

MINUTES OF MEETING HELD TUESDAY 15th OCTOBER 2019

GAWLER AND BAROSSA JOCKEY CLUB, BARNET RD, EVANSTON SA

Meeting Opened: 7:29AM

Meeting Closed: 9:02AM

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

Confirmation of previous Minutes:

Motion: That the Board of the GBDG accept the minutes from the 17th September meeting as a true and accurate record.

Moved: K Fischer

Seconded: G Iremonger

Abstained: nil

Result: Carried

Business Arising from previous Minutes:

Nil

Chairperson's Report:

Motion: That the Board of the GBDG accept the Chairpersons report for September as a true and accurate record. (Podcasts, Council meeting, contractor clarification)

Moved: L Drummond

Seconded: B Beattie

Abstained: Nil

Result: Carried

Finance Report: Profit & Loss Reports, Balance Sheet provided.

Motion: That the Board accept the Finance Report as a true and accurate record of the current financial position of GBDG and that the Annual Planning Meeting be moved from January to March.

Moved: R Milanese

Seconded: J McColough

Abstained: Nil

Result: Carried

Correspondence: General invoices, BECA Forum Agenda

Other Business:

Television advertising: Priority is to attract foot traffic to Gawler and then to target specific audiences and engage them with targeted campaigns. C Brougham to liaise with Council for and exemptions required for all businesses to stay open for late night trade on the day of the Gawler Carols event.

Motion: That the board of the GBDG allocate \$15000 to a television campaign pre Christmas with the inclusion of 5 second tag promoting the Gawler Carols event. C Brougham to contact A Costello regarding a campaign within the second half of his weekly show commencing asap and running through to Christmas. C Brougham to contact Springwood about a combined campaign.

Moved: K Fischer

Seconded: D McGee

Abstained: Nil

Result: Carried

BBRF Progress: C Brougham gave a verbal update on BBRF progress. Accountants are undergoing training to deliver the programs to their clients and P Arnfield is planning the road show presentations.

Land Tax: The planned breakfast forum with Labor Party Leader Peter Malinauskas MP and Shadow Treasurer, Stephen Mulligan MP to hear our views on this matter Thursday 17th at 3:30 pm in Parliament House. G Iremonger will attend and represent the Board.

Motions via email: Nil

Next Meeting: Special Meeting Monday 28th October 2019 Gawler and Barossa Jockey Club 7:30am

Signed:  _____

L Drummond - Chairperson

Executive Officer- Report

Meetings Attended and Events Held

| | |
|--|---|
| 16 th Sept – GBDG ToG Monthly meeting | 2 nd Oct – History Month Meeting |
| 17 th Sept – Board Meeting | 2 nd Oct – Walker Place Redevelopment Meeting |
| 19 th Sept – J McDonald Stellar Digital | 9 th Oct – Finance Meeting |
| 1 st Oct – Workshop – Office 365 | 10 th Oct – GBDG, RDA and Bus Innovation Hub Meeting |

Marketing Activities – GBDG Facebook Page

| Date Range | Video Views | Post Reach | Post Engagement | Total Likes | Page Follows |
|------------|-------------|------------|-----------------|-------------|--------------|
| Aug 2019 | 734 | 3264 | 3276 | 2894 | 2963 |
| Sept 2019 | 2124 | 5822 | 4140 | 2897 | 2982 |

| New Businesses/Connections/Enquiries | Businesses Updates | New Memberships/renewals |
|--------------------------------------|---|--------------------------|
| Bizzee Bean | Gawler Aquariums Closed Mug Shot Coffee Closed LJ Hooker relocated to Adelaide Rd | Nil |

Television Commercial

APEX have been advised GBDG will run the commercial during the Gawler Carols event for \$1000 and invoice has been paid. (this is in addition to the \$1000 sponsorship we provide). The airings on SA with Cosi have now finished and we need to commence playing of the commercial during peak periods on Channels Nine and Seven.

