

MINUTES

CGMC - Tuesday 21st August 2007, 7.30am
CGM offices, Busport, 17 Gheringhap Street, Geelong

Section A – Procedural Matters

1. Welcome/Apologies

Present: Jas Thethy, Sharon Guest-Wallace, Jason Barnett, Julie Hyslop, Sandy Kelly-Burton, John Sisley, Mark Davis, Annette Cotter, Andrew Senia, Cr John Mitchell, Jodie Smith-Reyntjes, Emma Moody, Mandy Wright (minutes).

Apologies: Peter Rodger, Kate Messenger, Colin Kosky.

2. Declarations of interests

- No declarations of interest.

3. Acceptance of previous minutes

- Moved John Sisley, seconded Jas Thethy that the minutes of a meeting dated 17th July 2007 be accepted as a true and accurate record.

4. Matters arising from previous minutes

- All items actioned.

5. Sub-committee minutes

- Taken as read

6. Question time – opportunity for questions from the public gallery.

- No members of the public were present.

Section B – Reports

7. Finance report

- Jodie Smith-Reyntjes tabled the July 2007 Finance Summary and the April to June 2007 Quarterly Report on Expenditure.

8. Central Geelong Pride Initiative

- JSR presented the proposed campaign brief for the CG Pride Initiative.
- General discussion regarding campaign including: importance of getting the media involved early on, work with our stakeholders for valuable input.

Recommendation: To implement the Central Geelong Pride initiative. Moved Andrew Senia, seconded John Sisley. Carried.

Action: Executive staff to commence implementation of Central Geelong Pride Initiative.

9. Vecci HR Breakfast

- JSR ran through the request for support a Vecci HR breakfast.
- General discussion regarding sponsorship options including: some committee members not in agreement as believe CGM will not get much out of it but will be providing Vecci with sponsorship plus potentially further business.

Recommendation: To advise Vecci that CGM thank them for their request but no thank you in this instance, and look forward to exploring future partnerships. Moved AS, seconded JS. Carried.

Action: JSR to advise Vecci of Committee decision.

10. Induction Process and Election Process

- Both draft processes were discussed.
 - JT and Sharon Guest Wallace agreed that they were happy with their inductions.
 - SGW moved to adopt the Induction process and JT seconded. Carried.
 - JS moved to adopt the Election process and Sandy Kelly Burton seconded. Carried.
- Action:** Committee Terms of Reference to be re-sent out to all members.

11. **Executive Officer Update**

- **School Holiday Program** – Links to football finals. New Registration process.
- **Central Focus Newsletter** – distributed 20 August along with a safety initiative sheet and park & ride information.
- **Networking event** – RSVPs coming in. Apologies from AS.
- **The Age**– 8 month campaign focussed on Geelong under discussion with various bodies, cost to CGM estimated at \$10k. Would come before committee for decision.
- **'Go Cats' Shop Front Competition** – in discussion with K-Rock who are offering a \$3k advertising packages to the winners of the most inventive/creative shop front themed on the Cats. CGM will provide businesses with a start kit. The competition will be launched at the networking event.
- **Deakin Open Day** – CGM had a booth at both campuses promoting Central Geelong.
- **Geelong Show** – CGM will have a display.
- **Toast to the Coast** – will be in various locations this year and CGM support will be via the provision of the free city bus to shuttle people between locations & promote Farmers Market and the Sidewalk Sales.
- **Privilege Card** – Executive staff have met with GOT to discuss evaluation of this program and need for increased feedback. Survey to be sent to workplaces for their perception of the card.
- **Buy Local** – Auction to be held at September's Farmer's Market.
- **Farmer's Market** – Stallholders reported good sales in August despite the rain. Some new market items to be purchased e.g. umbrellas.
- **Business numbering initiative** – continues as we receive requests from businesses
- **Lt Malop St Night Markets** – no response to our offer of sponsorship.
- **Schools based apprentice** – Marli has completed her year. Currently have work experience staff member.
- **Staff Leave** – JSR on leave from 31st August to 7th September 2007.

Section C – Confidential Matters

12. **Confidential matters**

- No confidential matters were discussed.

Section D – General Information

13. **General Business**

- JS queried whether departing committee members were given any leaving award. JSR confirmed that there is a consistent approach to this, including certificate and gift.

15. **Meeting closed. 9.10am**

Next meeting scheduled for Tuesday 18th September 2007, 7:30am at the Busport Office.

Action List – August 2007

Action	Who	Date for completion	Completed
Executive staff to commence implementation of Central Geelong Pride Initiative	JSR/ EM	17/09/07	Yes
Advise Vecci of Committee decision	JSR	21/08/07	Yes
Committee Terms of Reference to be re-sent out to all members	JSR	18/09/07	Yes