

This is Mayfield.

MAYFIELD BUSINESS IMPROVEMENT
ASSOCIATION
ABN 55634039506 | INC ID 1901583

MEETING MINUTES

| | |
|---------------------|-------------------|
| Date | 14/08/24 |
| Location | MEX Club Mayfield |
| Minute Taker | Janice Musumeci |

ATTENDEES

| Name | Abbreviation | Business represented |
|----------------|---------------------|------------------------------|
| Brett Hyham | BH | Mayfield Mex Club |
| Aaron Buman | AB | Newcastle Affordable Housing |
| Bradley Page | BP | Dowling Property Group |
| Jason Pridmore | JP | JP & KF Group Pty Ltd |
| Allan Jackson | AJ | Beauford Hotel |
| Rebecca Morley | RM | CN |
| Trish Hilkmann | TH | CN |

APOLOGIES

| | |
|-----------------|------------------------|
| Georgia Lazzari | CN |
| Tony Sansom OAM | Community Member/Chair |

MEETING OPEN: 4.30pm

MEETING CLOSE: 5.41pm

MINUTES

| Item No | Agenda Item | Details | Actions |
|--------------------------------------|---------------------------------------|---|---|
| 1. Welcome and Administration | | | |
| 1.1 | Confirmation of Previous Minutes | Moved: AB Seconded: BP | Nil |
| 1.2 | Treasurer's Report | July 1 \$2,719.24 Paid - Inv MAYBIAJUN24 Accountant \$350.00 CommBiz Fee \$1.65 Credits received GST Refund \$1,056.00 Budget at bank at \$3,423.59 | |
| 1.3 | Matters Arising Conflicts of Interest | Nil Nil | |
| 1.4 | CN Matters | <p>TH - New agreement will be forwarded through with correct information</p> <p>RM - Introduction to Board</p> <p>Signage: Mayfield gateway signage proposed map reviewed and some considerations to be made.</p> <p>RM to seek advice from internal teams at council for them to consider type, construction, size etc to be decided. Some restrictions will apply.</p> <p>JM - Thanks to AB for drawing up map with locations to pass on to CN.</p> <p>AB - Maitland Council have just done new signage and looking good.</p> <p>BP /AB - MBIA will require guidelines to move forward with signage project design.</p> <p>BP - MBIA identify locations and hand over for feedback to CN.</p> | <p>JM - Share contact details with JP</p> <p>JM share proposed map with Board</p> |

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|-----|----------------|--|---|
| | | <p>Bridge Safety:</p> <p>Would also love to see CN look into the bridge /overpass into Tighes Hill to be more pedestrian friendly with public art featured. Would be good for CN to engage public art on more bridges in future. Possible to engage with coal manufacturers etc to assist.</p> <p>RM - group need to be aware of asset owner first as each agency will have different conditions etc i.e. could be TfNSW, RMS, Council etc</p> <p>JP- Sighted safety issue with pedestrians crossing the busy road at that point.</p> <p>RM - Suggested it is important to report the potential issue (and any other concerns) through appropriate channels. Again, think about the most appropriate agency i.e. police, TfNSW, council. If council, suggest in the first instance use the CN app as it has ability to record photos associated with the enquiry and will be forwarded through to correct department for action. This is the most timely and efficient way.</p> <p>SAMP schedule: (Asset Management)</p> <p>RM - believe this is a public document, RM to source and share link with group for next meeting.</p> | |
| 1.5 | Correspondence | <p>L Martin (CN) - Update on local centre upgrade</p> <p>General Board discussion about loss of parking due to possible cycleway. Board is opposed to losing carparks. TH - Advised funding opportunity is coming from Transport NSW.</p> <p>246 Dental - TH/RM to enquire with asset team. JM to send photos and address of all buildings that have lights. Need to check to see whether AUSGRID or whether business owners if lights attached to the building itself.</p> | <p>RM will seek more information about local centre upgrade and ask project manager to attend next meeting.</p> |

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| | | Rotary – graffiti management images shared with Board prior to meeting | |
| 2. Outstanding Actions | | | |
| | Nil | | - |
| 3. Items for Discussion and Decision | | | |
| CL *3.1 | Events | Mayfield Day – New date Oct 26 JM spoke with Hunter Events Group and event licence including traffic management plan submitted to CN. Awaits response for marketing campaign to start. | |
| 3.2 | Beautification | Nil to report apart from Rotary regular cleaning up graffiti | |
| 3.3 | Social Media | Mayfield photo shoot – 723 photos in total over 30 businesses featured. First EDM sent out:46.1% open rate & 5% click through rate. Posted 1 x reel per week – collab reels – top reel views were over 5k 3.3k accounts reached in the last 30 days. | |
| 4. General Business | | | |
| | Hunter Coastal Lifestyle Proposal | Proposal sent to Board prior to meeting and discussed in detail. Vote – All Board present voted no to print media for now | JM to follow up with HCL & HEG about marquee participation |
| | New Board Member Drive | JM – Urged Board to connect with other local business owners for expression of interest to join the Board | |