



**Guyra & District  
Chamber of  
Commerce Inc.**

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CHAMBER OF COMMERCE**

P.O. Box 227  
GUYRA NSW 2365  
Email: [guyrachamber@gmail.com](mailto:guyrachamber@gmail.com)  
[www.guyra.org.au](http://www.guyra.org.au)

**MINUTES OF A MEETING OF THE GUYRA & DISTRICT CHAMBER OF  
COMMERCE INC. HELD ON 28<sup>th</sup> JUNE , 2018 AT 6.00pm  
AT THE GALA CENTRE, 136 BRADLEY STREET, GUYRA**

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>PRESENT:</b>	Hans Hietbrink (President), Aileen MacDonald (Secretary), Dorothy Lockyer (Treasurer), Martha Weiderman, Chris Hietbrink, David Kanaley, Lynne Chapman, Lock Rogers, Bryony Hackett, David Mills	
<b>APOLOGIES:</b>	Dot Vickery, Steve Mephram, Joe Townsend, Fiona Smith, Bronwyn Grills, Chris Gellie, David Bearup <b>RESOLVED:</b> that the apologies be accepted. <b>MVD:</b> Aileen MacDonald <b>SEC:</b> David Mills	
<b>MINUTES OF PREVIOUS MEETING:</b>	<b>RESOLVED:</b> that the minutes of the meeting held on 17 <sup>th</sup> May 2018 as previously circulated be taken as read and accepted. <b>MVD:</b> Martha Weiderman <b>SEC:</b> Lynne Chapman President Hans Hietbrink requested if there were any declarations of interest – nil declared	
<b>MATTERS ARISING FROM THE MINUTES:</b>	<b>(a) Business Advisory Committee – Chamber Delegates</b> Hans Hietbrink and Steven Mephram as elected at the AGM are to be the delegates to the Business Advisory Committee of Armidale Regional Council and also the Armidale Guyra Business Alliance  <b>(b) Regional Growth Committee – Chamber Delegates</b> Hans Hietbrink as President of the Chamber will be the delegate to the Regional Growth Advisory Committee of Armidale Regional Council. Lynne Chapman advised that there needed to be another Guyra representative to replace her. Chamber resolved that the other delegate would be Aileen MacDonald	
<b>CORRESPONDENCE:</b>	Outwards – letter to the Guyra Antique Machinery Group to request that the ‘Passion on the Platform’ event proceed on the 15 September 2018 and permission for the trike to be used to transport guests from the Park to the station. – have not heard back as yet	

	Inwards - nil	
<b>PRESIDENT'S REPORT:</b>	Hans Hietbrink advised would take the report presented to the AGM as the report for this meeting - resolved	
<b>TREASURER'S REPORT:</b>	<p>Dorothy tabled the report used for the AGM as there were no further updates to that report. Guyra Anglers Club to provide an invoice to the Chamber for the amount \$5000.00 to be paid from the Armidale Regional Council Grant money of \$7500.00. The balance of \$2500.00 to be used for printing and marketing of the Guyra Troutfest.</p> <p><b>RESOLVED:</b> that the account as noted be paid.  <b>MVD:</b> Dorothy Lockyer                      <b>SEC:</b> Aileen MacDonald  <b>RESOLVED:</b> that the Treasurer's Report be accepted.  <b>MVD:</b> Dorothy Lockyer                      <b>SEC:</b> Aileen MacDonald</p>	
<b>DEVELOPMENT REPORT:</b>	No further update on the movie night	HH
<b>MARKETING &amp; MEMBERSHIP:</b>	David Mills advised that there are nil new members at present. Resolved that David Mills contact David Carse to add to the website multiple social media apps that can be updated from one application	DM to contact waterfallway website design
<b>EVENTS &amp; TOURISM REPORT:</b>	'Welcome to Guyra Event' – Aileen MacDonald requested that as the museum is closed for renovation at the moment that the cafes and eating places in town be approached to host the events starting with Caffiends and work down the street so that all businesses have the opportunity. This could also be seen as a membership opportunity. Dates discussed and suggested middle of August on a Saturday. Aileen MacDonald to liaise with Chris Gellie - resolved	AM to liaise with CG
<b>SUB-COMMITTEE REPORTS:</b>	<p><b>(a) Lamb &amp; Potato Festival</b> – Steve Mepham an apology at this meeting – defer to next meeting</p> <p><b>(b) TroutFest</b> – Lynne Chapman  <b>TroutFest Report June 2018</b>  We are very excited and planning is progressing well with four sub-committees. A varied program for visitors is being prepared for both fishers and non-fishers –so something for everyone we hope.  Sponsors including the ARC contribution of \$2500 for marketing and printing and 2 art prizes have been received. A grant application is in progress. A Community Partnership Account has been set up.  ARC also contributed \$5000 towards the deepening and cleaning of the tenth dam and this will be completed tomorrow in time for everything to settle before September. We are very grateful for the council's contributions.  We have some new committee members to help out and other individuals and organizations have already committed to help during the week and over the weekend.  Activities include:</p>	<p>SM to report at next meeting</p> <p>Lynne Chapman and Dorothy Lockyer to organise amending bank account so that it is a sub account of the Chamber with RAB</p>

