

Gunnedah & District Chamber of Commerce & Industry Inc.  
Committee Meeting Wednesday 8<sup>th</sup> December at 5.30pm  
Rettie & Vickery: 101 Marquis St, Gunnedah  
**Minutes**

Invited: Bill Ashford, Gail Paddison, Josh Cameron, Hollie Crawford (via phone), Keira Gifford, Paul O'Donnell, Ben Hennessy

Apologies: Initra Larson, Benita Anderson, Michael Broekman, Andrew Garratt

Chair: Paul O'Donnell

Meeting open: 5:42pm

Agenda Items:

**1. Previous minutes/President's Update**

- Autumn fair – dates discussed with Council, further advancement/ideas
  - Convene seasonal functions/fairs (x 4), lock dates in, set framework and have businesses that benefit co-ordinate the fairs. Combine with Gunnedah Markets
    - March – speed week/weeks of speed – sporting groups etc - collaborate
  - Digital event calendar – Ian Durrent (Paper) interested in exposing but not co-ordinating – possible sponsorship
  - Letter to counsellors/committee member joining panel – education system importance
  - Survey monkey – members, to take to council – this is what our businesses are saying, bring to each beer and bubbles
  - Business workshops throughout the year
  - Speed dating for businesses – pathway expo businesses to public (school leavers, unemployed etc)
- Small business month grant + possible breakfast – discussion with Susan re; previous
- Website update, clear mission
- Previous minutes approved and passed, Bill and Paul

**2. Treasurer's Report**

- Payments approved, seconded by Bill

**3. Secretary's Report**

- Meet the Candidates, highly successful – thank Rebecca Ryan in writing, thanks to Michael for the wall and manning the door. Thanks to Bill for candidate contacts, thanks to Keira for co-ordination
- Support to community calendar
- No further correspondence
- Hollie on leave Christmas to New Years
- Moved Gail, Seconded Bill

**4. General Business**

- Gunnedah Chamber Mission/Structure – what we do and why
- Christmas Beer & Bubbles confirmation – Maverick 16<sup>th</sup> December from 5:30pm – capacity up to 50. Canape menu. \$20 per head + first drink
  - Finalists congratulations certificate
  - Winners \$100 Giftcard (Gunny Money), congratulations certificate
- January Beer & Bubbles/Bacon & Business – Berries to be invited/acknowledged – Thursday 11<sup>th</sup>
  - Basic outline of venues for the year + guest speakers (every 2<sup>nd</sup>) open up for hosts, and speakers
    - i. Possible Zoom, pay for a keynote speaker
- Complimentary 12 months membership to new businesses to town
- Expression interest to Members for subcommittee – last year's framework
- Next meeting: Tuesday 11<sup>th</sup> January @ Rettie
- Event Calendar (sporting, council, business) – Chamber site, Gunnedah times – event section, Christoph

Meeting close: 7:12pm

## **ACTIONS TO BE TAKEN**

### **Bill**

- Invite award winners + finalists to Christmas Beer + Bubbles

### **Josh/Ben:**

- Review notes on previous year's fairs and pull together a framework and sub-committee for Autumn Fair

### **Gail**

- Select menu items for Christmas Beer + Bubbles
- Speak with Campgrounds at possibility of hosting January Bacon + Business (also mention becoming member)
- Put together outline of venues + speakers for 2022

### **Hollie**

- Letter/certificate to award winners on behalf of Chamber – to be printed and supplied at Beer + Bubbles
- Thanks to Rebecca Ryan in writing
- Follow up correct contacts for 'speed dating' business expo pathway event idea
- Supply Keira with mentioned business plan template

### **Keira**

- Beer + Bubbles event creation + co-ordination with members. Update Gail on numbers closer to date
- Put together info on previous fairs to supply to Josh/Ben
- Email President's report along with minutes + next agenda
- Investigate availability of Gunny Money for award winners (\$100 per winner)
- Invite Joe Townsend to Christmas Drinks + February meeting
- Create Jotform survey's for members to host and/or speak/nominate speakers for 2022 networking events – supply to Gail
- Research mission statements
- Find contact for Gunnedah Markets to discuss collaborating at Autumn Fair
- Investigate Event Calendar – Chamber to host with support/sponsorship of others