

**GENERAL MEETING  
RIDDOCH BUSINESS & COMMUNITY ASSOCIATION**

**MINUTES**

**DATE: Wednesday, March 9**

**VENUE: Koonara**

**TIME: 5.30PM**

Ref	Item	Action
<b>1.0</b>	<b>PROCEDURAL</b>	
1.	<b>Opening/Welcome</b> Meeting began at 5.33pm	
1.1	<b>Attendance/Apologies</b> Apologies: Jon Conti Attendance: Nicole Reschke, Bec Trotter, Anna McGregor, Hannah Timms, Simone Kain	
<b>2.0</b>	<b>STANDING ITEMS</b>	
2.1	<b>Minutes of previous general meeting held on February 16, 2022</b> <b>Recommendation:</b> "That the minutes of the previous general meeting held on February 16, 2022 be passed as a true and correct record." <i>Moved:</i> Hannah Timms <i>Seconded:</i> Bec Trotter	For approval
2.2	<b>Treasurer's Report</b> <b>Recommendation:</b> "That the committee adopt the Treasurer's Report as presented." <i>Moved:</i> Simone Kain <i>Seconded:</i> Hannah Timms	For approval
<b>3.0</b>	<b>GENERAL BUSINESS</b>	

3.1	<p><b>Youth Committee (including bike track upgrade and merchandise)</b></p> <p><b><i>Bike Track</i></b> We're still waiting on a quote from Robe Earthmovers. Jon will chase this up.</p> <p><b><i>Leaders</i></b> Simone has spoken with Liz Rymill about conducting etiquette classes for the leaders as well as the community/business in general. Curriculum will cover entering meetings, sitting on stages, how to meet people, how to hold glasses, meeting etiquette in general and lots more. The cost will be \$1350. It was proposed that the class/session take place at Pipers as a fun dinner meeting. The youth leaders would either have their own private session or take part with the rest of the group. If they're with the rest of the group we may use this opportunity for it to also be their graduation from the inaugural leadership program.</p> <p><b><i>Generation Thrive</i></b> Deb Redman forwarded to Bec information on a leadership program being run in Tatiara. Simone had actually spoken to the same organization last year and received further information. It looks like a great second step for the youth leaders after graduating from the RBCA program.</p> <p>The organization involved is a social enterprise called Generation Thrive. They're based in Adelaide. Please see attached for more information (and was included in the agenda).</p> <p>It costs \$1250 for one participant with a minimum of 8. It's a 12 week program, self-paced and entirely online with facilitation by Generation Thrive. If there are over 20 participants the cost will reduce per person to \$1000.</p> <p>RBCA's role would be to promote the opportunity to the community/businesses for training of youth and employees. They currently have participants from the ages of 15-40.</p> <p>Generation Thrive run the entire program. We may be required to connect mentors or for a final graduation ceremony.</p> <p>It was proposed that we extend an invitation to Generation Thrive to attend the etiquette class and graduation and take the opportunity to deliver a 10 minute presentation on the leadership training to the community.</p> <p>RBCA would sponsor two youth leaders to participate in the program. RBCA would communicate further to the community and business community with regards to taking up this opportunity. It would be great to get some quotes from other businesses who have taken part in the program before such as Tatiara Truck and Trailers (they've had 10 participants and have signed up another 6).</p> <p>Deb Redman also mentioned that Redmans Wines are holding a workshop by a local indigenous artist who is going to donate a painting for auction. Deb would like the funds raised from this to go to this leadership program which could potentially pay for 2-8 participants.</p> <p><b>Motion:</b> RBCA to sponsor two candidates in the Thrive Leadership program valued at \$2500 for the 2022 financial year. <b>Moved:</b> Hannah Timms <b>Seconded:</b> Bec Trotter</p> <p><b>Motion:</b> To go ahead with Liz Rymill's etiquette training and dinner at Pipers. <b>Move:</b> Hannah Timms <b>Seconded:</b> Anna McGregor</p> <p><b>To Do:</b> Simone to speak with Pipers re quote for Ettiquote dinner <b>To Do:</b> Simone to confirm with Liz Rymill</p>	For discussion
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	<p><b>To Do:</b> Simone to speak with Deb Redman and confirm with regards to painting</p> <p><b>To Do:</b> Simone to confirm with Generation Thrive that we are keen to proceed.</p>	
3.2	<p><b>Arts Festival</b></p> <p>Nicole and Simone both sourced quotes for bunting. This included a standard generic bunting that was cheaper which would be interspersed with custom designed/coloured bunting. The cost is \$1134.90 for 180m standard bunting and 100m custom bunting.</p> <p><b>Motion:</b> Purchase 100m custom bunting and standard bunting for approximately \$1134.90.  Moved: Simone Kain  Seconded: Nicole Reschke</p> <p><b>To Do:</b> Nicole to purchase the standard bunting and supply to Simone ASAP to then produce the custom bunting.</p>	For discussion
3.3	<p><b>Riddoch Journal</b></p> <p>Any new events or programs to be included in the journal. The journal is scheduled to go to print on March 28.</p> <p><b>To Do:</b> Simone to compile Riddoch Journal</p>	For discussion
3.4	<p><b>2022 Date Calendar Planning / Budget</b></p> <p>Deb Redman has suggested Canva training which was agreed by all would be a great idea. Nic will ask at WIBRD if they know of anyone who could conduct training. Bec suggested it would be good to get someone with a graphic design background so that what the participants produce ends up looking professional.</p> <p>The 22/23 budget was worked upon for the next financial year and will be supplied in the next agenda for approval.</p> <p><b>To Do:</b> Nicole will speak with WIBRD to determine the best person to approach.  <b>To Do:</b> Simone to do a social post for coffee morning on March 23.  <b>To Do:</b> Anna to enquire with Moss and Wild for a coffee morning at 8.30am on March 23 including a breakfast. To be invoiced to RBCA. For approximately 10 people.  <b>To Do:</b> Bec to finalise 22/23 budget</p>	For discussion
3.5	<p><b>Marketing - Meet in the Middle</b></p> <p>As a discussion point to keep on the agenda.</p> <p><b>To Do:</b> Bec to speak with Biddie and Heidi about the campaign.</p>	For discussion
3.6	<p><b>Action Items / Calendar</b></p>	For Noting
<b>4.0</b>	<b>CORRESPONDENCE</b>	
4.1	<p><b>Correspondence In</b></p> <p><b>Wattle Range Council</b>  Request to disperse information with regards to land planning in Penola.</p> <p><b>Deb Redman</b>  Information on Youth Leadership opportunities.</p>	For Noting

