

**UNCONFIRMED MEETING MINUTES**

<b>Date</b>	<b>24/02/2022</b>
<b>Location</b>	<b>ZOOM</b>
<b>Time meeting opened</b>	<b>4.30PM</b>
<b>Person keeping minutes</b>	<b>Janice Musumeci</b>

**ATTENDEES**

<b>Name</b>	<b>Abbreviation</b>	<b>Business represented</b>
Cornelia Schulze	CS	Hunter and Coastal Lifestyle Magazine
Kendall Brooks	KB	Brooks Marketing & Events
Jackson Dunlap	JD	Saints Bar
Taiyo Namba	TN	Nagisa
<b>Guests</b>		
Janice Musumeci	JM	JM Consultancy Services
Thomas Michel	TM (CN)	City of Newcastle
Katerina Skoumbas	KS	Big Pic Fest
Louise Manning	LM	Hunter Events Group

**Apologies: Marty Adnum, Damien Obrien, Mike Chapman**

**MINUTES:**

<b>Item</b>	<b>Details</b>	<b>Actions</b>
<b>Governance</b>	<p><b>Conflict of interest NA</b>  <b>Previous Minute NA</b>  <b>Correspondence NA</b>  <b>Budget – At bank \$75516.24</b></p>	
<b>Big Picture Festival</b>	<p>KS presented revised sponsorship proposal            Discussion points covered as follows:</p> <ul style="list-style-type: none"> <li>• Generic partnership with BIA branding for festival</li> <li>• Current mural location and location for new murals</li> <li>• New Annual</li> <li>• Allow artist to sell work to assist after covid</li> <li>• Jordan Lucky hosting an artist hub during event</li> <li>• Local musicians used</li> <li>• How other sponsors being signed up</li> <li>• Criteria for murals</li> </ul> <p>Board vote on Big Picture Festival sponsorship            Approved: KB            Seconded: CS</p>	KS Send invoice to BIA
<b>Business Breakfast Networking Event</b>	<p>LM – Pitch for breakfast networking event included the following:</p> <ul style="list-style-type: none"> <li>• Quarterly event</li> <li>• Entertainer / motivational / educational speaker</li> <li>• Sponsorship possibilities</li> <li>• Sell tickets 50-100 people capacity 250</li> <li>• Keep to within the precinct area</li> <li>• Timing and attendance concerns, INCENTIVE TO COME TO SUCH AN EVENT</li> <li>• MP to attend – Tim Crakentholrp/Sharon Cayden</li> <li>• Breakfast vs after work event</li> </ul>	Board to decide on budget and refer back to LM at next meeting.

	<ul style="list-style-type: none"> <li>• Purpose: Need to engage with businesses in the precinct find out what is needed. Awareness of the BIA</li> <li>• Theme for event each quarter</li> <li>• Need a good MC and good topics speakers must be relevant to business needs e.g.: Newcastle Business Club have food speakers</li> </ul> <p>Overview:</p> <ul style="list-style-type: none"> <li>• Quarterly</li> <li>• Mon – Wed</li> <li>• After work 5.30pm – 7pm</li> <li>• Entertaining MC</li> <li>• Charge – Suggested nominal \$10 fee</li> <li>• Budget to be confirmed.</li> <li>• Venue</li> <li>• May start date</li> </ul>	
<b>East End Village Activation</b>	TM – Feedback discussed with Board after Board reviewed the EE Activation proposal from CoN.	TM – take feedback to CoN
<b>Social Media Competition</b>	<p>JM – Must utilise \$2000 worth of vouchers purchased from precinct businesses.</p> <p>Proposal to proceed with social media competition,</p> <p>Approved: CS Seconded TN</p>	JM – Advise Slice Wireless and liaise with CS for details
<b>Vice Chair Role</b>	<p>Nominated Jackson Dunlap</p> <p>Approved: KB Seconded: CS</p>	

**NEXT MEETING:**

<b>Date:</b>	23/03/2022
<b>Time:</b>	5pm
<b>Location:</b>	OOTS

**MEETING CLOSE:**

<b>Time meeting closed:</b>	5.35pm
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