

HAMILTON BUSINESS ASSOCIATION INC.

INC ID NUMBER: INC1901585

APPROVED MEETING MINUTES

Date	3 March 2020
Location	Salvation Army – Cleary Street Hamilton
Time meeting opened	7.45 am
Person keeping minutes	Meg Purser

ATTENDEES

Name	Abbreviation	Business represented
Margaret Glenn	MG	Rees Pritchard
Sandra Malloy	SM	QS Books
Kellie Mann	KM	Lotus Fashion
Christine Martin	CM	Salvation Army
Janice Musumeci	JM	July Jones Studio
Meg Purser	MP (PCC)	Purser Corporate Communication

APOLOGIES

Sherynne Smith	SS	Total Balance Chiro
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MINUTES:

Item	Details	Actions
Previous minutes	Minutes of the last board meeting held in 31 October 2019. Matters arising dealt with in agenda	Approved
Correspondence	Nil	
Governance	Welcome by Chair JM <i>Whatever you can do or dream you can, begin it. Boldness has genius, power and magic in it - GOETHE</i> Outlines outcomes for meeting; <ul style="list-style-type: none">• Prioritise projects and remember mission to have visual impact in the street by June 30.• Define "project groups" today. Committee catch-ups between Board meetings and the nominated spokesperson for each project to present a progress report to the Board each month.• Finalise Deliverables Plan.• Move swiftly though each agenda item. We are a vibrant bunch with a lot of ideas. I apologise in advance if I interrupt group discussion bear in mind that is part my role as I try to keep us on track.	

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	<p>Board positions</p> <ul style="list-style-type: none"> • Chair - Janice Musumeci • Vice Chair – Kellie Mann • Secretary –Sandra Malloy • Treasurer – Margaret Glenn • Committee – Christine Martin • Committee – Sherynne Smith <p>Board composition: Interested board directors should provide an expression of interest for consideration by the incumbent board. EOIs should be brief and include areas of expertise and interest and how they believe they complement the Association's purpose.</p>	
	Insurance - paperwork submitted to Markey Insurance	Awaiting confirmation
	<p>Deliverables Plan:</p> <p>Discussion and review of projects.</p>	Updated plan to be distributed by PCC to board for final approval and then to City of Newcastle.
Conflict of Interest	NIL	
City of Newcastle	<p>Noting conversations and emails with City of Newcastle are regular and informative and continue to work for improved outcomes on issues such as:</p> <ul style="list-style-type: none"> • James Street Plaza • Vacant shops • Street Cleaning • Major community events 	Ongoing
Precinct Matters	Safety and Police – Hi Vis Policing and opportunity to have a Police visit to precinct businesses.	PCC to contact Local Area Command and provide additional information
	<p>Projects: sub committees:</p> <ul style="list-style-type: none"> • Social media: JM • Busking: KM • Special events (includes external events that add value to precinct : SS, JM, SM, CM • Sustainability: SM • Work for the Dole: CM and KM • Lighting: KM • Precent(fill shops safety): MG, JM • Art: SM 	<p>Busking: KM to meet with each BIA to coordinate city wide approach.</p> <p>Project reports to be provided to PCC two working days prior to next meeting.</p>

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	Major community events - the Association will call for expressions of interest (Eoi) for a strategic event manager to develop a plan for major community events for the precinct	Call for EOI to be reviewed and approved with a view to calling for EOIs ASAP
General Business		

NEXT MEETING:

Date:	Tuesday 31 March 2020
Time:	5.30pm
Location:	Salvation Army – Cleary Street Hamilton

MEETING CLOSE:

Time meeting closed:	9.00am
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