

Date	MINUTES of 12th April 2016
Time	7.30-8.45am
Venue	Symes Accountants, Corner 12th & 14th Streets Gawler South Church building, Entry via church doors

1. Attendance

Attendees	Louise Drummond (Chair), Personal Touch Home Cleaning Gary Iremonger (Deputy Chair), Eagle Foundry Peter Caddy (Treasurer), Symes Accountants Kim Peake (Secretary), Kornacraft Sewing Centre Gayle Joyce, Poetic Justice Café Gallery Cr. Kevin Fischer, Town of Gawler Diane Borrington, Aura Homewares Caren Brougham, (Business Liaison and Marketing Coordinator)
Guests	Sigrid Murljadic, TAFE D Ward, Gawler Broadcasting C Davies, Gawler Broadcasting
Apologies	Greg Matz, Mensland Daniel Phillips, Newton's Building & Garden Supplies
Absent	Mignon Mcleod, Alchemy Café Brett Whitford, Cups 'n Cakes Shane Bailey, B Music

2. Confirmation of Minutes- 8 March 2016

Motion: The GBDG Minutes of 8 March 2016 are accepted as a true and accurate record.
Moved: Gary Iremonger **Seconded:** Kim Peake **Carried**

3. Business Arising-

a) Communications & Marketing Officer Recruitment

Louise announced Caren Brougham as the new Business Liaison and Marketing Coordinator and thanked Sigrid for her efforts during her time with the GBDG.

b) SALA

Potential venues were discussed as it is expected that the Council redevelopment will be underway during the month of August rendering the Institute unavailable. The Gawler South Hall was mentioned as a potential venue however, the building has been sold.

Action: Sigrid will pass on the details of the current owner to Caren so she can follow up and determine if the owner is interested in allowing the building to be used for the event.

c) Essex House

Cr. Kevin Fischer reported that he had spoken with Danny Dare 3 – 4 weeks ago and Danny was still trying to make contact with the owner. Although there has been a Planning Rules Consent application made there still has not been any development application lodged.

d) Martin Grunstein Seminar

The Martin Grunstein event has been advertised on the GBDG facebook pages, website and a paper mail out, plus has been posted on the Town of Gawler website and facebook page and the RDA Barossa page. Flyers were also emailed out to all businesses on the contact list.

Action: Flyer to be placed in the Bunyip and the Herald.

e) Sandy Rix Business Breakfast

Louise Drummond reported that the event was quite successful with 58 attendees. Sandy Rix and Nicole Turvey were the presenters with Louise stating that the attendees found Nicole's style very engaging.

f) RDA Business Breakfast

Louise Drummond reported that this event went well with Ali Uren as the presenter. Ali had Mystery Shopped 20 businesses with only 15% (3) meeting expectations related to customer service, product knowledge and visual merchandising. Louise also advised that the developing business relationship between the GBDG and the RDA Barossa was progressing well.

g) Business Plan

No progress at this point.

Action: Caren and Louise to meet and discuss and Caren to develop the Business Plan.

h) 2016 Yamaha National Band Competition

Louise reported that she had attended the Band Street Parade and that the general feedback was that it was a great event. The organisers were so impressed they will be putting forward a motion to hold the event in Gawler every 5 years.

i) Welcome Pack Checklist

Gayle Joyce reported that she and Caren had not yet had the opportunity to catch up and go over the checklist.

Action: Gayle and Caren work collaboratively on the Welcome Pack Checklist.

4. Chair's Report

Louise Drummond advised that there had not been a meeting held with the Town of Gawler CEO Henry Inat last month and that the next scheduled meeting was set for Monday 18 April.

Motion:

Moved: **Seconded:** **Carried**

5. Treasurer's Reporta) January to March Report- to be added

Motion: The January 2016 to March 2016 Financial Report is accepted.

Moved: Peter Caddy **Seconded:** Cr. Kevin Fischer **Carried**

b) Progress of 2013, 2014 & 2015 Audit Balance Sheet, Reconciliation etc. by Symes Accountants

Peter advised that the financial reports had been completed and forwarded to Pointon's Chartered Accountants for audit purposes.

c) Town of Gawler Invoice

Peter Caddy advised that the invoice submitted to the Town of Gawler had been paid and that the current bank balance is \$156,000

6. Communications & Marketing

No formal report tabled due to the position being in caretaker mode and with the new person due to commence on 13 April 2016.

a) Totally Locally

Louise Drummond advised that she had submitted Garner Memorials in March and Café Sia in April.

b) Telecommunications

Louise Drummond will organise the purchase of a GBDG owned mobile for Caren to use.

7. Website/ Electronic Media

Caren Brougham has commenced the monitoring and updating all social and electronic media.

8. Correspondence

Nil actioned.

9. Communications & Marketing Officer

No formal report tabled due to the position being in caretaker mode and with the new person due to commence on 13 April 2016. Sigrid Murljacic advised that all GBDG property had now been handed over to Caren Brougham.

10. Other Business

a) Financial/Banking

Louise Drummond and Caren brougham will go to the ANZ bank to change Credit Card details.

b) Gawler Broadcasting

Gawler Broadcasting made a short presentation to the GBDG thanking them for their sponsorship and detailed how the funds they received were spent. (equipment and commencement of digital broadcasting).

They stated that there was currently virtually no digital broadcasting being used in Gawler and with a potential audience reach of over 90,000 it is their intention is to change that as soon as possible. They would like to be our link to that audience and have offered to host and market 52 podcasts for the GBDG.

Actions: Caren to approach Martin Grunstein to see if he would allow us to record his presentation.

c) Hero Building

Kim Peake advised that there are a few businesses in the main street undergoing renovations/upgrade works. This led to a discussion on Hero Building. It was determined that the Chinese Restaurant on Murray St be approached if they meet the eligibility criteria.

Actions: Caren Brougham to check who owns the building and confirm with Paul Horwood if there are any unspent funds from the 2015/16 allocation and clarify the rules of the program.

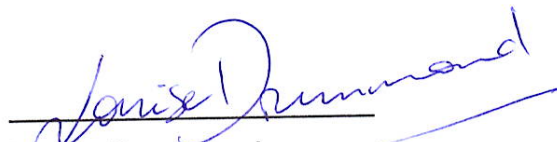
d) Walker Place

Gayle Joyce reported that Council had removed the rubbish bins in walker Place and that she has to spend time every day cleaning up the rubbish. Cr. Kevin Fisher advised he would find out if a bin could be put back there.

11.Next Meeting: 7.30-9.00am Tuesday 10 May 2016.

12. Closed: 8.45am

Signed by;



Louise Drummond
Chairperson

