



**NIMBIN CHAMBER OF COMMERCE Inc**  
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## MANAGEMENT COMMITTEE MINUTES

Monday 06 March 2023,  
At Bush Theatre Upstairs and by Zoom

Meeting commenced 1745 hrs  
Acknowledgment of Country

1. **MINUTE TAKER:** David Spain
2. **COMMITTEE MEMBERS PRESENT:** Dafydd Hyett [President], David Spain, Diana Roberts, Peter, Aline, Samantha Allen, Nicole Lindner **By Zoom:** Carolione Todd  
**Guest:** Wil Polson, Stuart McConville (environmental consultant)
3. **CHAIRPERSON:** Diana Roberts
4. **MINUTES 13-02-2023**

The second sentence in item 9 [Financial report] should read “We have \$49k and another \$10k is expected. However, we owe about \$3400 (mostly to Dogwhistle) and our promised contribution of \$10,000 to the AQ50 account.”.

In item 14, Online Shop, the fifth & sixth sentences should read “At present NCOC is paying Liz when necessary, including to upload information. The only other profile for social information is Nimbin hookups on Facebook; these social media postings are funded through the Resilience grant.”

Diana /Sammi	That the v 04 draft Minutes from 13-02-2023 as amended be adopted	Carried
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### 5. **MATTERS ARISING:**

**Email Folders:** Portfolio holders should only go into their portfolios, not the general Inbox. Committee members can go into any portfolio, but leave the messages marked ‘read’ or ‘unread’, just as found them. Diana, who is sorting the Inbox, will notify portfolio managers personally if something seems urgent.

**Future of Online Shop and Website Migration:** Wil advised that they have scheduled a meeting with LCC’s new website software persons. NCCI’s website consultant Cinnamon Cinnamon Pollard, who is a Strengthening Business Digital Specialist - Gold Coast to Northern Rivers Region within Department of Industry, Science, Energy and Resources Entrepreneurs’ Programme) recommends that NCOC’s website go to a Wix platform (which is same as our Online Shop). As NCCI proposes to do. Liam said that Wix is “unresponsive” as it has a simple backend and only receives passive uploads, so our existing Wix basis for the online shop is very limited for commercial purposes.

WordPress (which is open source) or Shopify is preferable for something more sophisticated, but it might cost 100 hours at \$120ph to build a shop site in Wordpress. On the other hand, NCCI is recording its calendar in Wix, so it would be simplest for us to be able to transfer the NCCI data digitally (rather than manually re-entering) by keeping both platforms in Wix. Liz at Dogwhistle has offered to migrate both the NCCI and NCOC websites to Wix for \$3000 (available from LCC), but she can only attend to it part-time. All agreed to migrate to Wix at this stage rather than commission a more expensive rewrite.

Diana /Aline	That Diana discuss with Cinnamon the factors of cost & viability in migrating the NCOC site to Wix in a way that enables set up an events calendar that is integrated with NCCI and keeps the existing online shop. <b>Action: Diana</b>	Carried
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**Social Media Implementation:** Dogwhistle did supply a quote in this regard, but until we manage to collect calendar event information and regularly upload it to our website, there is very little content to inform the social media strategy. We have paid for some advertising plus 50% of the social media postings. **Action: Wil** to look at Liz’s ideas for social media content and the things she worked up, then give feedback.

Dogwhistle has prepared (or is still preparing?) training videos that inform members on how to keep their website presence current and dynamic - and the benefits from doing that, but has not yet uploaded them. Liam said that individual businesses updating their listing may not be possible on a Wix platform; Diana to address this question to Cinnamon.

**Responsibility for Maintaining Signage:** Tina has asked NCOC to prepare a budget application for three sign cleanings per annum – we only have a few days before the deadline. Wil indicated that a possible solution is for LCC to enlarge Jungle Patrol, and advised that normally, as an LCC ‘customer’, we could lodge online a CRM budget request (available online at customer portal), but this is only for existing signs and will not apply to our new ones. The new signs are (approximately) 4 anarchist map signs, 13 historical plaques, 3 village welcome signs, 18 sound trail signs, 1 audio unit, 8 street directional signs, 2 specific business directional signs, 1 Nimbin Rocks sign. This is a total of about 50 signs plus three hoop signs. At 1 hour travel & clean for each sign, total including travel say 50 hours but with some discount due to some signs being relatively small or proximate = about 3 days per occasion, say \$500 x three occasions pa = \$1500 pa, to be delivered per Jungle Patrol. **Action:** Diana to write to Tina with this budget request and to give preliminary feedback via group email.

All the new signs have QR codes that link to LCC’s VisitNimbin website, so we need to get a new QR code (from the commercial supplier) linked to our new website and get remedial stickers made by Armsigns. Alternatively, if our QR is ‘dynamic’, we may be able to get the QR Registry to alter the link target from our signs, such that it is the chamber’s website not LCC’s VisitNimbin. **Action:** Diana to check with Stef re the QR arrangements and to give preliminary feedback via group email.

**VIC & Officer :** For now the VIC should remain at the Bush Theatre as there isn’t an appropriate place in the CBD to relocate it to. Council can’t support it at the Bush Theatre because it has not met their DA consent conditions. The Chamber supports the NCCI request for a budget allocation to house Wil’s position in the village from January 2024. Meanwhile NCCI is trying to identify a suitable location for a VIC into the future. Staffing the VIC is a significant issue. The Bush Theatre was providing this service but can no longer do that as the cafe is a priority. We should put this onto our agenda for discussion next meeting and engage the committee. Tina has put this into new LCC budget as a possible line item. LCC is appointing Wil as Economic Development Officer to deal with all enquiries about Nimbin.

