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**MINUTES EXECUTIVE MEETING 11
TUESDAY, 2nd MAY 2006
QUEANBEYAN LEAGUES CLUB BOARD ROOM - 12.30 PM
Chaired by Vice President Bill Baker**

Present - Bill Baker, Ross Barrett, Andrew Herring, Loyd Perin, Simon Mitchell-Taverner, Graham Wise, Col Maxwell, Nick Moufarrige, Rod Studholme, Lesley Norris, Darryl Evans, Glenda Snoxall, Leanne Brewer, Geoffrey Bird, Claire Marlow (QCC).

1. Apologies – Ian McNamee, Kim Beaumont, Jeremy Wyatt, Craig Harris, Kathy Howard, Jan Browne, Steve Jamieson, Maurice McCormack, Carol Endacott (QCC).

2. Minutes of 26th March Executive Meeting and matters arising
Adopted unanimously LN/GW

3. Treasurers report (GW)

Tabled by Treasurer – detailed copy attached to original minutes. Summary as follows:

Reconciled Bank Balance 31st March 2006	\$127,882.71
Total Equity at 31st March 2006	\$ 54,360.82
P&L for March 2006	(\$ 3,132.25)

9 applications for new membership received in March 2006.

Received on the Motion of GW seconded GS.

4. Correspondence (SMT)

Inwards:

- QCC Graham Taylor, 14th April regarding future VIC performance assessment
- Dr Ross Bills, 17th April advising not renewing membership
- QCC Philippa Moss, 2nd May re Sponsorship of Reconciliation Walk.

Outwards:

- Member for Monaro Steve Whan MP, 4th April response to Water MOU

Arising from Correspondence:

- **VIC performance assessment** - see item 10 of these Minutes.
- **Dr Bills.** Resolved that acting President reply to Dr Bills in response to the comments made.

Action: BB

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Reconciliation Walk. The executive resolved that a policy be drawn up in response to all requests for donations and sponsorships. On the motion of Nick Moufarrige seconded by Col Maxwell it was unanimously agreed that all such requests be referred to individual Members for their own assessment, however QBC should not use members funds directly. Philippa Moss to be notified accordingly.

Action GB, BB

5. Retail report – including Chapter Meeting (GB)

Minutes of Chapter meeting held on 13th April, 2006 tabled. These minutes had previously been placed on QBC web page and advised to all executive members.

Following up these Minutes Geoff Bird advised the following:

- **Canberra Times Supplement** (but not advertising generation) being facilitated through QRC

Action: CM

- **Local Heroes Display** – An impressive display is currently on view at VIC, currently featuring material loaned by Heather McKay and Joe Janiak on behalf of Takeover Target.
- **Retail Outlets Fyshwick, Airport** – Deanes Buslines being approached with a view to packaging for out of town shoppers.
- **Email to members** requesting details of membership of other committees had received no response.

Action: ALL

- **Schoolgirls breakfast with the Stars** – Carol Endacott (QCC) was unable to attend today to provide further details.
- **City Block Monaro, Crawford, Rutledge and Collett Streets** – Geoff tabled sketch plans for rejuvenation of this block which would provide a central public meeting place away from traffic. This is supported in principle by both QCC and QLC – the principal land owners in this block.
- **Floriade** – Geoff tabled QCC resolutions from Council Meeting 18th January 2006 which included working with QBC to develop Floriade promotional activities within Queanbeyan within a budget of \$25,000. The proposal (s) to be submitted to QCC for consideration. **Resolved** unanimously on the motion of Rod Studholme seconded by Leanne Brewer that QCC support this activity.

6. Tourism Report - including Chapter Meeting (BB)

Minutes of Chapter meeting held on 11th April, 2006 tabled. These minutes had previously been placed on QBC web page and advised to all executive members.

In follow up of these Minutes, Lesley Norris noted that AAA motel inspections recently undertaken have resulted in many Queanbeyan motels losing star ratings. One reason was that bare brick internal walls (common in many motels) would not qualify for four star rating. **Resolved** that QBC monitor this.

Action: LN, GB

Bill Baker added the following comments to the minutes:

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- Eight **accommodation outlets** have joined QBC under the negotiated guidelines. This includes promotion opportunities within VIC.
- **Winter Waste Fest:** There will not be a fully fledged festival this year, however there will be a number of support events.
- QBC has given support to the **Oz Japan Festival** being organised by Claire Marlow (QCC).
- New **VIC web site** is under development over the next six months to replace the current QCC owned www.visitqueanbeyan.com.au available as a link from our own QBC web site.
- **Staffing** – An interim solution is now in place and working effectively.
- **Queanbeyan Gateways** – QCC has significant funding in its 2006/2007 Management Plan for design of gateways. Resolved that it is currently too early for QBC to proceed with proposed competition pending more information from QCC.
- **Queanbeyan Map** – **Tabled draft of new map to be sponsored by ActewAGL. Executive Members requested to provide feedback to Geoff Bird concerning any additional content as soon as possible.**

Action: ALL

- **Graeme Chambers, Capital Country – Two Hour Tourism Seminar** on Tuesday, 9th May has attracted a diverse public audience – All welcome. Event will be held at QLC from 4 pm

Attention: ALL

Simon Mitchell-Taverner expressed concern at the future of Capital Country marketing activities in light of Graeme's departure and in light of little previous Queanbeyan return for its membership fee over many years. Resolved that this be monitored.

