



NIMBIN CHAMBER OF COMMERCE Inc

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MANAGEMENT COMMITTEE MINUTES

Monday 04 September 2023

Venue: Bush Theatre Café

Zoom - None

Meeting Commenced: 09:05am

Acknowledgement of Country

ORDINARY BUSINESS

- 1. MINUTE TAKER:** Nicole Lindner
- 2. COMMITTEE MEMBERS PRESENT:** Dafydd Hyett [President], Samantha Allen, Aline Binetruy, Liam Brehme and Nicole Lindner. **Apologies:** Diana Roberts [Vice President], Peter Hughes [Treasurer], David Spain [Secretary], and Caroline Todd.
- 3. NOMINATIONS FOR CHAIRPERSON:** Dafydd Hyett
- 4. NON-CONTENTIOUS ANNOUNCEMENTS AND DECLARATIONS OF CONFLICT:** Nil
- 5. MINUTES:**

Sammi / Aline	That the v06 draft Minutes from 07-08-2023 be adopted	Carried
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6. BUSINESS ARISING FROM MINUTES:

Hoop signs: Dafydd discussed the existing signage at the southern entry, featuring a peace sign. The proposal is to enhance this sign by adding a "Nimbin" sign alongside the peace symbol. The suggested colour for the added Nimbin sign is silver.

Welcome Letter: for new memberships has been finalised. It is now ready to be disseminated to all new members who join the Chamber.

7. CORRESPONDENCE:

Email from Wil – Lismore Council - Artist Brief for Wayfinding Project.

The committee received an email from Wil containing an Artist Brief / EOI for the wayfinding project.

Action: Nicole will format the document into a local artist Expression of Interest (EOI) for future mural and art installations work in the village.

Email from Tina – Lismore Council - Acquittal Correspondence

An email was received from Tina regarding acquittal correspondence, specifically requesting Illuminate acquittal information.

Action: Sammi to follow up on this matter by getting in touch with Kylie to request the necessary information so it can be forwarded to Lismore Council.

Form from Aether - Google Workspace Application

The committee received a form from Wick, which is required to be filled out and submitted to Aether for the Google Workspace application.

Action: Dafydd to complete the form, specifically the Income Tax Status Review Worksheet.

8. BUSINESS ARISING FROM CORRESPONDENCE: Reflected in body of minutes.

9. FINANCIAL REPORT: The financial statements were tabled by the Treasurer, no issues were identified.

Aline / Dafydd	That the chamber believes it can pay its debt as they fall due. That the financial report be accepted.	Carried
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10. APPLICATIONS FOR MEMBERSHIP:

Sammi/Daffyd	That, upon supply of an application, evidence of an ABN (save where turnover is <\$75k p.a.) and payment of membership fees, the following be admitted to membership: <ul style="list-style-type: none">• Nikki Bernoth t/as Nikki J Photography• Katheryn Rivers• Sophia Hinrichsen t/as Sol Equine Vet	Carried
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GENERAL BUSINESS

9. WICK AND RAIN – BRIEF DISCUSSION AND ADDITIONAL WORK

The committee discussed Wick and Rain's brief and potential additional tasks they might be able to undertake, considering the current commitment of two hours a week. Discussion Points: Wick and Rain have suggested an increase of four hours work per week, taking their total to six hours a week. The Chamber will need to determine the affordability for a six-hour weekly commitment.

Action: A committee member will coordinate a meeting with Wick and Rain to see how we go forward with priorities and obtain regular updates on projects.

10. GOOGLE DRIVE IMPROVEMENT

The need to improve Google Drive's structure was discussed, focussing on better task/ project management and efficient document sharing within the Chamber.

Action: Liam will create a Google Workspace-run Google Sheets system via Excel to streamline task management, responsibilities, and document sharing more effectively.

11. NIMBIN ITINERARY FOR TOURISTS

The committee discussed the possibility of creating an itinerary for tourists, highlighting the various experiences and activities available in Nimbin for a day. The objective would be to provide valuable information to tourists, including a list of things to do, places to visit, and experiences to enjoy while spending a day in Nimbin. An idea was raised that a committee member could also have the role of tourism development officer for Nimbin, promoting businesses and activities for visitors in the area.

Action: For information at this stage. The role will be revisited after the next AGM when ongoing roles have been decided.

Action: The Chamber write to LCC reiterating the importance of establishing a Visitor Information Centre for Nimbin.

12. NIMBIN BROCHURE/ MAP

The committee has agreed that the brochure should be accessible to both members and non-members of the chamber. There is a vision to improve the accuracy and representation of businesses on the map. Nimbin Valley Dairy is to be added to the map. The chamber intends to explore funding opportunities to create a new and improved map.

Action: A subcommittee will be formed, comprising Dafydd, Liam, and Caroline, to work on these initiatives and coordinate the map generation project.

