

**GENERAL MEETING
RIDDOCH BUSINESS & COMMUNITY ASSOCIATION**

MINUTES

DATE: Wednesday, June 29

VENUE: Koonara

TIME: 5.30PM

Ref	Item	Action
1.0	PROCEDURAL	
1.	Opening/Welcome The meeting started at 5.34pm.	
1.1	Attendance/Apologies Apologies: Hannah Timms, Tilly Dohnt and Jodie Deland Attendance: Nicole Reschke, Bec Trotter, Jon Conti, Anna McGregor, Simone Kain, and joined by Caroline Hill (WRC, Manager Community Development).	
2.0	STANDING ITEMS	
2.1	Minutes of previous general meeting held on Wednesday June 1, 2022 Recommendation: "That the minutes of the previous general meeting held on June 1, 2022 be passed as a true and correct record." <i>Moved:</i> Anna McGregor <i>Seconded:</i> Nicole Reschke	For approval
2.2	Treasurer's Report Recommendation: "That the committee adopt the Treasurer's Report as presented." <i>Moved:</i> Simone Kain <i>Seconded:</i> Nicole Reschke	For approval
3.0	GENERAL BUSINESS	

3.1	<p>Youth Committee (including bike track upgrade and merchandise)</p> <p><i>Bike Track</i> Jon Conti has submitted his resignation due to a move from Beach Energy to Fortescue. He will no longer be coming down to Penola and Coonawarra. Jon has nominated Loo Bailey to replace him. We will follow Loo up.</p> <p>Jon gave a final update on the bike track. Jon met with Robe Earth Moving, Todd at the site last year and Todd was going to work up a plan and a quote but it was never received. Jon mentioned that we spoke with Peter Halton last year with regards to it and gave some guidance.</p> <p>Nicole has suggested that we approach Simon Bowen to ask if they could help with the development. Could also approach the Briggs', Kidman's, Tom Pearce.</p> <p>Caroline has a lot of contacts in the Blue Lake BMX Club and also has contacts with mountain bike riders. She will reach out and put us in touch with any relevant contacts to assist with building the track.</p> <p>It was also suggested that we try and utilize the Blue Lake BMX Club's expertise to build the track and could provide them with a donation for doing so out of the Beach funds.</p> <p>Jon also suggested to try and contact Scott Merrett again.</p> <p>Nicole has contacted Loo Bailey at Beach and requested an extension on the funds to upgrade the bike track which has been approved.</p> <p>To do: Simone to draft a letter and send to Jon for him to send out to Briggs', Kidman's, Tom Pearce and Scott Merrett. To do: Caroline to provide an introduction to any relevant contacts at Blue Lake BMX Club.</p> <p>Leaders The Generation Thrive new leadership program information evening is set for next Wednesday evening at Koonara. Please continue to promote the event. To date the information has been dispersed via the Coonawarra Vignerons and individually to all youth leaders, plus Nick Zema, Frank DiGiorgio, Marcus Devereaux. Nick Zema has replied with confirmation of coming along. The event is at 5.30pm – 6.30pm.</p> <p>Caroline Hill mentioned Limestone Coast Community Services Roundtable – which is a distribution list – Caroline will send through details through for that to use to get information out about the leadership course. She has also suggested that she can disperse the information through the Council network.</p> <p>Simone has put information on the website including the application form for the scholarship and the expression of interest to apply.</p> <p>The Pennant should have an article in it today about the event.</p> <p>To do: Simone will send through the flyer to Caroline Hill. To do: Simone will disperse the Membership Worx email to members and advertise on social media.</p>	For discussion
3.2	<p>Social Media</p> <p>Ella has been doing a great job on the socials for Facebook and Instagram. Please forward through any relevant information on events, etc to her.</p>	For discussion
3.3	<p>Riddoch Journal</p>	For discussion

	<p>Simone will do the Riddoch Journal this weekend and we'll include a photo and information about Generation Thrive in it ready to send off to print in a week's time. This will still provide enough time to promote Generation Thrive in the journal to the community.</p> <p>To do: Simone to write and layout the Journal.</p>	
3.4	<p>AGM / Invoicing</p> <p>The AGM will be held on October 19. The invoices are set to automatically renew.</p> <p>To do: Bec to contact Nicole to set a time for questions about the invoicing.</p>	For discussion
3.5	<p>Marketing - Meet in the Middle</p> <p>Biddie and Heidi have resigned from Limestone Coast Tourism. LCLGA are currently advertising for these roles. Caroline is also looking for funding for marketing Wattle Range Council as a whole and mentioned that SATC are looking to put out more money. Caroline mentioned that she's looking at doing some collaborative marketing hopefully with Mount Gambier City Council to promote the region more as a whole. Some work has begun with marketing Wattle Range Council and Caroline has suggested that perhaps we could collaborate with Council on some of our ideas and the campaign that we're looking to do.</p> <p>To do: Bec will put together a marketing plan and costings around the campaign to provide to the committee and to Caroline.</p>	For discussion
3.6	<p>Railway Signage Update Please note correspondence</p> <p>Caroline will ask for an update and provide that back to us and let us know a time for the next combined meeting with the History group, CVA, RBCA and Council.</p> <p>To do: Caroline will come back to us with a meeting time for the next meeting.</p>	For Noting
3.7	<p>Christmas Street Party funding issues Please note correspondence from Wattle Range Council</p> <p>We've had a bit of too and fro'ing from Emma Clay about not paying the invoice however they have agreed to pay the invoice for the 2021 financial year Christmas Street Party which is a pleasing result. Emma has also given us a document for applying for future funding for a 4 year block for this event.</p> <p>Caroline will chase up the Christmas Street Party application form and come back to us to assist in completing the form.</p> <p>To do: Caroline will touch base with us with regards to future funding/application form over the next week.</p>	For Noting
3.8	Action Items / Calendar	For Noting
4.0	CORRESPONDENCE	
4.1	<p>Correspondence In</p> <p>Wattle Range Council Request to meet to review concepts for the Rail Trail signage ATDW training information</p>	For Noting

