



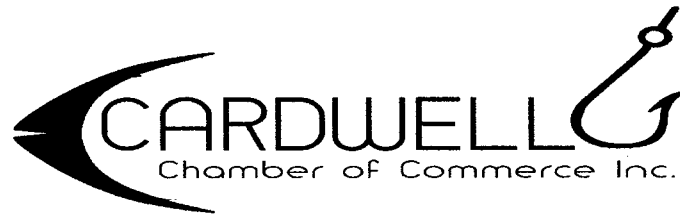
AGENDA FOR THE ANNUAL GENERAL MEETING

6.30pm on Wednesday 20th July 2016
To be held at the Cardwell Country Club

Item	Description
1	Meeting opened by Mark Sheahan - President CCOC
2	Attendance: As per Attendance sheet
3	Apologies:
4	Confirmation of General Meeting Minutes held Tuesday 24 th February 2015
5	Business Arising From Previous Minutes
6	Reports
6.1	Financial Report presented by Christine Ihle
6.2	Presidents Report presented by Mark Sheahan
7	Election of the 2016/2017 Executive Committee.
8	Appointment of Auditor
10	Meeting Closed

Light refreshments will be served at the close of the meeting

Item 4



MINUTES OF MEETING

Held at the Cardwell Swim Pool 24th February 2015

Item	Description
1	Mark Sheahan welcomed all in attendance and opened the meeting at 1.00pm
2	In Attendance: Mark Sheahan, Kevin Lockhart, Kathy Sheahan, Chris Ihle, Mandy Jensen, Jess Patch, Margaret Hunt, Robert Boothey, Kathleen Brown, Harrison Duncan, Phil Gruber, Lynette Rainey, Lindsay Hallam.
3	Apologies: Nil
4	<p>General Business: Mark Sheahan opened the meeting and thanked everyone for coming. He explained to everyone that this meeting was not conducted in the form of a traditional AGM as the Cardwell Chamber of Commerce effectively had not existed for the previous year. He said he had called the meeting to gauge interest in reviving the Cardwell Chamber of Commerce. He said that Chris Ihle and he had met with Peggy (Cassowary Coast Regional Council) to discuss the possibility of starting an organisation designed specifically for community events. Peggy suggested that there were already too many organisations in Cardwell and perhaps it would be a better option to revive the now defunct CCOC.</p> <p>A general discussion was held and those present unanimously decided to move forward with this suggestion.</p> <p>Following this nominations were taken to fill the vacant executive positions.</p> <p>Mark Sheahan was nominated for President (nominated Jess Patch, Seconded Robert Boothey) Nomination accepted and carried.</p> <p>Kevin Lockhart was nominated for Vice President (nominated Kathy Sheahan, Seconded Chris Ihle) Nomination accepted and carried.</p> <p>Kathy Sheahan was nominated for Secretary (nominated Chris Ihle) Nomination declined</p> <p>No further nominations were received for Secretary (POSITION VACANT) however Robert Boothey said that he would ask Fiona Percival if she was interested.</p> <p>Chris Ihle was nominated for Treasurer (nominated Kathy Sheahan, Seconded</p>

Mandy Jensen) Nomination accepted and carried

Mark Sheahan declared the above positions filled and suggested all meet the following Tuesday to discuss further General Business, membership fees and a meeting schedule

Unanimously agreed

Meeting Closed at 2pm

Next meeting Tuesday 3rd March 2015 at 1pm (Cardwell Pool)

Item 6.1

8:00 PM
18/07/16
Cash Basis

Cardwell Chamber of Commerce Inc Profit & Loss January 1, 2015 through July 18, 2016

	<u>Jan 1, '15 - Jul 18, 16</u>
Ordinary Income/Expense	
Income	
Donation Income	200.00
Grant Income	
SMF Grant Income	9,300.00
Total Grant Income	9,300.00
Jetty Markets	
Seafood Expo	298.00
Jetty Markets - Other	1,995.00
Total Jetty Markets	2,293.00
KRR Income	
KRR T Shirts	2,480.46
KRR Income - Other	500.00
Total KRR Income	2,980.46
Looking Glass	2,166.00
Membership	2,286.00
Triathlon Income	617.27
UFO Income	
UFO Grant Income	3,000.00
UFO Income - Other	526.95
Total UFO Income	3,526.95
Total Income	23,369.68
Expense	
Advertising	3,351.82
Bank Charges	72.65
Carols By Candlelight	1,031.15
Event Expenses	
UFO Festival Expenses	8,119.44
Event Expenses - Other	284.05
Total Event Expenses	8,403.49
Fees and Subscriptions	595.82
Insurance	2,398.64
Jetty Market Expenses	
JM Advertising	660.96
JM Insurance	239.80
Jetty Market Expenses - Other	100.58
Total Jetty Market Expenses	1,001.34
KRR Expenses	
KRR Equipment Expenses	1,214.46
KRR Shirts Expense	2,095.45
Total KRR Expenses	3,309.91
Office Stationary	70.44
Sacred Moon Festival	
SM Expenses	9,680.00
Total Sacred Moon Festival	9,680.00
Triathlon Expenses	1,446.14
Total Expense	31,361.40
Net Ordinary Income	-7,991.72
Other Income/Expense	
Other Income	
Interest Received	8.32
Total Other Income	8.32
Net Other Income	8.32
Net Income	-7,983.40

