

**Queanbeyan Business Council  
Minutes of  
Retail and Tourism Sub Committee Meeting**

**Date:** Monday 15 January 2007

**Time:** 12.30

**Venue:** Meetings room Queanbeyan Visitors Centre (VIC)

**Apologies:** N. Moufarrige, R. Studholme.

**Attendance:** B Baker, Simon Mitchell Taverner, J Browne, D. Evans, P Newham, C Marlow, S Jamieson, J Wyatt, I McGinn

**Minutes of last meeting:** Moved adoption of minutes; J Browne, seconded B Baker.

**Matters arising:**

1. **Traineeship.**  
EO to email committee with a proposal and budget for replacement of trainee.
2. **VIC Bookrite System.**  
VIC is expecting that Canberra Tourism will install the system by early February.
3. **External Light Box Advertising Panel at VIC and QBC signage for building.**  
No response to letter sent to Mr Spry as of 15 January and \$550 Cheque not yet presented. QBC signage has now been erected.
4. **White Pages com.au (Sensis)**  
EO to notify committee and members when response received from Sensis.
5. **Bumper Stickers**  
Riverside Plaza reported that stickers had not yet been handed out; however, distribution will take place this month. As previously reported, the 2,000 stickers have been distributed to main street retail outlets, Q/Taxis, Deane's Bus Lines and a charity ball (60 stickers placed on vehicles at the function).

**Agenda Items**

1. **Misplaced or missing cash/Cheque from VIC.**  
\$250.00 in cash and a \$460.00 Cheque has been misplaced or missing-EO reported that cash has not been recovered and whilst the Cheque had been stopped, it was not known if any attempts have been made to cash it.
2. **Issues before QBN CBD LIFT committee.**  
C Maxwell updated meeting on the progress being made by the LIFT committee in particular the improvements planned for tree planting at Yass Road. The meeting commended the activities of the committee.
3. **Membership.**  
EO met with Addax Group (Jim Hampson) who subsequently met with QBC President; membership application pending.
3. **T-Shirt and Polo Shirt sales (initial stock 200).**  
T-Shirt Sales to 31 December = 49 and Polo Shirt sales to 31 December = 48. The committee accepted an offer from Riverside Plaza to arrange displays of T/Polo shirts in the Plaza. C Marlow also suggested (pending staffing arrangements) sales of shirts at local events. *ACTION:EO*
4. **Queanbeyan events.**  
Despite media coverage/phone calls to various community groups, the VIC is still experiencing difficulty in obtaining comprehensive listing of Queanbeyan region events. Operationally Sandra (VIC) updates the VIC website events list on a regular basis and with other staff scans media for events as the VIC is often not advised of local activities. C Marlow has offered assistance and is currently discussing a media release with QCC on the local events issue. Simon Mitchell Taverner will shortly establish a link from the QBC web site to the VIC website to broaden the access and interest of local events. *ACTION: C Marlow and Simon Mitchell Taverner*
5. **Packaged Tours.**  
A commission opportunity on packaged tours to Thredbo was presented by the EO. The meeting raised no objection provided no cost to the QBC .

*ACTION: EO*

#### **6. Regional Events Australia.**

Capital Region Business Expo 23 and 24 May. It is now likely that the QCC will become a sponsor, [\$4,000]. QBC is providing in kind support, however, the QCC sponsorship may provide for QBC staffing costs for the Queanbeyan exhibit.

#### **7. Other business.**

- The EO will progressively offer QBC Member business the opportunity to display their businesses (free of charge) in the exhibition area adjacent to the VIC reception area for up to three weeks. The area is 4.0m x 4.8m with the potential to exhibit 3 to 4 business in each display period.  
*ACTION: EO*
- Fresh Creative (Jeremy Thompson), a local design and print business has flagged interest in offering Monaro Street businesses a facelift package to take advantage of the “Main Streets Improvements Grants” The EO will email photographs of a similar facelift project in Sydney and advise committee of Fresh Creative’s developing proposal.  
*ACTION: EO*
- Through C Maxwell, the Q/Racing Club has offered the QBC an opportunity to run a QBC race day. The EO will develop a proposal for the Executive on 23 January.  
*ACTION: EO*
- The Local Government and Shires Association of NSW in conjunction with Tourism NSW will conduct their 3<sup>rd</sup> annual tourism conference in Griffith on Sunday-Tuesday March 11 – 13 2007. The EO will develop a QBC attendance proposal for the Executive on 23 January.  
*ACTION: EO*
- The EO advised the meeting that Councillor Sue Whelan has encouraged Queanbeyan businesses to support the QBC through an article published in 9 January edition of the Queanbeyan Chronicle titled “Aspirations for 2007” (QCC Mayor and Councillors aspirations)
- The EO presented interim VIC statistics for discussion prior to the VIC annual report required by QCC.  
*ACTION: EO*
- C Marlow distributed a Cultural Planning Survey for member’s completion and return.
- The EO tabled a letter of thanks from a Dutch tourist thanking the staff of VIC for their assistance in having repairs to their motor home carried out on a Sat/Sun allowing them to complete a journey deadline.

**Meeting closed at 2.10pm**