

Gunnedah & District Chamber of Commerce & Industry Inc.
Committee Meeting 9th November at 5.30pm
Draft Minutes
Brickworks

Invited: Bill Ashford, Gail Paddison, Initra Larson, Keira Gifford, Michael Broekman, Paul O'Donnell, Benita Anderson
Hollie Crawford (via phone)

Apologies: Josh Cameron, Andrew Garratt

Chair: (Michael Broekman interim) Paul O'Donnell

Meeting open: 5:45pm

Agenda Items:

- 1. Minutes for previous meeting** – true and accurate – Bill Ashford moved, Gail Paddison seconded – all in favour – Carried
- 2. Vice/President's Update**
 - Happy to chair, until new president nominated
 - 2nd year on executive – still not entirely clear on what Chamber achieve/what the goal is
 - Paul's aim is to create a mission as to what we're trying to achieve - target things that are important to get behind and support as a framework, not physically doing the work
 - Referred to Josh Cameron mentioning not sure what Chamber does – build framework
 - NSW Business Chamber Annual Report – report shows funds available
 - Restructuring for free admission for all, if you want to sponsor (gold \$100), silver, platinum \$25,000 per year) – check/re-write constitution, before next AGM – January/February meeting, invite Joe Townsend (0429 993 822)
 - Defined roles – Keira to work on these
 - Michael mentioned the plans from NSW Business that whoever signs NSW Chamber automatically joins Gunnedah Chamber, NSW Chamber pay Gunnedah Chamber an interim average membership to phase out
- 3. Christmas Fair**
 - Updates to postponing the fair until Easter 2022
 - Quieter period, less competition
 - Time to get council on board with us
 - Proposed date for fair so traffic plans, funding requests etc can be processed within well time
 - Easter Sunday – 17th April
 - Friday of school knock off; 8th April (School holidays start 11th April) OR Thursday 7th
 - Before daylight saving finishes – Friday 1st April – ends small business month
 - 2 options – present to Susannah Pearse to check (1st or 7th April)
 - Contacting those members spoken to about participating/donating
 - Keira to send email to executive and also a member email with updates
 - Committee to phone their own 10 members back with update (Gail passed to Bill),
 - Letters to relevant services advising of update (police, fire etc) – Juliana supplied draft letters for Hollie to follow up on
 - Letter to council – Susannah + Eric (Hollie)
 - Gail mentioned if Christmas Fair as well in 2022 – start sooner (July) by time October – everything locked in, ready to go
 - "Autumn Fair" – seasonal (combine with current markets on a Friday night – stalls in centre of main street from Parkview to Maccas) truck in middle of main street – music going (Trev, Steve + young musicians)

Combine with sporting event? Novelty events/competitions – brings sponsors for businesses outside of main street – to be discussed further at next meeting

- Hollie mentioned previous Sunday Sessions at the Kennel Club as reference – Farmer’s market niche feel – approach Economic Development – Council and Chamber ensuring active contribution, not just handing the event out
- Subcommittee/meeting with Council for partnership
- March has Small Business Month/Youth Week also around that time
- Thursday 18th November – President/Vice President/Treasurer/Secretary monthly with council 4-5pm, indicative Autumn Fair date to be discussed
- Keira to FWD Secretary emails to Hollie
- Gunnedah show is 1st April – could be beneficial, closing streets still ok?
- Calendar of events? Keira to see if obtainable from Council

4. Treasurer’s Report

- Approval of payments – \$2969.81
- Membership income - \$360
- Total expenses - \$4202.70
- Balance \$46,581.45
- Moved by Benita, second by Bill – carried
- Hollie to be added to Greater

5. Secretary’s Report

a. Meet the Candidates

- Previously in 2016 Gunnedah Rugby Park (15 minute per candidate + mediator)
- Council will not waive or assist costs, cannot be seen as contributors to new candidates
- Smithhurst or Gallery for \$13 per/hour
- Rebecca Ryan: Mediator
- Tracey from the Verdict, happy to do light refreshments (breakfast)
- Sonia Jones – happy to do coffee
- 16th November indicative date
- Enough time to publicise it?
 - Yes - Gunnedah times, Namoi valley independent, radio, cultural precinct
- Covid safety plan – fall to venue? Publicise indication to restrictions – double vaccination
- Member communication once details confirmed: Keira (email, Facebook)
- Budget: \$500 – Moved by Michael, seconded by Gail – if needs more, Hollie to contact executive
- 6pm at the civic (4 per hour – 3 hours) or if movie night Smithhurst – Hollie to confirm

b. Report moved by Bill, seconded Paul

6. General Business

- Gunnedah Times Advertising (Paul) - half page in the Gunnedah Times Annual Review ad \$850 plus half page editorial – publication 17th/18th December – unanimous no, save funds for elsewhere
- Small business month grant (Susannah Pearse email) – March, brief prepared on what Chamber do (possible last year laptop) – Keira to contact Susan for previous details– 2020 breakfast – discuss more at next meeting
- Letter to Many Engineering for winning Outstanding Young Business Leader award (Business NSW NENW 2021) – Keira
- Penny Crawford also won, Jacinta – Keira to find out who won (NSW Business Chamber awards)

- Joe Townsend – Keira to follow up, personally invite to Pensioners Hill beer and bubbles, add him to invite list for all functions in future
- Berries finishing up – January beer and bubbles, John + Steve invited and presented TBC next meeting (tentative date: 20th Jan)
- Beer & Bubbles – have a November/December event now that fair has been postponed
 - Pensioners Hill breakfast 25th November 7:00am (Bacon & Business)
 - a. Coffee van (Sonia Jones) + Rotary West food
 - 16th December Christmas drinks at Maverick
- Announcement of Keira's pregnancy with a due date of 25th April, note made regarding Autumn Fair dates
- Next meeting: Wednesday 5:30pm 8th December (Brickworks) – Keira to send calendar invite, tonight's minutes and fresh agenda

Meeting close: 7pm

ACTIONS TO BE MADE:

Executive:

- Thursday 18th November – President/Vice President/Treasurer/Secretary Monthly meeting with council 4-5pm, indicative Autumn Fair/involvement date to be discussed

Committee:

- Committee to phone back their originally allocated 10 members with update on Christmas/Autumn fair, gauge interest in still taking part (stall/donations etc)- Gail passed hers to Bill

Benita:

- Add Hollie to Greater

Gail:

- Follow up and arrange Pensioners Hill Bacon + Business
- Follow up and arrange Christmas Beer & Bubbles at Maverick

Hollie:

- Letters to relevant services advising of Christmas Fair cancellation (police, fire etc) – Juliana supplied draft letters
- Letter to Council (Susannah + Eric) of Christmas Fair cancellation
- Meet the Candidates – confirm venue, date, time and arrange to suit

Keira:

- Ongoing – Defined committee roles
- Send email to executive re; Christmas Fair changes and also a member email with updates
- FWD Secretary emails to Hollie
- Research calendar of events – Council
- Member communication re; Meet the Candidates once confirmed – email, Facebook
- Contact Susan Sims-Frater re; previous Small Business Month Breakfast
- Track down winners of Chamber Awards, personally invite to Pensioner's Hill Bacon + Business – letters to be typed and printed for hand out
- Contact/meet with Joe Townsend to introduce + invite him to Pensioner's Hill Bacon + Business and start inviting him to all events moving forward. More general involvement
- Calendar invite for next committee meeting, tonight's minutes and fresh agenda to be sent along