stanthorpe & granite belt chamber of commerce

Executive Committee Meeting - MINUTES

Date: 10th June 2026

Time/Location: 5.30pm – Apple & Grape Festival Office

Attendees

Michelle Feenan – President (Chair)
Aline Teixeira
Trudy Turner
Nicci Goulter
Fiona Patti
Samantha Wantling
Bronwyn Armstrong
Samara Cassidy – Admin Support

Apologies

Belinda Surch
Christine Hood
Cecilia Campbell

MINUTES:

Item #	Item name	Responsibility
1.	**Welcome** Conflicts of Interest: N/A Introduction of Fiona Patti – proposed new treasurer The Committee formally accepted Christine Hood's resignation and acknowledged her significant contribution to the Chamber. • On behalf of the committee Michelle has thanked Christine for her service and wished her every success as she focuses on her business, while looking forward to her continued involvement as a Chamber member. Recognition was given to her work on the tiered membership structure, value proposition development, social media improvements, and member outreach initiatives.	Michelle
2.	**SDRC Update** Shane was invited, but not in attendance this month.	
3.	**MATTERS FOR DISCUSSION** A. **<u>Additional funding from SDRC</u>** • Allocation: $500 was allocated to Granite Belt Business Expo, but because this has already happened this money can be used another way; $2,240 skill development workshops and networking events; $7,000 towards the Christmas event. • Previous allocation of $15,260 was for digital marketing – this has been fully expended and exceeded. • To be acquitted February 2027	Michelle

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- Michelle is seeking help for planning/implementing workshops and networking events.

B. **<u>Strategic Industry Association funding</u>**

- Smarty Grants platform to be used for application. Committee invited to contribute ideas referencing the action plan.
- Michelle to circulate the information pack once it is available.
- Suggestion of activating Investment Portfolio – however SDRC have "Growth Strategy" in their upcoming budget proposal. The Investment Portfolio will play a part in this. Ready Communities will be sharing the Investment Portfolio with investors.

C. **<u>Snapshot of Achievement</u>**

- The infographic shows the chamber's key advocacy themes and achievements (connection, engagement, peer support, mentorship, etc.).
- Adjustments agreed: Change the wording from "advocacy projects" to a more general advocacy label, keep housing crisis as an issue but add water as a specific advocacy theme (given the chamber's water committee involvement). Maintain and refine strategic partnerships (e.g. add water-related partners where appropriate).
- Updated snapshot to be distributed to members and uploaded to website.

D. **<u>Why Leave Town Update</u>**

- Operational changes:
  - From 1 July, no more EFTPOS loading; upload stores will use a new online platform.
  - New cards are available when we are ready. They will be chip-enabled and usable on any Mastercard-capable device (including Square), but only at registered redeeming stores.
- Current stock: ~700 old swipe cards remain; 300 expected to be used at the September Social Impact Conference. Old and new cards can run in parallel.
- Name decision: The preferred new branding is "Granite Belt Gold" (with some flexibility as to whether "Belt" appears on the physical design).
- Follow ups: Continue discussions with Ash (Why Leave Town) on the generic card design and transition timing.

E. <u>Website updates</u>

- Proposed expanding the website to better support members:
  - Add useful external links (free state-wide workshops, training, resources).

