

**ANNUAL GENERAL MEETING
MINUTES OF MEETING HELD
19TH NOVEMBER 2019**

Meeting Opened: 6:10pm

Meeting Closed: 7:05pm

Attendees: L Drummond, G Iremonger, A Eberhard, K Fischer, D McGee, D Veltman, R Milanese, S Bailey,	Guests: R Stomaci
Apologies- T Piccolo, T Counce, J McColough, B Beattie	Absent: B Sambell
Proxies: P Koch	

Official welcome by Louise Drummond – Chair Gawler Business Development Group

Apologies - recorded

Confirmation of previous Minutes:

Motion: That the Board of the GBDG accept the minutes from the 20th Nov 2018 meeting as a true and accurate record.

Moved: A Eberhard

Seconded: G Iremonger

Abstained:

Result: Carried

Appointment of Office Bearers:

L Drummond handed over to G Iremonger for election of Chairperson.

G Iremonger declared the following positions vacant

Office Bearers

- Chairperson
- Secretary/Public Officer

General Board Members

- J McColough
- K Fischer
- K Peake
- A Eberhard

Chairperson - There are no new nominations for the position of Chair, however, Louise has declared her interest in continuing in the role and therefore under Clause 6.2.5 of the Rules of the Association of the Gawler Business Development Group I appoint Louise Drummond as Chair for the term Nov 2019 – Nov 2021.

G Iremonger handed back control of the meeting to L Drummond

Secretary/Public Officer – There are no new nominations for this position and Brittany Beattie has advised she wishes to continue on this position and therefore as per Clause 6.2.5 of the Rules of the Association of the Gawler Business Development Group I appoint you for the term Nov 2019 – Nov 2021.

General Board Member - *K Peake has advised she will not seek to continue in her position.*

General Board members - Ali Eberhard, Jude McColough and Kevin Fischer have advised they wish to continue in their positions and therefore there are no new nominations for this position and as per Clause 6.2.5 of the Rules of the Association of the Gawler Business Development Group I appoint you for the term Nov 2019 – Nov 2021.

Currently there are 2 vacant General Board Member positions and we have received only 1 nomination for Raff Stomaci to be appointed to the Board.

Motion: That the Board of the GBDG accept the nomination for R Stomaci to be appointed as a General Board Member of the GBDG for the term Nov 2019 to Nov 2020

Moved: R Milanese Seconded: L Budden Abstained: Result: Carried

Appointment of auditor, and external accountant

Pauline Murray of Pauline R Murray Accountants

Motion: That the Board of the GBDG appoint P Murray as auditor of the GBDG for the term Nov 2019 to Nov 2020

Moved: K Fischer Seconded: A Eberhard Abstained: 1 Result: Carried

Ha Wong of A A Taxation and Accountants

Motion: That the Board of the GBDG appoint H Wong as accountant of the GBDG for the term Nov 2019 to Nov 2020 providing a letter stating an annual fee of \$2000 is supplied by H Wong.

Moved: R Stomaci Seconded: K Fischer Abstained: Result: Carried

Council Representative – term of position 1 year Nov 2019 – Nov 2020

The position of Town of Gawler elected member representative is declared vacant until such time as the Town of Gawler advises of the appointment of the representative.

Treasurers Report

Motion: That the Board of the GBDG accept the Financial reports for 2018/19 which were completed by the GBDG appointed external accountant and auditor that future Annual Reporting will include input not only from the GBDG appointed external accountant and auditor but also the Treasurer prior to them being presented for auditing.

Moved: R Stomaci Seconded: K Fischer Abstained: 1 Result: Carried

Auditors Report

Motion: That the Board of the GBDG Treasurer requests clarification on the following discrepancy: Profit and Loss - Closing Members Funds amount is different to the amount listed in the Balance Sheet as Closing Funds, and that the acceptance of the auditor report is deferred until the discrepancy has been clarified.

