

Nimbin Chamber of Commerce Meeting Minutes April 2024

Date: Thursday, 4th April 2024

Time: 1.00pm – 3.00pm

Location: Nimbin Bush Theatre/ Zoom

Opening Section

1. Call to Order

- David Hyett, the Chairperson, officially called the meeting to order at 1:10 PM
- Acknowledgement of Country

2. Roll Call

- **Members Present:** David Hyett (President), Nicole Lindner (Secretary), Chris Guinness, Ben Hartley, Ariescia Matheson, Caroline Todd, Aline Binetruy (via Zoom)
- **Apologies:** Diana Roberts and Jeanne Platel
- **Guests:** Aether Agency

3. Declaration of Conflicts of Interest

- None declared.

4. Approval of Previous Meeting Minutes

- The minutes from the meeting dated 7th March 2024 were approved as presented.
Motion: Nicole Lindner moved the March 2024 minutes be accepted. **Seconded:** Ben Hartley
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Ordinary Business

Business Arising from the Minutes

- 5 **Review of Financial Discrepancies and Pending Payments** – The chamber discussed the need for a thorough follow-up on financial discrepancies and pending payments concerning the SBVRL. Specific details were noted to require closer examination and resolution in the upcoming week by way of an external meeting. To address shop sale invoices, it was agreed that Ben Hartley would email Ariescia Matheson the sales reports. Additionally, the current manual reporting system is to be reviewed for automation to enhance efficiency and accuracy.

Action Items

Follow-Up Meeting: A dedicated meeting is scheduled for next week to address the SBVRL-related financial discrepancies in detail.

Shop Sales Reports: Ben Hartley is tasked with sending the sales reports to Ariescia Matheson promptly.

System Automation: Explore options for automating the sales reporting system to ensure timely and accurate financial oversight.

Next Steps: The discussion on these financial matters, including decisions on the system's automation and further examination of the SBVRL discrepancies, have been added to the May agenda.

6 **Review of Non-Profit Organisation (NPO) Membership Policy and Engagement:**

Historically, NPOs such as the A&I Society, Nimbin Community Centre, Nimbin School of Arts, Nimbin Environment Centre, and Nimbin Headers were granted free membership. This policy aimed to enhance local service and attraction representation on the "Visit Nimbin" website. With the cessation of "Visit Nimbin" activities, there was a need to reassess the relevance and benefits of such memberships for these NPOs.

The chamber reviewed the membership policy considering the current circumstances and evaluated the benefits of continuing the free membership for NPOs. It was recognised that offering free membership to NPOs provides significant connectivity to the greater community, thereby supporting the chamber's broader mission of community engagement and support.

Motion: David Hyett proposed the chamber continue free membership for the NPOs, reaffirming the value these organisations bring to the community and their alignment with the chamber's objectives. **Seconded by:** Caroline Todd.

7 **Section 88 Work Experience Opportunities** - The need to compile comprehensive information on available work opportunities in the Nimbin area was emphasised, considering its importance for individuals on specific visas. The initiative aligns with the Chamber's commitment to supporting the local economy and providing valuable resources for both employers and international visitors/workers.

Action Item: David Hyett is tasked with spearheading this initiative. He will collect and compile data on local rural work opportunities that qualify for the 88 days work requirement for visa purposes.

8 **Sub-committee List** – The Chamber's structure was reviewed with the aim of enhancing its effectiveness. A map has been developed for executive committee members to integrate into specific areas:

- Women in Business (WIB) sub-committee (Aline & Nicole).
- Nimbin Central School liaison (David/Aline, Nicole)
- Finance sub-committee (Aline, Ariescia, David & Diana).
- Social media/website sub-committee (Ben, David & Chris).
- Mural sub-committee (Caroline, Ariescia, Ben & Chris).
 - Finalise mural collection tin locations.
 - Create new donation tins and count money received from existing ones. Caroline Todd to manage the creation and readiness of new tins.
 - Caroline Todd to liaise with Liam Brehme for detailed information on murals, including the list of artists, maintenance needs, and schedules for new murals. This will be integrated with a comprehensive list of artists involved.

Each sub-committee is responsible for structuring itself and arranging its own meetings to occur between the main committee meetings. For example, the Finance sub-committee has established a regular meeting schedule of every two weeks on Thursdays. A preliminary draft outlining proposed

roles and responsibilities, created by David and Aline, has been distributed to all members of the Chamber.

Actions:

1. **Review:** All members are expected to review the list of roles and responsibilities.
2. **Feedback:** Members should provide feedback by confirming their roles, declining them, or suggesting refinements to better align with their capabilities or the needs of the Chamber.

9 Regular Distribution of Email - The aim is to streamline the process of email communication within the Chamber, ensuring that all members receive important updates and information without delay. This effort is part of the broader initiative to enhance overall communication strategies within the Chamber.

