



Hamilton Business Association Inc.

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

MEETING MINUTES

Date	Thursday 21/09/2023
Location	Kent Hotel Upstairs Private Room
Minute Taker	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Cr C McCabe	CM	CN
Reece Hignell	RH	Cakeboi
Sandra Molloy	SM	Q's Books
Amanda Hinds	AH	Origin Architecture
Kate Russell	KR	Sportspower
Nick Van Baal	NB	Greater Bank
Janice Musumeci	JM	JM Consultancy Services
Petria Jukes	PJ	CN
Susan Denholm	SD	CN
Faith Curtis	FC	UPNUP

APOLOGIES

Chelsea Willis	CW	YPT
Rob Burton	RB	132 Newsagency
E Acton	EA	CN
Cr J Barrie	JB	CN
Cr C Duncan	CD	CN

Meeting Open: 7.37am

Meeting Close: 9.05am

MINUTES

Item No	Agenda Item	Details	Actions
1. Welcome and Administration			
1.1	Confirmation of Previous Minutes	<u>Moved:</u> AH <u>Seconded:</u> RH	Nil
1.2	Conflicts of Interest	Nil	Nil
1.3	Treasurer's Report	<p>Budget at Bank: \$104,427.47 Income \$113,186 .00 since last meeting being GST refund and CN SBR Funding Paid - Herb Urban \$3300, Taggarts \$220, The Local \$1227.60, Pepperit \$3630, Sneddon Graphic Design \$332.75. G Argiris (Live Spots) \$110</p> <p>To Pay – Taggarts \$341, The Local \$2455.20, GG Lawn \$682, pepperit \$5445, Art Thinking \$2200, The Wall Station \$8000</p> <p>Board unanimously approved quarterly payments to Pepperit and The Local</p> <p>Board unanimously approved quote from Taggarts for Audit Sheild \$341 annual fee</p>	Nil
1.4	CN Matters	<p>Petria Jukes, Susan Denholm, Faith Curtis and Cr McCabe provided Board with details of activation in Awaba Park.</p> <p>SD thanked HBIA for opportunity to update on HSP and the projects underway in the space.</p> <p>There are two avenues of improvement / safety actions underway and being planned.</p> <p>Crime Prevention by Environmental Design (CPTED) works and Graffiti Management grant obtained by CP&D from Dept of Communities & Justice, supplemented by CN's CP&D budget.</p>	SD send assets to promote Dec 8 activation on HH social media

		<p>The CPTED works have been discussed with NSW Police and Transport NSW and other transport service providers, the actions are primarily around the perimeter of the park and include:</p> <ol style="list-style-type: none"> 1) Removal of the damaged and graffitied place sign - removed 11 Sept 2) Removal of the old bus shelter (no longer a bus stop), repairing or replacing the seat under the shelter - removed 23 Sept 3) Removal of gal fence railings in two stages - front railing in November, side railing early 2024 allowing for continued discussion with Food Not Bombs (FNBs) 4) Enhancement of lighting <p>Meeting with FNBs - Councillor McCabe facilitated a meeting on 25 August between CN and FNB in the park. This is the first time FNB has met with CN. Councillor McCabe gave an overview of that meeting: it was a productive, casual introductory meeting where both parties could discuss the park and future aspirations - social, safety and amenity. Outcome was an agreement to continue with information sharing and consultation with FNB regarding CN facilitated works in and around the park.</p> <p>Graffiti Management Mural and Lighting Project - UP&UP have been engaged by CN to manage the mural project. There is also a small component of landscaping, this will be determined at end of project, may include new seat and/or some plantings.</p> <ul style="list-style-type: none"> • Faith from UP&UP gave an update on project: Murals on five different surfaces. Consultation in the park with park users and community and Islington Public School students. There will be further communication with businesses and PCYC Aboriginal Youth Program (SAY). Timeline: • Sept / Oct - gathering community and stakeholder input 	
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		<ul style="list-style-type: none"> • Oct / - prepare brief for various local artists based on stakeholder input and select local artists • Oct - refine creative concepts • Nov - install murals • Early Dec (tentative Fri 8 Dec, tbc)- community celebration - Rap and Snack in the Park organised by UP&UP. <p>Next Steps - Susan will provide information to HBIA on proposed Dec community celebration. Faith and CN will attend the HBIA meeting on 19 Oct to give project update, with details on proposed creative concepts, artists and installation of murals, and community celebration.</p>	
1.5	Correspondence	<p>Taggarts Audit Sheild Quote IER event research Quote (All of the above sent to Board for review prior to meeting)</p>	Nil
2. Sub Committee Reports			
2.1	Events	<p>Noodle Markets – AH NOV 11 one night only and will be expanded to encompass Murray street and possible utilise Library green space for seating. AH – Called for feedback from Board for PWP Events. The following was discussed:</p> <ul style="list-style-type: none"> • More seating needed • Noodle Vendors needed to have signage • More local vendors needed (Overtime Café only local business that took up invitation) <p>JD – Mentioned he had the best trade that night due to overflow from markets to local restaurants RH – Keen to see CIP data for that weekend. Received feedback from a lot of hospitality venues that the trade was up this weekend. JM – Advised this has been reviewed and showed an upward trend generally for the month of July in the precinct.</p>	<p>AH – Speak to PW Events about corflute signage to be erected prior to noodle markets.</p>

