

Gunnedah & District Chamber of Commerce & Industry Inc.  
Committee Meeting Tuesday 11<sup>th</sup> October at 5.30pm  
Rettie & Vickery: 101 Marquis St, Gunnedah  
**Minutes**

Present: Gemma Bunner, Amanda Jeffreys, Ben Hennessy (via Zoom), Paul O'Donnell, Sam Bath, Keira Gifford, Michael Broekman, Josh Cameron, Hollie Crawford, Bill Ashford, Initra Larsen, Craig Neale, Cj Baldry, Damien Roman

Apologies: Darren Swain, Tracie Finlay, Mikarla Commins

Chair: Paul O'Donnell

Meeting open: 5:35pm

Agenda Items:

- **Previous minutes**

Approved by Sam Bath, Paul O'Donnell seconded

- **President's Update**

Looking forward to rolling out projects and momentum laid down by previous committee focusing on:

- Constitution updates as vague in areas – map out goals of Chamber – revisit what we stand for/year ahead
- Chamber is an essential part of community; part of our mantra should be “build a stronger economic base”
- Tangible 12-month goals, with a long-term view as our role, but also ways/goals to support growth over decade
- Expand appeal of Chamber to a broader member base, not just current

Update moved by Ben Hennessy, seconded by Paul O'Donnell

- **Treasurer's Report**

- Approval of payments: draft bills to pay – will email to Executive for approval
- \$7500 unpaid membership invoices, reminders are out
- Closing balance \$50,000 in bank

Report moved by Sam Bath, seconded by Hollie Crawford

- **Secretary's Report**

Letter of support – Lake Keepit, Koala Sanctuary

GW Group letter of support

Correspondence in and out – to be updated at next meeting

- **Subcommittees/Chamber Representatives Updates**

- **Subcommittees** to be re-visited/appointed at next meeting (e.g., networking, Christmas, retail, awards)
- **Working group appointments**
  - Crime Prevention Working Group – Amanda Jeffreys and Damien Roman
  - Access Working Group – Initra Larsen and Gemma Bunner
  - Economic Development Working Group – Hollie Crawford and Ben Hennessy
  - Skills and Training Working Group – Michael Broekman and Damien Roman
  - Community Scholarship Fund Group – CJ Baldry and Gemma Bunner
  - Sister Cities and Friendly Relationships Group – CJ Baldry and Samantha Bath
  - Business Partner Program Advisory Group – Josh Cameron and Craig Neale
  - Affordable Housing – Michael Broekman and Ben Hennessy

- **General Business**

- Bank Signatories – AGM minutes require amendment for submission to bank
- Christmas fair: Thursday 8<sup>th</sup> December
- Social functions/events update
  - October 20<sup>th</sup>: Business House Golf Day (Bill to cook)
  - November 24<sup>th</sup>: Gunnedah Times event – evening Thursday
  - December 15<sup>th</sup> Chamber Christmas Party from 5:30pm (more dangerous cocktails) – members, non-members – Gunnedah Grounds, Lou Lou’s cocktail caravan, private function (TBC at Executive meeting)
  - Jan/Feb – Barefoot bowls - GSBC
- Next meeting: Tuesday November 8<sup>th</sup> 5:30pm – Rettie & Vickery

Meeting close: 7:05pm

## **ACTIONS ARISING**

### **Executive (collective)**

- Paid secretary role outcome moved to Executive meeting
- Chamber Christmas event
- Subcommittees to be determined at next Executive meeting
- Calendar to be revisited

### **Sam**

- Bank signatories (once AGM minute revision received by Keira)
- Email list of aged members (unpaid from 2021) to Executive committee and then remove from Xero for a true reflection of outstanding invoices

### **CJ**

- Contact Gunnedah Health Connect re, Chamber representative position.  
NB: Initra interested in representing if goes ahead

### **All Working Group Representatives**

- Representatives to provide agenda/minutes/report on previous meeting/communications at monthly Committee meetings

### **Keira**

- AGM update – bank motion below committee and full
- Attach copies of letters of support with minutes
- Ambrose for dummies – provide more info for marketing
- Liaise with Hollie re; Gunnedah Times/Chamber networking event
- Save the date: Chamber Christmas (5:30pm from) Save the date
- Minutes updated on website
- Subcommittees to be provided (with detail/requirements) to committee ahead of next meeting
- Keira to follow up Susan – re; Christmas (loop in Tracie Finlay, subcommittee)
- Australia Chamber of Commerce – membership?
- Market Chamber/Council monthly meeting – member voice + working group positions
- Member package – yearly labels to be investigated