



RECORD OF NTIG MONTHLY COMMITTEE MEETING

Venue: Garis Accountants - Beaumont Street Hamilton

Chairperson: Kent Warren

Minutes: Rachelle Brockbank

Date: 1 March 2019

Attendees

Kent Warren (KW)
Jim Garis (JG)
Rolly de With (RdW)
Tegan Hughes (TH)
Stewart Ford (SF)

Apologies

Kevin Lyons (KL)
Will Creedon (WC)
David Brown (DB)
Colin Law (CL)

Meeting opened 8am

1. Memorandum of Understanding (MoU)

KW attended a meeting, run by Hunter Business Chamber, where there was strong support regarding marketing of Newcastle. There appears to be a lot of discussion, regarding how to market the town ie destination, geographic and perception.

Discussion followed regarding the development of a short document outlining the new membership model, focused on Marketing, with the administration handled by Hunter Business Chamber. Hunter Business Chamber have confirmed that they will be unable to handle all of NTIG's list of requirements initially, however, they will be able to cover administration, minutes and financial membership chasing.

KW discussed the need to decide what the next steps are, to start some momentum. KW proposes the following steps as an example.

- Finalisation on support for Hunter Business Chamber
- Meeting with council to finalise in principal support on co-op funds
- Engaging marketing individual to review strategy documents and DMP's to bring them together
- Decide on what the marketing detail is and what can be sold to the membership
- What is the funding model
- Develop presentation to go to ownership group

ACTION: Committee to review proposed steps and suggest where they may see there needs to be changes, where they can input, etc.

2. AGM

The AGM is to go ahead on 3 April 2019.

ACTION: Clarity is to be provided to the Committee members regarding the Committee positions that will be up for re-election at the AGM.

ACTION: WC to provide details on the information that needs to go out to the membership, prior to the AGM.

3. Membership Meetings

SF given approval to proceed with submitted dates for every second month. SF will start to seek out venues for the meetings.

4. Committee Meetings

KW discussed the potential of holding meetings in an alternate method, eg conference calls, allowing for more flexibility and a larger skill set to be present at each meeting.

5. Finance

The Committee discussed the current financial situation. There is some confusion about what invoices relate to membership or outstanding New Zealand Campaign contributions.

ACTION: CL to review the outstanding debtors to see whether the amount is membership or campaign.

6. Website

SF advised that the Committee Member page on the website required updating.

Meeting closed 8:55am.