	<ul style="list-style-type: none"> <li>• Kids clinic, and other fishing activities by the Anglers Club</li> <li>• Main street Market day</li> <li>• Open gardens</li> <li>• Heritage walk and museum guided tours</li> <li>• Collectors exhibition</li> <li>• Art and Photography competition</li> <li>• 5 art workshops including one for children</li> <li>• Possible entertainment event on one evening</li> <li>• 2 or 3 other events still being finalized.</li> </ul> <p>Advertising further afield begins this coming week. Next meeting is Monday 9<sup>th</sup> July.</p> <p>-President Hans Hietbrink raised concern from a governance perspective with regard to the opening of a separate bank account. As the Troutfest is auspiced under the Chamber and as such insurance for the event falls under the Chamber insurance , for auditing purposes all transactions should operate under the Chamber account. Rather than a completely separate bank account would like to see a sub-account under the main account of the Chamber. This would satisfy auditing and governance of the Chamber and the operation of the Troutfest. To be resolved by discussing with Regional Australia Bank and the Executive members of the Chamber</p> <p><b>(c) Northern &amp; Southern Town Entrances</b> Deferred to next meeting</p> <p><b>(d) Passion on the Platform</b> Lock Rogers provided an oral report – date will be 15 September 2018. Is currently liaising with producers and wineries in the area. Planning for 100 people to attend – trike to pick up at Rotary Park and transport to Station. Peter Malcolm and Wan Wan to be ‘celebrity chefs’. Suggestion that price per ticket be \$100.00 and that of this \$10.00 per head go towards the Antique Machinery Group for use of trike and Train Station. report at next meeting.</p>	<p>Lock Rogers and Fiona Smith to continue – liaise with HH and DL to prepare a budget Fiona Smith to arrange a meeting with Antique Machinery Group to prepare risk management strategy</p>
<p><b>GENERAL BUSINESS:</b></p>	<p><b>(a) CBD Direction signs on the highway town signs</b> Steve Mephram suggested that directional signs installed at the town entrance signs as banners (much like the Lamb and Potato Festival do each year) – that way do not have to get RMS approval. Hans Hietbrink to obtain quote to include logo – report at next meeting</p>	<p>Hans Hietbrink to obtain quotes</p>

	<p><b>(b) Advertise Tribute to Burgess Garage in Gazette</b>  Moved – That an advertisement be put in Gazette at the cost of \$84.00 ‘ moved Chris Hietbrink seconded David Mills</p> <p><b>(c) New CEO, Susan Law to commence on 27 July 2018 at Armidale Regional Council</b> – moved that the new CEO and Councillors be invited to the next ‘Welcome to Guyra event’ and also future meetings’ moved David Mills seconded David Kanaley</p> <p>(d) National Parks and Wildlife Dept – Ali Cairns has put in a detailed submission regarding the mother of ducks lagoon suggesting restoration of water levels. Ali also involved with SNELC</p> <p>(e) Renew Newcastle – event at the Armidale Regional Council Library on 12 July 2018 at 5:30 PM and then a breakfast on 13 July 2018</p>	<p>HH and MW to put together wording for advertisement</p> <p>AM to email AC to obtain a copy of submission to distribute to members of Chamber</p>
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Meeting commenced: 6.00pm  
Meeting closed: 7:20pm  
Next Meeting: Thursday, 19 July 2018

SIGNED AS A CORRECT RECORD: .....  
(President)

DATE: .....