



Hamilton Business Association Inc.

ABN: 43 576 863 540 | INC ID NUMBER: INC1901585

BOARD MEMBERS

Name	Abbreviation	Business represented
Reece Hignell	RH	Cakeboi
Amanda Hinds	AH	Origin Architecture
Kate Ellis	KE	Sportspower
Chelsea Willis	CW	YPT
Nick Van Baal	NB	Greater Bank
Josh Distefano	JD	Vera Wines

CN REPRESENTATIVES

Thomas Michel	TM	CN

GUESTS

Janice Musumeci	JM	JM Consultancy Services
Alissa McCulloch	AM	Community Member

MEETING OPEN: 5:43pm

MEETING CLOSE: 6:41pm

MEETING MINUTES

Date	14/12/23
Location	Blind Monk – Private Room
Minute Taker	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Reece Hignell	RH	Cakeboi
Amanda Hinds	AH	Origin Architecture
Nick Van Baal	NB	Greater Bank
Chelsea Willis	CW	YPT
Thomas Michel	TM	CN

APOLOGIES

Josh Distefano	JD	Vera Wines
Cr Carol Duncan	CD	CN
Kate Ellis	KE	Sportspower
Cr Charlotte McCabe	CM	CN
Cr J Barrie	JB	CN

MINUTES

Item No	Agenda Item	Details	Actions
1. Welcome and Administration			
1.1.	Confirmation of Previous Minutes	Approved: AH Seconded: NB	Nil
1.2.	Conflicts of Interest	Nil	
1.3.	Budget at Bank:	At bank \$49,131.46 Invoices outstanding to be paid \$7441	Nil
1.4.	City of Newcastle Matters	<p>Query from HBA regarding reduction in CN fees for events has been received and is in review. Fees are set annually.</p> <p>Hamilton Station Park event – AH/NB attended and confirmed a good asset HBA could utilise in the future. Stage 1 now completed.</p> <p>TM - Conflict of Interest annual reminder to all Board that no board member should seek advantage.</p> <p>RH/TM: Lengthy discussion around legalities and reasoning, references to Service Agreement and Constitution.</p> <p>RH – Board members should be allowed to run a proposal past the BIA Board if it is a good benefit to the precinct and the Board follow guidelines as per Constitution.</p> <p>TM –Service Agreement may need to be revised.</p>	HBA to write formal request to Lord Mayor with proposal of reduction in fees for BIA events.
1.5.	Correspondence	Nil	
2. Outstanding Actions			
2.1		Nil	
3. Items for Discussion and Decision			
3.1	Subcommittee Report: Beautification	<p>NB mentioned comments from AGM around street cleanliness</p> <p>RH is content that Board has advised database several times about the CN cleaning schedule.</p>	<p>RH/JM to book catch up in Jan</p> <p>JM request cleaning schedule again from CN</p>

3.2	Subcommittee Report: The Local	<p>Discussion around The Local publication and effectiveness. \$6k spend per year.</p> <p>RH – moved motion to continue for one more quarter Jan-Mar</p> <p>CW/NB/AH agreed unanimously</p>	
3.3	Subcommittee Report: Social Media	RH mentioned posts are sparse and response to requests is flagging. Wants to query content generation and requested report /comparison report for future meeting.	AH to follow up Pepperit with queries and request report
3.4 ‘	Subcommittee Report: Events	<p>AH -Meeting with PWP Events in Jan for planning and sponsorship packages.</p> <p>AH - events discussed. Possible to look at in future.</p> <p>RH: asked how can Hawker Markets evolve? Option to relocate /investment value of events to be reviewed. Board to consider options for next meeting to discuss.</p> <p>CW: Fringe are working on 5-year plan for Fringe in Hamilton and are great communicators and organisers.</p> <p>IER Survey results for Pride and Markets sent to Board prior to meeting.</p> <p>RH: believes this info can assist Board decisions in next year budget and perfect information for sponsorships.</p> <p>AH: Positive Markets + Fringe but expressed concerns Markets are too frequent quarterly. Suggested biannually could be more effective.</p> <p>RH/AH: Discussion about Markets comparing July to October. Decided to advise event coordinator that quality photography needs to be used for promotion purposes in future.</p>	AH: Direct feedback to PWP Events regarding photography
3.5			
4. General Business			
4.1	James St Plaza Projector	<p>AH: Posed proposal from photographer D Griffen for a projection around food month in April to be deferred to another meeting.</p> <p>RH: Kristefan Minski working on project for Youth Week in April . Suggested E Introduction D Griffen and Kristefan</p>	AH: E Intro DG + KM



4.2	EOI New Board Member	<p>AM addressed Board with interest to become Community Board member as lives locally and adds value with her marketing background.</p> <p>TM: Raised concern around possible conflict of interest for future work with the HBA.</p> <p>RH: Acknowledged but expressed HBA has a 4-year history with HH and last budget expended only 4% of budget with HH to promote precinct and activations. Believes HBA should be able to have AM on the Board and pitch for projects if HBA use due diligence in decisions and declare Cofl etc. Also sited can be managed as per Constitution,</p> <p>RH: Nominated AM to Board</p> <p>CW,NB AND AH approved nomination</p> <p>AM an apology for Jan 2024 next meeting</p>	
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NEXT MEETING: Thursday Jan 18 at 5.30PM