		<p>All agreed the IER research will be very useful to determine data to report back to members and solidify expenditure.</p> <p>Newcastle Pride – SBR Contestable Funded Project RH working closely with Pride. Up to 10 activities in the precinct at venues including: Hamilton Hive, OverTime, Son of a Gun, Cakeboi, Gregson Park, James St Plaza, Meantime, SJs. Commencing Oct 13- 28th.</p> <p>Also red PO box in Hamilton to have permanent rainbow imprint.</p> <p>RH – Proposed IER to research the Gregson Park Pride FAIR DAY.</p> <p>CM/AH – Expressed need to find out if the Gregson Park event brings business to the Beaumont St area. Gregson Park is out of the precinct. Do people flow through to the local businesses.</p> <p>CM – Suggested a review of the CIP data for the period would assist. Expressed need to ensure the park survey translates into a benefit to businesses in the precinct. How will the flow on to Beaumont St be measured.</p> <p>AH – Mentioned how good it would be to somehow connect the park with the street. RH – This has been discussed but was out of budget for Pride. Can discuss for next time.</p> <p>Unanimous agreement to sponsor James St Plaza launch event with \$880 from budget.</p> <p>JM assisting Pride with licence application for James St Plaza at RH request.</p>	<p>RH – Follow up with IER and discuss need to ensure flow on to precinct is measured.</p>
2.2	Beautification	<p>Beautiful Beaumont Doors - RH noted that the Board committed in DP to redo the Small Walls Project. Jacinta Fintan sent through a quote, including 5 Beaumont Doors, costing \$8k including GST.</p> <p>NB – Event taking place Nov 25. Flyer and EOI out to businesses in coming week + online marketing planned by Wall Station</p>	Nil

		<p>All agreed the painted doors look excellent and have avoided graffiti since the last activation.</p> <p>Greenery - RH - Mentioned complaints from businesses about the greenery dying. Disappointment with Herb Urban due to lack of service for first part of this FY due to HBA awaiting payment from CN. He is working closely with HU to maintain greenery regularly.</p> <p>SM - Advised trees in mosaic planters are dying.</p> <p>KE - Expressed concern that this may not be sustainable long term</p> <p>RH - Reminded Board of decision to have greenery on the street and this will be maintained quarterly as per our budget.</p>	
2.3	James St Plaza Projector	<p>JM - NAG Dead Tongue exhibition was very well promoted by NAG and had an impressive turn out for closing night. JM volunteer on the Community & Culture Advisory Committee and has sent an EOI to the Committee members for exhibitions in the Plaza.</p> <p>RH - Art Thinking - working closely with NAG. Current projections Fiona Lee and next is Wesley Mission in collaboration with Newcastle Pride.</p> <p>SM - Noted the Plaza is looking good being cleaned regularly as promised by CN. Requested the HBA send letter of thanks to Tammara Ward from CN who has attended meetings with the Board and actioned requests swiftly.</p>	JM - Letter to T Ward a CN
2.4	The Local	<p>Handover to NB from SM as SM retiring from Board at next meeting (4 years tenure).</p> <p>Discussion of topics for next issue.</p>	NB - Send JM/RH draft for approval.
2.5	Fringe Festival	<p>SBR Contestable Funded Project</p> <p>AH - Met with Fringe and things moving along efficiently. Utilising YPT theatre for Fringe.</p> <p>CM - Suggested HBA involvement with New Annual</p> <p>RH - Has held discussion at first year and will pursue at it grows.</p>	

2.5	Social Media	<p>May – July report sent to Board.</p> <p>RH - Pepperit have greatly improved the reach and followers on both HH platforms. FB Reach up 700% at 54k and 44 increase in followers</p> <p>Insta reach up 167% at 16k and 315 new followers for May – July period</p> <p>RH – Reminded Board this is a 6 mth contract with a review at that time. Possible renegotiation of contract fee at that time.</p>	
2.6	Operation Confidence	<p>JM – Business & Community Forum set for Oct 18 at 8am Hamilton Hive</p> <p>RH – requested AH place post on HVH</p> <p>JM – communicating with Local Area Police Command regularly. They have requested agenda and questions to be sent through prior to forum.</p>	<p>RH – Review JM draft correspondence to send to database today.</p> <p>RH/JD – Compile agenda for forum to be sent to LAPC prior to meeting.</p>
3. Items for Discussion and Decision			
3.1	<p>Taggarts Quote</p> <p>Audit Sheild</p> <p>IER</p> <p>Newcastle Pride</p>	<p>\$341 annual fee – approved unanimously</p> <p>\$3660 x 2 events Quote for event research – approved unanimously</p> <p>\$880 Sponsorship of event launch James St Plaza Oct 14 – unanimously approved</p> <p>Papers on the above were sent to Board via email prior to meeting.</p>	
4. Strategic Discussion and Review			
	Welcome New Board Members	<p>Amy Cook and Mara Draper have resigned.</p> <p>Josh Distefano (Vera Wines) and Luisa Amosa (Hunt Hospitality) have joined the Board today.</p>	
	AGM	<p>Date set for Monday Nov 13 at Hudson St Hum 5pm for 5.15pm start – 6.00pm</p> <p>RH – Requested no to CN via Thomas Michel that no CN employees and only local ward councillors as they are optional with a standing invitation at all meetings according to HBA/CN service agreement.</p>	



Next Meeting: Date 19, October 2023 at TBC