

MEETING MINUTES

Date	Friday 08 January 2021
Location	July Jones Studio: 95 Beaumont street, Hamilton
Time meeting opened	8.10am
Person keeping minutes	Clare Wilkinson

ATTENDEES

Name	Abbreviation	Business represented
Sandra Maloy (Phone)	SM	QS Books
Kellie Mann	KM	Lotus Fashion
Janice Musumeci	JM	July Jones Studio
Rob Burton	RB	Beaumont Street Newsagency
Kate Ellis (phone)	KE	Sportspower
Evan Reid	ER	Commonwealth Bank
Apologies		
Meg Purser		
Guests		
Gracyn Endacott	GE	Purser Corporate Communication
Clare Wilkinson	CW	Purser Corporate Communication

MINUTES:

Item	Details	Actions
Governance	Meg update.	CW: Contact Christine from Salvation army to see if HBA can use a room for the AGM in early march.
Conflict of interest	Nil	
Minutes of last meeting	16/12/2020 minutes KM accepted RB seconded.	
Accounts	Invoice from Mens Shed for \$1500. Approved by RB and seconded by ER. Contestable funding available in February for application. HBA to be prepared for this. Approx. \$56,000.	CW ask Thomas how much \$ of last contestable funding was used.
Newcastle Food Month	ER: Spoke with Gus, Deb and Dana. Gus connected ER with idea of outdoor dinner 'bush tucker' style dinner in Gregson park featuring local indigenous artists performances on the night.	CW: Confirm \$ which can be allocated for this from deliverables plan. CW: Provide report to HBA for \$ spent against each part of deliverables plan.

	<p>Name TBC. Fennel and Co catering are a prospect for catering. Asked if they can use local suppliers. ER to meet with them this afternoon. Costs TBC. Ticketed event. Major sponsors to be sought to help complete all aspects of event. BIA could support. Dana & Deb estimate \$50,000 minimum. ER to discuss event coordination with Fennel and Co. CW reminded board that any amount over a certain limit must go to tender. Process agreed on by all board members present. JM: All businesses to be included as best possible.</p> <p>Key focus is food.</p> <p>Darren McKenny is fluent in government grants. May be a good contact for this event.</p> <p>Perhaps an indigenous artist can come and paint something to be auctioned off.</p> <p>Plate dates are estimated for 6 other businesses in Hamilton. ER contacted all local businesses: Kent, Greenroof, Exchange, Lime Pizza, Beaumont St café, Mockingbird.</p>	<p>ALL: Email ER businesses that can be involved in the event.</p> <p>KM to speak with Thomas Michel from CN about access to Gregson park and grants.</p> <p>JM: Talk to Reece Hignell about having a plate date.</p>
<p>Correspondence</p>	<p>Letter from Lord Mayor's office informing HBA of their selection to receive community group of the year.</p> <p>Monday 18th January at 11am – content video by CN being made.</p> <p>JM congratulates HBA board.</p>	<p>CW: Newsletter information to HBA draft for CN newsletter.</p> <p>CW send login details for Gmail to ER, plus database, with suggested text.</p>

	20 th Jan awards ceremony. All are able to attend. 10am. JM has responded for all members.	
General	<p>Flower basket hangers. Email to be sent to current database.</p> <p>KE approached by Grant (?) who is an agent for a Newcastle Knights player Connor Watson. Sportspower has been approached to be a sponsor. Connor will then be asked to be active in local events.</p>	<p>CW: Ensure this is suitable under the deliverables plan.</p> <p>KE: To advise in future.</p>
Review: how did we go?	Efficient and productive	

NEXT MEETING:

Date:	01 Feb 2021
Time:	8.00am
Location:	Mens Shed

MEETING CLOSE:

Time meeting closed:	8.58am
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