

Date	MINUTES of 12th November 2013
Time	7.30-8.56am
Venue	The Church, Symes Accountants, Twelfth St. Gawler South

1. Attendance

Attendees	Louise Drummond (Chair), Personal Touch Home Cleaning- Other Peter Caddy (Treasurer), Symes Accountants- Gawler South Kim Peake, Kornacraft Sewing Centre- Town Centre Gary Iremonger- Eagle Foundry- Other Trevor Gent, Gawler Bearings & Industrial Supplies- Willaston Helen Glen, Employment Directions- Gawler South Greg Matz, Mensland- Town Centre Sigrid Murljadic- Business Liaison & Marketing Officer (BLMO)
Guests	Norm Hill, First National Real Estate- Evanston
Apologies	Mick Tucker, Mick's Motorcycles Gawler- Evanston Cr. Kevin Fischer, Town of Gawler Daniel Phillips- Newton's Building & Garden Supplies- Evanston
Absent	

2. Confirmation of Minutes- 8th October 2013
Motion:

The GBDG Minutes of 8th October 2013 are accepted as a true and accurate record.

Moved: Kim Peake

Seconded: Peter Caddy

Carried

3. Business Arising-
a) Hero Building Quote, HT Constructions

Qui and Tran of the Gawler Hotbread Bakery had been unsuccessful in their attempts to contact builders of the Kingsford Hotel renovation project. Sigrid was able to make contact with the company and had organised a meeting between Milton, the HT Construction Foreman and the owners of the bakery. HT Construction is to provide a quote and project drawings.

b) Business Linc Quote- Tabled

It was thought that the revised quote was not a significant improvement on the previous version. There was still general consensus that the task of assessing the 400 businesses of the GBDG membership, by BusinessLinc would otherwise occur (and be unpaid) in the event that BusinessLinc wished to promote their services to Gawler businesses. It was also

thought that the Board should promote local solutions and businesses e.g. utilise local accounting firms, employment providers etc.

Motion: The GBDG Board declines the offer and will not proceed with the BusinessLinc proposal.

Moved: Greg Matz

Seconded: Peter Caddy

Carried

c) Jazz Festival

The Gawler Jazz Festival had occurred over the weekend. The final report from Production Solutions had not been received in time prior to the meeting. Many aspects of the festival were considered to be successful with positive feedback. Venues such as The Prince Albert, Cafe Nova and Eagle Foundry had experienced good attendance.

Some events such as buskers and musicians for Rotary Village Fair had not occurred. A reduced fee had also been negotiated due to the large amount of time Sigrid had spent marketing and promoting the event. Production Solutions were not granted first right of refusal for the event, allowing for the Board to be able to organise the event with the assistance of Gary Iremonger, Helen Glen and Sigrid Murljadic, experienced in event co-ordination. It was thought that next year's event would be an improvement with greater lead-in time.

d) AGM

The AGM was to occur at the Gawler Arms Hotel 6pm. There had been few RSVPs. The 2012 AGM Minutes had been distributed.

e) Martin Johnson, Change Music Festival- Tabled

The Change Music Festival was part of the 175th Gawler Anniversary celebrations. Martin had been inspired by the program brochure for the Gawler Jazz Festival and was seeking assistance to produce something similar. The 'original music' theme for the Change Music Festival related to the 'Song of Australia' originating from Gawler.

Action: Louise and Sigrid to meet with Martin Johnson to discuss what he requires for the Change Music Festival brochure.

Action: Deputy Chair, Gary Iremonger to attend the 175th Anniversary Committee meetings and represent the GBDG, the next meeting to be held 19th November.

f) Gawler Carols Sponsorship- Tabled

The \$1000 sponsorship proposal to have the Christmas Hamper draw occur at the Gawler Christmas Carols had been accepted.

4. Chair's Report- Tabled

Motion: The Chair's Report is accepted.

Moved: Louise Drummond

Seconded: Helen Glen

Carried

Action: Louise to present the Chairs Report at the AGM.

5. Treasurer's Report

a) October Report- Tabled

Approximately \$90,000 (\$10,000 for Hero Building) was available. The GBDG was registered for GST.

Motion: The October Treasurer's Report is accepted.

Moved: Peter Caddy

Seconded: Trevor Gent

Carried

b) Internet Banking (carried over)

c) Credit Card Application

Louise and Kim had been informed that an account with two signatories could not have a credit card account. Options that were available were a debit card or a credit card to a new account with one signatory. For practical purposes the debit card would need to be linked to a credit provider, so that the card could be used for on-line payments for MailChimp.

Action: Peter Caddy to further investigate acquiring a GBDG credit card.

Income and Expenses
Gawler Business Development Group Inc
OCTOBER 2013

Income		
Council Receipts		
Interest Income	\$80.85	
Kies Training		
Memberships		
Other Revenue		
Total Income	\$80.85	
<hr/>		
Gross Profit	\$80.85	
<hr/>		
Less Operating Expenses		
Advertising	\$2,484.30	215,221
Bank Fees	\$6.15	
Conference		
Speakers	\$4,040.00	214,220
Executive Officer - Sigrid	\$4,900.00	218,224
Prizes	\$500.00	216
General Expenses		Flyers
Hire of venue		
Insurance		
Membership		
Office Expenses		
Website etc	\$472.50	217
Graphic design		Cara - no GST
Printing & Stationery	\$493.05	213,222,218
Postage	\$256.20	218
Training		AGM mailout
Jazz Festival	\$7,545.45	219,223
Total Operating Expenses	\$20,697.65	
<hr/>		
Net Profit	-\$20,616.80	
<hr/>		
Bank Account @ 30/10/13	\$91,262.31	
less outstanding cheques	\$1,481.38	221,222,223
Cash Available	\$89,780.93	
GST payable for month	\$0.00	
GST ITC	\$1,872.71	

6. Marketing

- a) September Winner- Michelle Tagg

Michelle has only recently returned from overseas and the win was a very welcome surprise. She is a strong Gawler supporter.

