

Date	MINUTES of 13 th January 2015
Time	7.30-8.55am
Venue	Symes Accountants, Corner 12 th & 14 th Streets Gawler South Church building, Entry via church doors

1. Attendance

Attendees	Louise Drummond (Chair), Personal Touch Home Cleaning- Other Peter Caddy (Treasurer), Symes Accountants- Gawler South Gary Iremonger (Deputy Chair)- Eagle Foundry- Other Kim Peake (Secretary), Kornacraft Sewing Centre- Town Centre Debbie Robins, Advanced Personnel Management- Town Centre Greg Matz, Mensland- Town Centre Lyn Gill- Access Medical- Town Centre Cr. Kevin Fischer, Town of Gawler Sigrid Murljadic- Communications & Marketing Officer (CMO)
Guests	
Apologies	Daniel Phillips, Newton's Building & Garden Supplies- Evanston Matthew Doecke, Rainbow Pets- Town Centre Dianne Borrington, Aura Homewares- Town Centre Melissa, Telstra- Town Centre
Absent	

2. Confirmation of Minutes- 9th December 2014

Correction- The venue should be Taste on Main (not Symes Accountants).

Motion: The GBDG Minutes of 9 th December 2014 are accepted as a true and accurate record.		
Moved: Kim Peake	Seconded: Debbie Robins	Carried

3. Business Arising-

a) 2015-2016 Budget Meeting

The meeting to discuss the 2015-16 budget and activities is scheduled for **Wednesday 4th February 6pm**. Peter Caddy is to facilitate the meeting and Sigrid is to confirm the venue.

b) Walker Place Re-development

Sigrid reported that she had assisted Naomi Griffiths of Supercuts Gawler prepare and present a deputation to Council (attached) on behalf of Walker Place/ Murray Street businesses, opposing the closure of Walker Place.

Sigrid was concerned by the feedback that the closure of Walker Place could still occur. She was advised by Cr. David Hughes that more consultation was required due to a lack of response and the Deputy Mayor expressed his favour to a closure. While Council decided the treatment of the Walker Place/Murray St. intersection would be left turn only from Walker Place onto Murray St., there was no final decision on the treatment of Walker Place as a precinct.

Cr. Kevin Fischer was of the opinion that Councillors were in favour of Walker Place remaining open, with a left turn only (from Walker Place on to Murray St.). While traffic flow may change to a one way street (based upon traffic count), Kevin thought Walker Place would remain open as per Option 6 of the Traffic Management Report. While Option 6 seemed the logical and favoured treatment of the intersection, it had been omitted at various stages of the consultation process, causing concern to traders. \$600,000 had been allocated to the intersection and to be spent by end of financial year. Kevin advised that Councillors be individually contacted to ascertain their view.

Action: Louise to contact all Councillors (to discuss Option 6) and report back at the next meeting.

c) Change Original Music Festival support- Tabled

The GBDG provided marketing material such as programs and posters to the value of \$1000 for the 2014 Change Original Music Festival. This year organiser Martin Johnston proposed that the Festival be held at one venue, the Kingsford Hotel, instead of several due to organisational difficulties.

The Board expressed concern about providing support when only one venue was involved. While the event would still draw people to Gawler, quite possibly only one venue would benefit from the promotion and not show-case the town to its maximum.

d) Welcome Packs- Tabled

Welcome Packs were distributed to Board members. If more are required for businesses, please contact Sigrid.

e) Networking Meeting (Carry Over)

It was discussed that breakfast may be preferred to evening meetings, when proprietors are tired and eager to go home after a long day. In the past organisations such as Northern Adelaide Business Enterprise Centre (NABEC), BDO and Westpac had conducted morning meetings with good attendance.

It was thought that sponsorship by Telstra/NBN, Westpac or Tony Piccolo MP, could possibly be provided in the form of a keynote speaker. There was some concern that meetings could become a political platform and credibility of the GBDG Board diminished. March was thought to be a suitable time and that the breakfast networking functions could be hosted on a quarterly basis.

Action: Sigrid to contact Mark Bolton, Telstra regarding the possibility of providing a guest speaker for the March breakfast meeting.

Motion: Sigrid is authorised to commence organising a GBDG breakfast network meeting for March 2015.

Moved: Debbie Robins

Seconded: Gary Iremonger

Carried

4. Chair's Report-

Louise reported that she had received positive comments from Helen, wife of the Anglican minister, in regards to a Gawler classical music concert. Helen commented that on January 6th the 'Chamber Philharmonia Colonge' played to a fully booked St. Georges Church, where the acoustics were said to be very good. Helen also thought that the expansion of numbers of venues and audiences over the past few years in response to Chamber Philharmonia Colonge concerts was a good indication that a Classical music festival could be well supported in Gawler.

Bruce Raymond, Trinity Music Headmaster, was interested in assisting with the Classical and Jazz Music Festivals and could possibly organise a major act such as Jazz trumpeter/musician, James Morrison for a concert.

5. Treasurer's Report-

a) October & November Reports- Tabled

The cost of the Jazz Festival to date was approximately \$14,000.00 including bands for Jazz for Breakfast, advertising and programs/posters. This was substantially less than last year. Sigrid reported that she had tried to deliver the Festival with little additional administration cost by minimising other tasks.

The Rotary Gawler Carols was sponsorship was \$1000.

