



**LOXTON CHAMBER OF COMMERCE INC.**  
**MINUTES**

<b>Meeting:</b>	Executive Committee Annual Planning 2017	<b>Date:</b>	12 February 2017
<b>Chair:</b>	Deb Petch	<b>Location</b>	Schlein's Residence, 3101 Kingston Road, Pyap
<b>Time:</b>	1.00pm	<b>Taken by:</b>	Steph Nitschke
<b>Attendees:</b>	Lew Gibbs, Sonya Altschwager, Sharyn Schlein, Annette Winter, Ryan Seaman, Catarina Santini, Steph Nitschke, Tess Kirk, Deb Petch.		
<b>Apologies:</b>	Paul Lewis, Kristy Hobbs.		

<b>Agenda #</b>	<b>Topic/Discussion</b>	<b>Action</b>	<b>Responsible</b>
•	Confirmation of previous Executive Committee Annual Planning Meeting Minutes dated 8 February 2016	No changes. Moved: Annette Winter. Seconded: Lew Gibbs.	N/A
•	Business Arising: Quotes for Chamber signage for meetings, events and Sunday trading (for roundabout).	Money (approx \$600 for signage will be taken from left over Loxton Lights Up budget).  Moved: Ryan Seaman. Seconded: Annette Winter.	Sonya.
•	Correspondence in:		
	a) Letter from Loxton Waikerie Council accepting Sonya Altschwager as sponsorship manager for the 2017 pedal prix event.	a) Nil.	N/A
	b) Thank you card from EML following regional roadshows held in Loxton.	b) Nil.	N/A
	c) Letter from Member for Chaffey Tim Whetstone congratulating chamber after Loxton Light Up Day was awarded the Loxton Community Event of the Year for 2017.	c) Nil.	N/A
	d) Letter from Federal Member for Barker Tony Pasin congratulating chamber after Loxton Light Up Day was	d) Nil.	N/A

	<p>awarded the Loxton Community Event of the Year for 2017.</p> <p>e) Minutes from Loxton Christmas Lights Committee's call back meeting in January.</p> <p>f) Riverland West Chamber of Commerce 'Chamber Chatter'.</p> <p>g) Letter from Loxton Rotary Club asking if a representative from chamber will present award and speak at upcoming Pride of Workmanship Awards.</p> <p>h) Letter from Loxton Hotel asking chamber for a letter of support regarding their funding application for renovations at the facility.</p> <ul style="list-style-type: none"> <li>• Correspondence out: <ul style="list-style-type: none"> <li>a) January Chamber Chat</li> <li>b) SATIC Customer Service training e-news</li> <li>c) Arts on Terrace 2016 Acquittal to Council</li> <li>d) Light Up Day 2016 Acquittal to Council</li> </ul> </li> </ul> <p>Business Arising from correspondence: 2017 council budget requests for Arts on Terrace and Loxton Lights Up.</p>	<p>e) Nil.</p> <p>f) Nil.</p> <p>g) A vote was taken and it was decided that Deb Petch would attend the awards on behalf of chamber.</p> <p>h) Ryan Seaman made a motion that a letter of support be sent to the hotel. Seconded: Sharyn Schlein. All in favour. CARRIED.</p> <p>a) Nil</p> <p>b) Nil</p> <p>c) Nil</p> <p>d) Nil</p> <p>Sonya Altschwager to lodge these requests with council. Moved: Catarina Santini. Seconded: Lew Gibbs. All in favour. CARRIED.</p>	<p>N/A</p> <p>N/A</p> <p>Deb Petch.</p> <p>B&amp;EM</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>B&amp;EM</p>
	<p>Treasurer's report (attached below)</p>	<p>. Promotion of the fact there were \$15,000 worth of Loxton Gift Vouchers sold in December alone. Sonya will contact <i>The Loxton News</i> for article.</p> <p>*Sonya and Annette to tweak online membership invoices to provide credit card, pay pal and other payment options to avoid confusion. Moved: Annette Winter. Seconded: Ryan Seaman. All in favour. CARRIED.</p>	<p>B&amp;EM</p>

		Report tabled by Catarina Santini. Seconded: Ryan Seaman.	
	a) Election of Secretary: Tess Lekakis nominated as Secretary to fill casual vacancy	Moved: Sharyn Schlein. Seconded: Catarina Santini. All in favour. CARRIED.	N/A
	b) Adoption of Marketing Plan. Tabled by Sonya Altschwager.	Moved: Sonya Altschwager. Seconded: Catarina Santini. All in favour. CARRIED.	N/A
	c) March Promo 2017: "Shop small, win big" Dates will be March 6-March 24 this year.	This promo to continue in 2017	B&EM
	d) Easter 2017: Easter Picnic to continue this year.	Ryan Seaman made a motion that chamber absorb the cost of event (minus major sponsorship) in the budget. Seconded: Lew Gibbs. All in favour. CARRIED.	B&EM
	e) Pedal Prix:	Sunday trade (May 7) will continue while the race is being held, as well as a pop-up food court.	B&EM
	f) May Promo 2017:	This will be held after the pedal prix to separate two events.	B&EM
	g) 2017/18 Membership:	To be put on agenda for April executive meeting.	Tess Kirk.
	h) August Promo 2017: "Loxton Goes to Sale"	Ryan Seaman made a motion that instead of holding this promotion, chamber advertises a Sunday trade day held the same day as Arts on Terrace. Seconded: Catarina Santini. All in favour. CARRIED.	B&EM
	i)2017 Council Joint Initiative: Ideas matrix: *It was decided that the chamber will aim to develop pedal prix event, rather than create a new event.		B&EM

	<p>*Council is providing assistance in seeking funding grants for the Woolworth's Warner's walkway project. Quotes are being sought for different ways to decorate the area.</p> <p>*As a way to improve town signage, Sonya will get further quotes in relation to a trailer with signage including wrapping, insurance etc).</p> <p>*Thursday markets in Loxton (Make it, bake it, grow it). It was suggested that markets start as a one-off Friday night twilight market to gauge interest.</p>	<p>Sonya will approach council in regards to possible existing funding of between \$5-\$10,000 for joint initiative.  Moved: Ryan Seaman.  Seconded: Lew Gibbs.  All in favour. CARRIED.</p> <p>Ryan Seaman made a motion that Sonya would do additional research into the event by contacting organisers of Cambelltown Moonlight Markets in Adelaide.  Seconded: Annette Winter.  All in favour. CARRIED.</p>	<p>B&amp;EM</p> <p>B&amp;EM</p> <p>B&amp;EM</p>
	<p>j) 2017 Mainstreet SA Conference: 7 April 2017</p>	<p>To be put on agenda for March general meeting.</p>	<p>Tess Kirk.</p>
	<p><b>k) Other business.</b></p> <p>1) Subcommittee for renewal of chamber's strategic plan.</p> <p>2. Sonya has joined Nippy's Gift Committee.</p> <p>3. Social media manager for chamber to improve online presence.  (Required to attend general meetings at least, with the possibility of a by-law to include her on the executive committee for ad hoc reports).</p> <p><b>Meeting Close: 4.25pm.</b></p>	<p>To be put on agenda for meeting later in the year.</p> <p>Nil.</p> <p>Ryan Seaman made a motion that Sonya should approach Mel Vogt regarding this appointment.  Seconded: Annette Winter.  All in favour. CARRIED.</p> <p>Next Meeting: 6 March 2017.</p>	<p>Tess Kirk.</p> <p>N/A</p> <p>B&amp;EM</p>

		General Chamber Meeting. Research Centre to be confirmed	B&EM
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