

**Queanbeyan Business Council
Executive Officer Report
QBC Executive 28 August 2007**

Matters arising from 24 July meeting that required EO Action:

1. **Membership.** Membership receipts to 27 August = \$47,340 from a possible (realistic) \$55,000 of potential renewals.
2. **Congratulations to the QCC.** EO sent letter of congratulations to QCC General Manager on its \$4.2m investment income and how this income would be spent. No response yet received.

Other EO activities from 25 July to 27 August 2007.

1. **AVIC Network Accreditation Management & Marketing Program.** Last Thursday we received news that the Queanbeyan VIC had achieved a 99 % score on the recent AVIC Audit per the following email from AVIC. Note there are 170 VIC's in NSW.

“Just a short note to congratulate you and your team for your achievement in scoring 99/100 in the recent AVIC Audit. Lyn Penson who conducted the audit has asked me to congratulate you and pass those congratulations on to your Board of Management – a job very well done. The operations manual you have developed is excellent covering all aspects in minute detail, congratulations to the staff who compiled this document. I would like to ask your permission for Aurora to use this document as a “Best Practice Model” for other AVICs. Once again, many congratulations on your achievement which is exemplary given the short time you have been operating as an Accredited Centre”.

Kind regards Lesley Johnson.

Recommend that: Permission is granted for Aurora to use QVIC operations manual as a Best Practice Model for other AVIC's.

2. **Regional Events Australia.** A 44 page report on the Capital Region May Business Expo 2007 by the organisers Regional Events Australia was presented to the Retail/Tourism meeting on 22 August. The meeting was sceptical about a 2008 event, subject to the event being held in Queanbeyan.

4. **Canberra Times 32 page supplement.** Notes on De-brief meeting with Canberra Times were circulated to members. The Retail/Tourism meeting noted good feed back from a range of advertisers and individuals. The EO has now distributed over 5,000 additional supplements from the 10,000 made available to the QBC.

5. **Membership proposals.** The following applications for membership have been received:

- Gosile Pty Ltd (Lydia Teodorowych)
- Australian Railway Historical Society (Bill Tolano)
- Marguerita Motel (Ian Veljanoski)
- Suji Treasurers (Janet I. Smith)
- Queanbeyan SES Unit (David Preston)

n.b. Current memberships: 105 and NFP members: 20 Total membership: 125 (inc' above)

6. **Motel Participation in QBC/VIC.** To date only 4 of the 12 accommodation provider members has renewed their QBC membership despite a follow up letter with current accommodation statistic attached and personal visit by the EO. At the end of August only paid members will be supported by telephone and over the counter referrals. Other providers will be identified through distribution of the Queanbeyan Accommodation Guide. It is doubtful that further memberships will be received due to the current high demand for Motel/Hotel accommodation in Queanbeyan. The distribution of the QBC Advertising prospectus (by mid September) may see some renewals of the VIC Internal and External signage.
7. **Queanbeyan in Bloom and Visit Queanbeyan brochure.**
 - Program to be distributed at the meeting.
 - C Marlowe-QCC Cultural Development Officer has indicated that some funds may be available towards updating the Visit Queanbeyan brochure currently being drafted for discussion with the Retail/Tourism committee. Stock of existing brochures to Apr 2008.
8. **Australian Regional Tourism Convention-Canberra.** EO advised the Retail/Tourism committee that the Australian Regional Tourism Convention is scheduled for 31 October – 2 November. The convention will be held over 3 days at the ANU at an early bird cost of \$750. QBC attendance is considered not warranted, as sufficient information would be available from the Convention through the Capital Country Development Board of which the EO is a member.
9. **Six monthly report.** The QBC VIC report to QCC is now due. The report is pending receipt of April-June quarter accommodation statistics which will not be available until early August. EO has received extension of submission time from the QCC General Manager until mid October.

