



NIMBIN CHAMBER OF COMMERCE Inc
ABN: 49 142 400 194

✉ PO Box 20433, Nimbin, NSW 2480

🌐 www.nimbinaustralia.com.au

@ chamber@nimbin.nsw.au

MANAGEMENT COMMITTEE MINUTES

Monday 06 December 2021, by Zoom

<https://us02web.zoom.us/j/81008958053?pwd=T0c2VXZtTWhFbHZvai84MmRGaUFCQT09>

Meeting ID: 810 0895 8053; Passcode: 993221

Meeting commenced 1730 hrs

Acknowledgment of Country

1. **MINUTE TAKER:** David Spain
2. **COMMITTEE MEMBERS PRESENT:** Diana Roberts [President], David Spain [Secretary], Kylie Cain, Samantha Allen, Theresa Biscoe [Vice President], Stephanie Seckold. **Apologies:** Caroline Todd, no power or NBN; Peter Hughes [Treasurer]
3. **CHAIRPERSON:** Diana Roberts
4. **NON-CONTENTIOUS ANNOUNCEMENTS / CONFLICTS OF INTEREST:**

Jasmine McKinley has offered to chair/facilitate our meetings, especially Zoom meetings. This would be a great help in freeing our committee members for addressing agenda.

5. **MINUTES OF LAST COMMITTEE MEETING:**

The chairperson traversed the draft minutes of last committee meeting on 01-11-2021.

Steph / Sammi	That the draft minutes of 01-11-2021 be accepted.	Carried
---------------	---------------------------------------------------	---------

6. **BUSINESS ARISING FROM LAST COMMITTEE MINUTES:**

Stripe Account: Dave Hyett has a stripe account but not a PayPal account at present. He can re-establish that.

Photo Shoot: For website images of street & visitors -- will have to wait until fine weather comes! A lot of good images were taken but the streets were still empty due to Covid. Photography may have to wait until December. Wednesday is the busiest day.

On Line Shop: We got a \$7200 grant to set up the online shop. We are spending \$3500 to set up. Initially this shop was intended to create income for the chamber, but the realities of administering it are substantial. Now that the VIC is housed in Bush Theatre, staffed by Dave Hyett employees, the VIC will now run both a physical and the online shop. The VIC will take full responsibility for acquiring (purchasing upfront, not on commission), storing, promoting and distributing stock and attending to complaints & refunds. NCOC's only role will be to host the online shop on its website.

Biko / Kylie	That the online website be hosted on the NCOC website but that all management & responsibility be handed to the VIC.	Carried
-----------------	----------------------------------------------------------------------------------------------------------------------	---------

Websites: Three separate websites are relevant, these being the Community Centre (NCCI) website, the Visit Nimbin website and the Chamber (NCOC) website. At present, all of these are being hosted & administered by LCC using Bushfire Relief funds. An LCC contractor, Liz from Dogwhistle, has finished the NCCI website but fine tuning of the online room booking system is still underway. In his role as Tourism Destination Officer, Wil is rewriting the content of the text of the “Visit Nimbin” website.

There are some issues regarding the “Visit Nimbin” website as Council wants to retain ownership and approve content despite their unreliable history with the website. Diana has organised to meet with the GM of LCC to discuss these organisational issues. The “Visit Nimbin” website will include the “What’s On” in Nimbin and will be developed & maintained by Wil from his council position. The “What’s On” will also appear on the Chamber and Community Centre websites.

As regards the Chamber website, this is complete except for the online shop, and is being regularly updated under Diana’s direction. Once set up by Dogwhistle, the online shop is to be managed in its entirety by the Nimbin VIC. Its online presence will be housed on the Chamber’s website (visible on both the visit Nimbin and Community Centre websites) to ensure the Chamber has control of the online shop into the future. Dogwhistle is keen to see the online shop operational asap so has approved funds from their grant allocation to engage Baden Minas (the VIC manager) to pull together a range of “made in Nimbin” products for inclusion in the online shop.

Website Administration: Into the future, it is envisaged that NCCI and NCOC will have to administer their own websites. In NCOC’s case, this will be funded by SBVRL; NCCI will fund its own website administration. There are efficiencies in having the same person administer both, at a cost of about \$7000pa; so up to \$3500pa may be necessary to maintain and manage the Chamber’s website. It is essential that websites be maintained and up-to-date to have credibility. The core job is uploading data & images, but a substantial degree of initiative & troubleshooting is necessary.