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Michelle

Aline

Michelle/Trudy

Samara

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	○ Promote free events from other organisations (e.g. State Library, Business Chamber QLD, Serena Russo masterclasses) in the events page. ○ Create a "Member Support" page with links to Rural Financial Counsellors, Rural Aid, Small business support services, other relevant assistance programs • Committee supports this direction. • Samara can dedicate regular time (e.g. Tuesday afternoons) to updating the website. • Use social channels to promote the updated website and drive members there. **F. <u>Drought Preparedness & Water Advocacy</u>** • At "day zero" town residents are protected because state government is obliged to ensure supply, but rural/non-reticulated residents are not. • Many rural residents rely on farm work and are financially vulnerable during drought. • Volunteer- and donation-based responses (like last drought) may not be repeatable at the same scale. • She asked the Stanthorpe Community Reference Panel to write to the Minister for Local Government and Water requesting that the minimum water entitlement (whatever the town restriction level is) be matched for rural residents, with water trucked in. • The committee strongly supported this advocacy and recognised its alignment with the chamber's community role.	Samantha
4.	**MATTERS FOR DECISION** A. **<u>New Member Applications</u>** • 4 Hearts Homecare and • Your Finance Specialists Pty Ltd **Motion: That the applications from 4 Hearts Homecare and Your Finance Specialists Pty Ltd be accepted.** **Moved: Aline Seconded: Bronwyn CARRIED** • Samara to send welcome email. • Trudy rostered to welcome new members for month of June. Samantha moved to August; Michelle moved to November. Samara to update roster. B. **<u>Nomination of New Treasurer</u>** • Michelle met with Fiona Patti after the May meeting to discuss the details of the role of treasurer and the Chamber's accounts, along with the nature of transactions and the reporting requirements. • Fiona agreed to being nominated for the role.	Samara Michelle

stanthorpe & granite belt chamber of commerce

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	Motion: That Fiona Patti be appointed Public Officer (Treasurer) of the Stanthorpe & Granite Belt Chamber of Commerce, effective from the date of this meeting.
	Moved: Michelle Seconded: Samantha CARRIED
	
	C. **<u>Bank Signatories</u>**
	• The Chamber holds 4 accounts with Bendigo Bank
	• Current signatories are Michelle Feenan (President) and Christine Hood (Committee member); however Christine has now resigned from her role, leaving only Michelle.
	• Incoming treasurer, Fiona Patti, will be a signatory.
	• Michelle proposed a third signatory be established, this will allow for any absences as we require 2 signatories on transactions.
	• Michelle has approached Bronwyn Armstrong to be the third. Bronwyn is agreeable to this.
	Motion: That Bronwyn Armstrong be appointed an authorised signatory for the Chamber's bank accounts.
	Moved: Michelle Seconded: Trudy CARRIED
	
	D. **<u>Minutes of Executive Meeting 13 May 2026</u>**
	• Minutes reviewed and suggested amendments to Item 5 Treasurer's Report.
	Motion: That the minutes of 13 May 2026 be amended to reflect the agreed changes and then accepted.
	Moved: Nicci Seconded: Samantha CARRIED
	
	Motion: That the amended minutes be uploaded to the website.
	Moved: Nicci Seconded: Aline CARRIED
	
	E. **<u>Financial Report</u>**
	• As tabled in agenda pack.
	• To note:
	  o Membership renewal invoices for May 2026 have been distributed ($965)
	  o Membership renewal invoices for June 2026 have been distributed ($1,010)
	  o Membership renewals due 1 July 2026 due to be sent 17 June or later. ($15,000)
	• There are ongoing difficulties reconciling Stripe credit card payments received through Xero, as payment references do not clearly identify the payer or associated invoice.
	• Michelle will seek advice from Xero/Stripe specialists to determine whether a more reliable reconciliation process can be implemented. If a suitable solution cannot be identified, the Treasurer and President will
		Michelle
		