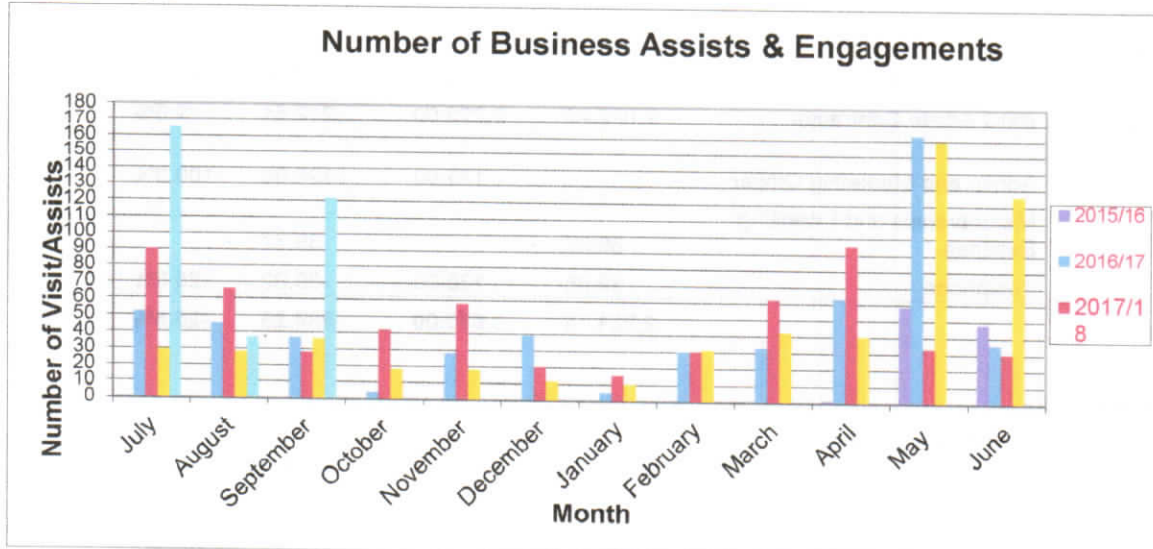
Christmas Greetings Trail

Decorations have been ordered. Visual Merchandiser will set up and dismantle of 15 windows and 3 giving trees. 15 businesses confirmed participation. Purchase of decorations has commenced. Installation of displays to commence first week of November.

GBDG AGM

Notification of the upcoming AGM was sent to the Bunyip on 24th Sept to be placed in the Public Notices on Wed 16th Oct. The function room and catering at Café Nova has been confirmed and the meeting will commence at 6pm. All members with expiring terms have been advised. Nomination forms and voting slips have been updated

Business Engagement Statistics – 121



Profit and loss**Gawler Business Development Group Inc 2**

Cash mode

01 Sep 2019 - 30 Sep 2019

ABN: 60986486821

Generated 15 Oct 2019

| Income | | Actual | Budget | | |
|------------------------------------|-----------------------------------|------------------|-----------------|-----------------|----------------|
| Activity Income | | | | | |
| 4-1150 | Workshop-Forum Registrations | - | 10.00 | -10.00 | -100.0% |
| Total Activity Income | | - | 10.00 | -10.00 | -100.0% |
| Event Income | | | | | |
| 4-1160 | Conference/Expo Income | 125.45 | - | 125.45 | - |
| Total Event Income | | 125.45 | - | 125.45 | - |
| Funding | | | | | |
| 4-1100 | Council Receipts - Levied Fees | 14,655.84 | - | 14,655.84 | - |
| 4-1190 | Carry over funds | - | 9,579.00 | -9,579.00 | -100.0% |
| Total Funding | | 14,655.84 | 9,579.00 | 5,076.84 | 53.0% |
| 4-1140 | Memberships | - | 150.00 | -150.00 | -100.0% |
| Total Income | | 14,781.29 | 9,739.00 | 5,042.29 | 51.8% |
| Less Cost of Sales | | | | | |
| Total Cost of Sales | | - | - | - | - |
| Gross Profit | | 14,781.29 | 9,739.00 | 5,042.29 | 51.8% |
| Less Expense | | | | | |
| Administration | | | | | |
| 6-1000 | Accounting and Auditing fees | 590.91 | 1,200.00 | -609.09 | -50.8% |
| 6-1120 | BMC Admin Contractor | 2,012.49 | 2,225.00 | -212.51 | -9.6% |
| 6-1130 | Admin and Marketing Officer | - | 125.00 | -125.00 | -100.0% |
| 6-1518 | Memberships and Licensing Expense | 39.27 | - | 39.27 | - |
| 6-5600 | Telephone | 89.08 | 120.00 | -30.92 | -25.8% |
| Total Administration | | 2,731.75 | 3,670.00 | -938.25 | -25.6% |
| Advertising & Marketing | | | | | |
| 6-1121 | BMC Marketing and Contractors | 4,695.81 | 5,500.00 | -804.19 | -14.6% |
| 6-1200 | Advertising | 28.56 | 1,000.00 | -971.44 | -97.1% |
| 6-1201 | Marketing Admin Officer | 882.00 | 1,638.00 | -756.00 | -46.2% |
| 6-1205 | Event Marketing | 35.68 | 100.00 | -64.32 | -64.3% |

