



BOARD MEMBERS

Name	Abbreviation	Business represented
Wayne Roberts	WR	Iona on Robert
Linda Pinkerton	LP	Spellbound Botanics
Julie Pike	JP	Julie's La Petite
Luke Whitby	LW	Nourish Health Hub

CN REPRESENTATIVES

Rebecca Morley	RM	CN
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Guests

Nicole Shelley	NS	Pepperit
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MEETING OPEN: 5.36pm

MEETING CLOSE: 6.19pm

MEETING MINUTES

Date	09/09/2024
Location	127 Nelson St Wallsend
Minute Taker	Janice Musumeci, JM Consultancy Services

ATTENDEES

Name	Abbreviation	Business represented
Wayne Rogers	WR	Iona on Robert
Linda Pinkerton	LP	Spellbound Botanics
Julie Pike	JP	Julie's La Petite
Luke Whitby	LW	Nourish Health Hub
Rebecca Morley	RM	CN

APOLOGIES

Yianni Moratidis	YM	Gener8 printing
Nicole Shelley	NS	Pepperit

MINUTES

Item No	Agenda Item	Details	Actions
1. Welcome and Administration			
1.1.	City of Newcastle Matters	<p>RM – 2 successful applications for SBR Contestable Funding</p> <p>Curious Legends – Halloween themed event \$26,250 received, roving workshops and local authors, largescale family event at Wallsend Village. Proposed date 25-31 Oct.</p> <p>Op Shop Trail 3rd year part funding of \$23,750 continuation of this project for 24/25 FY</p> <p>Variation to Deliverables Plan received and yet to be approved by Chair</p>	<p>JM invite SBR recipients to next meeting</p> <p>WR to send approval to JM/RM</p>
1.2.	Previous Minutes & Matters Arising	Approved LP Seconded WR	
1.3.	Conflict of Interest	Nil	
1.4.	Budget at Bank	<p>CBA SBR Funds Balance \$92,624.39</p> <p>22/08 \$110,000.00 SBR Funds received</p> <p>28/08 Paid Flying Spanners Gallery</p> <p>09/09 Paid Pepperit \$6,600.00</p> <p>Other Greater Bank accounts \$1,221.18</p>	
1.5.	Correspondence	Nil	
2. Outstanding Actions			
	Nil	Nil	Nil
3. Items for Discussion and Decision			

<p>3.1</p>	<p>Economic Development</p>	<p>150th Event – 7.k ppl attended</p> <p>LP Stalls and street set up was slow to begin with, organiser not contactable but location of stalls was perfect. Stall holders were happy with takings from the day. Overall was an excellent day.</p> <p>Streets Alive activation on the day</p> <p>Op Shop Trail also collaborated on the day</p> <p>Feedback for Organiser – bins were not emptied prior to the day, road closure was late as per information pack and not well organised, event manager not available and team was not recognisable so hard to find someone in charge on the day. Some stall holders said information pack arrived too late. Shops also complained that they did not receive information until close to the event.</p> <p>Handmade WOW Markets – LP WOW Markets</p> <p>Advised Board of terms and conditions for new stall holders. New and handmade goods now allowed. Could have a further 6 stall holders. Posting on other community social media pages. Is actively joining other group pages too.</p> <p>Has promoted via posts for sporting groups or other NFP to hold BBQ at markets. Has been messaging groups asking if they would like to attend and advising details.</p> <p>LW suggested other sporting groups for LP to connect with for markets.</p>	<p>JM advise Double Digits to place Xmas activations on CN Website by end October</p>
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		<p>RM recommended connect with local schools for participation at markets and use network to promote opportunity for new stallholders</p> <p>Next advertisements for buskers and artists to attend markets. Trying to make markets more diverse. No food vans but cakes, slices and other food stuff prepared and prepackaged acceptable.</p> <p>Received feedback about regulations from CN.</p> <p>Sept Market cancelled due to high winds</p> <p>School Holiday Event – Double Digits 2 x activations at Rotunda</p> <p>Oct 2 Kids Springalong Party</p> <p>Oct 9 Cool Kids Creative</p> <p>Total Estimated Budget for School Holiday activations \$6,200.00</p>	
3.2	Beautification	\$4,000.00 to be paid to G Ratcliffe owing from January 2024	
3.3	Promotion	<p>Pepperit Social Media Report July to date sent to Board prior to meeting</p> <p>Popular posts – Wallsend 150th Event</p> <p>Reach increased 418%</p> <p>Interactions increases 209%</p> <p>New Insta Followers 53</p> <p>New FB Followers 26</p> <p>Page visits FB up 96% to 3,600 for the period</p>	

4. General Business			
4.1	New Board Member Recruitment	<p>JP has been canvassing with one possibility Lifeline employee to confirm with Lifeline management before joining the Board as a nominated representative.</p> <p>JM Ran through guidelines for Board membership from Constitution Chapter IV Section 14 and 21 with information about meetings and quorum for Board</p> <p>Nathan King stepping down as he no longer has a business in the precinct.</p> <p>Board acknowledged Nathan input and commitment to the WTBA</p>	JM Write letter of thanks to NK
4.2	AGM NOV 11	Location will be Wallsend Library	

Next Meeting: Oct 14