An EOI for managing both the NCCI and NimCoC websites was advertised in NGT and 6 responses were received. These were shared with the committees of both bodies. The EOI responses were rather disappointing. Things considered essential for good website management and admin include accuracy of information uploaded, attention to detail, good use of language, grammatical correctness, creativity and use of imagery. These were not evident in the EOIs received - with possibly one exception, but that one didn’t provide an hourly rate.

Given concern about the quality of responses and in the absence of a clear recommendation from the two committees, Diana forwarded them to Dogwhistle for comment. Dogwhistle did not submit an EOI as Liz knew, from conversations with Diana, that our preference was to employ a local. (Liz lives at Federal). However, at this stage Liz indicated willingness to continue.

Diana’s recommendation to both committees is to retain Liz from Dogwhistle for a 6-month trial to assess cost and benefit received. The following are perceived benefits of continuing with Dogwhistle:
 - Liz will charge by the hour but there will be considerable time savings given Liz’s existing expertise with the website platforms due to her previous engagement and prior knowledge, her desire to see the sites she has developed well-managed into the future, her ability to trouble shoot & tweak, and the prompt, satisfactory & high standard of delivery to date. Liz usually charges \$80 per hour but has indicated to Diana that she will be very generous in how she charges those hours. Liz will also be involved in the “Visit Nimbin” website into the future, which will benefit the Chamber. Sammi and Wil, who have had direct contact with Liz in relation to the websites, agreed.

Steph / Biko	That we not accept any of the EOIs for website maintenance and go with Dogwhistle on a 6-month trial	Carried
-----------------	------------------------------------------------------------------------------------------------------	---------

...3...

Signage: Steph advised that the proposed location of the three LCC gateway signs with QR codes is Gungas Road are near the servo, before new bridge at Bush Theatre (may be better at Crofton Road to facilitate photographs), and cleanup of the existing sign at High Street on the south side. The LCC sign on the old bridge should be removed, or perhaps located to the south side. The long narrow entry sign (in Wai:Bal) is agreed to be at the Rocks lookout. This is not an LCC sign and not a gateway sign. A downside is that both the Crofton Road junction and the Rocks Lookout spaces are used by LCC for gravel & dirt stockpiles.

The history plaques are being finalized by Wil and will be sent to chamber members for comment. Laurie has not supplied updated content for the Rocks lookout sign. Content for the audio posts, and their positions is basically settled. Their colour will be blue. Stephanie is arranging a sample recording. Elspeth's 'Nimbin world map' is nearly finished; its content will be transferred onto three signs (for VIC, western carpark exit, and next to PO [site & fence is owned by Telstra]). Steph will keep working on aspects of the task.

Roots Festival: All subscribers who wanted refunds received them and are very grateful.

Meeting with Tina: Diana & Wil attended and walked around the village to get a quite inspiring locals' perspective. Tina is supportive of keeping Wil on the LCC Economic Development team. Tourism for Nimbin should not be in cash-strapped LCC's "Tourism & Events" but rather in "Economic Development", so as to avoid being split between these two siloed groups. Tina supports footpath refurbishment. Clearer entry & exit signage are needed for the western carpark. Some \$4000 should be spent on Allsop Park to replace the shade cloth (protecting plants from the western fence) with a picket fence. Proposal is to move all the (rather deteriorated) bridge-timber furniture out of the large Fire Site blister so as to make it more available for public art & events. LCC is envisaging a \$65,000 "Village Master Plan" for Nimbin. We need to develop a master plan and identify where the all-day social scene should be relocated. Tina is open to help with both sponsoring and promoting events (especially the 50-year Aquarius reunion) and lighting on murals. The old bridge is charming and structurally reasonable but its surface is probably beyond repair; most likely LCC will have to remove it (much cheaper than refurbishing). We need to compare cost of demolition compared to cost of refurbishing as a feature; possibly a grant would be available. Bridge issue adjourned to next February.

Zoom Meetings: Require 2-3 individuals to manage facilitating, document presentation and watching the Chat stream. Hybrid meetings are possible but require good video equipment and minimum internal noise.