**Illuminate Nimbin:** LCC has \$20,000 in its D&E budget to support an Illuminate event at Nimbin in 2023. There is no need to apply for a grant in this instance. Wil has commenced discussions with the previous organisers (Samara and Kylie). After this year, Council will only commit a maximum of \$3000 per annum per event. Diana forwarded to Wil a possible grant opportunity for the event in 2024. **Adjourned** to April meeting.

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**Rubbish Bins:** The three cigarette butt bins have been removed. LCC is requiring rubbish bins along the Rainbow Road walking trail, and maybe there could be a special design. Maybe we should do an audit of all bins and apply to LCC for a new budget allowance, so as to ensure that all these bins have the same design. **Action:** Within 24 hours, Dafydd to confer with Jungle Patrol and advise how many bins should be replaced or look shabby; Diana to lodge a budget request.

**Allsopp Park Bus Shelter:** Tina has asked for budget submissions, so we have an opportunity to propose at least maintenance steps, but also perhaps an artwork sign (reproduced from original by Armsign). We could use Benny's Flag for which we hold copyright, at only the Armsign reproduction cost. **Action:** *Dafydd* to do measurements for a sign and identify work required to renovate the bus shelter and advise Diana who will include in a the same budget submission.

**Mailing of Chamber Chat:** Dafydd can do this if shown how to access the email batch. Baden used to keep the chamber membership email list current but is no longer engaged to do this. **Action:** Sammi will do this into the future. Diana to show Dafydd how to batch email to members.

**Future for the (Bare) Hoop Sign Frame:** Mitch has the old signs (for sizing). **Action:** *Liam* will collect the signs from Mitch - or at least obtain the measurements - and *Caroline* will ask Benny to paint something that fits the hoops and advertises Aquarius 50. Once measurements for the signs are obtained, we can get a quote from Armsigns on permanent replacement signs - eg advertising the markets as previously agreed or something that identifies entering Nimbin village.

**Relocation of Entry Signs:** Matt Potter, LCC's Manager Water & Wastewater, relocated the damaged entry sign on the northern approach and the flood-prone eastern sign. **Action:** *Secretary* to write to him with thanks; *Wil* to supply contact details.

**Digital Touch Screen:** Ultimately to go to VIC, but *adjourn* to next meeting to discuss interim or final location.

7. **CORRESPONDENCE :** Long letter received today from LCC's Tina Irish dealt with during item 6. **Action:** This letter to be circulated to committee and aspects not addressed to be considered at next meeting.

8. **BUSINESS ARISING FROM CORRESPONDENCE :**

9. **FINANCIAL REPORT**

We have \$49k and another \$10k is expected. However, we owe about \$3400 (mostly to Dogwhistle) and our promised contribution of \$10,000 to the AQ50 account. AQ50 has \$26k available, including our \$10k. The balance BCRRF fund have not yet arrived but there is \$13,671 clear, from which we can take 10k as a book entry for the AQ50 grant, leaving only 3.7k unspent. We have spent 16k this financial year (on e.g. Hallett, sponsorships, Illuminate as per the Class report). **Action:** Treasurer to table a breakdown of expenditures during the current financial year. Although we are spending more than we are getting in, we can pay our debts as they fall due.

10. **APPLICATIONS FOR MEMBERSHIP** Nil.

### GENERAL BUSINESS

11. **NEW GM AT LCC:** Adjourned.

12. **AQ50 Payments:** The procedure is to be that two members of the AG50 group will request a payment and supply Dafydd with a copy of the invoice, minutes, reasons as necessary. Once Dafydd concludes that this is a proper expenditure, he will authorize Sammi to set up a payment from the NCOC Aquarius account. The usual two- signatories will be required, of which Dafydd may be one. **Action:** *Secretary* to write to AQ50 regarding this acceptable procedure.

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AQ50 want to use our account for GoFundMe purposes; *Sammi* to speak to Michael Balderstone regarding set up and accountability for the conduct & integrity of this campaign.

13. **Regional “Food Trail” Initiative:** Local eateries can list for this 1-day exercise. Bush Theatre has listed.
14. **Mural Tins: Action:** *Carolione* to liaise with Biko and Kylie about the procedure to obtain new tins & labels. After she collects the full tins, both she and *Sammi* break them to count the coins and Sammi to bank. These funds go into our dedicated mural account (currently holding approx. \$1900). The Chamber has committed to refurbishing the mural above the newsagent (\$2000) and expects to be asked to restore Burri’s mural outside the cultural centre by NCCI. Burri’s warrior at Armonica need protective work. No work to be done until after Mardi Grass.
15. **Pre-Meeting Focus:** Matters arising actions, and matters capable of online debate, to be combed out and uploaded to Google docs for member input.

**End 2015 hrs**

**Postponed to next meeting:**

Level of chamber involvement in visit nimbin website – needs more council direction on future of VisitNimbin

Organisation/internal communication (Aline)

Grants brainstorming

Village map reprint (Liam)

There was also the DCP on proposals to change allowed activities on rural farmstays, but that date may have past

There are a number of issues arising from Tina’s letter that need to be teased out for discussion

--- DWS