

# HAMILTON BUSINESS ASSOCIATION INC.

INC ID NUMBER: INC1901585

## MEETING MINUTES

<b>Date</b>	3 April 2020
<b>Location</b>	Via Zoom
<b>Time meeting opened</b>	9.00 am
<b>Person keeping minutes</b>	Meg Purser/ Clare Wilkinson

## ATTENDEES

<b>Name</b>	<b>Abbreviation</b>	<b>Business represented</b>
Sandra Maloy	SM	QS Books
Kellie Mann	KM	Lotus Fashion
Janice Musumeci	JM	July Jones Studio
Meg Purser	MP (PCC)	Purser Corporate Communication
Sherynne Smith	SS	Total Balance Chiro
Clare Wilkinson	CW (PCC)	Purser Corporate Communication
Simon Massey	CN	City of Newcastle

## APOLOGIES

Margaret Glenn	MG	Rees Pritchard
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## MINUTES:

<b>Item</b>	<b>Details</b>	<b>Actions</b>
<b>Previous minutes</b>	Minutes of the last board meeting held on 03/03/20	Approved
<b>Correspondence</b>	Nil	
<b>CN update</b>	<p>Simon Massey Discusses Resilience Package as launched to business community via webcast 30/03/20</p> <p>Key points:</p> <ul style="list-style-type: none"><li>• Rent relief, local procurement 10% waiting and increase waiting wherever possible to enable purchasing locally, trying to get cashflow moving, fees/charges/policies waved to help local economy,</li><li>• Community: E-library investment increase, 100,000 increase in e-library content including educational courses available, 3500 online training courses free learning, 1-on-1 studiosity online tutor,</li><li>• Community grant program wanting to support NFP \$800,000 rapid response grants, City taskforce recognising collaboration for industry specific responses in trying to get particular industry is back on their feet post</li></ul>	<p>Any local businesses that want to register for the app, please email Simon.</p> <p>PCC: Share information on how to access courses to BIA's</p>

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	<ul style="list-style-type: none"> <li>CV, APP: 'Lean in Newy' which recognises good will within community to help NFP's and community assistance for areas that people want to help in, app pushes out social actions which when completed give them vouchers at local businesses to enable local spending, Linda via LinkedIn, can become a library member online. Website has curated courses.</li> </ul> <p>SBR will be on payment plan for people who own commercial buildings. Some subsidies available for building owners and renters. Changes have been made. Any questions, please ask Simon.</p> <p>Simon left meeting at 9.18am</p>	
<b>Governance</b>	<p>Nil Conflicts</p> <p>Bank Account details</p>	<p>MG/JM to provide bank account details to PCC for files.</p>
	<p>Insurance - paperwork submitted to Markey Insurance.</p>	<p>Awaiting confirmation</p>
	<p>Deliverables Plan:</p> <p>Discussion and review of projects.</p>	<p>Updated plan to be distributed by PCC to board for final approval and then to City of Newcastle.</p>
<b>Conflict of Interest</b>	<p>NIL</p>	
<b>Precinct Matters</b>	<p><b>Deliverables Plan:</b></p> <p>Goal is to get \$ coming in so actions can commence.</p> <p>Realign to reflect COVID-19.</p> <p>Updates on deliverables plan:</p> <ul style="list-style-type: none"> <li>Sustainability needs to be at top of list.</li> <li>Contestable funding: Walking history and cultural tours. Must work closely with the BIA.</li> <li>Lighting is a priority while businesses are closed and in time for better times when we can celebrate. MP Is setting Louise (Signify) , Kell and Council up together to start the process.</li> <li>Add wellbeing to health</li> </ul>	<p>PCC to update and circulate.</p> <p>Zoom meetings for subcommittees to help get work started and have something to look forward to.</p> <p>PCC to send major event EOI to interested suppliers. Also to connect with Council about how</p>

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	<ul style="list-style-type: none"> <li>Event plan – begin process for Eol for major events in precinct</li> </ul>	this will fit into wider city plan.
	<p>Projects: sub committees:</p> <ul style="list-style-type: none"> <li>Social media: JM</li> <li>Busking: KM</li> <li>Special events (includes external events that add value to precinct : SS, JM, SM, CM</li> <li>Sustainability: SM</li> <li>Work for the Dole: CM and KM</li> <li>Lighting: KM</li> <li>Precent(fill shops safety ): MG, JM</li> <li>Art: SM</li> </ul>	Project reports to be provided to PCC two working days prior to next meeting.
	<ul style="list-style-type: none"> <li>Connect – now and future. Attract more people to the Facebook site. Encourage Chamber to share and connect</li> <li>Promote useful information: <ul style="list-style-type: none"> <li>CN Resilience Package</li> <li>HELP Hunter:</li> </ul> </li> </ul>	
<b>General Business</b>	Local Government Elections to be postponed until September 2021	
	Help Hunter	Share across networks
	<p>Promote Hamilton</p> <p>Good news stories, find them, make them, share them.</p> <p>Connect and support</p>	Find and publish positive stories about what is happening in precinct. Share on HBA and individual pages and platforms

## NEXT MEETING:

<b>Date:</b>	17 April 2020
<b>Time:</b>	9.30 am to 10.10 am
<b>Location:</b>	Via Zoom

## MEETING CLOSE:

<b>Time meeting closed:</b>	10.10 am
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