTS**

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AS AT 31 DECEMBER 2019

**STATEMENT OF RECEIPTS AND EXPENDITURE**

2018

as at 31 December 2019

2019

**INCOME**

RECEIPTS, EARNED

Interest on Deposits

Member Subscriptions

RECEIPTS, UNEARNED

Sponsorships/Donations

Other

GRANT INCOME

Queensland Government Grants

Other Grants

\$140

\$15,145

\$15,286

\$0

\$0

\$0

\$0

\$0

\$0

\$95

\$14,782

\$14,877

\$0

\$0

\$0

\$0

\$0

\$0

\$15,286

TOTAL INCOME

\$14,877

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AS AT 31 DECEMBER 2019

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**STATEMENT OF RECEIPTS AND EXPENDITURE**

2018

as at 31 December 2019

2019

**EXPENDITURE**

\$11,218	Salaries/Wages and On-Costs	\$9,682
\$5,500	Professional Development Bursaries	\$3,364
-	Sponsorship/marketing	\$500
	Administration expenses	
\$500	Accounting and Audit	\$526
-	Bad debts expense	\$1,691
\$45	Computer supplies & software	\$0
\$102	Internet/IT Expenses	\$168
-	Office of Fair Trading fees	\$453
-	Write back of GST receivable	\$466
\$185	Meeting Expenses	\$100
\$70	Postage	\$49
\$10	Sundry expenses	\$28
\$911		\$3,479

\$17,629

**TOTAL EXPENDITURE**

\$17,025

(\$2,343)

**OPERATING SURPLUS / (DEFICIT)**

(\$2,148)

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**FINANCIAL STATEMENTS**

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AS AT 31 DECEMBER 2019

**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
for the year ended 31 December 2019

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

- a. The accounts are prepared in accordance with the Historical Cost Convention. The accounts have been prepared in accordance with applicable accounting standards, and on a going concern basis.
- b. Depreciation is calculated for all fixed assets on a straight line basis, so as to write off the cost of each fixed asset over its anticipated useful life.
- c. Long service leave provision is made for all employees after 5 years of service in line with commercially accepted practice. Pro-rata entitlements are payable upon termination of an employee after seven years service.
- d. Operating grants are brought to account in the period to which they relate. All other grants are initially recorded in Unexpended Grants and then brought to account in income and expenditure statements at the appropriate time.

<b>2. NET OPERATING SURPLUS</b>	<b>2019</b>	<b>2018</b>
Financial Operating Result	(\$2,148)	(\$2,343)
Less		
Transfers to Reserves	\$0	\$0
Add		
Transfers from Reserves	\$0	\$0
Net Result after Transfers from/to Reserves	<u>(\$2,148)</u>	<u>(\$2,343)</u>

<b>3. ACCUMULATED FUNDS</b>		
Balance at beginning of year	\$11,739	\$14,082
Less: Transfer from Accumulated Funds	(\$2,148)	(\$2,343)
Accumulated Funds at End of Year	<u>\$9,591</u>	<u>\$11,739</u>

<b>4. OFFICE EQUIPMENT AND FURNITURE</b>		
Office Equipment and Furniture, at cost	\$0	\$0
Total Capital Value	<u>\$0</u>	<u>\$0</u>
Less Accumulated Depreciation	\$0	\$0
Written down value at end of year	<u>\$0</u>	<u>\$0</u>

Note: During 1992 all fixed assets which were donated to Public Galleries Queensland were revalued by the Directors to fair market value.

