



Executive Committee Meeting - MINUTES

Date: 8th October 2025

Time/Location: 5.30pm – Apple & Grape Office

Attendees

Christine Hood – Vice President (Chair)	Ken Waldron – Vice President
Nicci Goulter – Secretary	Meagan McLoughlin – Treasurer
Trudy Turner	Samantha Wantling
Samara Cassidy – Admin Support	

Apologies

Michelle Feenan – President	Justin Kuskie
Lewis Perkins	Belinda Surch
Kate Lievesley	

MINUTES:

Item #	Item name	Responsibility
1.	Welcome Conflicts of Interest: N/A	Christine
2.	Minutes of Previous Meetings: Motion to adopt a. Approved with no amendments b. Upload September minutes to the website – endorsed Motion to adopt: Christine Second: Trudy	Christine Samara
3.	Action Register – report on progress TABLED	
4.	President’s Report TABLED	Michelle
5.	Treasurer’s Report TABLED Points of interest: <ul style="list-style-type: none"> • 4 cancelled memberships • Aged receivables allocated for personal follow-up calls by committee members leveraging personal connections • Longstanding non-responders (e.g., Outlaw Foodshack) agreed to be written off after failed contact attempts. 	Meagan



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	<ul style="list-style-type: none"> • Audited financial report returned with no changes from previous year's figures. <p>Motion to adopt: Meagan Second: Samantha</p>	
6.	<p>Correspondence Register</p> <p>Business arising:</p> <ul style="list-style-type: none"> • Joint submission from Chamber, GBWT and GBGA sent to SDRC in relation to Draft Planning Scheme • Power Saving Meeting – Matt Brantley from Orbit Energy <ul style="list-style-type: none"> ○ 4pm 9th October via Teams to hear their pitch. ○ Orbit previously partnered with Dalby Chamber of Commerce to coordinate a collective effort to achieve a 15-30% reduction in electricity costs across the region. • Ready Communities – first 3 sessions were well attended. Follow up session will be on the 21st October at 5.30pm 	
7.	<p>Sub Committee Reports</p> <p>1. <u>Events</u></p> <p>2. 2026 Calendar proposed</p> <ul style="list-style-type: none"> ○ Survey has had zero response from members ○ There have been a few people express interest in being speakers at events. <p>3. Christmas Markets</p> <ul style="list-style-type: none"> ○ The flying minute vote was declared invalid because the decision required full committee ratification, given the controversy surrounding the event. Ken clarified that Incorporated Associations Act requires a simple majority but ratification at the next meeting, which led to re-discussion of Christmas Markets event. ○ Options discussed: <ul style="list-style-type: none"> ▪ Traffic Guidance - \$4000, using the \$1,500 from RSL grant to help cover cost, out of pocket \$2,500. Cost for traffic control is less if we supply qualified volunteers. ▪ Not to close street ▪ Not to hold event – lack of resources, costs. 	Nicci



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	<p>MOTION: Not to hold the Christmas event in the current format</p> <p>MOTION: We will pursue components, including Christmas Giving Tree and Shop Local, and take the next 12 months to revamp for a vigorous and engaging community event in 2026.</p> <p>Moved: Nicci ALL AGREE</p> <ul style="list-style-type: none"> • Moving forward – use RSL Grant for the Shop Local Christmas Campaign. <p>4. <u>Membership</u></p> <ul style="list-style-type: none"> • No update <p>5. <u>Economic Development</u></p> <ul style="list-style-type: none"> • Report included with minutes • Investment portfolio complete <p>MOTION: Adopt Investment Portfolio draft in present form to be published in a form to be decided.</p> <p>Moved: Ken Second: Christine All agree</p> <ul style="list-style-type: none"> • Meagan may have a contact for printing – suggested initial run of 500 – quote to come • Upload to website in PDF format with explanation. <p>6. <u>Strategic Partnerships</u></p> <ul style="list-style-type: none"> • Report tabled <p>7. <u>Fundraising</u></p> <ul style="list-style-type: none"> • Sponsorship remains critical, with a \$21,000 target essential to maintain solvency. • Requested member feedback within seven days on the sponsorship prospectus. <p>8. <u>SCRP</u></p> <ul style="list-style-type: none"> • No updates – meeting next week. <p>9. <u>SDRC</u></p> <ul style="list-style-type: none"> • No update 	<p>Christine</p> <p>Ken</p> <p>Meagan</p> <p>Samara</p> <p>Ken</p>
8.	<p>New Business</p> <ul style="list-style-type: none"> • <u>Item # 1 – New Members</u> 	



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	<ul style="list-style-type: none"> ○ C Consulting Engineering Motion to Approve: Nicci Second: Ken ○ Nicci to email new businesses and Meagan for invoicing, Christine to welcome new member, invite to Business Lunch at Ballandean Pub. • <u>Item # 2 – Stonefox</u> <ul style="list-style-type: none"> ○ Accepted amended proposal - \$1320 per month for the next 3 months, Samara to continue with EDMs. ○ Invitation for Stonefox to attend first meeting after the AGM – All agree ○ Social media – reels gain more traction than photos ○ Committee members to provide 10 second video about being a committee member for AGM advertising. ○ Need members to put forward content • <u>Item # 3 –Cash Flow Budget</u> <ul style="list-style-type: none"> ○ Forecasts show break-even operations based on grants (\$45,000, with \$15,000 received), functions (\$13,000), and membership growth. ○ Membership shortfall of ~35 below the 337 break-even target creates a \$33,000 funding gap without new sponsorship. ○ Most sponsorships are in-kind, offsetting costs but not counted as revenue. ○ Large corporates (e.g. Woolworths, Commonwealth Bank) identified as untapped sponsorship opportunities. ○ Grant prospects being monitored; success depends on clearly defined projects. Subscribed to Grant Helper ○ Chamber remains solvent but expected to draw \$20,000 from reserves by year-end. ○ Bendigo Bank has a grant open until 31st October – Christine and Meagan to follow up. ○ Feedback from all required. • <u>Item #4 – Website changes</u> <ul style="list-style-type: none"> ○ Discussions will be outside of meeting • <u>Item # 5 –AGM</u> <ul style="list-style-type: none"> ○ Key dates have been finalised – share with committee ○ Nomination and Proxy forms are ready – EDM and add to website ○ Nominations close 24th October, Proxy forms due 11th November. ○ A skills matrix was added to nomination forms to better balance expertise and committee diversity, aiming for stronger leadership in strategic areas 	



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	<ul style="list-style-type: none">○ Committee members were encouraged to promote nominations actively and support recruitment efforts with personal outreach and short promotional videos.○ Ken to check the constitution re: Notice of AGM – newspaper or social media advertisement?	
9.	Close meeting – 7.04pm Next meeting: 12 th November - AGM – 6pm RSL	Samara