



MEETING MINUTES

Date	09/11/21
Location	52 Robert St Wallsend
Time meeting opened	5.30pm
Person keeping minutes	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Wayne Rogers	WR	Iona on Robert
James Hingston via ZOOM	JH	Iona on Robert
Linda Pinkerton	LP	Spellbound Botanics
Rhonda Drivas	RD	Wallsend Village
Phil Murnaine	PM	Bluegum Road Mens Shed
Janice Musumeci	JM	Janice Musumeci Consultancy Services
Deb Austin	DA	Double Digits Marketing

MINUTES:

Item	Details	Actions
City of Newcastle Matters	<p>TM – Update on replacing banners in Nelson St. Section 138 Type 1 Form to be completed. WR – Bannerconda have a local contact to provide the service. Banners are not maintained currently and are posing a danger to the public. Quote from Bannerconda to replace 10 banners and banner print cost to be sent to Board via email to vote at next meeting.</p> <p>WR – Welcome to Wallsend signage erected by previous BIA is shabby needs replacing. Would that be CoN? TM – Recommend BIA replace.</p>	<p>WR/JM – Fill in the Form 138 if supplier unable to assist. JM – Send Bannerconda quote to Board for vote at next meeting.</p> <p>TM – Send WR the contact for artist for signage LP – Provide a second quote</p>
Governance	<p>Conflict of Interest – Nil Previous Minutes – Approved RD Seconded LP Matters Arising – WR Could not get anyone else to quote on decorating the Rotunda. Double Digits to proceed. Budget – LP Membership Fund \$49313.57 Commonwealth \$66637.75 Paid the following Switched On – Fixing Banner \$110 Two Tribes Media In Touch Mag \$750.75 Jeremy Ratcliffe Planters \$2000 CoN Live Spots Licence Fee 6 months \$1315</p>	



	Correspondence - Nil	
Sub Committee Reports	<p>Events – DA ran through events list for November and December. No queries from Board.</p> <p>LP – Proposed photo booth quote for Rotunda Xmas lights event.</p> <p>Live Spots – JM artists in Rotunda from Oct 30. WR – Nobody has used the PA or the signage. Uncertain if there has been Live Spots performers at rotunda.</p> <p>Social Media – JH Reach is down a little. 127 new likes this past month. 24 posts in total. Reach on FB 6700 and Insta 200.</p> <p>History posts doing well. Sharing local businesses too. Events struggling with not much engagement other than the movie event in federal park.</p> <p>JH – Requested to send him emails with other suggestions for posts</p> <p>JM – Proposed business short videos will assist with business engagement</p> <p>PM – Proposed JH email regarding events is relevant in that he proposed more strategic business targeted events not just all community events. Must look at this approach for future.</p> <p>ALL discussed possible event for March Seniors Week to engage the demographic of seniors on the area connecting them with local businesses.</p> <p>PM – New members could be promoted via socials</p> <p>PM/WR – Mural installation. PM referred WR to his contacts for installation at the Mens Shed.</p>	<p>LP – Source quote for photobooth</p> <p>JM – Follow up with Fuzion Management and request sending WR & LP a list of artists each week.</p> <p>JH – to create post to bolster membership and look for new Board Members</p>
General	AGM postponed to Feb 22 due to just emerging from Covid Lockdown and restricted	JM – send Dept of Fair Trading Form A11



	health regulation extended until Dec 15 could affect attendance. PM resigning at AGM VOTE – Unanimously approved to postpone to Feb 2022	
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NEXT MEETING: Dec 7 at 5.30pm

MEETING CLOSE:

Time meeting closed:	6.30pm
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