



BOARD MEMBERS

Name	Abbreviation	Business represented
Wayne Roberts	WR	Iona on Robert
Rhonda Drivas	RD	Wallsend Village
Linda Pinkerton	LP	Spellbound Botanics
Bianca Bartlett	BB	Purple Card Project
Julie Pike	JP	Julie's La Petite
Nathan King	NK	Divalinas
Brittany Saunders	BS	Lemon Grove Hotel

CN REPRESENTATIVES

Emmily Acton	EA	CN
Cr E Adamczyk	EA	CN
Cr D Richardson	DR	CN
Cr C Pull	CP	CN

GUESTS

Janice Musumeci	JM	Janice Musumeci Consultancy Services
Luke Whitby	LW	Nourish Health Hub
Cr E Adamczyk	EA	CN

MEETING OPEN: 5:36pm

MEETING CLOSE: 6:05pm

MEETING MINUTES

Date	27/09/2023
Location	Iona on Robert (52 Robert Street, Wallsend)
Minute Taker	Janice Musumeci, JM Consultancy Services

ATTENDEES

Name	Abbreviation	Business represented
Wayne Roberts	WR	Iona on Robert
Linda Pinkerton	LP	Spellbound Botanics
Bianca Bartlett (zoom)	BB	Purple Card Project
Nathan King	NK	Divalinas
Janice Musumeci	JM	Janice Musumeci Consultancy Services
Julie Pike	JP	Julie's La Petite
Rhonda Drivas (zoom)	RD	Wallsend Village
Cr E Adamczyk	EA	City of Newcastle
Luke Whitby	LW	Nourish Health Hub

APOLOGIES

Cr C Pull	CP	City of Newcastle
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MINUTES

Item No	Agenda Item	Details	Actions
1. Welcome and Administration			
1.1.	City of Newcastle Matters	Nil	
1.2.	Previous Minutes	Approved JP Seconded NK	
1.3.	Conflict of Interest	BB – Proposal to be paid to manage Handmade Markets	BB has resigned from Board
1.4.	Budget at Bank	\$88,568 SBR Levy Funds Greater Bank Accounts total \$60,921.00 includes membership fund, winter fair, Wallsend relief fund.	JM reminder to Treasurer and Chair only projects on DP to be paid from commbank SBR levy funds.
1.5.	Correspondence	EOI for WTBA Sponsorship of 150 th event. 3 received so far from Double Digits Marketing to be reviewed at end November.	
2. Outstanding Actions			
	Nil	Nil	Nil
3. Items for Discussion and Decision			
3.1	Events	School Holiday Events attendance was up on last year. Business Banter was the best so far. Steve from The Business Centre had a great presentation very advantageous for those businesses in attendance and Board would like to invite him back again. WR Need for more businesses to attend. LW suggested a DM to business socials to invite rather than an email. LW advised business owners do not know what it involves and need more understanding.	Double Digits to be advised Steve Wait invited to future Business Banter and to DM invites as well as email for Business Banter for more uptake.

		<p>General discussion around comms to businesses.</p> <p>Board agreed this is a good new way to engage with members a DM should also be sent and this is to be actioned.</p> <p>WR to compose letter to members and look into a flyer to be distributed.</p> <p>BS will take flyers for her customers has a lot of local business owners that visit.</p>	
3.2	Beautification	<p>Mural quote received with proposed native flora and fauna artwork for toilet block at Rotunda Park. As part of 150th in 2024.</p> <p>JM advised this is the first step in a long road for approval and approval is not guaranteed.</p> <p>If approved this will not be funded by SBR account funds it will be funded from a WTBA secondary membership account cost \$11,500 includes anti-graffiti coating.</p> <p>Proposed artwork distributed to Board.</p> <p>All Board present agreed on artwork and quote and unanimously to pursue via CN</p>	JM investigate CN approval process and then letter to PARG required.
4.			
4.1	Plaque for UpnUp Mural	WR handed over to BS for installation at no cost to Board	
4.2	Seeking new Board Members	<p>Welcome to Luke</p> <p>Nominated onto Board by WR seconded LP</p> <p>JM reminded Board AGM Nov 15</p>	<p>WR to source location for AGM</p> <p>JM send LW precinct map</p>
4.3	Handmade Markets	Lengthy discussion about markets. BB currently	BB to send JM proposal for next

		<p>coordinates at estimated time of 20 hours per month.</p> <p>Proposed being paid to manage at \$40 p/hr</p> <p>Board agreed markets to continue but ongoing management needs to be reviewed.</p>	<p>Board meeting with quote detailing key actions needed each month to manage markets. JM reminded Board about the governance around quotes according to CN service agreement.</p> <p>A second informal quote would need to be sought to compare.</p>
4.4	OP Shop Trail	<p>BB provided update on the SBR Contestable funded OP Shop Trail events.</p> <p>Called for Board business owners to consider donating prizes for scavenger hunt on 05/10. Contact BB directly.</p>	

Next Meeting: Oct 25 at Iona on Robert (52 Robert Street, Wallsend)