



DRAFT MINUTES

QUEANBEYAN BUSINESS COUNCIL EXECUTIVE MEETING

QBC BOARDROOM - VIC

TUESDAY, 26 AUGUST 2008 at 12.30 pm,

1. **Present:** Bill Baker, Craig Harris, Glenda Snoxall, Jan Browne, Simon Mitchell-Taverner.
Also Present: David Perry - Principal ATC,
2. **Apologies:** Ian McNamee, Graham Wise, Lydia Teodorowych, Steve Jamieson, Jeremy Wyatt, Rod Studholme, Ken Ineson, Peter Newham, Paul Walshe, Colin Maxwell,
3. **Adoption of Minutes and matters arising from Executive Meeting 24 June 2008 – JB/CH**
2. **Matters Arising –**

1. **Scholarship Program** – David Perry, Principal of Australian Technical College is preparing a short list of students to be considered for a QBC Scholarship. Criteria will include leadership, participation and an assessment of which candidates could benefit the most and contribute to the business community. An interview panel will consist of David and 2 QBC representatives. 15 students are still enrolled, though others have moved to full time employment. All current students have reached Certificate III and have a job in the community. Discussion also included the potential for QBC to sponsor a table at the ACT Apprentice of the Year Awards and the potential for a future Schools Based Apprentice of the Year from the Queanbeyan Area

ACTION: David Perry/ SMT

2. **Item 6 – Canberra Times Supplement** - Simon Mitchell-Taverner advised that first level of distribution had been completed.
3. **Treasurer's Report :**
Tabled by Secretary on behalf of Treasurer – Detailed copy attached to original minutes and available from Treasurer.
Summary as follows:

- **QBC Reconciled Bank Balance at 31 July 2008 - \$ 29,389**

- **Balance Sheet**

Total Equity at 31 July 2008 – \$154,854
(incl accrued debtors and GST liability)

- **Profit & Loss:**

Surplus for May 2008 - \$ 4,475

QBC/VIC accounts have been completely separated from 1 July 2008. The VIC accounts cannot be presented until September 2008 due to an issue with satisfactory bank statements.

Two cash transfers (total \$30,000) have been made to from QBC to the new VIC bank account as advances until the next QCC grant is received.

Treasurer's Report Accepted JB/CH

4. Correspondence

Inwards:

- 21 June – EDO QCC re revised VIC reporting Criteria
- 26 June – Canberra Airport re ANEFs

Outwards:

- 26 June – Open letter Canberra Times re Canberra Technology City (in conjunction with ACT Chamber, CBC, MBA and Property Council.
- 30 June – France Harrison re Membership
- 3 July – GM QCC offering contribution \$5,000 to proposed Queanbeyan Development & Advisory Board.
- 3 July – Commonwealth Bank – opening new VIC account
- 7 August – EDO QCC re revised reporting criteria VIC.
- 25 August – Minister Sartor re Googong pipeline
- 25 August – Canberra Times confirming non profit status for advertising

Accepted SMT/ch

- 6. Presidents Report** - Bill Baker advised he had attended meetings of the Interim Queanbeyan Development & Advisory Board (QDAB) which had concentrated on sign off for Ministerial approval for QCC to be involved. QCC is now in pre-election mode and this Board will not meet again until after Local Government elections on 13 September. He also attended the last CBD LIFT Committee prior to the election.

- 7. Development Industrial Committee** – Craig Harris summarised the Sub Committee Meeting held at the VIC on Tuesday, 18 August. Minutes of this Meeting have been distributed to all Executive Committee members and are available for download from QBC's website.

Craig tabled letter to Minister for Planning Hon. Frank Sartor seeking the securing of water for Queanbeyan growth as a condition of NSW consent to the proposed ACT Government plan to pipe water from the Murrumbidgee catchment through NSW to Googong Dam (thus securing ACT's future water supply).

Resolved that the letter be sent.

ACTION: BB

Craig welcomed the Civil Military Cooperation Centre being established in Queanbeyan by the Federal Government. The hub of regional defence facilities was moving closer to Queanbeyan with the potential for significant interest in Queanbeyan for personnel housing.

- 8. Tourism Retail Committee** – Bill Baker summarised the Sub Committee Meeting held at the VIC on Wednesday, 19 August. Minutes of this Meeting have been distributed to all Executive Committee members and are available for download from QBC's website.

Bill advised that the proposed Melbourne Cup market day promotion is being explored with CBD retailers and other interested business people. If sufficient interest is shown, QCC, through the CBD LIFT Committee, could offer up to \$2,000 prize money and QBC is considering offering an additional \$1,000.

Resolved that Karabar retailers be added to the invitees for the promotion. A meeting with retailers has been called at Riverside Plaza corporate offices on Wednesday, 10 September starting at 7.45 am.

ACTION: SMT

Regarding **advertising boards** within VIC, Bill Baker, Allan Carpenter and Simon Mitchell-Taverner are to meet to discuss motel participation.

ACTION: BB/SMT/AC

Regarding **Cittaslow**, Bill Baker and Simon Mitchell-Taverner to meet with Benedict House and Margaret Nicholls

ACTION: BB/SMT

Regarding Challenge of Champions, it is now believed that potential Councillors are no longer part of the organising committee. Substantial meetings have been held with

Queanbeyan City Council and sporting groups in Queanbeyan. QBC has offered to provide assistance through the VIC web site.

ACTION: SMT

- 9. New QBC Representative for CBD LIFT Committee** – Only one expression of interest had been received. As a result, Peter Newham was elected unanimously to represent QBC on the Council Committee **JB/CH**

ACTION: SMT/PN

10. General Business –

- a. Advertising for new Executive Officer** – Currently advertised in Canberra Times and Queanbeyan Age and on SEEK.com.au. It was more appropriate to advertise under Queanbeyan ACT rather than Queanbeyan NSW in the latter as this gave greater regional coverage. Applications close 12 September. Craig Harris volunteered to be part of the assessment committee and interview panel. **Resolved** that only QBC Members will be on the interview panel which will encompass gender equity.
- b. Meeting Numbers** – Agenda for next Development Industrial sub Committee to include committee structures.

ACTION: SMT

Meeting closed 1.50 pm.

Next Executive Meeting – Tuesday, 30 September 2008 at 12.30 pm –
Venue tba

Next Development/ Industrial Meeting - Tuesday, 16 September at 12.30
pm VIC

Next Tourism/ Retail Meeting - Wednesday, 17 September 2008 at 12.30
pm – VIC