Motion: The October and November and Financial Reports are accepted (see below).

Moved: Peter Caddy

Seconded: Kim Peake

Carried

**Income and Expenses
Gawler Business Development Group Inc
OCTOBER 2014**

Income

Council Receipts	
Interest Income	\$43.83
Kies Training	
Memberships	
Other Revenue	
Total Income	\$43.83

Gross Profit **\$43.83**
Less Operating Expenses

Advertising		
Bank Fees	\$4.75	
Conference		
Speakers		
Executive Officer - Sigrid	\$3,885.00	344,346
Prizes		
General Expenses	\$293.02	341,342 AGM flyer and advert
Hire of venue		
Insurance		
Membership		
Office Expenses		
Website etc	\$1,330.00	343
Graphic design		
Printing & Stationery		
Postage	\$245.95	344,346
Training		
Jazz Festival	\$5,186.00	346,345,347,348,349,350,351,

Total Operating Expenses **\$10,944.72**

Net Profit **-\$10,900.89**

Bank Account @ 30/10/14	\$39,878.56
less outstanding cheques	\$4,760.00 347,348,349,350,351,
Cash Available	\$35,118.56
GST payable for month	\$0.00
GST ITC	\$608.00

Income and Expenses
Gawler Business Development Group Inc
NOVEMBER 2014

Income

Council Receipts	
Interest Income	\$37.11
Kies Training	
Memberships	
Other Revenue	
Total Income	\$37.11

Gross Profit **\$37.11**

Less Operating Expenses

Advertising		
Bank Fees	\$6.15	
Conference		
Speakers		
Executive Officer - Sigrid	\$4,672.50	352,366
Prizes		
General Expenses	\$1,000.00	354
Hire of venue	\$272.73	360
Insurance		
Membership		
Office Expenses	\$16.41	366
Website etc		
Graphic design	\$268.30	361
Printing & Stationery	\$239.55	352
Postage		
Training		
Jazz Festival	\$9,016.01	353, 354,363,364,357,356,365,358,355,359,362

Total Operating Expenses **\$15,491.64**

Net Profit **-\$15,454.53**

Bank Account @ 29/11/14	\$20,536.31
less outstanding cheques	\$1,988.00 <small>359,360,362</small>
Cash Available	\$18,548.31
GST payable for month	\$0.00
GST ITC	\$1,242.55

- b) Audit- Carried Over
- c) ANZ Bank Account Administrator- Carried Over

6. Marketing

a) Gawler Jazz Festival Report- Carried over

b) Christmas Hampers

The fifteen winners of the Christmas hampers were contacted and food and gift vouchers distributed to them at the Gawler Carols (14th December 2014) by Louise Drummond. Louise reported that the GBDG was well promoted at the Carols throughout the evening. Sigrid reported that there had not been strong take up of the Christmas hamper competition, unlike last year, with only approx. 45 entries. Results were posted to Facebook.

7. Website/ Electronic Media Committee-

a) December Report- Tabled

There were still some issues with the website to be solved e.g. the log-in for businesses to be able to upload their information to the site needed some tweaking. Shane was waiting on feedback from the IT Committee regarding a 'soft launch' for the website. A password was distributed so that Board members could view the new website.

b) Zynke Design Website/ Soft Launch- Carried Over

8. Correspondence for October, November & December- Tabled

Correspondence noted.

9. Communications & Marketing- Summary Report Tabled

Noted

10. Other Business

i. Industry Leaders Report/ Jobs Portal- Tabled

The Annual Report is to be completed by Nicole Turvey, Dept. of State Development. The notes provided were given to indicate, on what the group had been working. The 'Jobs Portal' website provides an avenue for businesses to advertise vacancies and source employees, in particular seasonal workers.

ii. Community Radio Station- Carried over to Budget meeting

Louise has spoken to Steve Frinsdorf in regards to sponsoring the new Community Radio Station. A \$500 sponsorship would provide radio advertisements/marketing for the GBDG and microphones/ radio equipment needed by the community group.

- iii. Training- Soli Goodes- Carried over to Budget meeting
- iv. Training- Martin Grunstein- Carried over to Budget meeting
- v. Danny Simpson, RDAB- Tabled

Sigrd reported that she had meet with Danny Simpson (Tuesday 6th) from Regional Development Australia Barossa in regards to how the RDAB may be able to assist with B2B Facebook/ Web Training, Funding etc. Danny who is an experienced grant writer may be able to assist with grant applications and finding available funding.

- vi. Bring the Bullock Team- Tabled, Brian Thom

There was no support for sponsorship of the Bullock Team enroute to Willunga.

vii. Board Member's Contacts

- Lyn Gill- Matt Binn, The Golden Fleece who was interested in assisting with sponsorship.
- Gary Iremonger- Naomi of Reminisce Photography.
- Kim Peake- Whitehouse Security and Karen of Beauty Attractions. Karen was interested in training, but evenings were difficult.
- Greg Matz- Chris and Liz, Silk & Lace Lingerie to discuss the possibility of vacant shop in Murray St.
- Louise Drummond- Sue, My Baby's Room.

11. Next Meeting: Budget Meeting- 6pm Wednesday 4th February. Venue TBD
7.30am Tuesday 10th February, Symes Accountants

12. Closed: 8.55am



Louise Drummond
Chairperson