

**MEETING MINUTES**

Date	Tuesday 02 February 2021
Location	Iona on Robert: 52 Robert St, Wallsend
Time meeting opened	5.35pm
Person keeping minutes	Clare Wilkinson

ATTENDEES

Name	Abbreviation	Business represented
Wayne Rogers	WR	Iona on Robert
Phillip Murnain	PM	Blue Gum Hills Mens Shed
Linda Pinkerton	LP	Mrs Bouquets
Mary Metcalfe	MM	Vegetation Sensation
Apologies		
James Hingston	JH	Iona on Robert
Guests		
Clare Wilkinson	CW	Purser Corporate Communication
Thomas Michel	TM	City of Newcastle

MINUTES:

Item	Details	Actions
City of Newcastle (AA)	Development and Infrastructure persons to attend next meeting. TM to coordinate. They will answer questions from AGM. ABR Database: Use and function with CN cooperation.	
Governance		
Conflict of interest	Nil	
Previous minutes	Minutes from 12/1/2021 Approved MM Seconded LP	
Matters arising	Nil	
Correspondence	Sonia's office contacted WTBA about Christmas decorations being taken down. PCC chased Jason from SwitchedOn to get them taken down. SwitchedOn invoice has been sent back today due to miscalculation. Approved unanimously for payment \$1175 by attending board.	
Deliverables	All suggestions read aloud to team meetings . CW to update and send out for approval. Board to approve by COB Friday.	MM: Planters boxes catalogue.



Social media	JH and MM to discuss. LP move to discontinue website.	ALL: Consider removal of website.
General Business	PM: Covid management of events. Picket fencing idea.	
Review: how did we go?	Very successful. Informative.	

NEXT MEETING:

Date:	Tues 9 March
Time:	5.30pm
Location:	Iona on Robert

MEETING CLOSE:

Time meeting closed:	6.40pm
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