

**GENERAL MEETING
RIDDOCH BUSINESS & COMMUNITY ASSOCIATION****MINUTES****DATE: Monday, August 30 2021****VENUE: Koonara****TIME: 5.30PM**

Ref	Item	Action
1.0	PROCEDURAL	
1.1	Opening/Welcome Meeting opened at 5.40pm	
1.2	Attendance/Apologies Apologies: Leonie Hardcastle, Hannah Timms, Jon Conti Attendance: Nicole Reschke, Cate Cooper, Bec Trotter, Simone Kain	
2.0	STANDING ITEMS	
2.1	Minutes of previous general meeting held on Monday August 2 2021 Recommendation: "That the minutes of the previous general meeting held on August 2, 2021 be passed as a true and correct record." <i>Moved:</i> Nicole Reschke <i>Seconded:</i> Cate Cooper	For approval
2.2	Treasurer's Report Recommendation: "That the committee adopt the Treasurer's Report as presented." <i>Moved:</i> Cate Cooper <i>Seconded:</i> Simone Kain	For approval
3.0	GENERAL BUSINESS	
3.1	Youth Committee (including bike track upgrade and merchandise) Jon is taking the Youth Leaders session next Monday to discuss the bike track upgrade, his journey and entrepreneurialism.	For discussion
3.2	AGM	For discussion

	<p>Nicole has booked the Prince of Wales for the AGM and the audit is underway with Murray Nankerville.</p> <p>Action: Bec to send email to members re the AGM. On the email attach the Journal. Everyone to either tap two people on the shoulder to join the committee or bring the names to the next meeting. Bec will check the constitution for notification of the AGM requirements.</p>	
3.3	<p>RBCA Community Event – Family Fun Day</p> <p>A meeting will be held at Moss and Wild this Friday at 2.30pm if any committee members can make it. At this stage it will just be with the Penola Primary School.</p> <p>Motion: That the Family Fun Day will go ahead on the 6th of November at the Penola Primary School with a budget of \$300.</p> <p>Moved: Nicole Reschke Seconded: Cate Cooper</p>	For discussion
3.4	<p>Membership</p> <p>We have received payment from about 50% of members which is good to date. The renewals are formally due tomorrow. Reminders will start after this.</p>	For discussion
3.5	<p>Entrance Statement Update</p> <p>No update</p>	For discussion
3.6	<p>Riddoch Community Newsletter</p> <p>Simone sent out the journal for review to committee members via email. Please check the text thoroughly and send through any changes or suggestions via email.</p> <p>Cate suggested to change the sign up/pick up of the santa outfits at either the drinks or AGM.</p> <p>To Do: Everyone to check the document and email confirmation to Simone of any changes or good to go by Friday. Bec to send photos to Simone of the Santa outfit.</p>	For discussion
3.7	<p>Media Training Event with Liz Rymill</p> <p>Media training is set to go ahead for the 13th of September with youth training for the 20th.</p> <p>To Do: Simone to contact Liz to get details sent to send out to participants. Bec to contact Charlotte at TBW for an article to push the training. Nicole to contact Ockert about including details in the CVA newsletter. Simone to push training with members via email and another post.</p>	For discussion
3.8	<p>Late Night Shopping</p> <p>Nicole contacted the Barn and they are keen to support the raffle.</p> <p>To Do: Send out invitations and targeted facebook campaigns to target men to come along. Nicole will do the sign up form for businesses and contact the businesses in</p>	For discussion

	<p>town to sign up for the night. The sign up form will include information about the map that will be available for visitors highlighting participating stores or food outlets. Cate will do the poster for late night shopping on Canva – as well as Xmas party. Bec to contact WRC (Emma) and enquire about having pop up market (and ask about the closure of the street for the street party). Jon to speak to 141 for donation of the Christmas Tree and liase with the Council about setup.</p> <p>Motion: That the charge for businesses to participate in late night shopping will be the same as 2020. <i>Moved:</i> Cate Cooper <i>Seconded:</i> Simone Kain.</p> <p>Motion: That we will allow 6-8 pop up stalls for late night shopping (no food trucks). <i>Moved:</i> Simone Kain <i>Seconded:</i> Bec Trotter</p>	
3.9	<p>Stuffed Santa</p> <p>Create a waiver that people need to sign that if they don't have their entry up by December 1 they need to pay the \$25 entry fee.</p> <p>To Do: Cate will write the Rules and Regulations to bring to the networking drinks and AGM. Simone to set competition up on the website.</p>	For discussion
	Action Items / Calendar	For discussion
4.0	CORRESPONDENCE	
4.1	<p>Correspondence In</p> <p>Wattle Range Council Sarah Marzac – Club and Venue Forum event for Monday 30 August</p>	For Noting
4.2	<p>Correspondence Out</p> <p>Anne Miller has emailed and asked if RBCA can do a letter of support for the Music Gathering for some grants.</p> <p>To Do: Bec to write supporting letter for the music gathering.</p>	
5.0	<p>ANY OTHER BUSINESS</p> <p>Social Media To Do: Simone to ask Kirsty Withers if she would be interested in doing social media for RBCA/Penola.</p> <p>Christmas Street Party To Do: Nicole will reconfirm that the VR is booked. Nicole to do Special Event Form based on last year Cate will follow up with Chris Raidis to be Santa</p>	

