

MEETING MINUTES

Date	Monday 11 January 2021
Location	OOTs: 7/77 Hunter street, Newcastle
Time meeting opened	3.36pm
Person keeping minutes	Clare Wilkinson

ATTENDEES

Name	Abbreviation	Business represented
Anthony Strachan	AS	3 Monkeys Cafe
Cornelia Schulze	CS	Hunter and Coastal Lifestyle Magazine
Damien O'Brien	DO	O'Brien Winter Partners Law
Joe Relic	JR	Coco Skin Laser Health
Mike Chapman	MC	Colliers International
Apologies		
Leigh Shears	LS	Hunter Workers
Marty Adnum	MA	OOTs
Guests		
Gracyn Endacott	GE (PCC)	Purser Corporate Communication
Clare Wilkinson	CW (PCC)	Purser Corporate Communication
Thomas Michel	TM (CN)	City of Newcastle

MINUTES:

Item	Details	Actions
City of Newcastle matters		
ABR Database Use	To be created. TM to work on. JR to organise mail chimp set up to build NCBIA database.	
Development in Newcastle	Joe Rigby from CN will come to a future NCBIA meeting to address changes within precinct.	
Governance		
Conflict of interest	Nil	
Previous minutes	Accepted by all. AS & DO seconded.	
Matters arising	Nil	
Correspondence	AS: Letter from Kevin Coffey from Xmas. Detailed complaints RE: Darby Street enigma (SBR contestable funding) promotion lack of correspondence. Discussed and considered. Headphones in Darby street broken. AS contacted CN to have them fixed. CN assessed but didn't fix.	CW: Create response to Kevin thanking, inviting to AGM, and giving info about contestable funding.

	Hunter street trees for Xmas lighting: Hunter street mall trees get chopped down this year. Lights went up for Xmas only.	Q for AGM: Trees in Hunter street – why? Have an answer.
Budget	Nil.	
AGM Dates & roles	Notification to go out in February. March for meeting. Location TBD. DO option at his office.	
Subcommittee reports		
Business Support (CS)	Last 6 weeks include 30 businesses helped by project. Positive uptake.	
Live Spots (JR)	Waiting on contracts with booking agent – information to be advised. Line-up of artists waiting to play at museum space.	
Foreshore planning (JR)	Draft plans presented at end of last year via zoom for play equipment at foreshore park. Subject to cycling and parking strategy. Proposed café included. Waiting on second half of draft concepts.	
Social Media	Promote business support more.	
Partnerships (DO)	UoN: Marcus Jeffries: Architecture. Quiet zones in Newcastle. Question raised on how to do so. Potential statue/art installation in this area partnering with Mitch Revs.	CW: Check deliverables plan for \$5000 to be spent on partnerships. DO: Provide information of previous activations
NTIG	Email from DO RE: Document alterations out for recommendation. Has been sent to all BIAs. Seeking funding to promote destination of Newcastle.	
General business	Business Beat: 21 January.	
	Parking and cycling strategy: DO happy to go on cycling development board. Parking strategy: JR How to make the most of on street parking. Further study is needed.	ALL: Read parking strategies for Newcastle.

Headphones & Sign	Headphones to be checked by AS. Darby street sign (TM) Old asset from Newcastle Now. To be removed.	TM: Find list of Newcastle Now Assets. Anthony following up with this issue
Review: how did we go?		

NEXT MEETING:

Date:	February
Time:	4.56pm
Location:	OOTS

MEETING CLOSE:

Time meeting closed:	4.pm
-----------------------------	------