

MAYFIELD BIA INC.

INC ID NUMBER: 1901583

MEETING MINUTES

Date	17 June 2020
Location	Zoom
Time meeting opened	5.00pm
Person keeping minutes	Meg Purser

ATTENDEES

Name	Abbreviation	Business represented
Sonia McNaughton	SM	Mayfield Medical Connection
Kath Teagle	KT	Mayfield Medical Connection
Warren Pulbrook	WP	Brooks Motors
Guests		
Meg Purser	MP (PCC)	Purser Corporate Communication
Apologies		
Ashlea Dowden	AD	Mayfield Florist
Mark Dowling	MD	MDRE Real Estate
Mia Westcott	MW	Mayfield Medical Connection
Jill Donovan	JD	Mason Lawyers

MINUTES:

Item	Details	Actions
Previous minutes accepted	Minutes confirmed: <ul style="list-style-type: none">7 May 202027 May 2020	To CN for information and files
Governance	Deliverables Plan - Update on cross BIA initiatives including Live Spots/Renewal and opportunities to collaborate with Business Centre etc. Compliance	PCC to redistribute for board sign-off. Mayfield BIA to open Comm Bank account for BIA.
Conflict of Interest	Nil	
Matters arising	CN establishing web page for each BIA. On each page the following will be held: <ul style="list-style-type: none">Background of BIAConstitutionDeliverables Plan overview – once approvedMinutes of board meetingsDirectors profiles	PCC to assist
Correspondence	Letter sent to council on Monday from BIA chairs asking CN to	

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	reconsider equity of proposed commercial rate rise.	
General Business	Once deliverables plan is closer to finalised, roles can be better defined.	ALL: Consider being part of the busking subcommittee with other BIA precincts members.
General Matters	Coles Development Police engagement	PCC: Status update and contact details? PCC to invite Newcastle LAC to Mayfield to chat with business owners
Review – how did we go?	More attendees will ensure higher productivity. Face to Face (if practical) will also assist in productivity.	

MEETING CLOSED:

Time meeting closed:	5.40 pm
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NEXT MEETING:

Date:	Wednesday 1 July 2020
Time:	5.00pm
Location:	Mayfield Medical Connections