

BOARD MEMBERS

Name	Abbreviation	Business represented
Michael Chapman	MC	Colliers
Damien Obrien	DO	Obrien Winter Partners
Cornelia Schulze	CS	Hunter Coastal & Lifestyle
Taiyo Namba	TN	Nagisa
Kendall Brooks	KB	Brooks Events & Marketing
Jackson Dunlap	JD	Saints Bar
Kate Ellis	KE	Sportspower

GUESTS

Thomas Michel	TM	CoN
Janice Musumeci	JM	JM Consultancy Services
Sance Lord	SL	SWELL MAG
Mitchell Reece	MR	Curious Legends
Belle Taylor	BT	Fuzion Management

APOLOGIES: Damien Obrien, (Jackson Dunlap did not advise non-attendance)

AGENDA

Date	25/05/2022		
Location	ZOOM		
Time	5.00pm		
Person Keeping Minutes	Janice Musumeci		
Item No	Agenda Item	Details	Actions
<ul style="list-style-type: none"> Welcome 			
.1.	Governance <ul style="list-style-type: none"> Previous Minutes Matters Arising Conflict of Interest <ul style="list-style-type: none"> Correspondence Budget \$26,067.53 at bank (\$15,995.80 LIVE SPOTS) 	JM March Minutes Approved via email Nil CS – HCL Magazine proposal JM - Community member email idea about shop local loyalty cards	KE & CS CS – Remove herself from zoom for vote TN – Funding to be considered for this idea.
<ul style="list-style-type: none"> CoN Matters – TM 1) Deliverables Plan approved 2) Autumn Alive went well for City. Businesses who participated reported uplift in revenue. 3) SBR Contestable funding opens August. 4) Streets for Shared spaces survey out now and being sent to BIA database. BIA need to be involved in discussions. TM will keep Board informed so volunteers can be involved in consultation. 			
<ul style="list-style-type: none"> Financial Report – JM \$26,067.53 at bank and \$15,995.80 from SBR Contestable funds for Live Spots. Funding should be spent by EOFY with invoices to come end May / June for socials media and all other proposals that are approved tonight. 			
<ul style="list-style-type: none"> Subcommittee Reports <ul style="list-style-type: none"> Social Media – Emailed to Board Followers increased 95% since commencement. Proposed ad spend \$350 for upcoming social media voucher \$250 giveaway promo. Approved \$350 ad spend TN & KB Events – Illuminate – MR date 16/07 update on event from Curious Legends still in consultation phase. KB – family vibe encourages businesses to stay open later with offers. JM – Media release to mention BIA and quote from BIA Chair 			

<ul style="list-style-type: none"> • Live Spots – BT Agreed to commence 6 weeks of Saturdays from June 4 with an artist at one venue for 2 hours each week. Report back to Board and Kerry Dowling with schedule for socials. First round of venues Happy Wombat, Beach Burrito, Rogues Schola, Bar Petite, Ground Floor Café. EOIs to be taken for next round as enquires come in. Timing with each venue to be arranged by BT. 6 weeks with these first venues then move on to other venues. JM advise Kerry Dowling to promote on EOI on socials with each post. EOI to BT email or DM via socials.
<ul style="list-style-type: none"> • General Business <ul style="list-style-type: none"> • Chair position – MC stepping down to ordinary member. CS Nominated KB. VOTE APPROVED TN / KE • Vice Chair – JM unable to connect with JD after several attempts no contact. Propose to remove Jackson as Vice Chair and step down to Ordinary Board member. Approved KE/KB • Vice Chair Position – KB nominated CS Approved KE/TN • Recruitment Drive – KB Proposed small invitation only networking event at a local venue before EOFY. Board members to invite 3-5 connections and see if we can gain some new Board members. Max 9. \$900 budget plus GST Afternoon event Wed June 22 from 5pm. KB to source venue. VOTE APPROVED CS/KE • Proactive vs Reactive – KB As above need for new Board members. BIA is the voice of the precinct. Need to be more proactive. Need to find out more about what businesses need. Advocate to CM using known connections. Proposed survey out to database. CS to draft a survey for Board approval. TN happy to assist face to face with business owners after 6 weeks as opening new business. KB – 3 questions to business community via survey. • New member nominee – Tiana Brooks presented to Board as new Board member. Approved TN/KE • CS – Hunter Coastal Lifestyle Proposal presented to Board. 4 issues at \$9666 Board to vote after ZOOM via email. • Swell Magazine Proposal – Approved \$5,500 Spring Issue 4- 6 pages.by Board TN/KE • How to contact city BIA all agreed to be include in all publications and socials.
<ul style="list-style-type: none"> • Next Meeting – ZOOM 29/06/2022