Action Items:

Ben Hartley: Assigned to refine and manage the distribution channels.

Nicole Lindner: Tasked with the actual distribution of emails to ensure that communications are sent out timely and reach the intended recipients effectively.

10 Nimbin Medical Centre Mural Project Update and Timeline Planning – The update and further planning for the Nimbin Medical Centre Mural Project were on the agenda for discussion. It was decided to move this item to the next month's meeting. This decision allows for the gathering of more comprehensive information and preparation for a detailed discussion on the project's progress and future steps.

11 Correspondence

- The CWA has reached out to the Nimbin Chamber of Commerce requesting financial assistance due to difficulties in affording their monthly rent at the Nimbin Community Centre. Despite generous support from local businesses, increasing rent, which has risen over 21% in 2.5 years to \$496 per month, threatens their sustainability. The CWA, having signed a 3-year lease with annual 5% rental increases, proposes they can manage \$450 per month and is seeking assistance from the Chamber to cover the approximate \$1656 shortfall over their lease term, emphasising the importance of their presence and activities within the community.

Motion: Aline Binetruy proposed that The Nimbin Chamber of Commerce, acknowledging its previous support for the CWA and recognising the critical role the CWA plays in the community, agrees to provide financial assistance in the form of a donation of AUD 552 for this financial year which is to be reassessed every year. **Seconded by:** Caroline Todd

- (Outgoing) Letter of Support – Nimbin Peace Park Toilets
- (Outgoing) Letter of Support – 2024 Nimbin Roots Festival

12 Business Arising from Correspondence

World Poetry Cup Letter of Support and donation Request - The chamber reviewed a request for a letter of support for the World Poetry Cup. Alongside this, there was a discussion regarding the possibility of donating to support the event.

Motion: Caroline Todd proposed writing a letter of support to the organisers of the World Poetry Cup grant application and making a \$500 donation to assist in the success of the event. **Seconded:** Ben Hartley.

Action Item: The motion received unanimous agreement. Nicole Lindner is tasked with drafting the letter of support.

13 Financial Report

A detailed financial report was presented by Treasurer, Ariescia Matheson outlining the Nimbin Chamber of Commerce's (NCOC) current financial commitments and standing. A follow-up discussion on the financial report and any further financial planning is scheduled for the next financial sub-committee meeting.

Motion: Ariescia Matheson proposed acceptance of the financial report and that the Chamber can meet its financial obligations and pay its debts as and when they fall due. **Seconded:** David Hyett.

14 Committee and Task Force Reports: Nil

15 Applications for Membership

- Liz Wilson – Liz Wilson Art
- Nimbin Central School

Motion: Aline Binetruy proposed that Liz Wilson and Nimbin Central School be added as members to NCOC. **Seconded by:** Nicole Lindner

General Business

- **Upcoming careers expo at Nimbin Central School** is scheduled for Monday, 27th May, from 9:00 AM to 12:00 PM. Nimbin Central School is organising a career fair, offering students a valuable opportunity to explore diverse career paths and directly engage with potential employers. This event aims to broaden students' horizons and help them make informed decisions about their future careers. Members of the Nimbin Chamber of Commerce will be invited to participate in the career fair to share their passion for their respective fields, providing insights and inspiration to the next generation of professionals.

Action Item:

Nicole Lindner has been assigned the responsibility of contacting Chamber members who might be interested in attending and representing their respective fields at the expo. Aline Binetruy is tasked with supplying Nicole with all the necessary details to facilitate this outreach effectively. This coordinated effort underscores the Chamber's commitment to fostering community engagement and professional development opportunities within Nimbin.

- **Appointment of Vice President to NCOC Executive Committee** - Following Liam Brehme's resignation from the President's role and David Hyett being voted into it, the position of Vice President became vacant. The nomination of Aline as Vice President was put to a vote and received unanimous approval from the committee members.

Nomination: Aline Binetruy be accepted for the role of Vice President.

- **Proposed by:** David Hyett
- **Seconded by:** Ariescia Matheson.

- **Wix Platform Ownership Transfer** – The Chamber has successfully gained control and access to the Wix platform. This transfer marks a significant step in enhancing the Chamber's online

presence and capabilities. Considering the ownership transfer, a sub-committee has been formed to oversee the transition and future development of the Chamber's Wix platform. The sub-committee will explore ways to optimise the platform's functionality to support the Chamber's goals and activities. Discussions will focus on improving user experience, content management, and leveraging the platform for greater engagement with the community and Chamber members.

