



**NIMBIN CHAMBER OF COMMERCE Inc**  
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## MANAGEMENT COMMITTEE MINUTES

Monday 12<sup>th</sup> April 2021, at 54 Cullen St B&B Meeting Room

Meeting commenced 5.30pm

Acknowledgment of Country

1. **MINUTE TAKER:** Teresa Biscoe
2. **COMMITTEE MEMBERS PRESENT:** Diana Roberts [President], Teresa Biscoe [Vice President], Peter Hughes [Treasurer], Stephanie Seckold, Caroline Todd, Samantha Allen.  
**Apologies:** Kylie Cain, David Spain [Secretary]
3. **CHAIRPERSON:** Diana Roberts
4. **NON-CONTENTIOUS ANNOUNCEMENTS / CONFLICTS OF INTEREST:** Steph Seckold in regards to the grant application.
5. **MINUTES OF LAST COMMITTEE MEETING:**

Steph / Sammi	That the draft minutes of 1 <sup>st</sup> of March 2021 be accepted.	Carried
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6. **BUSINESS ARISING FROM LAST COMMITTEE MINUTES:**

**Insurance:** deferred as Secretary is following up and not present

**Completing COVID Stencil Work:** Steph and Biko have a work session organised, it will be completed by Mardigrass.

**ABC Compass:** Interest in filming in Nimbin. Diana has been corresponding and they are excited to attend at Mardigrass.

**Good Times Ad:** followed up and correct version being used.

**Council Elections:** We have 2 Nimbin candidates to run on Eli Birds Our Sustainable Future group.

**Top Town Grant:** Benefits for village discussed and committee present agreed that it is not worth the work needed with the limited time and resources the committee volunteers have.

7. **CORRESPONDENCE:**

Deferred till secretary is available.  
with NCC Committee.

8. **BUSINESS ARISING FROM CORRESPONDENCE:**

9. **TREASURER'S REPORT**

Peter has cancelled the post box but PO will only hold mail for a couple of months before RTS. Peter has collected 2 mural tins and cashed them in and banked them.

Steph / Sammi	That the Chamber update its postal address to the Nimbin Community Centre Office	Carried 3-2
Peter / Biskit	That the tabled financial report be adopted	Carried
Peter / Biskit	That we are solvent and can pay our debts as they fall due	Carried

**BUSINESS ARISING:**

**Postal Address:** Committee discussed various postal options as C/O PO is a short term option. Suggestion to redirect mail to NCC office for pick-up as it is a secure and accessible address.

**Action:** Diana will update Chamber letter head. Biko will request postal address change

**Mural Tins:** Query for Kylie regarding other tins.

**Action:** Biko to liaise with Kylie and assist with mural tins.

**Roots Sponsorship:** request for sponsorship received- already given in 2020, no festival held?

**Action:** Diana will follow up.

**10. APPLICATIONS FOR MEMBERSHIP:** Nil

**11. TOURISM DEVELOPMENT GRANT:**

The Application submitted has been Successful

**Components:**

**Paid worker:** for 6 hours per week for 6 months as per the rate in the application.

Caroline/ Sami	That the project manager position be offered to Stephanie Seckold and managed through the Nimbin Neighbourhood and Information Centre.	Carried
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**Conflict of Interest:** Declared; Stephanie did not take part in the discussion.

**Website:**

**Tourism marketing for Businesses:** 40 Businesses to be selected for tourism listing and photo shoot discussed as Diana needed to get feedback for impending LCC meeting. Selected businesses will be on Visit Nimbin and Chamber site: Committee proposed that they must be members, should provide tourist services and products and must contribute to costs. A smaller fee for members with less services as per the annual subscription policy. Discussed initial set up costs and ongoing costs. Proposed that participating businesses contribute \$45 per annum on top of a regular annual Chamber subscription for those members who are part of this grant project.

**Content Management:** Need to identify a person for ongoing content management to maintain the currency of the site.

**Online shop:** products from members- limit of 30 items for the whole shop page- identify exclusive Nimbin products- books, tea towels, CD's teas other items. How to determine who will contribute?

**Action:** Steph will consider and recommend.

**Nimbin Tourist Map:** Initial Graphic Design and Concept draft completed by Stephanie.

**Action:** Steph will develop and integrate into other tourist information materials.

**Signage:** The scope of the signage component needs refining and more detailed planning. We also need to organise some Community engagement to get feedback to ensure community acceptance feedback and approval on content.

**12. BUSINESS ACTIVATION WORKSHOP WITH LCC:**

Friday 16<sup>th</sup> of April 12.30-3.00pm at the Nimbin Community Centre Dance Studio. Members are encouraged to attend as our feedback will inform LCC economic planning and funding applications.

**13. UNDER AWNING LIGHTING:**

**Maintenance:** Some lights have broken down and the NCC has organised for them to be removed for repair. Chamber will need to pay for repairs from Levy. The lights need an annual cleaning maintenance programme; Suggested to put into NCC annual maintenance schedule and invoice the Chamber.

**Action:** Biko to follow up details with Roger Foley Fogg and discuss with John Ridley- includes solar panels. To inform NCC of maintenance request.

Peter/ Sami	That the NCC be requested to include the maintenance in their schedule which the chamber will pay for as per MOU..	Carried
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**Expanding Lighting Projects:** Stage 2 to expand across awnings to entrance to the Western Carpark. Will need to look at grants possibly crime prevention-

**Action:** Biko to check out what is available and send and send possible grants to the Chamber and get an updated quote from Roger Foley Fogg.

**14. CHAMBER MEMBERSHIP RENEWAL:**

Chamber membership invoices will be sent next month and will need to follow up with businesses re website listing before the membership drive.

**Action:** Diana will give updated membership lists to Stephanie and identify businesses who may want a web photo.

**15. COUNCIL PROCUREMENT PROCESS:**

LCC policy is that local procurement is about 20% of a contract- but no guide-lines as to identifying what local groups are ie Lismore LGA or Nimbin area? Chamber would prefer local Nimbin businesses to receive preference as a local provider for Nimbin based projects where possible.

Biko/ Sami	That the Chamber write to council and ask for a review of local content in procurement guidelines.	Carried
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**Action:** Diana will write to council with the Chamber request and Chamber views re local procurement guidelines.

**16. NIMBIN DCP AND WATER SECURITY SUBMISSION:**

At the March NAG meeting, LCC acknowledged that there is not enough supply to cover existing demand and provide water security for Nimbin. LCC will not permit any more connections even those already approved. This will be a major present and future issue in the Nimbin DCP. The Community will need to engage with council to find an acceptable solution.

**Action:** Steph will organise a water security planning workshop for the village as part of the 7 Sibley St Sustainability Program.

**17. SPONSORING MARDIGRASS:**

Request received to sponsor event.  
Caroline conflict of Interest.

Peter/ Biko	That the Chamber sponsor the Nimbin Mardigrass 2021 for \$1000.	Carried
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**Action:** Biko to send the ad (full one) to Goodtimes.

**18. YAMBA SUMMER SURVEY:**

Used by the Yamba Chamber to assess the effect of staffing for businesses through Covid to use for funding purposes. Chamber agreed that the information could be useful to inform grant applications.

**Action:** Diana will modify survey and send to members.

**19. VINNIES CORRESPONDENCE RE BIG SLEEPOUT:**

Community disappointed to lose Vinnies at a time of such economic disruption and pressure.

**Action:** Diana will speak to them and discuss sadness re closure of Vinnies etc.

**End meeting-** 7.00pm

**Next meeting-** 4.00pm Tuesday 4<sup>th</sup> of May