

CONFIRMED MEETING MINUTES

Date	20/10/21
Location	ZOOM
Time meeting opened	4.05pm
Person keeping minutes	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Cornelia Schulze	CS	Hunter and Coastal Lifestyle Magazine
Marty Adnum	MA	OOTS
Michael Chapman	MC	Colliers
Apologies		
Evan Sutter	ES	Hapzly
Damien O'Brien	DO	Obrien Winter Partners Law
Guests		
Janice Musumeci	JM	JM Consultancy Services
Thomas Michel	TM (CN)	City of Newcastle
Taiyo Namba	TN	Nagisa & Eat Work Play

MINUTES:

Item	Details	Actions
City of Newcastle matters	TM – SBR Funding Collaborative Forum Oct 28 via ZOOM. All recipients invited. Super Cars announced confirmed date 4 – 6 March 2022	
Governance		
Conflict of interest	nil	
Previous minutes	Approved MO Seconded CS	
Matters arising	nil	
Correspondence	TM – Email query about Santa photos in Darby St this year.	
Budget	Balance NA Outstanding invoices to be paid Fresh Marketing Inv 346624 \$2618 Gener8 Printing Inv 1465 \$300 Fresh Marketing Inv 3466261 \$836 ATO BAS - \$13923 Purser Inv 1687 \$2871	MA / DO – Get together to pay outstanding DO – Follow up on CommBiz application

	Hunter Coastal Inv 1914 \$2445.30 Tax Agent Inv 1003 \$770 CoN licence fees live spots Inv 61980 \$1975 VEM Services Inv 0001 \$2600	
Subcommittee reports		
Business Support & new business	nil	
Live Spots	JM – Live Spots Thursday night streams are improving following. Meeting with MC Fuzion and Kellie Mann Monday to discuss new proposal for SBR funding.	JM – Follow up Fresh Marketing website refresh
Social Media	CS – Great reach on Hunter Coastal tagged post. Sponsored posts set up.	CS – To boost & pay
Events	Xmas activation underway. Event organisers & MO to catch up via zoom next week. Deliverables Plan requires EOI for Event Organiser next year.	JM – Follow up
General	Eat Work Play website – Taiyo Namba zoomed in for presentation about Eat Work Play website. Discussion about how BIA can collaborate. Financial assistance needed. Possible cross pollination with database. Concerns about how to do so securely. TN – Left meeting Taiyo Namba – Nominated to Board by MO – ALL APPROVED Database Quotes – Fresh Marketing & VEM Services Quotes presented to Board. MO – Follow up with VEM as concerned about capacity. Fresh had quoted 2 people to work on database. Santa in Council St – Extra activation quoted and voted – ALL APPROVED. Business Beat – Date TBA mc to accompany police on the walk-through precinct.	JM – Follow up with VEM Services regarding capacity JM – Set date for Business Beat
Review: how did we go?	Efficient	

NEXT MEETING:

Date:	23/11/21
Time:	4.00pm at 77 Hunter St Newcastle
Meeting Closed	5.15pm