8:02 PM
18/07/16
Cash Basis

Cardwell Chamber of Commerce Inc
Balance Sheet
As of July 18, 2016

	<u>Jul 18, 16</u>
ASSETS	
Current Assets	
Chequing/Savings	
CCC Statement Account	2,227.59
Total Chequing/Savings	2,227.59
Accounts Receivable	
Accounts Receivable	-66.00
Total Accounts Receivable	-66.00
Total Current Assets	2,161.59
TOTAL ASSETS	<u>2,161.59</u>
LIABILITIES	
Current Liabilities	
Other Current Liabilities	
Tax Payable	147.96
Total Other Current Liabilities	147.96
Total Current Liabilities	147.96
TOTAL LIABILITIES	<u>147.96</u>
NET ASSETS	<u>2,013.63</u>
EQUITY	
Opening Bal Equity	26,507.44
Retained Earnings	-22,732.45
Net Income	-1,761.36
TOTAL EQUITY	<u>2,013.63</u>

Item 6.2

As all would know after a number of years of being inactive the Cardwell Chamber of Commerce was revived in 2015. The CCOC is a membership based not-for-profit organisation. A new Chamber committee was elected to provide leadership to assist the local community and promote a positive image to the outside world. They were:

President:	Mark Sheahan	Vice President:	Kevin Lockhart
Secretary:	Kathy Sheahan	Treasurer:	Christiine Ihle

Initial meetings of the Chamber were well attended and membership numbers have steadily increased. I am happy to report that CCOC now have a membership base of 32, a great result I am sure you will agree.

The beginning of our tenure as Chamber of Commerce was turbulent, to say the least. However I am pleased to report of the great achievements over the past year.

- Our new website
- Our new facebook page
- Cardwell Jetty Markets
- New information boards at Bendigo Bank, Cardwell Newsagency, Sweet Surprise and IGA
- A You Tube video highlighting several Cardwell businesses. Thank you to Nev Milne for his time in recording not only the video but for writing and recording the song.
- Several businesses now displaying the Blue *I* and providing visitors with tourism information
- A new Yellow *I* information centre now open at the Bush Telegraph Centre.
- Providing support to the successful UFO and Sacred Moon Festivals, bringing many visitors to Cardwell.
- The inaugural Cardwell UFO Triathlon.

In addition to this the following projects are still works in progress and we look forward to pursuing these and seeing their completion in the future.

- The construction of Mountain Bike Trails
- The clearing of walking tracks around Cardwell
- The construction of shade covers on the Jetty and on the Ampitheatre Stage.

Cardwell Chamber of Commerce will continue to work closely with the Cassowary Coast Regional Council and the Tropical Coast Tourism as well as the newly formed Cassowary Coast Economic Development Inc.

It has been my pleasure to lead the Cardwell Chamber of Commerce for 2015/2016 and I would like to take this opportunity to thank my hardworking executive committee as well as Gareth Davey, who has assisted Chris Ihle in leading the ship while I have been away.

I would also like to thank the members. As a member-based organisation, the Chamber works hard to try to represent the broad range of interests of its members. We don't always get it right but as always attendance is encouraged at meetings to obtain a broad and fair range of opinions.

We look forward to the coming year.

Mark Sheahan

President

Cardwell Chamber of Commerce Inc.
Annual General Meeting
20 July 2016

Item 7

Mark Sheahan declared all committee positions vacant and handed chairmanship of the meeting to Glenn Raleigh.

Glenn called for nominations for the executive positions of President, Secretary and Treasurer. Nominations were received to respectively elect Mark Sheahan, Jenny Green, and Christine Ihle to those positions. All were elected unopposed. Outgoing committee members were thanked for their contribution.

Mark Sheahan resumed chairing the meeting.

Item 9

The following motion was proposed in writing, discussed and passed:

That new members who join in the last 4 months of a membership year, have their annual membership fee discounted pro-rata for their renewal in the following year. This is to apply from the beginning of 2016.

Proposer: Gareth Davey, SkyRentals (financial member)

Seconder: Thea Ormonde, The Dragonfly Cottage (financial member)

Irrespective of the above motion, it was noted the Chamber's membership year may change to align with the financial year.