



Executive Committee Meeting Agenda

Date: 13th November 2024

Time/ Location: 6:00pm / Ridgemill Estate

Attendees

Michelle Feenan (President); Christine Hood (Vice-President); Ken Waldron (Vice-President); Rikki-Lee Chislett (Secretary); Lenell Storey (Treasurer); Kate Lievesley; Lewis Perkins; Debra Spence; Trudy Turner Leah Moir and Samantha Wantling.

Apologies

AGENDA

Item #	Item name	Responsibility
1.	Welcome <ul style="list-style-type: none"> Conflicts of interest to declare? 	Michelle
2.	Minutes of Previous Meetings: Motion to adopt <ul style="list-style-type: none"> Minutes of Executive Meeting of 23/10/2024 	Michelle
3.	Treasurer's Report: Motion to adopt <ul style="list-style-type: none"> P/L report of 22/10/2024 	Lenell
4.	Correspondence to be presented <u>Inward Correspondence:</u> Inward correspondence will be attached and provided in a correspondence register. <u>Outward Correspondence:</u> Outward correspondence will be attached and provided in a correspondence register. <u>Business Arising:</u>	Rikki-Lee
5.	Action Register – report on progress <ul style="list-style-type: none"> RSL Booking for future meetings Networking and guest speaker invitation draft Letter Committee group photo 	Rikki-Lee Rikki_lee



	<ul style="list-style-type: none"> ● SDRC – set up a meeting regarding the Why leave town and shop local. ● Advertising with Nat McCosker for the Christmas Promotion ● Budget for Christmas promotion. ● Meeting with CEO of QCWT to begin planning the engagement of industry bodies on the future of QCWT regards to round table. ● Letter of intention to DESBT advising them of Chamber’s intentions, so that it is noted within government. ● Reversal of unpaid fees. ● Reversal of Networking Invoices ● Olgas Invoice ● Trice consulting and Stanthorpe RSL outstanding Invoices ● NFP Review ● Granite Belt Business Excellence Awards to be put on trybooking ● Push for sponsorship for the Granite Belt Business Excellence Awards ● Repeat use of the new domain ● Michelle to include in Newsletter ● Update all correspondence with new website and email ● Email to Granite Belt Community Reference panel ● Debra Spences Survey to be circulated within members 	<p>Michelle</p> <p>Trudy</p> <p>Michelle</p> <p>Michelle</p> <p>Lenell</p> <p>Lenell</p> <p>Lenell</p> <p>Lenell</p> <p>Rikki-Lee</p> <p>Rikki-Lee and Lenell</p> <p>Michelle</p> <p>Michelle and Rikki-Lee</p> <p>Rikki-Lee</p>
6.	<p>Sub Committee Updates</p> <ul style="list-style-type: none"> ● Membership ● Events ● Economic Growth / Advocacy ● Strategic Partnerships 	
7.	<p>New Business</p> <ul style="list-style-type: none"> ● Procurement process ● Strategic plan ● Website support ● Granite Belt Sustainable Action Group Presentation. ● Jotform Subscription, needs to be upgraded to a plan for continued use. 	<p>Rikki-Lee</p>
8.	<p>Close meeting</p> <ul style="list-style-type: none"> ● Next meeting: 11th December 2024- Stanthorpe RSL 	<p>Michelle</p>