| | | | | | |
|---|---|------------------|------------------|------------------|----------------|
| 6-1701 | Television commercial | 909.09 | - | 909.09 | - |
| 6-3612 | IT support and Website Maintenance | 408.50 | - | 408.50 | - |
| Total Advertising & Marketing | | 6,959.64 | 8,238.00 | -1,278.36 | -15.5% |
| Business Development | | | | | |
| 6-1145 | Workshop Expense & Activity Consultants | 0.60 | 350.00 | -349.40 | -99.8% |
| 6-1600 | Business Support Expense and B2B | 150.00 | 110.00 | 40.00 | 36.4% |
| Total Business Development | | 150.60 | 460.00 | -309.40 | -67.3% |
| Community Support | | | | | |
| 6-1450 | Community Support and Sponsorship | 909.09 | - | 909.09 | - |
| Total Community Support | | 909.09 | - | 909.09 | - |
| Event Expenses | | | | | |
| 6-1509 | Gawler Music Month | - | 500.00 | -500.00 | -100.0% |
| Total Event Expenses | | - | 500.00 | -500.00 | -100.0% |
| GBDG Board and Other | | | | | |
| 6-1125 | Board Expenses | 2,136.46 | 350.00 | 1,786.46 | 510.4% |
| Total GBDG Board and Other | | 2,136.46 | 350.00 | 1,786.46 | 510.4% |
| New Initiatives & Projects | | | | | |
| 6-1703 | Christmas Promotion | - | 400.00 | -400.00 | -100.0% |
| Total New Initiatives & Projects | | - | 400.00 | -400.00 | -100.0% |
| 6-1250 | BBRF Program | - | 5,000.00 | -5,000.00 | -100.0% |
| Total Expense | | 12,887.54 | 18,618.00 | -5,730.46 | -30.8% |
| Operating Profit | | 1,893.75 | -8,879.00 | 10,772.75 | 121.3% |
| Plus Other Income | | | | | |
| 8-1200 | Interest income | 14.44 | - | 14.44 | - |
| Total Other Income | | 14.44 | - | 14.44 | - |
| Less Other Expense | | | | | |
| Total Other Expense | | 0.00 | - | 0.00 | - |
| Net Profit | | 1,908.19 | -8,879.00 | 10,787.19 | 121.5% |

Balance Sheet

Gawler Business Development Group Inc 2

Accrual mode

| | | Total |
|------------------------------------|---------------------------------------|-------------------|
| Asset | | |
| Banking | | |
| 1-1000 | ANZ Bus Extra **11045 | 21,977.77 |
| 1-1200 | Petty cash | 318.90 |
| 1-1400 | ANZ Bus Online **11053 | 104,654.68 |
| Total Banking | | 126,951.35 |
| Current Assets | | |
| Total Current Assets | | 0.00 |
| Fixed Assets | | |
| Total Fixed Assets | | 0.00 |
| Total Asset | | 126,951.35 |
| Liability | | |
| Credit Card | | |
| 2-1400 | Visa C Brougham | 1,540.77 |
| Total Credit Card | | 1,540.77 |
| Current Liabilities | | |
| 2-2200 | GST collected | 5,091.12 |
| 2-2400 | GST paid | -3,641.31 |
| 2-2500 | GST Clearing Ac | 0.40 |
| Total Current Liabilities | | 1,450.21 |
| Funding | | |
| Total Funding | | 0.00 |
| Long Term Liabilities | | |
| Total Long Term Liabilities | | 0.00 |
| Total Liability | | 2,990.98 |
| Net Assets | | 123,960.37 |
| Equity | | |
| Current Earnings | | |
| 3-1800 | Current year earnings | 10,207.78 |
| Total Current Earnings | | 10,207.78 |
| Retained Earnings | | |
| 3-1600 | Members Funds - Accum Surplus-deficit | 113,752.59 |
| Total Retained Earnings | | 113,752.59 |



Annual General Meeting Notification (AGM)

In accordance with the Associations & Incorporation's Act 1985, the Gawler Business Development Group Inc. AGM will be held on Tuesday 19th November 2019.

Nominations for Board positions close 28 days prior to AGM on the **21st October 2019**. All members of the Gawler Business development Group are invited to the AGM and registration is required. (You are a member of the GBDG if you operate a business from a commercial space, own a commercial space or pay a fee to be a voluntary member e.g home based businesses)

Vacancies:

Chair – term of position 2 years Nov 2019 – Nov 2021

Secretary/Public Officer – term of position 2 years Nov 2019 – Nov 2021

General Board Members x 5 - term of position 2 years Nov 2019 – Nov 2021

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

When: Tuesday 19th November 2019 **Time:** 6.00-7.00 pm **Venue:** Café Nova – Upstairs - 19 Murray St Gawler

RSVP & Requests for Nominations Forms

Nominations must be received in writing by 5pm 21st October 2019

Nomination forms available via contacting E: caren@gawler.org.au or M: 0488 440 58