**FINANCIAL STATEMENTS**

AS AT 31 DECEMBER 2019

*Page 5*

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**STATEMENT BY THE BOARD**

**We state that in the opinion of the PGQ Board**

- (a) The attached Income and Expenditure Statement of the Association is drawn up so as to give a true and fair view of the income and expenses of the Association for the year ended 31 December 2019.
- (b) The attached Balance Sheet of the Association is drawn up so as to give a true and fair view of the state of affairs of the Association as at 31 December 2019.
- (c) There are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

**On behalf of the PGQ Board**



Claire Sourgnès  
PRESIDENT

**BRISBANE**      Dated: 16 September 2020

## INDEPENDENT ACCOUNTANT'S REVIEW REPORT

### To the Members of Public Galleries Queensland

#### Scope

I have reviewed the accompanying financial report, being a special purpose financial report of Public Galleries Queensland (the 'Association'), as set out on pages 1 to 4 for the year ended 31 December 2019. I have also reviewed the underlying books and records of the Association used to prepare the accompanying financial report.

#### *Management Committee's Responsibility for the Financial Report*

The Management Committee is responsible for the preparation and presentation of the financial report and the information contained therein in accordance with the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act). The Management Committee's responsibility also includes determining that the basis of accounting is an acceptable basis for the preparation of the financial report in the circumstances, and for such internal control that the Management Committee determines is necessary to enable preparation of a financial report that is free from material misstatement, whether due to fraud or error.

#### *Independent Accountant's Responsibility*

My responsibility is to express a conclusion on the underlying books and records of the Association with a view to confirming their maintenance to a satisfactory standard and to confirm their support for the accompanying financial report.

As my review has been limited in scope I do not express an audit opinion in relation to the accompanying financial report

#### *Conclusion*

Based on my limited review, I have concluded that the Association's books and records have been maintained to a satisfactory standard and support the accompanying financial report.



Peter Ryan CA

29 April 2020  
Brisbane



29 April 2020

Karika Ashworth  
Public Galleries Queensland  
122 Gerler Road  
Hendra QLD 4011

Dear Karika,

### **Public Galleries Queensland**

Attached please find a signed copy of the Independent Accountant's Review report for Public Galleries Queensland for the year ended **31 December 2019** for presentation to your Annual General Meeting. Also attached is a copy of the Financial Statements for the Association.

With your agreement, an adjustment has been made to the Associations' accounts in order to write off the balance of trade debtors as you have advised that they are unlikely to be recovered. Further, an adjustment has been made to write back the net GST receivable balance to bring the financial statements into line with the ATO.

Once the Annual meeting has taken place and the accounts have been signed, please forward a full copy of the final signed financial statements to us for our records.

If you have any queries do not hesitate to give me a call.

Yours faithfully,



Peter Ryan CA

## **PGQ 2019 Treasurers Report – Brian Tucker**

For the year ended 31<sup>st</sup> December 2019 Public Galleries Queensland (PGQ) recorded a deficit of \$2,148 (2018 – deficit of \$2,343). While members' subscriptions were down slightly (\$14,782 from \$15,145) and interest was reduced as a result of lower interest rates, expenses were also slightly lower but included three items not in the 2018 accounts. These were:

1. A bad Debts expense of \$1,691 – this arose because the auditors have in previous years included end-of-year debtors, being subscriptions invoiced but not paid by year end. PGQ issues invoices at the beginning of the year and those not paid have, in the accounts, been carried over. However, we have regarded such unpaid invoices as lapsed membership and not likely to be collected. The balance carried over, \$1,691 (which covers a number of years) have therefore been written off and, from 2020, Subscriptions will be treated as income only when received. This is, therefore, a one-off adjustment to bring our accounts in line with operational practice.
2. The second item is a Write-back of GST Receivable – PGQ BAS have been lodged on a cash basis; this adjustment aligns the financial accounts balance with the ATO balance and is also a one-off.
3. The third item is the payment to the Office of Fair Trading of \$453, being the lodgement of outstanding Annual Returns. The OFT does not issue reminders or other notices and the lodgements had been missed.

If the effect of these adjustments is ignored, expenses would have been \$14,415 (\$17,629 in 2018) resulting in a surplus of \$462 for the year.

At year end PGQ had retained earnings of \$30,746 and working capital of the same amount. The Association is in a sound financial position, and well able to meet its debts as and when due.



Brian Tucker  
PGQ Treasurer