	Nicole to contact Snow Merrett Bec will contact Kerry and Shane for donating the water pistol/lollies or similar Nic will speak with Moss and Wild about offering food in the park but if not, Finns Fine Food.	
	Meeting closed 7.15pm. Next meeting to be held on Monday, 27 September at 5.30 at Koonara	

	ACTION LIST
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Action – Youth Committee

- Simone to create curriculum for the YL Committee (ongoing).
- Jon to follow up WRC
- Simone to mock up hoodies to circulate to YL committee for selection

Action – AGM

- Bec to send email to members re the AGM. On the email attach the Journal.
- Everyone to either tap two people on the shoulder to join the committee or bring the names to the next meeting.
- Bec will check the constitution for notification of the AGM requirements.

Action – Family Fun Day**Action – RBCA Newsletter/Journal – ongoing - to be completed by close of August**

- Everyone to check the document and email confirmation to Simone of any changes or good to go by Friday.
- Bec to send photos to Simone of the Santa outfit.

Action — Media Training

- Simone to contact Liz to get details sent to send out to participants.
- Bec to contact Charlotte at TBW for an article to push the training.
- Nicole to contact Ockert about including details in the CVA newsletter.
- Simone to push training with members via email and another post.

Action — Late Night Shopping

- Send out invitations and targeted facebook campaigns to target men to come along.
- Nicole will do the sign up form for businesses and contact the businesses in town to sign up for the night. The sign up form will include information about the map that will be available for visitors highlighting participating stores or food outlets.
- Cate will do the poster for late night shopping on Canva – as well as Xmas party.
- Bec to contact WRC (Emma) and enquire about having pop up market (and ask about the closure of the street for the street party).
- Jon to speak to 141 for donation of the Christmas Tree and liase with the Council about setup.

Actions — Social Media

- Simone to ask Kirsty Withers if she would be interested in doing social media for RBCA/Penola.

Actions — Google Advertising

- Simone to set up google advertising \$15/mth.

Actions — Late Night Shopping

- Cate will write the Rules and Regulations to bring to the networking drinks and AGM.
Simone to set competition up on the website.

Actions — Christmas Street Party

- Nicole will reconfirm that the VR is booked.
- Nicole to do Special Event Form based on last year
- Cate will follow up with Chris Raidis to be Santa
- Nicole to contact Snow Merrett
- Bec will contact Kerry and Shane for donating the water pistol/lollies or similar
- Nic will speak with Moss and Wild about offering food in the park but if not, Finns Fine Food.

Profit and Loss

Riddoch Business & Community Association
For the month ended 31 August 2021

AUG 2021

Trading Income

Interest Income	1.10
Membership Fees	7,381.63
Total Trading Income	7,382.73

Gross Profit

7,382.73

Operating Expenses

Consulting & Accounting	34.09
Total Operating Expenses	34.09

Net Profit

7,348.64

Balance Sheet

Riddoch Business & Community Association As at 30 August 2021

30 AUG 2021

Assets

Bank

Cheque Account	180.04
Savings Account	14,511.81
Total Bank	14,691.85

Current Assets

Accounts Receivable	5,075.00
Total Current Assets	5,075.00

Total Assets

19,766.85

Liabilities

Current Liabilities

GST	460.53
Suspense	(2,151.25)
Total Current Liabilities	(1,690.72)

Total Liabilities

(1,690.72)

Net Assets

21,457.57

Equity

Current Year Earnings	6,896.41
Retained Earnings	14,561.16
Total Equity	21,457.57



RIDDOCH BUSINESS AND COMMUNITY ASSOC
 PO BOX 316
 PENOLA SA 5277

Your details at a glance

BSB number	633-000
Account number	153046594
Customer number	31831498/1202
Account title	THE PENOLA DISTRICT BUSINESS AND TOURISM ASSOCIATION INCORPORATED

Account summary

Statement period	1 Jun 2021 - 31 Jul 2021
Statement number	74
Opening balance on 1 Jun 2021	\$30.04
Deposits & credits	\$150.00
Withdrawals & debits	\$0.00
Closing Balance on 31 Jul 2021	\$180.04

Any questions?

