

Chamber of Commerce Meeting

Meeting held on Wednesday 03 March 2015

Present:	Mark Sheahan (MS) – President	Kevin Lockhart (KL) – Vice President	Kathy Sheahan (KS) – Assistant Treasurer
	Mandy Jensen (MJ)	Jess Patch (JP)	Margaret Hunt (MH)
	Fiona Percival (FP)	Robert Boothey (RB)	Kathleen Brown (KB)
	Harrison Duncan (HP)	Peter Butler (PB)	Graham Hennesey (GH)
	David Modra (DM)		Phil Gruber (PG)

Item No	Item	Details / Actions (taken or to be taken)	Action by	Date by
1.	Business Arising from Previous Minutes			
1.1	Events Calendar	MJ mentioned that she had been chatting with Glenda Rosendahl (Cardwell Lions) who said that they had already established an events calendar for Cardwell 2015. MS to talk to Caroline Dyer about this.	MS	17/03/15
1.2	Notice Boards	JP said that she had talked to Doctor Roux who said it was OK to display a notice board at the front of Sweet Surprise. It was mentioned that the Mens Shed currently have several notice boards not being used. MS to contact Mens Shed to discuss the usage of some of these.	MS	17/03/15
1.3	Brochure for Shops	Some discussion was held regarding the supply of brochures for shops. The format and content of the brochure was discussed at length however it was decided to approach Great Greenway Tourism to discuss the usage of some of their brochures or the development of a new one together to provide to business owners for tourists. MS to contact GGW to arrange a meeting. KL to attend the meeting with MS	MS	17/03/15
		Accept previous minutes – moved by KL and Seconded by MJ		
2.	New Business			
2.1	Billboard	It was suggested that CCOC perhaps investigate the possibility of a billboard and some funding for this. It was decided to look into the brochure and notice boards at this stage and put this on the agenda at a later date	FP	ongoing
2.2	Markets on Foreshore	A discussion was held about the importance of moving the markets back to the foreshore to provide benefit to the business community. MS to contact the Julie Jones from the ambulance committee to arrange a meeting to discuss this	MS	17/03/15
2.3	Secretary	Fiona Percival was nominated by Kathy Sheahan, this was seconded by Robert Boothey to fill the vacant secretary position. The nomination was accepted by Fiona and carried.		
2.4	Advise of Change	It was suggested by MS to send a letter to the CDCA, the GGW, the Futures Forum Committee and the Council to advise of the new chamber committee.	FP	17/03/15
2.5	Letter of Support	The Historical Society would like CCOC to provide a letter of support to suggested changes to Balliol Street. After some discussion it was decided to obtain further information about the proposed changes before providing a letter of support.		
2.6	Laptop	KS suggested that a Laptop may be of some use to the CCOC for both secretary and treasurer use. A motion was made for FP to get some prices on an adequate laptop for this use. Seconded by KL	FP	17/03/15
2.7	Website	KL spoke about the importance of updating the exiting website and establishing a facebook page for the CCOC. MH to look into website and JP to look into Facebook	MH/JP	17/03/15

2.8	Letter of Support	A letter of support was requested from the fishing club. In the absence of CI not too much was known about this. KS to contact Ros Ollerman to discuss	KS	17/03/15
2.9	Payment of Kirrama Range TShirts	Motion was made by KL to assist with payment of outstand invoice of TShirts for Kirrama Range Reopening. This will be paid back in instalments. Seconded by MS. Moved		
3	Next Meeting: 17 March 2015 - 1.00pm			

Chamber of Commerc - ACTION LIST			Date: 03/03/2015	
Item	Action (to be taken)	Owner	Req. by	
1.1	MS to talk to Caroline Dyer from the Lions Club about current events calendar	MS	17/03/2015	
1.2	MS to talk to Mens Shed about Notice Boards	MS	17/03/2015	
1.3	MS to arrange meeting with GGW to discuss co-operation with brochures for businesses	MS	17/03/2015	
2.2	MS to contact Julie Jones regarding moving the markets to foreshore	MS	17/03/2015	
2.4	FP to send letter to CDCA, GGW, Futures Forum and the Council advising of new details for CCOM	FP	17/03/2015	
2.6	FP to get some prices on Laptop for CCOM	FP	17/03/2015	
2.7	MH and JP to look into website and Facebook page	MH/JP	17/03/2015	
2.8	KS to contact Fishing Club re letter of Support	KS	17/03/2015	