		Michelle
		
		Michelle

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	consider disabling the credit card payment option on invoices. o Michelle will report back to the committee with recommendations at the next meeting. • Michelle clarified that the amounts of $3,500 and $2,000 currently held in the chamber's bank accounts relate to the **BEA event**. The chamber manages BEA monies within its existing accounts (no separate BEA account), and profits are shared with the BEA partner, GBWT, under the same arrangement as the previous BEA event. Recent and upcoming sponsorship receipts (including Cavinsure) are allocated against BEA expenses such as website updates, design, collateral, digital marketing and printing. **Motion: That the Committee accept the Financial Report for May 2026.** **Moved: Michelle Second: Bronwyn CARRIED**	
	F. **<u>Brisbane Chamber Queensland Membership Renewal</u>** • The renewal of the Chamber's affiliation with Business Chamber Queensland was discussed, noting the current financial pressures facing the organisation. • Members agreed that maintaining the affiliation remains important for advocacy, support, and access to member services. **Motion: That the Chamber renew its Business Chamber Queensland affiliation and pay the subscription fee of $354.56.** **Moved: Samantha Seconded: Aline CARRIED**	Michelle
	G. **<u>Nomination of fundraising coordinator</u>** • Michelle will act as fundraising coordinator and seek a second committee member to assist. • Strategy: Use the Strategy as outlined by past Committee member Ken Waldron and reduce reliance on membership fees and focus on sponsorships, grants, and council funding, particularly for overheads such as insurance and digital marketing. • Ongoing costs to be covered include insurance, subscriptions, and paid support services such as Samara and Stonefox Media. • Samara to include a "call for support" in EDM.	Michelle
	H. <u>Financial Sustainability and Operational Review</u> • The committee reviewed the Chamber's financial position and discussed measures to improve long-term sustainability.	Michelle/Nicci

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It was agreed to reduce non-essential expenditure, including:

Pausing external digital marketing activities until new funding proposals considered by SDRC.

Stonefox to be advised that services will be paused.
When the Chamber is in a position to resume digital marketing, it will review the scope of work before opening for submissions.
Suggestion to engage new start-ups with contra deals. Timeframes to be included if this is utilised.

Reducing administrative support to 15 hours per month.

The committee requested improved financial reporting, including separate budget reports for the Business Excellence Awards and Chamber operations.

I. <u>Letter of Congratulations</u>

Samantha would like Chamber to send letters of congratulations to Stephen Tancred and Rosie Savio for their recent Lifetime Achievement Awards from Apple and Pear Australia Limited (APAL).
All members in support – Samantha to draft letter.

</td><td>Samantha</td></tr>
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ACTION LOG
<u>Action #13:</u> “Minute To Meet” Location will be Vincenzo’s. Samantha will see if we can host other events free of charge at the RSL.

<u>Action #14:</u> “Just a Farmer” will not waive the screen rights fee.

Currently sourcing external funding to help cover the fee.
Shane will book the Civic Centre under his name at council for Chamber to use the facilities for no cost.
Ridgemill are happy to donate the wine for the event.
Food: Possibly via the school hospitality class or similar low-cost / in-kind options. Contact Melissa Pascoe.
Don’t lock in a date yet until it’s clearer whether that external funding will cover the screening costs.

</td><td>Nicci

Michelle on behalf of Belinda</td></tr>
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MATTERS FOR INFORMATION
A. <u>President’s Report</u>
</td><td>Michelle</td></tr>
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	• Tabled as read. B. **<u>Correspondence Register</u>** • Tabled as read C. **<u>Sub-Committees</u>** 1. Events – updated events calendar tabled 2. Membership – no report 3. Economic Development – no report 4. Strategic Partnership – report tabled as read D. **<u>Working Groups</u>** 1. Business Excellence Awards • Currently have 10 entries – no entries in 2 categories. • Entries close 12th June – however will accept late entries until they are shared with judges. • Current promotions – past winners, committee reels • Will collect reels from all nominees for the Gala night and to be used as promotional material for future awards. • Judges have been identified. Michelle meeting with them Friday. • Trophies – in talks with two local providers. E. **<u>Representative Groups</u>** 1. SCRP • General meeting was on Tuesday night. • Progress continues on the review of the SCRP Model Rules, with discussions becoming more constructive and greater agreement being reached on key governance matters. • The SCRP will write to the relevant government department supporting the proposed water releases and advocating for the use of the previous expression-of-interest process. • The recent SCRP meeting was well attended and reflected a positive and collaborative approach. • SCRP minutes and related governance documents will continue to be circulated through the correspondence register for committee information.	Michelle Various Michelle Michelle/Samantha
7.	**Close meeting – 7.33pm** Next meeting: 8th July 2026 – 5.30pm Apple & Grape Festival Office	Samara