	<p><b>Penola Swimming Club</b> They have received \$1500 from Active Grants which means they now have \$3500 to put towards the \$8500 cost.</p> <p><b>Beach Energy</b> Community Investment Reporting Information Request</p>	
4.2	<p><b>Correspondence Out</b></p> <p><b>Members</b> Email out via Membership Worx.</p> <p><b>Beach Energy</b> Community Investment Reporting Information</p>	
5.0	<p><b>ANY OTHER BUSINESS</b></p> <p><b>Website</b> To do: Check the Shop page on website</p> <p><b>Community Grants</b> It was decided that RBCA would support community organizations up to \$1000 total per calendar year. To date for 21/22 there hasn't been any funds dispersed directly. The Penola Swim Club funds request was discussed and it was decided to offer a \$500 grant to the club for the 21/22 year. They are welcome to apply for funding again for the 22/23 year.</p> <p>Motion: That RBCA hold \$1000 in reserve to enable community organisations to apply for funding each calendar year. Moved: Hannah Timms Seconded: Nicole Reschke</p> <p><b>To Do:</b> Simone to contact Luke with regards to RBCA sponsoring \$500 for this financial year. They are welcome to request sponsorship for the 22/23 year. <b>To Do:</b> Nicole to create form for future sponsorship requests <b>To Do:</b> Simone to put form on website.</p> <p><b>Social Media</b> <b>To Do:</b> Hannah to create some content for social</p>	
<p><b>Next meeting will be held on Wednesday April 6<sup>th</sup> at Koonara 5.30pm.</b></p> <p><b>Meeting closed at 7.03pm</b></p>		

ACTION LIST	
	The following list is the entire action list from the previous meeting for reference
	<p><b>YOUTH LEADERS</b>  <b>To Do:</b> Simone to speak with Pipers re quote for Ettiquette dinner  <b>To Do:</b> Simone to confirm with Liz Rymill  <b>To Do:</b> Simone to speak with Deb Redman and confirm with regards to painting  <b>To Do:</b> Simone to confirm with Generation Thrive that we are keen to proceed.</p> <p><b>SOCIAL MEDIA</b>  <b>To Do:</b> Simone will catch up with Tilly for handover with social  <b>To Do:</b> Hannah to create some content for social</p> <p><b>ARTS FESTIVAL</b>  <b>To Do:</b> Nicole to purchase the standard bunting and supply to Simone ASAP to then produce the custom bunting.</p> <p><b>RIDDOCH JOURNAL</b>  <b>To Do:</b> Simone to compile Riddoch Journal</p> <p><b>2022/23 CALENDAR OF EVENTS</b>  <b>To Do:</b> Nicole will speak with WIBRD to determine the best person to approach.  <b>To Do:</b> Simone to do a social post for coffee morning on March 23.  <b>To Do:</b> Anna to enquire with Moss and Wild for a coffee morning at 8.30am on March 23 including a breakfast. To be invoiced to RBCA. For approximately 10 people.  <b>To Do:</b> Bec to finalise 22/23 budget</p> <p><b>MARKETING</b>  <b>To Do:</b> Bec to speak with Biddie and Heidi about the campaign.  <b>To Do:</b> Google Advertising</p> <p><b>COMMUNITY GRANTS</b>  <b>To Do:</b> Simone to contact Luke with regards to RBCA sponsoring \$500 for this financial year. They are welcome to request sponsorship for the 22/23 year.  <b>To Do:</b> Nicole to create form for future sponsorship requests  <b>To Do:</b> Simone to put form on website.</p>