- **Guest Presentation: Wick and Rain from Aether Agency** - Wick and Rain introduced the magazine project 'Nimboing,' envisioned as both an online and print publication aimed at tourists and locals alike. The free magazine, averaging 50 pages, is designed to serve as a guide to Nimbin, with distribution planned throughout the town and beyond. Feedback and guidance are being sought from the Chamber, with detailed costings for printing and development on a wholesale basis to be confirmed. The magazine is intended to have an annual lifespan.

Issues with the member onboarding process in Wix, particularly the user-friendliness of the membership plugin and the timing of membership renewals, were also raised, noting that renewals are currently set for each financial year in June. David Hyett suggested a meeting with Aether, Ariescia Matheson, himself, and Aline Binetruy to delve deeper into these matters be organised outside of the current meeting citing time constraints.

The discussion also touched on exiting Ventral IP in favour of Google Suite Workspace, pending confirmation of the Chamber's NFP status, which would qualify it for free access to Google's services.

***Action Item:** Nicole Lindner will forward the certified constitution upon receipt of it to Aether to facilitate this transition.*

- **Update on bank account signatories and beneficiaries** - the banking details are:
 - **Current Signatories:** Nicole Lindner, Ariescia Matheson, David Hyett, and Diana Roberts are the signatories for the NCOC's bank accounts, with a requirement for any two of these individuals to authorise withdrawals.
 - **Current Beneficiaries:** Ariescia Matheson, Nicole Lindner, and Liam Brehme.

Motion: Nicole Lindner proposed that Liam Brehme be removed as a beneficiary and new President, David Hyett, be confirmed as a beneficiary of the NCOC Summerland Bank Account.
Seconded by: Aline Binetruy.

Resolved Changes:

1. Beneficial Owners Update:

- **Designated as Beneficial Owners:** David Hyett (President), Nicole Lindner (Secretary), Ariescia Matheson (Treasurer).
- **Removal:** Liam Brehme is to be removed as a beneficial owner.

***Action Item:** Nicole Lindner is tasked with making the necessary banking adjustments. This includes removing Liam Brehme as a Beneficial Owner and adding David Hyett. This adjustment reflects the recent shifts in committee roles and is aimed at maintaining the integrity and accuracy of the Chamber's financial operations.*

- **Application for a new credit card** - the need for a new credit card was discussed, highlighting the benefits of ensuring timely financial transactions and simplifying payment processes for the Chamber's operations.

Motion Proposed: Ariescia Matheson proposed the motion to apply for a new credit card for the Nimbin Chamber of Commerce to maintain financial payments in a timely manner with only one person required to sign. The signatories to this account will be Ariescia Matheson and Nicole Lindner. **Seconded by:** David Hyett.

Resolution: Resolved, that the Nimbin Chamber of Commerce shall apply for a new credit card as proposed, to facilitate efficient and timely financial management.

Action Item: The Secretary, Nicole Lindner, is tasked with initiating the application process with the bank and ensuring the card is obtained in compliance with the Chamber's financial policies,

- **NCOC advertising in Nimbin Pot Papers** - The Chamber is exploring advertising opportunities in the Nimbin Pot Papers for an annual fee of \$300, which boasts a distribution of 40,000 copies.

Motion: David Hyett proposed investigating the potential for receiving free advertising space as a reciprocal benefit for the NCOC's donation to MardiGrass. **Seconded:** Nicole Lindner.

Action Item:

Caroline Todd has been tasked with looking into this possibility.

- **Items deferred to next meeting** - due to pertinent members being absent from the meeting, the following items were move to the May agenda:
 - Australian Tourism Exchange event in May (Jeanne).
 - Proposal for enhancing street aesthetics with hanging planter pots and solar timed watering system.
 - Review of Lismore Council's proposed Contributions Plan and Land Rezoning Initiatives.

- **Announcements**

- **MardiGrass 2024:** The annual MardiGrass event is scheduled to occur the weekend of May Friday 3rd- Sunday 5th. This event celebrates Nimbin's unique culture and advocacy for cannabis law reform.
- **Women in Business – May Event Announcement.** The catered event will be held on Friday, May 10th at the Nimbin Church of Aquarius. The guest speaker will be Jane Laverty, Regional Director, Northern Rivers, Business NSW. The event aims to connect, inspire, and empower local women entrepreneurs. Tickets are on sale now.
- **August Art Exhibition:** Nimbin Art Fair is currently running until 21 April in the Nimbin School of Arts and is featuring works from 78 artists. This event is a showcase of local talent and creativity.
- **'Out There' Book Launch:** The launch of the 'Out There' book is imminent, with the community eagerly anticipating its release around the MardiGrass event. The book is expected to highlight stories and perspectives from the Nimbin community.

Closing Section

20. Next Meeting

- Scheduled for Thursday 2nd May at 1.00pm, Nimbin Bush Theatre (Zoom unavailable).

21. Adjournment

- The meeting was adjourned at 3.02pm by Chairperson David Hyett.
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