

**NEWCASTLE BUSINESS IMPROVEMENT ASSOCIATION**

ABN 93706504579 |

INC ID 1901584

# MEETING MINUTES

<b>Date</b>	Wednesday 26 July 2023
<b>Location</b>	ZOOM
<b>Minute Taker</b>	Janice Musumeci, JM Consultancy Services

## ATTENDEES

Name	Abbreviation	Business represented
Lucy Glover	LG	Kafey Café
Chris Russell	CR	CIMS Cafe
Thomas Michel	TM	CN
Damien O'Brien	DO	O'Brien Winter Law
Janice Musumeci	JM	Janice Musumeci Consultancy Services
Kristy Coady	KC	Swell Magazine
Faith Curtis	FC	UpnUp
Sance Lord	SL	Swell Magazine

## APOLOGIES

Taiyo Namba	TN	Nagisa
Blake Phillips	BP	Pokey Newcastle
Shanelle Lowe	SL	Chandler Macleod

MEETING OPEN: 5:05pm

MEETING CLOSE: 6:02pm

## MINUTES

Item	Agenda Item	Details	Actions
<b>1. Welcome and Administration</b>			
1.1	Presentations x 2	SWELL Magazine Proposal – Sance Lord presented proposal for sponsorship to NCBIA Board present to consider. Note: 3 proposals presented to Board for media promotion – Newcastle Weekly and	Email vote for Board after meeting.

		<p>Hunter Coastal Lifestyle all sent to Board prior to meeting for review.</p> <p>UpnUp Project update – FC</p> <ul style="list-style-type: none"> <li>• FC connect With Iris for walk through to discuss locations</li> <li>• Ould be over 2 days from 11-3pm or a night activation</li> <li>• Anti graffiti plan if right artists involved</li> <li>• Wayfinding to be incorporated</li> </ul> <p>KC – Great idea and loves that it will be a community &amp; youth involved project.</p>	<p>JM to connect FC with Iris Capital. Subcommittee – LG &amp; BP</p>
1.2	Confirmation of Previous Minutes	<p><u>Moved:</u> Damien O'brien  <u>Seconded:</u> Lucy Glover</p>	Nil
1.3	Conflicts of Interest	KC Presentation of sponsorship for SWELL Magazine.	KC will not be part of the vote. Vote will be conducted via email after meeting.
1.4	Treasurer's Report	<p><b>Budget at Bank</b>          \$23 563.71          Incl. \$1365.00 BAS refund</p> <p>Board noted that the above remaining account balance has been allocated towards 2024 Deliverables Plan specifically UpnUp project.</p>	Nil
1.5	Correspondence	Taiyo Namba resignation from Board	<p>New vote for Secretary.          Nomination Lucy Glover          All Board present voted for LG to stand as Secretary</p>
1.6	CN Matters	TM Reminder SBR Contestable funding round opens Aug 14 to Sept 9	JM to be advised if any Board have contacts to apply for funding.

			JM to follow up UoN Marcus Jeffries with details.
1.7	Matters Arising	<p>JM met with Local Area Police Command.</p> <p>A suggested Safety Audit was declined due to the development in the area. Discussed anti-social behaviour which was suggested reporting via Police Portal. Crime Prevention Office Fleming will advise a date for Operation Confidence to occur in Eastend and Mall.</p>	<p>Date to be advised and sent to Board.</p> <p>LG to walk through with Police at the time.</p>
<b>2. Outstanding Actions</b>			
2.1	Nil		
2.3			
<b>3. Items for Discussion and Decision</b>			
3.1	Beautification Project Location	<p>Jacinta Fintan report on location sent to Board for review prior to meeting.</p> <p>Proposed new location 141 Darby St.</p> <p>DO – Queried why original preferred location was declined. CN would not approve minor works heritage form and referred the location to NSW State Govt as this cost prohibitive the Board were advised, and a secondary location was decided.</p> <p>141 Darby St voted unanimously.</p>	Nil
<b>4. Strategic Discussion and Review</b>			
	Nil	-	-

**Next Meeting:** Wednesday August 23, O'Brien Winter Partners