



MAYFIELD HAS MORE

MAYFIELD BUSINESS IMPROVEMENT ASSOCIATION
ABN 55634039506 | INC ID 1901583

BOARD MEMBERS

Name	Abbreviation	Business represented
Chris Arnold	CA	Arnold Property
Warren Pulbrook	WP	Brook Motors
Kath Teagle	KT	Mayfield Medical Connection
Brett Hyham	BH	Mayfield MEX
Amy Baldwin	AB	Sidepocket Espresso
Tony Sansom	TS	Community Member

CN REPRESENTATIVES

Thomas Michel	TM	CN

GUESTS

Janice Musumeci	JM	Janice Musumeci Consultancy Services
Louise Manning	LM	Hunter Events Groups
Amelie Fournier	AF	Hunter Events Group
Kerry Dowling	KD	Slice Wireless

MEETING OPEN: 4:40pm

MEETING CLOSE: 6:40pm

MEETING MINUTES

Date	16 August 2022
Location	MEX Club - Private Room
Minute Taker	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Chris Arnold	CA	Arnold Property
Warren Pulbrook	WP	Brook Motors
Kath Teagle	KT	Mayfield Medical Connection
Brett Hyham	BH	Mayfield MEX
Tony Sansom	TS	Community Member
Louise Manning	LM	Hunter Events Groups
Amelie Fournier	AF	Hunter Events Group
Kerry Dowling	KD	Slice Wireless
Janice Musumeci	JM	JM Consultancy

APOLOGIES

Thomas Michel	TM	CN
Amy Baldwin	AB	Sidepocket Espresso

MINUTES

Item No	Agenda Item	Details	Actions
1. Welcome and Administration			
1.1.	Confirmation of Previous Minutes	Moved: KT Seconded: TS	Nil
1.2.	Welcome	<ul style="list-style-type: none"> - Welcome to Aaron Buman of Newcastle Affordable Housing. - Nominated as Board Member by KT, seconded BH. 	Nil
1.3.	Conflicts of Interest	None	Nil
1.4.	Budget at Bank	CN new funds (\$100k + GST) in bank.	Nil
1.5.	City of Newcastle Matters	TM Absent	Nil
1.6.	Correspondence	Nil	Nil
2. Outstanding Actions			
			Nil
3. Items for Discussion and Decision – Subcommittee Reports			
3.1	Social Media (KD)	<p>Board agreed that the social media content is looking good and has good levels of engagement (refer to social media report attached).</p> <p>Current arrangement is 10 posts per week including retail, services, hospitality, points of interest and history. There has been a 47% growth since Slice Wireless took over in 2021. Weekly visitation for content, businesses tagged for awareness of BIA & page.</p> <p>Proposal for KO to collate a database at an hourly rate at \$75/hour +GST. This task is estimated to take approx. 10hrs. The Board wished for BIA representative to wear a BIA vest and have iPad with BIA Social to show.</p> <p>KT approach Board if more time is needed. CA suggested a printout / digital page about BIA to share to businesses.</p> <p>Above actions moved by TS and approved by WB.</p>	JM to approach graphic artist to design A4 document about BIA.
3.2	Events (Hunter Events Group)	<p>Louise Manning presented proposal.</p> <p>JM proposed that UpnUp could liase with HEG for a community mural.</p>	JM to form a SubCommittee of Board Members

		<p>KT suggested a hospitality focused adult portion of the day (later afternoon) as a part of the event. LM suggested a Pin&Picasso style event possibly at MEX Club</p> <p>TS to review if no larger murals, with the focus on different event, suggested 'Barefoot Body Painting' in the Park.</p> <p>JM discussed DP budget proposal. Beautification or Economic Development Budgets.</p> <p>Vote to approve the Hunter Events Group Proposal, moved by CA and seconded by TS.</p>	<p>comprising of KT, AB, BH.</p> <p>KT move forward to start Flying Spanners & Alex Stewart approved art project.</p>
3.3	Street Cleanliness (TS)	<p>Correspondence from CN departments.</p> <p>Reported:</p> <ul style="list-style-type: none"> - 189 Hanbury Street Bus Stop - Sign removed once reported - Pavement repairs reported <p>TS will follow up with CR Declan Clausen.</p> <p>KT proposed to allow social media management to promote Customer Request Form via CN Website for issues re: footpath, kerbs etc. CA – Social Media Campaign Video has been created.</p> <p>TS: Street Lighting - Stag&Hunter Carpark is now well lit. BIA job well done liaising with CN to rectify this lighting issue. Also followed up with Tim Crackenthorp regarding LOVE MAYF surveys and petition created for post delivered or approval to place a survey in rates / notices.</p>	<p>JM to liase with Slice Wireless to promote Customer Request Form via CN website.</p> <p>JM to connect with LOVE MAYF and invite to Board Meeting.</p>
3.4	Live Spots	<p>Paid in advance 7 weeks only one performance since end of June.</p> <p>3 new sites available – total of 4 Live Spots.</p>	Nil
4. General Business			
4.1	Warren Pulbrook	<p>WB is retiring at the end of the year.</p> <p>CA thanked WP for his volunteer service. WP thanked TM and JM for their support alongside other Board Members for their effort.</p>	Nil
4.2	Board Composition	<p><u>Vice Chair</u>: Vote for BH, moved by TS and seconded by KT.</p>	Nil



		<u>Treasurer:</u> Vote for TS, moved by BH and seconded by KT.	
4.3	AGM	To occur on Tuesday 15 November 2022 at Stag&Hunter.	Nil
4.4	Governance Training	To be discussed further at next meeting.	Nil

NEXT MEETING: Tuesday 20 September 2022 4:30pm at MEX Club.