



DRAFT MINUTES

QUEANBEYAN BUSINESS COUNCIL EXECUTIVE MEETING QUEANBEYAN TIGERS CLUB TUESDAY, 1ST AUGUST 2006 at 12.15 pm

Present: Ian McNamee, Simon Mitchell-Taverner, Nick Moufarrige, Jan Browne, Rod Studholme, Leanne Brewer, Glenda Snoxall, Steve Jamieson, Daryl Evans, Kathy Howard, Maurice McCormack, Jeremy Wyatt, Loyd Perin, Lesley Norris.

Also in Attendance – Guest Speaker David Madew, Adrian Makeham-Kirchner, Katrina Hodgkinson MP (Member for Burrinjuck), Andrew Heath (representing Hon. Gary Nairn), Claire Marlow (QCC), Trudy Taylor (Queanbeyan Age), Melissa Styles (Chronicle).

1. **Apologies** : Bill Baker, Graham Wise, Craig Harris (all attending concurrent meetings with NSW Cabinet Ministers), Ross Barrett, Col Maxwell, Kim Beaumont, Hon. Gary Nairn MP, Andrew Cole, John Walker, Paul Walshe, Geoff Bird.

Ian McNamee noted the absence of Executive Members speaking to NSW Cabinet Members. He and Loyd Perin had spoken with Treasurer Hon. Michael Costa immediately prior to the meeting. The NSW Cabinet Meeting in Queanbeyan had been announced after QBC was committed to this date and time for its Meeting.

2. **Address by NSW Nationals Candidate Mr. David Madew:**
Summary attached to Minutes. Questions included:
 - Water issue – including continued need to ameliorate adverse wordings in the Agreement between NSW and ACT that leave some residual powers with ACT.
 - Ongoing policy announcements – Party Leader Andrew Stoner will be meeting with QBC on 9th August.
3. **Adoption of Minutes and matters arising from Executive meeting 4th July 2006 – JB/LB**

Matters Arising

Ian McNamee advised that Executive Officer Geoffrey Bird is on work related leave until end of August. Activities will continue as normal during his absence (see **General Business item '8 c'**).

4. Treasurer's Report

Tabled by Simon Mitchell-Taverner on behalf of Treasurer –

Detailed copy attached to original minutes. Summary as follows:

Reconciled Bank Balance 30 th June 2006	\$185,694.84
Total Equity at 30 th June 2006	\$ 52,332.39
Subscriptions in Advance balance	\$ 76,163.68
Grants in Advance	\$ 59,900.00
P&L for June 2006	\$ (10,667.05)
End of financial year (unaudited) surplus	\$ 11,960.58

Audit – Anthony Curtis & Co are scheduled for early August to conduct the audit and prepare financial statements.

As directed at the last Meeting, \$50,000 has been deposited in a high performance account with CBA. Interest will accrue at 6% per annum, maturity date 17 April 2006.

The executive is required to decide upon a **cut off date for unpaid renewals** when unpaid members are removed from the register.

Written recommendation of the Treasurer that QBC:

- Conduct a reconciliation of the membership records to identify outstanding membership fees.
- Send a reminder letter to all unpaid members notifying them that their subscription remains unpaid and that payment is requested by 14 August 2006.
- After 14 August, send a letter to those who remain unpaid stating that they will be removed from the register if payment is not received by 31 August 2006.

Resolved that, in view of the absence of an executive officer until end August, and short time frame involved that this matter be deferred to next Meeting.

Accepted SMT/GS

5. Correspondence

Inwards

- Jim Grant – NSW DSRD re Small Business September
- Guko Industries not renewing membership
- Greg Rowell – Regional Events Australia – Sponsorship proposal for Regional Business expo may 2007.
- Kerry Edmeades – Illawarra TAFE - email re skills shortages

Outwards

- Ian Peters – Telstra Countrywide – membership details
- Graham Taylor – QCC re Meeting 15th August

Arising from Correspondence:

Small Business September – Claire Marlow stated that a number of eligible events could be drawn from 'Queanbeyan in Bloom'.

Action - CM

Regional Business Expo - Paper to be presented to next Meeting.

Action SMT

Skills Shortages – Response to be coordinated by BEC.

Action - SJ

Accepted SMT/JB

6. Reports:

- **Retail Chapter Meeting of 17 July 2006**

Minutes distributed to all Chapter members. Minutes previously posted to web site. Minutes presented to Members by Leanne Brewer.