AGM: Diana will present her report on website. Those attending should scan QR code so as to comply with Covid regulations. Seating should be in groups but distanced. We are catering for 40. Biskit to be election officer (probably no actual election will be required). Wil's speech to be at end.

Festival of Place: Dave, Wil, Caroline & Diana put in a grant application (with KPIs & timings) and the chamber was awarded a \$15,000 grant for a happening in March. LCC's Tourism section offered an extra \$5000 in our event was a satellite event to Lismore's "Eat the Street", but that offer now appears to have evaporated.

7. **Illuminate Nimbin Festival:** This is a proposed street party next March, funded by a \$15k grant from Destination NSW. Gin Waters has been approached to arrange it, reporting to Dave Hyett & Wil Polsen.

Biko / Kylie	That Dave Hyett & Wil Polsen be appointed as a sub-committee to plan & deliver the Illuminate Nimbin Festival:	Carried
-----------------	----------------------------------------------------------------------------------------------------------------	---------

8. Covid Case in Nimbin: Secretary to chase up **reply to** our lengthy letter to by direct letter to Wayne Jones CEO Nth NSW Health District

9. Membership Applications

Biko / Sammi	That :-- Natural Design Research Institute Mountaintop Coffee Jodee Tichbourne t/as Aquarius Coffee Mitchell Hughes t/as Daily Printing Solutions Phil & Laura (storage sheds) be admitted to membership, subject to payment of membership dues	Carried
--------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------

10. LCC Grounds Maintenance & Street Cleaning: Cliff Chadburn from Lismore City Council (LCC) aired a proposal to provide more effective parks and open space maintenance in Nimbin. One option being considered involves providing more hours and for Council to employ locally-based worker(s) as part of a 7-day full maintenance and cleaning works contract, rather than sending out LCC staff on a periodic basis to mow & brushcut as an adjunct to the cleaning work. Cleaning is currently carried out under contract by Jungle Patrol who have done an excellent job. As that contract is up for review shortly, a number of scenarios are being considered and there will be further discussion with interested parties before a decision is made.

11. S.94 Development Contributions: The NAG finally got a response as regards where S94 levies collected for open space and community facilities are being spent. This is the minute from the NAG meeting:

Agenda Item: Section 94 (now 7.11) - Requests for Information.

Notes/Discussion: Peter Jeuken had provided information prior to the meeting that focussed on roads and Diana Roberts had asked for the item to be put back on the agenda as she did not feel that her questions had been answered. Peter presented information at the meeting which explained that contributions collected under the plan under a number of categories (including community services and facilities, public domain facilities, and open space improvements) all go into one 'bucket' rather than being allocated on a catchment basis, and that regardless of where the money is collected it either gets spent on roads or goes towards projects based in Lismore.

The NAG said that they felt the process of allocation appears to be inequitable given the increased contributions that would be coming from development in and around Nimbin, and LCC members present agreed that the system needs review in 2022. A question was posed on how developer contribution monies collected in Nimbin be put towards projects/embellishments in Nimbin. Peter said that a new Contributions Plan would be needed in order to make this change, and that the review process was already underway. It was recommended that Nimbin be included in the process that will be run by consultants in 2022 to review the plan.

Action: Peter Jeuken to request that Nimbin be included in the consultation process for the new Contributions Plan.

LCC's actual practice is not consistent with what is contained in its S94 plan. We believe it is illegal (i.e. not "reasonable or relevant") to spend funds collected in rural north in the city of Lismore itself. Diana to raise this issue with the LCC GM.

12. Sundry Updates for new Committee

Rainbow Road: LCC is addressing legal issues with associated landowners.

Toilet Block near pool –also serves Rainbow Road budget submission -- \$135k allocation is needed from LCC budget. NCCI is formally applying. NCOC to support request to LCC.

Responsibility must be fixed for Membership register, recording & chasing member levy accounts, member email address list, checking website emails, Nimbin Good Times Article, Tourism grant delivery obligations, attendance at Business NSW North Coast zoom meetings on behalf of the chamber.

New Committee should meet by Zoom between AGM and Xmas

Meeting Ended: 1958hrs

--- DWS