



NIMBIN CHAMBER OF COMMERCE Inc
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MANAGEMENT COMMITTEE MINUTES

Monday 13 December 2021, by Zoom

Meeting commenced 1730 hrs
Acknowledgment of Country

1. **MINUTE TAKER:** David Spain
2. **COMMITTEE MEMBERS PRESENT:** Diana Roberts [President], David Spain [Secretary] Peter Hughes [Treasurer], Samantha Allen, Kylie Cain, Tashanna Fuller, Jodee Tichbourne, Dave Hyett.
Apologies: Theresa Biscoe, Elen Jones, Caroline Todd

3. **CHAIRPERSON:** Diana Roberts

4. **NON-CONTENTIOUS ANNOUNCEMENTS / CONFLICTS OF INTEREST:**

Dogwhistle will arrange for fresh photos of committee members

5. **APPOINTMENT OF EXECUTIVE:**

Kylie / Sammi	That Dave Hyett be president	Carried
Jodie/ Kylie	That Theresa Biscoe be vice-president	Carried
Kylie / David	That Peter Hughes be treasurer	Carried
Kylie / Sammi	That David Spain be secretary	Carried

Diana offered to support the president, alongside Biko.

Dave offered to support the treasurer with membership data entry & invoices

6. **NEW MEMBERSHIP APPLICATION**

Kylie / Sammi	That Mitch Hughes t/as Daily Printing Solutions be admitted to membership	Carried
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7. **MAJOR AREAS OF RESPONSIBILITY**

Chamber Chat of about half a page (600 words with image) goes to NGT monthly (deadline by 21st of each month) and a modified version goes on website with members notified of its availability by email. Dave Hyett to write with backup if requested.

Checking Chamber Emails: Sammi will check and forward to relevant person each day.

Accounting: Peter would like to go to a Cloud-based accounting system, so that anyone (with the key) can access it at any time. Peter opposes Zero as too difficult & professional and expensive at cost \$50 pm. Instead he recommends Quickbooks which is modern, stand-alone and cheaper (\$10 pm) and allows as many users as desired (some with limited roles). It allows definition of specific projects and automatically relates to the bank. Historic transactions can be imported from MYOB.

Kylie / Sammi	That we adopt Quickbooks Online as our accounting program with Peter as Administrator to arrange specific co-administrators (reporting at next committee meeting) and migrate in existing data over Xmas-NY	Carried
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Membership Register: This takes the form of an Excel Spreadsheet. All Applications, ushering of approval for same, invoicing, chase-up and accounting data entry will be dealt with by Dave Hyett. All online membership applications are to be forwarded to Dave. Diana to mentor Dave on the Excel spreadsheet.

BRRF Reporting: This grant funds the brochures, signs, historic plaques & audio posts. We only have to report on the financial aspects quarterly. A general progress report is 6-monthly (done last September) and is in-hand for this quarter. Sammi to forward emails. Steph has undertaken to finish this project.

Website Maintenance: Diana will oversee this and forward uploads to Liz at Dogwhistle. Chamber Chat & Minutes can be sent direct to Liz.

Membership Drive: Dave Hyett to anchor.

Business NSW North Coast meetings – usually quarterly unless a special need arises: Dave to attend as President or request a delegate if he is unavailable. Meeting dates for next year have been set via email to the Chamber and most meetings are zoom meetings

Aquarius Festival: The Aquarius Foundation has limited finances & energy. Any revival will depend on community energy & LCC involvement. Diana has written a small business month grant application (for March 2022) to canvas community interest and workshop capacity to deliver ideas.

Rainbow Road: NCOC does not have a representative to this project, which is anchored by NCCI & LCC, although it put in \$20k. NCCI & NAG do have representatives; Diana is on it.

Illuminate Nimbin is a street party 4-9 pm on Saturday 12 March The idea is that all businesses are open that day & night. Via LCC, we got a \$15k grant from Destination NSW and the new GM is pressing Tony Duffy about an extra \$5k promised if Nimbin became a Saturday satellite to Lismore’s “Eat the Street” event on the Sunday. If we don’t get the extra LCC funds we can change the date (adopted to match Lismore) . Dave & Wil are managing arrangements. and funds are available to employ a coordinator – at this stage Gin Waters is being canvassed. First step is to submit an application to LCC to hold an event, which Gin will be asked to do.

LCC & Nimbin Business Activation Committee: Jodee is the Nimbin community representative so our representation is to be anchored by Tash. First meeting is on 02-02-2022 .Meetings are usually by Zoom.

Kylie / Sammi	That Tash represent NCOC at LCC’s “Business Activation Plan” initiative	Carried
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Kylie / Sammi	That Dave represent NCOC at NSW BC	Carried
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Police Liaison: Has fizzled out. To be readdressed next year.

8. MEETING WITH MICHAEL DONNELLY (New LCC GM):

Stockpiles of Gravel at lookouts: Adjourned to February

Toilet Block at Pool: Letter to LCC seeking \$135k + design costs. Also add request for \$15k for community survey on Aquarius 50th to demonstrate partnership

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Diana / Jodee	Letter to LCC seeking \$135k + design costs. Also add request for \$15k for community survey on Aquarius 50 to demonstrate partnership	Carried
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9. CORRESPONDENCE IN

Cultural Centre: Discussion about contributing \$50 per month to rent. Adjourn to February

Sealing Mountaintop Road: Is not a chamber issue and we have no funds. Aware she has spoken to LCC & Saffin David to draft a response & circulate.

10. Next NCOC Committee Meeting -- 5.30pm on Monday 07 February 2022, at Jodee's verandah

End: 1940 hrs

--- DWS