4.2	<p>Correspondence Out</p> <p>Members Email reply to Simon and Kerry Meares re Railway Signage Email to Luke Trotter re Railway Signage</p> <p>Wattle Range Council Request for update on Rail Trail Signage Discussion re rejected funding for 2021 Community Christmas Street Party Invitation for Emma Clay to attend RBCA meeting</p>	
5.0	<p>ANY OTHER BUSINESS</p> <p>Google Adwords</p> <p>Simone has set up Google Adwords and will email the committee the set spend that has been setup.</p> <p>To do: Simone to email the committee with the spend that has been set on Google Adwords.</p> <p>Swim Club</p> <p>The Swim Club has sent through the invoice for \$500 inc. GST for sponsoring the Swim Club. The payment will be made.</p> <p>To do: Bec to make the payment to the Swim Club.</p> <p>New software at Council</p> <p>Caroline spoke to us about new software which is being utilized through Council. Localis is being used to show where gaps are in events throughout the year as well as some profile data.</p> <p>Bang the Table is a two-way communication app which allows the community to submit ideas and feedback on what they want happening in the community.</p> <p>Caroline mentioned that she will be responsible for helping the towns update their community town plans. It was suggested that there may be kick back from the community given we've been consulting with the Council on our town plan and then master plan since 2018 and are yet to see any of the priorities that have been identified as being rolled out or even started. Only wayfinding signage has been included on the 22/23 draft budget.</p> <p>To do: Caroline will chase up where we're at with the Town Masterplan.</p> <p>WRC Budget</p> <p>Nicole and Simone have been working on a draft letter to Council with regards to a response to the budget. This will be circulated to the committee and submitted to Council on Friday.</p> <p>To do: Simone and Nicole to complete budget review for Council and circulate to committee and membership base.</p> <p>Next meeting will be held on August 3, 2022.</p> <p>Meeting closed at 6.51pm</p>	

	ACTION LIST
	The following list is the entire action list from the previous meeting for reference
	<p>YOUTH LEADERS</p> <p>To do: Simone to draft a letter and send to Jon for him to send out to Briggs', Kidman's, Tom Pearce and Scott Merrett.</p> <p>To do: Caroline to provide an introduction to any relevant contacts at Blue Lake BMX Club.</p> <p>To do: Simone will send through the flyer to Caroline Hill.</p> <p>To do: Simone will disperse the Membership Worx email to members and advertise on social media.</p> <p>RIDDOCH JOURNAL</p> <p>To do: Simone to write and layout the Journal.</p> <p>To do: Simone to organize a photo with youth leaders, Hannah, Nicole and Bec of the jumpers on a Monday or Tuesday through holidays.</p> <p>AGM/INVOICING/FINANCES</p> <p>To do: Bec to contact Nicole to set a time for questions about the invoicing.</p> <p>To do: Bec to make the payment to the Swim Club.</p> <p>RAILWAY UPDATE</p> <p>To do: Caroline will come back to us with a meeting time for the next meeting.</p> <p>CHRISTMAS STREET PARTY</p> <p>To do: Caroline will touch base with us with regards to future funding/application form over the next week.</p> <p>2022/23 CALENDAR OF EVENTS</p> <p>To Do: Nicole to post a message on WIBRD to ask if anyone knows anyone who can do training.</p> <p>To Do: Bec to finalise 22/23 budget.</p> <p>MARKETING</p> <p>To do: Bec will put together a marketing plan and costings around the campaign to provide to the committee and to Caroline.</p> <p>To do: Simone to email the committee with the spend that has been set on Google Adwords.</p> <p>BUDGET/TOWN PLAN/WATTLE RANGE</p> <p>To do: Caroline will chase up where we're at with the Town Masterplan.</p> <p>To do: Simone and Nicole to complete budget review for Council and circulate to committee and membership base.</p>