

**Gunnedah & District Chamber of Commerce & Industry Inc.**

**Committee Meeting**

**MINUTES**

**Tuesday October 15th 2019 - 5:30 PM**

@ERY MELROSE/EVERYTHINK ACCOUNTING upstairs at 203 Conadilly St

Present: Juliana McArthur, Treena Daniells, Tana Byrnes, Angela McCormack, Ashleigh Foster, Tracie Finlay, Michael Broekman, Gerry McDonald, Susan Frater

Apologies: Stacey McAllan

Chair: Juliana McArthur (President)

Meeting Opened at 5.33

Agenda Items:

**1. Minutes of previous meeting**

The minutes of the 26 September meeting as circulated were moved to be correct with the addition of Angela McCormack as an apology. *Daniells/Foster*. **Carried.**

**2. Matters Arising**

Gift Cards and Christmas Fair dealt with in general business

**3. Presidents Update**

- a. September Monthly Council Meeting – mainly discussion of Gift Cards
- b. Media – Chamber was represented regarding TAFE by Michael Broekman
- c. Preparation for Canberra Namoi Unlimited visit planned for 24 October and messaging
- d. Upcoming dates – Meet the Committee Breakfast 15Oct19
- e. Discussion of drought impact on membership – burden of single touch payroll, importance of buying local from state and federal government departments

**4. Correspondence report – As tabled below**

New Secretary queried how the committee would like to structure the correspondence reporting, particularly the numerous media releases received, along with emails addressed to multiple Exec, Committee or Member distribution lists. After discussion it was moved that the Secretary and/or President determine what needs to be distributed prior to any Committee meeting and that a summary of all correspondence be made available for the Committee in the monthly meetings to then be followed up as required. *Broekman/Foster* **Carried**

**5. Treasurer's report**

- a. Treasurer's Report tabled and moved for acceptance *Daniells/Broekman* **Carried**
- b. Change of signatories' form pending
- c. Expenses for approval – Radio Advertising, Committee Breakfast, Name Badges, bank costs to trace  
Unallocated Membership CHS GBS Mobile - approval on invoices as supplied each months  
Treasurer's report

**6. New memberships received**

Completed forms received from Ameliorate Yoga, Chaffeys Mowers Clinic so moved that new membership be accepted

*Daniells/Finlay Carried*

## 7. Subcommittees Update

- Retail Precinct – Tracie, Tana, check membership list, Shop Local, Local Procurement,
- Export – on the backburner
- Skills Roundtable – Mike, Treena, Ash, Ange, Gerry
- Membership [esp. for NSW Business Chamber changes] – Juliana

Call for Expression of Interest for Sub Committees – via email, Facebook, through the Committee Chairs, then Champion via calls – Secretary/Publicity Officer to action

## 8. Chamber representative updates (if available)

- Hay & Harvest Festival – **representative tbc**
- Crime Prevention - Stacey McAllan
- Access – Peter Jones
- Economic Development – Juliana, Michael with Treena as alternate
- Gunnedah Scholarship Fund – Gerry reported on meeting held 15<sup>th</sup> Oct Fundraising underway and was looking for Chamber sponsorship \$1000 of a business student – all TAFE Cert IV or university courses are core focus to bring back student when finished – could the scholarship be open to Cert III – Discussion about fundraising in lieu of direct funding and any support from membership base in \$ and in kind – Motion that fundraising be considered in lieu of direct contribution from our member funds *Broekman/Daniells Carried*
- Sister Cities and Friendly Relationships – Treena/Juliana
- NSW Business Chamber Regional Advisory Council – Juliana – ongoing contact with Joe Townsend

## 9. General Business

- Meet the Committee Breakfast 16<sup>th</sup> Oct – 40 RSVP
- Christmas Fair Events Officer - Tracie Finlay to provide EOI
- November Networking – Shenhua 2<sup>nd</sup> Thursday 14/11 – Secretary to coordinate
- CBA Authority – New President & Secretary to be added
- Regional Employment Trials Prop re: Childcare
- Update on Energy Agreement – Amanda to review and action as needed
- Query on Association Returns – completed annually by Treasurer
- Other business – Launch of TAFE renovations pressure on Minister to run a trial on pre - apprenticeships next year – keeping youth in the area hugely important for the strength of the community – targeting Year 11 and Year 12 students for pre training for 2021 – drought initiative Cert II Engineering needs to be a trainee now no Smart & Skilled funding – incubating /keeping some young people here for apprenticeships later – needs to be funded – trial at Gunnedah – do we need a letter from Chamber?
- President has invited Kevin Anderson to an early 2020 Chamber event dates tbc
- Gift Cards Why Leave Town Update – when the Chamber met with Council was discussed, Stacey investigated per September minutes, after discussion it was moved that Gunnedah and District Chamber of Commerce and Industry Inc endorse the communications to WLT and Council and formally handover the program to Gunnedah Shire Council *McArthur/Broekman Carried*

Meeting Closed at 7.28pm.

## CORRESPONDENCE REPORT

September, October 2019

### IN:

Invitation to President to join Canberra Advocacy Trip  
Digital Bootcamp  
Regional Business Awards  
Committee Breakfast  
Council re Christmas Fair (Resolution re Sponsorship, Road Closure)  
ArtsNW  
2018 Christmas Fair Coordinator Information  
Accounts Invoices

### OUT:

Responses to all inwards correspondence  
Newsletter & email to members  
Media Releases Various

## ACTION TRACKING

Meeting	ACTION	Responsible	Progress
February 2019	Consider a survey of members re business crime, vandalism and break ins	Ange/Stacey	
October 2019	Marketing local benefits package for Members as to Benefits to Members for GCC Membership as opposed to free NSW Business Chamber membership  Young Chamber??  Welcome to New Businesses  E.g. Vouchers for calls,100% free Workshops		Pending November vote for February implementation  Gunnedah Business
October 2019	Fundraising for Scholarship Fund		
	Representatives on Working Groups and other Committees to report back		
	Sub Committees to be set up		

