



DRAFT MINUTES

QUEANBEYAN BUSINESS COUNCIL EXECUTIVE MEETING 19 QUEANBEYAN GOLF CLUB TUESDAY, 3RD APRIL 2007 at 12.30 pm

Present: Ian McNamee, Bill Baker, Steve Jamieson, Jan Browne, Kathy Howard, Loyd Perin, Colin Maxwell, Paul Walshe, Glenda Snoxall, Leanne Brewer, Daryl Evans, Nick Moufarrige, Michael Nolan (representing Craig Harris), Simon Mitchell-Taverner, Ian McGinn.

Apologies: Kim Beaumont, Jeremy Wyatt, Graham Wise, Craig Harris, Ross Barrett, Maurice McCormack, Rod Studholme, Ken Ineson,

Also in Attendance: Trudy Taylor (Queanbeyan Age),

- 1. Welcome by President:** Ian McNamee welcomed attendees and guests. He thanked Graham Wise of Queanbeyan Golf Club for providing the venue and catering for the Meeting.
- 2. Adoption of Minutes and matters arising from Executive meeting 18 of 27 February 2007 – CM/BB**

Matters Arising – Nil

3. Treasurer's Report :

Tabled by Secretary on behalf of Treasurer – Detailed copy attached to original minutes and available from Treasurer.

Summary as follows:

- **Reconciled Bank Balance** at 28 Feb 2007 - \$73,368.61
- **Balance Sheet (consolidated):**
Total Equity at 28 February 2007 – \$100,865.97
- **Profit & Loss (consolidated):**
Surplus for period 1 Feb 2007 to 28 Feb 2007 - \$ 7,855.03

Draft 2007/2008 Budgets:

A draft Budget for VIC and QBC has been prepared in conjunction with EO and Inner executive Members (attachment to these Minutes). Executive members will note:

- Separate Operating budgets for VIC and QBC
- Grant from QCC has been reduced to \$170,000
- A contingency for unforeseen expenses` has been included in both budgets.

- The VIC is projected to return a deficit from trading
 - The wage and salary provision is based on current operating hours.
 - Treasurer noted that if the Executive approve the proposed reduction in operating hours – see EO report (attachment to these Minutes) – this will bring the VIC operation back to a small surplus. He recommended that the reduction in hours be accepted.

RESOLVED on the motion of Daryl Evans seconded by Steve Jamieson that Budgets be adopted and Executive Officer's and Treasurer's recommendation regarding revised hours be accepted – New Hours to be Mon to Fri – 0900 to 1700, weekends and public holidays – 0900 to 1200.

ACTIONS:

- New signs to be erected confirming correct hours – **IMcG**
- Media release to be disseminated - **IMcG**

VIC/QBC Reporting:

On the basis that the Executive is satisfied with the proposed budgets, Treasurer will adjust the current year's chart of accounts to reflect the new structure and present individual reports for both operations at the next meeting.

Treasurer's Report Accepted SMT/SJ

4. Correspondence

Inwards:

- 20 Mar – Mr. Gary Chapman, QCC, Interim response re parking issues.

Outwards:

- 14 Mar – Mr. Paul Walshe, ActewAGL thanking for Meeting.
- 27 Mar – Mr. Steve Whan MP congratulation of election win and request information regarding decision for Queanbeyan land release Inquiry.
- 28 March – Letter from President to prospective new members
- 31 March – Mr. Paul Walshe, ActewAGL requesting further information .
- 02 Apr – Hon. Frank Sartor congratulation of election win and request information regarding decision for Queanbeyan land release Inquiry.

Arising from Correspondence: President noted that, as a result of letters sent to NSW parliamentarians, interest had been received from print media and WIN TV.

Secretary's Report accepted SMT/LP

- 5. Meeting of Inner Executive 23rd March 2007-** Ian McNamee addressed matters arising from Inner Executive meeting (Minutes of which are an attachment to these Minutes) .

\$500 had been approved to support Queanbeyan Age Business Awards, however it had been resolved that QBC would not be represented on the judging panel due to existing demands on personnel for other promotional activities. These included representation on Council Committees.

Tables of 10 were available for the presentation dinner on 5th May for \$65 per head.

Trudy Taylor reported that Nominations had been slow. She also pointed out that self-nomination was encouraged.

