

CONFIRMED MEETING MINUTES

Date	19/01/22
Location	The Community Hive
Time meeting opened	5.00pm
Person keeping minutes	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Evan Reid	ER	Commonwealth Bank
Sandra Malloy	SM	Qs Books
Amanda Hinds	AH	Community Member
Kate Ellis	KE	Sportspower
Brendon Jones	BJ	Sanderson Meats
Thomas Michel	TM	CoN
Ash Abbott	AA	CoN
Jared Lawlor	JL	Herb Urban
Nick Kaiser	NK	CoN
Janice Musumeci	JM	JM Consultancy

APOLOGIES

Rob Burton	RB	132 Newsagency
Reece Hignell	RH	Cakeboi

MINUTES:

Item	Details	Actions
CoN Matters	<p>NK – Introduction to Board via ZOOM. Upcoming weekly markets discussion of approval by CoN for BIA to apply for use of James St Plaza for a trial period of 3 months. Renewable review at 10 weeks. Licence given directly to BIA so we can hand pick the stall holders and no conflict with other surrounding business. BIA creates contract with stall holder. NK – Select a start date with a 3 month period and CoN can hold space for estimated timeframe.</p> <p>AH – EOI created for market coordinator?</p> <p>AA – Introduction to Board discussion of her role.</p> <p>TM – Ideas Exchange March 2 at 12 Stewart Avenue. Small Business month – March</p>	<p>ER – To fill out application</p> <p>ER – BIA to create service agreement with stall holders ER – Follow up Homegrown and new markets in Gregson Park.</p> <p>TM/JM – Follow up with the Business Centre</p>

	<p>ER – Suggested specialists required to visit business owners.</p> <p>TM – Newskills Program offers one on one as do The Business Centre</p> <p>TM – Explained the Lean in Newy Project to Board</p> <p>Friday March 11 – Course at Owens Collective 3 modules of training up to 40 people \$250 please promote on socials.</p> <p>TM – City Intelligence Program update. Hamilton BIA to trial.</p>	<p>TM – Provide Board with social media content</p>
<p>Governance</p>	<p>Conflict of Interest – Nil</p> <p>Correspondence – Community Member RSVP AGM</p> <p>Previous Minutes – Approved ER Seconded KE Matters Arising - Nil</p> <p>Budget \$50028 remaining</p> <p>Men's Shed invoice unpaid and to be queried for plant watering.</p>	<p>JM – To follow up</p> <p>ER/RB – Negotiate annual rate</p>
<p>Sub Committee Reports</p>	<p>Beautification – JL Herb Urban presentation. Update on green infrastructure. Hanging baskets and green walls. Baskets and plants ordered issues with supply due to covid. Replace current planters.</p> <p>Baskets – Clocktower, Barber</p> <p>Façade Treatments – Sight savers 9pasrt paid by owner as very large), IGA, Sanderson Meats.</p> <p>Watering required 2 x per week.</p>	<p>Board agreed to continue green infrastructure project to Tudor St will support application if contestable funded project.</p>
<p>General Business</p>	<p>ER – No more money in this year's budget for greenery. Suggested JL apply for contestable funding for more in Beaumont St to Tudor St.</p> <p>KM – Defer business networking breakfasts to next meeting</p> <p>ER – social media RH to step back and Board to receive quotes for new management of socials. Refer to This is Mayfield's FB page.</p> <p>ER –Also socials or newsletter? Newsletter proposed to go just digital Board agreed unanimously</p> <p>ER – Stepping down as Chair but will stay on until a replacement found.</p>	<p>ER – Meet with One Small Planet</p> <p>All - Consider bi monthly or quarterly at next meeting.</p>
<p>Review</p>	<p>How did we go? ALL - very efficient</p>	

NEXT MEETING: AGM FEB 17 6PM MEETING CLOSED: 5.45PM