13. ONBOARDING OF NEW MEMBERS

Currently, the process for onboarding new members to the Chamber is time-consuming and protracted. There is a need to prioritise enabling potential members to join immediately with a streamlined process. The proposal is to add a "Join Now" feature on the website, allowing for swift and efficient membership registration. Membership registration would then involve providing all necessary business details, including images and information for the member profile for the website.

Action: Liam to contact Wick and Rain to implement the necessary changes to expedite the onboarding process.

Action: On 14/09/2023 there is a meeting between Daffyd, Aline, Liam, Wick and Rain to discuss the above idea.

14. TRAFFIC ADVISORY GROUP – UPDATE

No response to report. The Committee emailed Councillor Jeri Hall in late August, seeking feedback on what was discussed at the last Traffic Advisory Committee meeting. As of the meeting date, no response has been received from Councillor Jeri Hall. It was also noted that the minutes from the August meeting of the Traffic Advisory Committee are not available online.

Action: Nicole to follow up and report at next Committee meeting.

15. NIMBIN WOMEN IN BUSINESS FUNDING REQUEST

The Nimbin Women in Business sub-committee held its inaugural meeting on 28 August 2023. The meeting solidified the NWiB Mission, Guiding Principles, Values and Vision. A timetable of events and ideas was developed as well as administration rules around the Nimbin Women in Business Facebook group which is the dominant means of communication to all members. For future planning, Aline, Nicole and Angela will attend a meeting with Sourdough Business Pathways. Sourdough is a regional networking community that supports skill building, mentoring and networking opportunities for business.

Nicole requested a funding amount of \$1000 from the Chamber to support and advance the mission and objectives of NWiB.

Daffyd/Liam	Motion passed to allocate \$1000 to support Nimbin Women in Business.	Carried
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Action: Nicole, Aline and Angela (cofounder) to attend meeting on the 28th September with Ami Colli from Sourdough Business.

Action: The Mission, Goals, and proposed schedule of programs of the Women in Business sub-committee to be forward to the Chamber for its information.

Action: Once confirmed, the minutes from the subcommittee meeting held on 28 August 2023 to be provided to the Chamber.

16. NSW SMALL BUSINESS MONTH GRANT AND PLANNING

The Chamber is pleased to announce its successful acquisition of a \$3,500 grant for the NSW Small Business Month, scheduled for October. In collaboration with Lismore Council, the Chamber has already initiated the planning process for an upcoming workshop designed for its members. The workshop, focusing on Canva and Branding, is set to be held on October 25th. Council has committed to providing support for the workshop, including assistance with media releases, social media advertising, and promotion of the event through their business network.

Action: Nicole/ Dafydd to follow up with Will and Tina to continue planning the delivery of the workshop.

action: Liam to help with the application of the learnings from the workshop in October.

17. GENERAL MEETING DE-BRIEF

The general meetings well attended with an estimated 30 attendees. Guests heard from speakers including:

- Kym Kranen, Service NSW Business Relationship Specialist
- Wil Polson, LCC Economic Development Officer for Nimbin
- Kerry and Paul Wilson (Nimbin Valley Dairy)
- Felix and Reuben Mac (Nimbin Building and Hardware)

- Charlie Cohen - RFS

Action: Nicole to draft a letter addressed to Minister Rose Jackson, who is responsible for Homelessness, Mental Health, and North Coast matters. The letter will request support and attention from the Minister regarding Nimbin's homeless issue.

Action: Nicole will draft a letter to Lismore Council seeking cleaning of the vacant land under their powers.

18. UPCOMING AGM

The next Annual General Meeting (AGM) is scheduled to take place on the 20th of November. Invitations will be extended to Janelle Saffin and the Steve Krieg (Mayor) to attend as guests or speakers. The Chamber will seek nominations for the Executive Committee and office bearers. For the upcoming AGM, Aline will prepare a report (with SBRVL acquittal) for Daffyd to deliver. Daffyd's speech will provide an overview of recent developments and activities in the Chamber since the last AGM. The speech will offer insight into the Chamber's progress, achievements, challenges, and future plans.

Action: Dafydd to extend invitations to Janelle Saffin and the Mayor to attend/ address the AGM.

19. WORK EXPERIENCE LIASION – NIMBIN SCHOOL

Aline has taken the initiative to arrange a meeting with Mark Chasling from Nimbin High School during Term 4 to explore the possibility of developing work experience opportunities for students. One of the goals of the meeting is to establish a connection between the Chamber and the school and the young members of the community. The meeting in Term 4 with Mark is considered the starting point for brainstorming ways in which the Chamber can provide support.

20. Next Meeting: 2nd October 2023, 9:00am, venue tbc.

End of Meeting 11.20am