Moved: R Stomaci Seconded: K Fischer Abstained: 1 Result: Carried

Motion: That the Board of the GBDG accept the Chairpersons report for 2018/19

Moved: L Drummond

Seconded: S Bailey

Abstained:

Result: Carried

Chair's Annual Report 2019

The past year has once again been a successful one for the Gawler Business Development Group with the board providing a range of services to the business community of Gawler.

Our Executive Officer, Caren Brougham, has continued her focus of growing the Gawler Business Development Group Membership base by engaging home based businesses, provide monthly networking and educational opportunities, expand our reach into neighbouring regions, build closer business relationships with Federal, State and Local Government bodies and other business groups. She continues to be well supported in this role by Adele Stoakes who provides administrative support.

The upgrade of the website continues and Shane Bailey has been a valuable board member as well as a valuable resource in the constant updating of our site. By using the Facebook page in conjunction to promote the town and businesses we have achieved a significant rise in the information getting out to the public.

Caren and Adele update the Facebook pages daily with many posts achieving wider audience growth for the businesses. These posts from businesses extend their reach and ensure any matter of note is sent out to all the followers. Often the posts are reposted by others, increasing the spread even further.

Our newsletter has been upgraded and regularly exceeds the opening industry average for such correspondence.

We have continued engagement with Council, having a monthly meeting with the CEO, sometimes the mayor and always the Business Development Manager in which we explore ways of working collaboratively as well as presenting the issues of importance to business. We have also provided Council with letters of support when they have applied for government grants which would be of value to the community. This year we signed a new funding agreement with the Council and have enjoyed support of the greater number of councillors.

With the opening of the Innovation Hub in the refurbished Civic Centre we have a presence one day a week in the town centre. We have also moved our basic digital workshops there to be conducted by Andrew Morris in an effort to support his endeavours. This means we have resources of both time and money to put into other projects.

Statistical data for all business engagement, education and advisory sessions are collected and stored in our Customer Relationship Management system, ACT. This system enables us to develop reports on all aspects of the regions businesses and will assist with validating claims made in funding applications. It is valuable in providing Council with the work we do.

Our most exciting projects this year have been our very successful Business Conference and the production of our television commercial and exposure on South Aussie with Cosi.

The conference saw attendance from regions well outside Gawler to hear a wide range of speakers from interstate, government departments, industry and business. Plans are well underway for the 2020 conference.

The television commercial is currently airing weekly on South Aussie with Cosi in the lead up to Christmas and plans are in place for further airings. All footage shot for the commercial and the segment on Andrew Costello's show belong to the board and we can use it on our website, our Youtube channel and FaceBook. The investment provides ongoing value.

We were also delighted to have been instrumental in securing the Pay It Forward program by Connexus which provides businesses with free telecommunications on the understanding the money saved is reinvested into Gawler businesses. A documentary by Pinstripe Media has already begun filming and will follow the success of engaging with local business. There is also a series of monthly Small Talks bringing high profile speakers to Gawler to assist businesses build their skills.

Our successful application for ASBAS funding has provided us with the ability to roll out the Build a Better Business program to a number of regions of South Australia, with a great uptake of the mentoring and guidance provided by Philip Arnfield.

In all I believe we have delivered a targeted, effective strategy in many areas to the benefit of all businesses in the Town of Gawler and look forward to even greater success in 2020. I am confident that as a board we have provided relevant service to the business community of Gawler, supported by unsolicited comments from business owners which are immensely gratifying, and congratulate all concerned.

I thank the members of the board for their hard work and support. Also I acknowledge the hard work and dedication of Caren our Executive Officer and Adele. They always goes well beyond what is expected of them and makes the work of the board very easy. Both have been a joy to work with and are an enormous support to the board and me in particular.

Other Business

Meeting Closed

Next AGM: 6-7pm Tuesday 17th November 2020

Signed _____
Chairperson