ACTIONS:

- Notify Members of the Nomination procedure – **IMcG**
- Nominate QVIC for an Award - **IMcG**

- 6. Meetings with QCC** - Ian McNamee reported on a meeting held with Mayor Frank Pangallo and General Manager Gary Chapman on 9 March to discuss VIC operations. Bill Baker, Simon Mitchell-Taverner and Ian McGinn also attended on behalf of QBC. As a result of this meeting Simon Mitchell-Taverner met with Gary Chapman, QCC Assistant GM Lisa Gibson and Planning Manager David Carswell on 14 March to further discuss operational matters arising from this meeting. Matters included:

- **Voluntary contribution by QBC Executive members** – This is recognised as significant.
- **QBC financial contribution to VIC operations** – from member contributions.
- **Changing QCC financial/ management support to VIC over past years** – This had reduced over the past two years of operation.
- **Teething problems – including activities of previous QBC EO** – Current EO spends 70% of his time on VIC matters, 30% QBC rather than 30% VIC and 70% QBC anticipated.
- **Tourism meetings** – a matter for QBC to resolve. QCC reps advised they did not encourage QBC to attend Griffith Conference, and actively stopped attendance by a QCC staff member.
- **Minor irritations** – New Residents Kit will be supplied to VIC, Car parking is being monitored.

- 7. Meeting with ActewAGL** – Ian McNamee reported on a meeting between QBC Executive members and ActewAGL on matters of mutual interest. These largely involved water supply and water

treatment issues. ActewAGL attendees included John Mackay, Michael Costello and Paul Walshe. The following actions were agreed:

1. QBC to write to Hon. Gary Nairn MP to support ActewAGL water treatment initiatives subject to further information being provided by Mr. Costello of ActewAGL.
2. VIC space to be considered for ActewAGL public display

8. Report from Vice President Bill Baker – The next Meeting of the Retail Tourism sub Committee will be held on Wednesday, 18th April.

Bill reported on litigation dispute regarding the external sign boards and advised that notification had been received from the NSW Small Claims Tribunal.

An Accreditation audit of QVIC will be undertaken by Aurora on behalf of NSW Tourism on 23 April. As part of this process, a Draft Business Plan has been prepared as required under Accreditation. This draft Business Plan has been developed from earlier Business Plans prepared for (but never adopted by) Queanbeyan City Council since 2003.

The Draft Business Plan is available for download from the Meetings page of QBC web site, and comment is welcome from Executive Members prior to the audit.

Simon Mitchell-Taverner advised that, in an effort to encourage Member usage of the web site and to promote QBC's 'I Love Queanbeyan' campaigns, a competition for Members had been initiated – Identify the make and model of the car featuring the QBC "I Love Shopping in Queanbeyan" sticker on the web site. Two winners receive an 'I Love Queanbeyan' T shirt or Polo Shirt.

8. Executive Officer Report:

See Attachment D to these Minutes.

Report presented by Executive Officer and is an attachment to these Minutes, having been previously distributed. Ian also spoke of the Griffith Conference, which was an attachment to his Report. Additional Resolutions from this Conference included:

- That the LGSA and the state government in consultation with the tourism industry review planning regulations and other red tape impacting on tourism development.
- That the LGSA and Tourism NSW promote economic, social and environmentally sustainable policies and strategies to Local Government.
- That the local Government call on state and federal governments to provide more funding to councils to improve

tourism and community building infrastructure such as runways, taxiways and roads.

Executive Officer Ian McGinn expressed disappointment in the lack of attendance by Queanbeyan City Council given the large representation by other Councils, including Mayors, General Managers and Economic Development Managers. Ian effectively represented all of Queanbeyan at the Conference.

ACTION: A copy of the Griffith Conference report be given to QCC
- IMcG

9. General Business:

- **Motel advertising in VIC** – Ian McGinn advised that approximately 6 motels have indicated they will re-advertise. This leaves many opportunities for other businesses to take up this opportunity.

ACTION: IMcG

Chairman thanked Queanbeyan Golf Club for providing meeting venue and catering.

Next Retail Tourism Sub Committee Meeting – Wednesday, 18 April 2007, 12.30 pm - VIC

Next Development Industrial Sub Committee Meeting - Tuesday, 24 April 2007, 12.30 pm – VIC.

Next Executive Meeting – Tuesday, 1 May 2007, 12.30 pm – subject to confirmation

Next Quarterly Meeting – Late May (subject to available of Hon. Gary Nairn MP) – Venue tba -

Meeting closed 1.58 pm.