Update: Leanne Brewer advised that a sub-committee would be formed for the proposed 'Buy Local' Campaign. Claire Marlow advised there would be a main Street decorations competition from 15 September to 15 November sponsored by MH O'Rourke.

Report adopted LB/JB

Tourism Chapter meeting of 12 July 2006 – Minutes distributed to all Chapter members. Minutes previously posted to web site. Minutes presented to Members by Jan Browne.

Update – Jan Browne raised the need for more Tourism "I" signs in Queanbeyan to direct visitors to the VIC.

Claire Marlow gave a run-down on the long list of activities she is coordinating for 'Queanbeyan in Bloom'.

- The Queanbeyan in Bloom Ball originally planned for late August was now unlikely due to time constraints and to commitments that had been withdrawn. The November Ball will still go ahead but needs sponsors.
- Mayor of Minami Alps (Queanbeyan's Sister City) will lead a delegation in Queanbeyan from 18 to 21 October, including a Sacred Dance performance which would be performed for the first time outside Japan.

- Queanbeyan in Bloom will include a traditional Japanese “Haiku” exhibition. **QBC Member Baker Deane & Nutt** are producing a Booklet featuring each artist.
- A public Garden Competition will take place for the first time since 1998. **QBC Member Maxwell & Co** are providing the Grand Prize.

Jan Browne advised that “I Love (heart logo) Queanbeyan” **T-shirts and Polo Shirts** have been quoted by a local supplier at \$10 and \$15 respectively. These are black and feature a large red heart.

Resolved JB/MMcC that 100 of each be ordered and retail prices be \$15 and \$20 respectively.

Action – JB

Letter from Basketball Association to Queanbeyan City Council re Indoor Sports facility.

This letter was previously distributed to all executive members by email. **Resolved on the Motion of Jan Browne, seconded by Leanne Brewer** that this item be added to the Agenda of Queanbeyan Business Council’s meeting with QCC on 15th August with the recommendation that Council consider the bigger picture by expanding the indoor facility following a survey of needs of the various sporting groups in Queanbeyan.

Action LB/SMT

- **Development Chapter Meeting of 25 July.** Minutes distributed to all Chapter members. Minutes previously posted to web site. Minutes presented to Members by Ian McNamee.

Update - Ian McNamee showed samples of signs being designed by Maurice McCormack with the message “Queanbeyan Business Council - We are members – Are You?”.

Resolved that signs be produced and displayed by appropriate members with good street visibility. St Vincent de Paul and Baker Deane and Nutt were suggested.

Action - MMcC

Fourth Chapter for QBC – Resolved on the motion of Rod Studholme seconded by Jan Browne that a separate **Industrial Chapter** be instituted to establish needs of this community. Maurice McCormack and Glenda Snoxall offered to initiate this Chapter.

Action – MMcC/ GS

8. General Business

- a. **APEC Conference 2007** – Claire Marlow advised that there will be considerable activities in the Region between January and September 2007 leading to this International event. There will be a huge demand for security people at this time.
- b. **Meeting with QCC on 15th August 5 pm** – Ian McNamee advised this meeting would provide the contractually required VIC operations report to Council and would also provide an opportunity to raise issues such as roads, water and “Where are the LEP and CBD Master Plan”. Also the Basketball Letter under the Tourism Report earlier in these minutes. Jeremy Wyatt, Loyd Perin, Rod Studholme and Jan Browne indicated a willingness to attend. Other Executive members are invited to attend

ACTION - All

- c. **VIC/QBC Operations** - During the absence of Executive Officer on work related leave, the VIC will continue operations with Sandra Bryce and Ursula Buckley. Simon Mitchell-Taverner will continue to assist at weekends and during the week, whilst Ian McNamee will provide an additional 8 hours per week of his own time on a voluntary basis. Former BEC Business Answers Programme Officer Ian McGinn has agreed to assist over the next three weeks concentrating on updating membership records, establishing in-house accounting records and other related activities.

Next Meeting – Quarterly General Meeting - Monday, 28th August at Queanbeyan Golf Club starting at 4 pm. Member for Monaro Steve Whan MP will be guest speaker.

Chairman thanked Queanbeyan Tigers Club for their hospitality.

Meeting closed 1.45 pm.