- b) November 'Gawler Glowing' Campaign- Tabled

- c) SALA Debrief (carried over)

- d) Christmas Campaign, Hampers

Christmas hampers were being organised by Sigrid. Legs of ham are to be supplied by Crestline Meats, Christmas cakes by Rotary, puddings by Legacy and groceries by Foodland.

- e) Visual Merchandising (VM)/ Gawler Glowing Workshops

The Visual Merchandising / Gawler Glowing workshops had proved to be most informative and enjoyable. The visual merchandising component had been completed, culminating in Christmas window displays, which were being promoted by the November/ December campaign. The second component of the course (business management) would commence in 2014. An additional business management component had been provided for four businesses with little business background, as they had been identified as requiring more knowledge to operate successfully. These businesses were also encouraged to attend the Polaris Business 'Mentor Program'. The VM course was considered to be of great benefit, providing practical hands on approach to stock display and management and the survey results were very positive.

7. Website/ Electronic Media Committee-

- a) October Report- Tabled
b) Terms of Reference (carried over)
c) Mobile /website compatibility quote (carried over)

8. Correspondence- Tabled

Motion: The October correspondence is accepted.

Moved: Gary Iremonger

Seconded: Peter Caddy

Carried

9. Business Liaison Report- Summary Report Tabled

a) BLO Contract (carried over)

b) Annual Leave

Sigrid on leave from approximately 20th Dec to early Jan 2014- Noted.

10. Other Business

GSCC= Gawler Sport & Community Centre

a) Community Plan Discussion Paper- 16 & 30 Oct, 7-8pm Rotary Room, GSCC

Those who attended the Community Plan Discussion workshops commented that they found the sessions to be of no benefit, as the structure of the workshop did not provide a real opportunity for public opinion/ feedback.

b) Polaris Business Centre, Salisbury

Sigrid had met with members of the Polaris Business Centre, which is funded by Federal, State and local government bodies. She was advised that free business assistance and advice was available to Gawler businesses through the Polaris Centre. If suitable, members of the Polaris Business Centre could meet with the Board to discuss services they have to offer.

Motion: The Polaris Business Centre is invited to present its services to the GBDG Board at its next meeting in December.

Moved: Trevor Gent

Seconded: Kim Peake

Carried

c) Soli Goodes, 'Defining Your Vision, Mission & Value Statements for Small Business'

The Board declined the proposal as the program was essentially for women and not inclusive of the entire GBDG membership. The program could be interpreted as discriminatory, if not offered to the male component of the membership. There was also the issue of the Board essentially being in 'caretaker' mode and not willing to financially commit to any new projects without the new Board members present.

Action: Sigrid to notify Soli Goodes of the GBDG Board's decision to decline the proposal.

d) Business Mentoring Program, Polaris Business Centre

Four Gawler businesses were in the process of enrolling for the 'Mentor Program' (or a more suited program), with the possibility of a fifth. RDAB* was offering a further \$110 discount on completion of the course.

RDAB*= Regional Development Australia Barossa

e) Simply Pine / Essex House Pigeons- Tabled

The Board discussed activating Essex House to assist its maintenance, care and the buildings longevity. Options included occupancy by;

- 'Pop up' Renew market or bazaar
- Pop up fitness/ dance studio
- 'Work for the Dole' project
- Men's Shed project

The eradication/ discouragement of pigeon's was seen by the Board, as a Council responsibility.

Action: Sigrid to organise a meeting with Michael Mattei, Greg Matz and Louise Drummond to discuss the possibility of activating Essex House.

f) Industry Clusters

Louise and Sigrid had attended an RDAB breakfast with special guest David West of Weich's Egg Noodles . David reported on clusters in Cairns Qld, which had evolved organically utilising existing facilities, but by providing co-ordination had created viable industries in;

- Education
- Luxury Boat Servicing

Similarly Gawler could possibly be co-ordinated and promoted as an education cluster (agriculture, viticulture, horticulture). Educational and rural industries organically occurring in the region include;

- TAFE- Gawler & Barossa (viticulture)
- Trinity College- who have an agricultural programme and links to China
- Roseworthy College/ Uni
- Xavier College
- Gawler High School
- Mawson Lakes and Adelaide campuses are accessible by train
- Virginia Horticultural Centre
- Virginia Nursery
- Devine Ripe
- Gawler rose wholesale growers
- 100 room motel for sale, which could be utilised as student accommodation

Trevor Gent commented that the 'Sims Farm' and Cleve Area School, which specialise in Broadacre farming, could be utilized to provide accommodation and practical experience for rural students.

Motion: Louise to co-ordinate a forum to discuss the possibility of an education cluster in the region with interested parties from key local educational, industrial and government organisations such as Stephen Rosier (Trinity College), Henry Inat (Town of Gawler), Anne Moroney (RDAB), Mike Redman and David West etc.

Moved: Louise Drummond

Seconded: Trevor Gent

Carried

11. Next Meeting: 10th December 2013

12. Closed: 8.56am



Louise Drummond
Chairperson