Contact Not-For-Profit-Specialist at P O Box 585, Corrimal 2518 on **1300 272 265**, or call **1300 BENDIGO** (1300 236 344).

Not-For-Profit Cash Management Account

Date	Transaction	Withdrawals	Deposits	Balance
Opening balance				\$30.04
1 Jun 21	INTEREST		0.00	30.04
1 Jul 21	INTEREST		0.00	30.04
30 Jul 21	DIRECT CREDIT MERRETT LOGGING MERRETT LOGGING 0068878278		150.00	180.04
Transaction totals / Closing balance		\$0.00	\$150.00	\$180.04

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see <https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit mybusinesscard.

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Aged Receivables Summary

Riddoch Business & Community Association

As at 30 August 2021

CONTACT	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
Adrian Thomas Industrial	150.00	-	-	-	-	-	150.00
Banks Thargo	150.00	-	-	-	-	-	150.00
Bendigo Bank	150.00	-	-	-	-	-	150.00
Blok Estate	150.00	-	-	-	-	-	150.00
Brands Laira Coonawarra	150.00	-	-	-	-	-	150.00
Cate Bell	55.00	-	-	-	-	-	55.00
Coonawarra Cottages	150.00	-	-	-	-	-	150.00
Coonawarra Experiences	150.00	-	-	-	-	-	150.00
Coonawarra Motor Lodge	150.00	-	-	-	-	-	150.00
DiGiorgio Family Wines	150.00	-	-	-	-	-	150.00
fodder + ottelia	150.00	-	-	-	-	-	150.00
Georgie's Cottage	150.00	-	-	-	-	-	150.00
Heart & Soul Coonawarra	150.00	-	-	-	-	-	150.00
hello Friday	150.00	-	-	-	-	-	150.00
Hollick Wines	150.00	-	-	-	-	-	150.00
JAK Associates	150.00	-	-	-	-	-	150.00
Katnook Estate	150.00	-	-	-	-	-	150.00
Meek's Butchers	150.00	-	-	-	-	-	150.00
moss + wild	150.00	-	-	-	-	-	150.00
Murray Nankivell	150.00	-	-	-	-	-	150.00
Must @ Coonawarra	150.00	-	-	-	-	-	150.00
Parker Coonawarra Estate	150.00	-	-	-	-	-	150.00
Patrick of Coonawarra	150.00	-	-	-	-	-	150.00
Penola Golf Club	25.00	-	-	-	-	-	25.00
Penola P.A. & H Society	25.00	-	-	-	-	-	25.00
Penola Post Office	150.00	-	-	-	-	-	150.00
Pipers of Penola	150.00	-	-	-	-	-	150.00
Prince of Wales	150.00	-	-	-	-	-	150.00
Raidis Estate	150.00	-	-	-	-	-	150.00
Royal Oak Hotel - BGSM Hospitality	150.00	-	-	-	-	-	150.00
Rymill Coonawarra	150.00	-	-	-	-	-	150.00
Sean Murphy	10.00	-	-	-	-	-	10.00
Simon Cox	150.00	-	-	-	-	-	150.00
St Marys Vineyard	150.00	-	-	-	-	-	150.00
The Union Dairy Company	150.00	-	-	-	-	-	150.00
Wattle Range Council	150.00	-	-	-	-	-	150.00
Wendy Hollick	10.00	-	-	-	-	-	10.00

Aged Receivables Summary

Yallum Park	150.00	-	-	-	-	-	150.00
Total	5,075.00	-	-	-	-	-	5,075.00



Competition announcements to share in \$500 of prizes at the 2020 Family Fun Day

Fun Day for the Family Town Hoodie Pride

With the cancellation — for the second year in a row — of the Penola Show, the annual Family Fun Day will run again following the success of last year's inaugural event.

Penola Primary School will come alive on Saturday, November 6 with an exciting day's schedule including a colour run, animal parade, food and stalls.

The show competitions for the kids will be available again with titles of best lego, decorated biscuit, tallest weed, artwork and photography are all up for grabs with photos of individual entries to be uploaded to the RBCA website before October 31.

Art displays by the local community schools will be available to view in the hall.

Visit www.penolacoonaawarra.com/youth for updates and more information.

The topics of governance, productive habit forming, project management, entrepreneurship and the delivery of effective presentations have been tackled as part of the inaugural RBCA Youth Leaders program. And now, the Leaders are set to unveil their first project, town merchandise — just in time for Christmas.

