



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
Sandra Molloy	SM	Q's Books
Rob Burton	RB	132 Newsagency
Amy Cook	AC	Neighbourhood Barber
Chelsea Willis	CW	YPT
Nick Van Baal	NB	Greater Bank
Mara Draper Lang	ML	Son of a Gun

CN REPRESENTATIVES

Thomas Michel	TM	CN
Cr Jenny Barrie	JB	CN

GUESTS

Janice Musumeci	JM	JM Consultancy Services
Rhonda Campbell	RC	PWP Events
Ryan Trantor	RT	CN
Matthew McMullen	MM	CN

MEETING MINUTES

Date	Thursday 25 March 2023
Location	The Blind Monk – Private Room
Minute Taker	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Reece Hignell	RH	Cakeboi
Amanda Hinds	AH	Origin Architecture
Sandra Molloy	SM	Q's Books
Rob Burton	RB	132 Newsagency
Mara Draper Lang	ML	Son of a Gun
Amy Cook	AC	Neighbourhood Barber
Nick Van Baal	NB	Greater Bank
Rhonda Campbell	RC	PWP Events
Cr Jenny Barrie	JB	CN
Rhonda Campbell	RC	PWP Events

APOLOGIES

Chelsea Willis	CW	YPT
Kate Ellis	KE	Sportspower
Cr Duncan	CD	CN
Cr McCabe	CM	CN
Thomas Michel	TM	CN

Meeting Open: 5:40pm

Meeting Close: 6:50pm

MINUTES

Item No	Agenda Item	Details	Actions
1. Welcome and Administration			
1.1	Welcome	RH opened the meeting and introduced Guests as noted above.	Nil
1.1	Confirmation of Previous Minutes	<u>Moved:</u> Amy Cook <u>Seconded:</u> Amanda Hinds	Nil
1.2	Conflicts of Interest	Nil	Nil
1.3	Treasurer's Report	Budget at Bank: \$41,245.52 Invoice for mosaic installation at Library approved unanimously \$697.20	Nil
1.4	CN Address	<p>Special Guests - Matthew McMullan and Ryan Trantor of CN</p> <p>RT spoke to the Board about a parking sensor trial in Beaumont Street to gather data in various parking areas in the City. The outcomes are to provide data for council re level of compliance / usage patterns. The aim is to inform parking restrictions and provide a better drive for parking inspectors. RT expressed the need to seek feedback from BIA Hamilton database / local businesses about parking restriction implementations in the area from our database / flyers dropped by CN door to door to gather as much information / feedback as possible.</p> <p>CN will share data with the Board once it is collated. Unfortunately, old redundant driveways are a 'no parking zone'. The BIA would need to approach CN and discuss with business / property owners to alter the standard curb to enable parking for these areas.</p> <p>RT advised that Beaumont Street is in line for resheeting, will be done block by block at night.</p>	
1.5	Correspondence	Social Media EOI sent to SocialHaus, Th Society Creative, PepperIt, Soqual, JT Creative and Gabrielle Cavalieri. 3 responses so far.	Nil
2. Outstanding Actions			
	Nil	-	-
3. Items for Discussion and Decision			

3.1	Guest – Rhonda Campbell	<p>Response to EOI Events in Hamilton</p> <p>Running events PWP Events</p> <p>RC ran through her practical management of events over the last 20 years stating that she has a solid understanding of events and marketing.</p> <p>Board were sent PWP Event EOI to review before the second EOI is presented at meeting in April.</p>	Nil
3.2	BIA Ideas Exchange	RH and NB discussed their participation at the BIA Ideas Exchange at 12 Stewart Ave, and general discussion around the event.	Nil
3.3	Pavement Art – Rainbow Crossing	RH advised delayed installation date for rainbow crossing. As CN have plans for to repair / resheet Beaumont Street, the Board will hold off pursuing rainbow crossing until the road has been duly repaired.	Nil
3.4	Mosaic Project – Hamilton Library	<p>The Board unanimously approved via vote to pay the cost of \$500 for the tiler.</p> <p>The Board unanimously approved via vote to pay the cost of \$690.20 for the Mens Shed labour and instal.</p>	Nil
3.5	Business Beat	<p>RH reported that Business Beat was successful. RH expressed concern to the Board that the Police rely on numbers of reporting, so business owners and locals cannot become complacent in reporting.</p> <p>The database has been sent the handout that was given out by the Local Police Area Command, including instructions on how to report via the Portal.</p>	Nil
3.6	Fringe Festival	<p>General feedback about Fringe Festival from Board members who have attended events, and review of the street entertainment has been well received. RH discussed his meetings with the Fringe Management Board, he believes this is a good event for HBA to sponsor in the future as it is a good fit for the precinct. Board to discuss at the Deliverables Planning Workshop.</p> <p>All Board agreed that The Fringe Festival brings a good vibe to the street. In James</p>	

		Street Plaza, the recent activations drew 150 people including families to the precinct.	
	Lemon Myrtle Replacement Trees	<p>RB received a quote from an independent landscaper to remove lemon myrtles. Cost is \$440 + GST including delivery and instalment of two lemon myrtle replacement trees. SM commented that the Board will need to have a good contact moving forward for maintenance.</p> <p>Board unanimously approved quote.</p> <p>RB suggested that hanging baskets need action and removal may be an option. RH noted that the Board should engage with local business owners first, asking them if they would like to own the asset; advising that maintenance would be the responsibility of the owner.</p>	RB to obtain a quote from the Mens Shed to remove and then businesses can be approached individually to decide if they wish to care take.
	Small Walls Project	AH and NB reported that there have been six small walls chosen with work commencing in May 2023. RH asked AH and NB to confirm the date of commencement /the locations so we can promote on the day via social media.	Nil
	James Street Plaza Activation	<p>AC and MD have had several meetings about the James Street Plaza Activation and they noted that ArtThinking responds well to targets, needs and in suitable timeframes.</p> <p>WIP Project: MD and AC advised that the content is ready to go in April yet the Board is working on the content to ensure it is viable to be seen by the projector. RH noted that one instalment has been paid to date to ArtThinking, at around \$3500. RH suggested that AC and MD compose KPI's and present them to ArtThinking.</p> <p>MD advised Board that Newcastle Art Gallery are eager to take over the running and coordination of the projector in James Street Plaza. RH sent ArtThinking, Wesley Missions EOI for the projector project and for a potential display.</p>	Nil
4. Strategic Discussion and Review			
	Nil		