

MEETING MINUTES

Date	17/05/2021
Location	Mayfield Medical Connection: 52 Hanbury St Mayfield
Time meeting opened	4:37 PM
Person keeping minutes	Georgia Hughes

ATTENDEES

Name	Abbreviation	Business represented
Warren Pullbrook	WP	Brook Motors
Kath Teagle	KT	Mayfield Medical Connection
Chris Arnold	CP	Arnold Property
Apologies		
Ashlea Dowden	AD	Mayfield Florist
Mark Dowling	MD	MDRE Real Estate
Guests		
Georgia Hughes	GH (PCC)	Purser Corporate Communication
Thomas Michel	TM (CN)	City of Newcastle

MINUTES:

Item	Details	Actions
City of Newcastle matters	TM: Reminder of upcoming Deliverables Plan	Board to organise a time to workshop ideas for deliverables plan
Governance		
Conflict of interest	nil	
Previous minutes	19/04/2021 Accepted by all. Approved: CA Seconded by: WP	
Matters arising	nil	
Correspondence	nil	
Budget	nil	GH: To send Letter of Support for CA to sign onto bank account
Subcommittee reports		
Live Spots	Mayfield BIA need to purchase a PA System from Scion Audio & Events so they can commence Live Spots in Mayfield.	WP: To contact Scion Audio & Events about PA system

Business Support: New businesses in precinct	nil	
Social Media	nil	
General business	<p>CA & WP: Spoke with local businesses about potential projects. A lot of feedback about lack of lighting.</p> <p>Board discussion about logistics for lighting project.</p> <p>Chat about pots and plants</p> <p>Hapzly Proposal approved by board.</p> <p>CP to organise part of street to pressured clean. Budget: \$2,500</p> <p>Approved by board.</p> <p>Board discussion about potential street art.</p>	<p>TM: Invite City Wide Services Rep</p> <p>CA & WP: Contact someone to conduct lighting project.</p> <p>CP: Contact someone to start cleaning pavement</p>
Review: how did we go?	Productive.	

NEXT MEETING:

Date:	28 June 2021
Time:	4:30PM
Location:	Mayfield Medical Connection

MEETING CLOSE:

Time meeting closed:	5:33 PM
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