Available for sale at various retail stores in the area, the Penola Coonawarra hoodies and windcheaters have been created to provide a sense of belonging to community members, while also raising the profile of the town.

The Leaders have been responsible for colour and design choices, pricing and marketing with all profits raised from the project going towards further community projects through the RBCA.

Late Night Shopping

With last year's local spend in town increasing by 61% as a result of the 2020 Late Night Shopping event, the RBCA committee are confident the 2021 event will again exceed expectations.

This year, a unique new marketing campaign aimed at attracting men to the evening will be unveiled.

"We know that men often leave their shopping to the last minute, so this year we're saying, 'Come to Penola for a night with your mates. Pop in to one of the amazing retail stores, tell us what your partner or kids like and we'll sort the rest for you. Go and have a drink, have dinner and then pop back in store to grab your gift before heading home or back to your town on our complimentary bus service'".

Recent studies have shown that for every \$100 spent at a local business, on average \$58 remains in the community. Helping local businesses to thrive indirectly assists with local tourism, as visitors are more likely to visit if there are distinct and individual shops to visit.

The Late Night Shopping event to be held on Thursday, December 1, will include outdoor dining, pop-up shops, special promotions, raffles, music and the lighting of the town Christmas Tree.

Networking Drinks

Members and the general public are invited to networking drinks to be held on Thursday, September 23 5pm at the Royal Oak.

Join the RBCA committee for a casual drink while networking, along with the opportunity to find out more about the organisation.

To book in, please visit **TRY BOOKING** riddoch@penolacoonaawarra.com

Invest in Your Community. Become a Member of Riddoch.

Youth
Free

Individual
\$10

Friend of
RBCA
\$donation

Community
Group
\$25

Business
\$150



Box 316, Penola SA 5277
riddoch@penolacoonaawarra.com
facebook.com/PenolaCoonawarraSA
www.penolacoonaawarra.com/join

RIDDOCH
Business & Community Association

Street Party set to be Out of this World

Penola's War Memorial Park will once again be filled with joyful revellers for the annual community Christmas Street Party set to be held on Friday, December 17.

Last year's successful incorporation of the Virtual Reality (VR) experience will see that return for 2021 along with regular favourites: the jumpy castle, music, food, wine and a visit from the Penola CFS crew — including Santa.

Community volunteers are needed for the coordination of the event. If you can donate any time or resources, please contact riddoch@penolacoonawarra.com



RBCA's Bec Trotter and Cate Cooper with one of the 50 Santa's outfits ready to giveaway to members.



GREEN OUTDOOR MOVIE ✓ SCAV
V COMPETITIONS ✓ PRIZES AND LA

Register your scavenger hunt team (up to 4)
Upload your competition entries by Nov
penolacoonawarra.com

Save the Date.

Networking Drinks	Sep 23
AGM	Oct 13
Stuffed Santa Comp	Oct 13
Family Fun Day	Nov 6
Late Night Shopping	Dec 1
Christmas Street Party	Dec 17

Stuff It this Christmas

With national retail outlets claiming there'll be a shortage of Christmas gifts and decorations this year due to international supply chain issues, there's never been a better reason to look local first when buying this festive season.

The annual Stuffed Santa Community Exhibition raises community spirit within Penola and Coonawarra, while also drawing many visitors to the area spending on gifts, food, drinks and accommodation.

With shortages predicted, the RBCA quickly secured 50 Santa suits which will be available to RBCA members free of charge, on a first come, first served basis.

"We wanted to ensure the community could really paint the town red this Christmas. Many people are feeling exhausted from the prolonged COVID situation, so this year is going to be more important than ever to raise morale," said RBCA Vice President, Cate Cooper.

"And with that in mind, there will not be a theme for Stuffed Santa this year. We want people's imaginations to really run wild!"

Community members will be able to sign up for the Exhibition from September 23 at the Networking Happy Hour to be held at the Royal Oak at 5pm with Santa Suits available for collection on October 13 at the AGM. Non-members can purchase suits for \$25.00.

This year, all entrants are asked to take a photo of their entry and upload to the penolacoonawarra.com website before December 1 for community voting with announcements being made at the annual Christmas Street Party on December 17. Enquiries can be made to riddoch@penolacoonawarra.com

Steady Member Climb

Information about increase in member numbers - stats on youth numbers, community groups, business etc, benefits to become a member, details on the AGM.

What we've accomplished in the past twelve months, details about what can be found on the website and website stats that were emailed.

The AGM will be held on October 13.