

Donnybrook Balingup Chamber of Commerce Inc.



COMMITTEE MEETING

Donnybrook Balingup Chamber of Commerce Inc.
Tuesday 18th July 2017
At Bendigo office.

- **Meeting Open:** 7.15
- **Present:** John Austin, Peter Gubler, Angelo Logiudice, Gail Byrne, Ben Rose Rowan Lowe, Victoria Coyne.
- **Apologies :** Barry Green, Carol Evans
- **Minutes.** The previous minutes were tabled. Accepted G Byrne, Seconded P Gubler.
- **Matters Arising:** None
- **Correspondence – Tabled**
- IN
 - Email from Xero requiring two signatures for the Bendigo Bank to continue with our program.
 - Email from Colin Campbell confirming the new logo is now on our web page.
 - Email from Graham Sherriff requesting our books by the last week in August for Auditing.
 - Email from NBN manager offering to provide a detailed update or a presentation for the chamber.
 - Bank statement
 - Telstra phone account
 - Quote from CV Digital for new web page. \$3,300

ACCOUNTS PAID

- Telephone account for June \$100. AUTO DD
- Phil McCredden for the Xero program. \$50. AUTO DD
- Café Tiffany's for Sundowner supper \$550.00
- Maureen Gill for meeting supper. \$40.00

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ACCOUNTS OUTSTANDING

- Invoice from the Donnybrook Newsagency for \$34.30
- My account for secretarial duties from July 1 to July 28 \$600
- Invoice from CV Digital \$52.50 for retrieving password from the old computer so I could delete all Chamber info before handing over to RSL.
- Invoice from CRC for quarter page ad \$61.00

OUT

- All membership renewals posted out.
- Form signed by Angelo Logiudice and myself for the Bendigo bank to continue with our Xero program.
- Email sent to all members regarding the Business lunch at Oakway winery.
- Email to Colin Campbell requesting our new logo be put on the web page.
- Email sent to CRC with advert for business luncheon
- Email sent to Community Radio to advertise the business luncheon
- Emails forwarded to the committee and all members with information received from the Shire, CRC and Business Southwest.

P Gubler moved all correspondence in and out be accepted, and all outstanding accounts to be paid. Seconded R Lowe. All in favour, A Logiudice abstained from voting.

- **Treasurers Report** – Unavailable.
- **Guest Speaker** – Victoria Coyne, manager of the Donnybrook Community Centre gave a presentation on their work at the CRC.
- **General Business:**
 - The committee discussed the changing of web provider to CV Digital. It was decided some committee members to meet with Christian Valenzuela to further discuss his quote.
 - The committee agreed to a \$200 Bendigo Bank credit card. This is needed to carry on with our Xero program when Phil resigns his position as treasurer. Moved R Lowe, seconded A Logiudice, all in favour.

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- The Signage board at the Irish town turn off was discussed and decided no action to be taken by the Chamber and to leave it to the Tourism Association.
 - The plastic bag debate in the shire was noted.
 - A Members survey was discussed. R Lowe to organise the survey.
 - Christmas activities including a late shopping night was discussed and Friday 1st December has been noted as a possible date.
 - \$100 for petty cash was agreed to. Moved R Lowe, Seconded G Byrne, all in favour.
 - R Lowe has suggested Malcolm Frost be approached to join the executive committee as treasurer. All in favour.
 - G Byrne discussed the idea of a Chamber ball, maybe in conjunction with the Apple Festival.
 - R Lowe asked the agenda format be aligned to the strategic plan. All in favour.
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- **Meeting Closed** 8.30pm
 - **Next Meeting** –15th August starting at 7pm at the Bendigo rooms.

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DIARY OF EVENTS

2017 Committee Meetings

August 15/08/17 Chamber Meeting at 7.00pm
Bendigo Bank Office, Donnybrook.

September 19/09/17 **Annual General Meeting 7.00pm**
Bendigo Bank Office, Donnybrook.

October 17/10/17 Chamber Meeting at 7.00pm
Bendigo Bank Office, Donnybrook.

November 21/11/17 Chamber Meeting at 7.00pm
Bendigo Bank Office, Donnybrook

December 12/12/17 Chamber Meeting at 7.00pm
Bendigo Bank Office, Donnybrook

Sundowner 20/09/17 **Donnybrook Hardware and Gardening**
5.30 pm