

# Hamilton Business Association Inc.

ABN: 43 576 863 540 | Inc ID NUMBER: INC1901585

## BOARD MEMBERS

Name	Abbreviation	Business represented
Reece Hignell	RH	Cakeboi
Sandra Malloy	SM	Qs Books
Kate Ellis	KE	Sportspower
Kellie Mann	KM	Lotus Fashion
Rob Burton	RB	132 Newsagency
Amanda Hinds	AH	Origin Arhcitecture
Chelsea Willis	CW	YPT
Brendon Jones	BJ	Sanderson Meats
Vicki Coughlan	VC	Community

## GUESTS

Cr Charlotte McCabe	CD	CN
Cr Jenny Barrie	JB	CN
Thomas Michel	TM	CN
Janice Musumeci	JM	JM Consultancy Services

MEETING OPEN: 5.41pm

MEETING CLOSE: 6.45pm

## MEETING MINUTES

Date	22/09/2022
Location	Blind Monk – Private Room
Minute Taker	Janice Musumeci

## APOLOGIES

Chelsea Wills	CW	YPT
Vicki Coughlan	VC	Community
Sandra Malloy	SM	Qs Books
Thomas Michel	TM	CN
Cr McCabe	CM	CN

# MINUTES

Item No	Agenda Item	Details	Actions
<p>1. Welcome and Administration – JM            2. Previous Minutes – Approved RB Seconded KE            3. Correspondence – Cr Clausen Cr Barrie            4. Conflict of Interest – Nil            5. Budget At Bank \$102,364.98 at bank            Beautification spend - \$720 Budget \$10k            Promotion spend - \$176.90 Budget \$38k            Economic Development spend \$821.40 Budget \$47k            Governance spend \$350 Budget \$5k            GST Refund \$2425.00            RH – Proposed pre-payment of social media and The Local on a quarterly basis.            Approved KE Seconded RB</p>			
5.1.	City of Newcastle Matters	RH/JM Met with UoN regarding the lighting project in James St Plaza. Specifically, about new creative. UoN contract with CN is soon ended but they are putting together a maintenance program with the possibility of continuing service. BIA requested keeping the content local eg: history, mosaics, local business videos, xmas.	
6. General Business			
2.1	Markets – Gregson Park & James St Plaza	<p>RH – Met with Gregson Park organiser. Markets have proven challenging due to cancellations with weather conditions and covid cancellations from stall holders at last minute during winter. Optimistic this will improve.</p> <p>James St Plaza markets stalls are disappointing feedback from locals is negative. Organiser exhausted connections and having difficulty connecting with new stall holders with a providore food appeal. Has suggested a trial Thursday night twilight market. Board will consider for future but prefer Saturdays.</p>	
2.2	Board Resignations & Nomination of Vice Chair	Kellie Mann (VC)	All Board to seek new members and

		<p>Brendon Jones</p> <p>RH - Nominated Amanda Hinds as Vice Chair</p> <p>KE - Seconded</p>	<p>invite to upcoming AGM.</p>
2.3	Beautification	<p>RB – Herb Urban have received SBR Contestable funding and a plan for their work is to come to Board.</p> <p>Mens Shed collaboration working well.</p> <p>First round of maintenance completed on existing.</p> <p>RH – Presented quote to Board for Bec Murrays maintenance of street art at \$30 per hour for 25-30 hours as part of maintenance budget a lot are now covered in graffiti.</p> <p>Approved KE Seconded AH</p>	<p>RH/RB – Ensure Herb Urban liaise with businesses with pot plants existing to advise of changes.</p>
2.4	Business Breakfast Club	<p>KE – Sole organiser now. Has conceded communication has been poor to businesses and could be better organisation.</p> <p>Will now take over and see comms improve to businesses x 10 invite per month.</p> <p>Oct fully booked. Proposed Oct then pause until 2023 when another Board member might be able to assist.</p> <p>RH – Suggested proceeding with Oct and Nov review and pause Dec/Jan as busy/holiday period. Keen to keep going must streamline comms. Calendar invites and reminder necessary.</p>	<p>KE – Ensure RH invited to all</p> <p>KE – Provide list of invitee emails to JM each month</p> <p>JM – Provide KE with gmail log in details</p>
2.5	Promotional Business Videos	<p>RH – Require 10 new businesses.</p> <p>Sept 28/29 booked for recording.</p>	<p>Each Board member invite 2 and advise J/RH.</p>

2.6	Xmas Event Update	<p>AH – Santa booked.</p> <p>Graphics quoted elsewhere and a saving of \$1500 for other items in xmas budget.</p> <p>Fortnightly ZOOM meetings.</p> <p>RB – Suggested a large poster in the Municipal building so passers by can see what is on for XMAS.</p> <p>JM – Ensure businesses are advised of dates for activities by End Oct.</p>	<p>AH – Organize ZOOM invites.</p> <p>JM – Advise Municipal building access</p> <p>AH – Sign event contract</p> <p>JM – Email database</p> <p>RH – Advise Crave Media for socials</p>
2.7	Correspondence Cr Clausen	<p>RH – Approached Cr Clausen for advice on installing a rainbow crossing in Hamilton. Cr Clausen sent correspondence outlining the previous attempt in 2015.</p> <p>RH – Proposed Board revisit and write letter to CN.</p> <p>Approved KE Seconded AH</p>	<p>RH/JM – Write letter to CN with a proposal for Rainbow Crossing in Hamilton</p>
2.8	Correspondence Cr Barrie	<p>Cr Barrie copied BIA in comms regarding initial complaint by local business about Awaba Park anti-social behaviour in the general area of Railway Station.</p> <p>BIA swift response with a meeting today with Chief Super Intendant Tracy Chapman with Business Beat to be relaunched to assist raise business awareness on reporting crime so stats increase in the area highlighting Hamilton in reports and could then lead to increase in patrols.</p> <p>RH – Hamilton is a 24-hour trading suburb with day and night time economy.</p> <p>Superintendent advised Board at the meeting Hamilton could be a good trial base for increased bicycle patrols with</p>	<p>JM – To advice Cr of Business Beat dates so they can liaise with their own contacts and possible one on one meet up with Police.</p>



		an increase of that style of policing launched soon.	
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**NEXT MEETING: OCT 20<sup>TH</sup> 5.30pm**