Action: GB, SMT

- **Queanbeyan promotional video** – Two quotes have been received from member organisations to compile a new video to replace the outdated previous product. This will be combined with existing footage from Australian War Memorial, National Zoo and Aquarium, National Museum, Canberra Attractions, plus images from the snowfields and the South Coast. It was Resolved that the Queanbeyan production should be of similar quality to these productions. The complete production will be developed as a 6 – 8 minute loop DVD with Queanbeyan as the lead. **Resolved** on the motion of Loyd Perin that no voiceover is required at present, however some form of text line could be incorporated if necessary.

7. Development Report – including Chapter Meeting (LP)

Minutes of Chapter meeting held on 18th April, 2006 tabled. These minutes had previously been placed on QBC web page and advised to all executive members.

Loyd Perin added the following update:

- John Walker has submitted his one-way street plan. This will be attended to at the next development meeting.

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Action: SMT to forward to all executive members

- **Draft MOUs regarding the ACT/NSW/Federal Government Water Agreement are reported to being placed on NSW Planning Department's web site "very soon".**
- **Development stakeholders (Tralee, Poplars and Googong) have been meeting to consider priorities and a joint approach. Resolved that QBC supports development without favouring any individual project. NSW Planning hearings should proceed in a timely manner. Further Resolved on the motion of Loyd Perin seconded by Ross Barrett that Bill Baker prepare a draft statement of QBC's position for presentation to the next Development Chapter meeting.**

Action: BB

8. Immediate Priority Projects (BB)

- **Membership renewals** – Letters sent to all Members with a request to nominate a future member.
- **Meeting with QCC** – This long deferred meeting will hopefully be held in June.

Action: GB

- **Visitor Information Centre** – On track. Official Opening of the "New VIC" will be held on site on Tuesday, 20th June at 4 pm.
- **Arranging Leaders Forum for Regional Roads Systems with CBC** – Bill Baker reported that President Ian McNamee had contacted Mayor and both local Members – all of whom have indicated they would attend. **Resolved** that Bill Baker and Geoff Bird meet with John Miller of CBC to proceed.

Action: BB, GB

- **Queanbeyan Supplement around Queanbeyan Cup 21st May**

Action: CM on behalf of QRC

- **Canberra Airport Display**
Action: GB to discuss with Graeme Chambers
- **Floriade:** Ongoing (see Item 6 'Tourism Report of these Minutes)

9. Future Projects (BB)

- **Winter Waste Fest** – A full festival will not be held this year, however there will be a number of support events.

10. Assessment of VIC Performance in line with QCC Contract (SMT)

Simon Mitchell-Taverner tabled letter from Graham Taylor QCC (see correspondence above). Similar (but not identical) indicators were part of an addendum to the Agreement between QCC and QBC and based on start figures provided by Ian Sayers of Canberra Tourism Services and Peter Davies of Tourism NSW. It was also suggested that Riverside Plaza might provide traffic percentage movements as a guide to retail movement in the city. This will be addressed at the appropriate time.

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11. QBN FM

QBC has scheduled fortnightly interviews on early morning radio, whilst VIC has continued a weekly tourism and events information spot, which is continuing.

Following the departure of a regular QBN FM presenter, concerns have been raised by Members and the public as to the standard of the latest QBC interview. QBC was invited by the Station to make comments on its future operations. Resolved that QBC make comments and, in the meantime, QBC continue interviews if the interviewer is knowledgeable.

Action: BB/GB

12. Capital Region Business Expo - May 2007

Simon Mitchell-Taverner will attend a meeting to be held on 17th May concerning this event which will be held at the Hellenic Club in 12 months. Details are sketchy at present, however the event is backed by NSW Department of State & Regional Development and will be undertaken by private organisation 'Regional Events Australia' who have undertaken similar events in centres such as Wagga, Central Coast and Geelong. It is designed not to compete with Focus on Business in that it will cater for smaller businesses with displays and training/educational seminars.

Action: SMT

13. Presentation by Carol Endacott, QCC Sports & Recreation

Deferred due inability of presenter to attend.

14. General Business

- a. **QCC Support for fit-out costs** – Council agreed by 8 votes to 2 to match QBC funds for additional fit-out costs at the VIC to bring display facilities up to a modern standard. Only Cr Stavreas and Cr Overall opposed the motion. A cheque for \$13,640 has been received from QCC.
- b. **Northern Upgrade** - Leanne Brewer is an external member of QCC's Road Safety Steering Committee. She suggested QBC encourage Trucking Companies to try the newly completed Northern Upgrade and thus avoid the Main Street. Discussion was held on the suitability of the Northern Upgrade for large trucks.

Action: Development Chapter

Next Meeting – Quarterly General Meeting, Tuesday 30th May, Queanbeyan Tigers Club, 4.00 pm – Guest Speaker Dr. Allan Hawke. Members encouraged to bring networking materials.

Action: GB/SMT/SJ to maximise promotion of this high profile guest including request for QBC email to its members.

Many thanks to Queanbeyan Leagues Club for providing venue and catering.