



NEWCASTLE BUSINESS IMPROVEMENT ASSOCIATION

ABN 93706504579 | INC ID 1901584

BOARD MEMBERS

Name	Abbreviation	Business represented
Kendall Brooks	KB	Brooks Event Management
Shanelle Lowe	CL	Chandler Macleod
Damien O'Brien	DO	O'Brien Winter Partners
Taiyo Namba	TN	Nagisa
Kristy Coady	KC	Swell Magazine
Lucy Glover	LG	Kafey Café

CN REPRESENTATIVES

Thomas Michel	TM	CN

GUESTS

Janice Musumeci	JM	Janice Musumeci Consultancy Services

MEETING OPEN: 5:10pm

MEETING CLOSE: 5:46pm

MEETING MINUTES

Date	26 April 2023
Location	O'Brien Winter Partners, Hunter Street Newcastle.
Minute Taker	Janice Musumeci, JM Consulting Services

ATTENDEES

Name	Abbreviation	Business represented
Kendall Brooks	KB	Brooks Event Management
Shanelle Lowe	CL	Chandler Macleod
Damien O'Brien	DO	O'Brien Winter Partners
Kristy Coady	KC	Swell Magazine
Lucy Glover	LG	Kafey Café
Blake Phillips	BP	Pokey Newcastle
Thomas Michel	TM	CN

APOLOGIES

Taiyo Namba	TN	Nagisa
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MINUTES

Item No	Agenda Item	Details	Actions
1. Welcome and Administration			
1.1	Confirmation of Previous Minutes	Moved: Damien Obrien Seconded: Lucy Glover	Nil
1.2	Conflicts of Interest	Nil	Nil
1.3	Treasurer's Report	Budget at Bank \$35 980 (\$2750 to approve / pay)	Nil
1.4	Correspondence	<ul style="list-style-type: none"> • Sarah Horden – Big Pic Fest – asking for solar panels / lighting <ul style="list-style-type: none"> ○ Board discussed SBR Levy Application ○ Board had reservations about ownership and maintenance of the asset. Towards beautification and safety is good purpose, however ownership is a concern. Prefer a local supplier. • New Member Interest – Core Espresso (Emma) • Cr Jennie Barrie: <ul style="list-style-type: none"> ○ Vandalism. Graffiti in the Hunter Street Mall bringing to Board's attention about potential actions. Board discussed initiatives with UpnUp organisation to engage youth graffiti artists. TM advised that UpnUp received \$45k in SBR Funding for this area ○ JM discussed options with removal for 	<p>JM to advise Board thoughts to Sarah Horden</p> <p>JM to invite UpnUp to future meeting to discuss the potential options / SBR Contestable for art installation / restoration.</p>

		<p>example with Rotary in MBIA. Board generally agreed that an increased police presence is needed and this can engage businesses through the BusinessBeat Program.</p> <ul style="list-style-type: none"> ○ KB suggested contact with the IRIS Group to see what plans they have for development in the area. TM to meet on 27 April; Iris Capital to host next meeting. ○ DO discussed opportunity with UoN / Tafe involvement to have students engage in artwork. ○ Board agreed that CN need to sort bigger issue – to have CN help to display some kind of representation of occupation in the building as then the dwellings are less likely to be graffitied or damaged. 	<p>JM to invite Police to future meeting to reignite BusinessBeat program.</p> <p>DO to reach out to Marcus Jefferies, to identify options for artwork development / installation reiterating the importance of permanency</p>
	<p>CN Matters</p>	<p>JM notified Board of addition to SBR Expenditure Policy by CN for optional water pressure cleaning of BIA precincts. 12 month contract directly with Council and quoted being sought. Board decided not to opt in – given that this is infringing CN responsibilities re maintenance and Board was hesitant to undertake the usage unless the whole precinct was</p>	

		going to benefit from the pressure cleaning.	
2. Outstanding Actions			
	Nil	-	
3. Items for Discussion and Decision			
3.1	Live Spots Program	LG to work with LiveSpots, to come up with better design, otherwise Program running well. Board discussed the possibility of adding a provision in service agreement that a business needs to post a live video on their social media account to promote the BIA.	Nil
3.2	Business Hunter	City BIA to start advertise activities calendar to BusinessHunter for further promotion and BusinessHunter will come to meetings when necessary. BusinessHunter to start sharing our initiatives to networks, to encourage further interest. KB noted that Bob of BusinessHunter will come in to meet the Board at a meeting. KB encouraged Board to sign up to EDM for Business Hunter. Objective was to gain more traction amongst local businesses.	Nil
3.3	Website	Board decided to leave domain name active and continue to pay hosting costs for potential relaunch of City BIA branding.	JM to enquire about website traffic
4. Strategic Discussion and Review			
	Nil	-	-

Next Meeting: Wednesday 24 May 2023, 5pm