



MANAGEMENT TEAM MEETING  
[Committee]  
**Nature's Powerhouse July 2018**

**MINUTES**

Meeting opened	Discussion Points	Actions																																														
Present	Barb Leys, Mick Davies (President), Sarah Greaves (Secretary), Jacqui Collins-Herrmann, Sally Eales (CSC) Bec Buldo, Howard Pratt (PCYC), Scott Orchard, Linda Kardew (CEO, CSC)																																															
Apologies	Dan Krebs (Vice President), Russell Bowman (Treasurer), Ramon Samanes, Julie Hillhouse, Kristina Davidson, Cr Robyn Holmes																																															
Minutes of last meeting	Moved: Jacqui Collins-Herrmann, Sarah Greaves Seconded:	<i>Carried</i>																																														
Business arising from previous meeting	Nil																																															
Treasurer's Report	<p style="text-align: center;"><b>Treasurer's Report as at 30/06/2018</b></p> <p><b>Bank Balance</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">ANZ Operating Account</td> <td style="text-align: right;">\$ 23,144.58</td> </tr> <tr> <td>Westpac acc</td> <td style="text-align: right;">\$ 19071.43</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 42,216.01</b></td> </tr> </table> <p><b>Payments for Approval &amp; ratification</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Link logic</td> <td style="text-align: right;">\$ 1621.52</td> </tr> <tr> <td>Link Logic</td> <td style="text-align: right;">\$ 122.51</td> </tr> <tr> <td>PaperCup productions</td> <td style="text-align: right;">\$ 247.50</td> </tr> <tr> <td>Pro active marketing</td> <td style="text-align: right;">\$ 344.50</td> </tr> <tr> <td>P&amp;M Transport</td> <td style="text-align: right;">\$ 113.41</td> </tr> <tr> <td>Tuxworths</td> <td style="text-align: right;">\$ 106.39</td> </tr> <tr> <td>Morgan Freeman</td> <td style="text-align: right;">\$ 147.50</td> </tr> <tr> <td>CCI Membership</td> <td style="text-align: right;">\$ 275.00</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>BAS ATO</td> <td></td> </tr> <tr> <td>Pacific Down Under</td> <td style="text-align: right;">\$ 1127.96</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Repair Laptop Screen</td> <td style="text-align: right;">\$ 220.00</td> </tr> <tr> <td>Reimburse Sarah</td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;"><b>\$ 4326.29</b></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Income</b></td> <td></td> </tr> <tr> <td>Refund for Morgan Freeman</td> <td style="text-align: right;">\$ 147.50 CHQ</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Balance after payments</td> <td style="text-align: right;">\$38,037.21</td> </tr> </table>	ANZ Operating Account	\$ 23,144.58	Westpac acc	\$ 19071.43	<b>Total</b>	<b>\$ 42,216.01</b>	Link logic	\$ 1621.52	Link Logic	\$ 122.51	PaperCup productions	\$ 247.50	Pro active marketing	\$ 344.50	P&M Transport	\$ 113.41	Tuxworths	\$ 106.39	Morgan Freeman	\$ 147.50	CCI Membership	\$ 275.00	 		BAS ATO		Pacific Down Under	\$ 1127.96	 		Repair Laptop Screen	\$ 220.00	Reimburse Sarah		<b>Total</b>	<b>\$ 4326.29</b>	 		<b>Income</b>		Refund for Morgan Freeman	\$ 147.50 CHQ	 		Balance after payments	\$38,037.21	
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VIC Update	<ul style="list-style-type: none"> <li>• Reported an additional 600 visitors compared to this quarter last year (4885) This figure does not include local visitation and breaks-down QLD figures to regional and State.</li> <li>• A lot of visitors asking about Lakefield NP</li> <li>• Had a Famil at Normanby Station with local Harrigan family. Culture Connect business. Rock art, 3 hours walk through bushland, lunch and old Laura railway line. Half day and full day rates. New Indigenous product for tourists and locals to enjoy.</li> <li>• Barry Lyons recently conducted some filming on wildlife, the Botanic Gardens and Cooktown region.</li> <li>• Tour guide companies are booking for 2019: APT, Heritage Tours, Aussie Outback, Mike D'Arcy</li> <li>• Two concerts coming up</li> </ul>	Sarah to help promote Culture Connect on social media and email
Tourism Officer Cook Shire Council - Sally	<ul style="list-style-type: none"> <li>• A3 Cooktown maps are being re-printed. Used 30,000 in 18 months. Updates required by 27 July.</li> <li>• Condensed Tourism Trails brochures arriving soon.</li> <li>• <a href="http://cooktownandcapeyork.com/">http://cooktownandcapeyork.com/</a> website going strong with many online enquiries every day. Going to have links with Weipa to encourage cross-Cape relationships now that TCY have folded. Weipa Town Authority to do the same.</li> </ul>	<p>Sarah to share Sally's email regarding A3 Map updates</p> <p>Sarah to encourage businesses to review their link on the Cooktownandcape.com website. Perhaps update photos or contact details?</p>
Railway Park	Mick Davies and Sarah Greaves met with Eric and Jola George at Railway Park site. Inspected works undertaken by volunteers. One sign has been erected and more are to be ordered once funds allow. One concern Sarah raised with CCCT committee was distance is in Imperial measurement rather than Metric. Could be safety issue for people unfamiliar with distances or our region. Committee approved funding for \$500.00 and letter to be sent to Eric and Jola regarding liasing with Cook Shire Council about placement and to consider changing distance measurement to km's and mtr's rather than yds and mils.	Sarah to write letter and send to Executive Committee for approval
Cooktown Dredging Steering Committee update [by Russell]	Not present	

<p>Statistics from Hoteliers</p> <p>(Jacqui)</p>	<p>Requested that CCCT begin collecting statistics on hoteliers and caravan parks etc to better gauge capacity of visitation to town. This will help reflect on stats provided by James Cook Museum and Cook Shire Visitor Information Centre.</p> <p>Program or survey to be conducted confidentially each month and reported onto CCCT website.</p> <p>Traffic Counters from TMR could also be useful.</p> <p>Will help with CSC Economic Profile data and drive investment into region</p>	<p>Jacqui and Sarah to meet 2/8/18 at midday to discuss new format and style in record collecting</p>
<p>2020 Committee Update</p> <p>[by Sally]</p>	<ul style="list-style-type: none"> <li>• \$250,000 funding from State Government, Premiers Department</li> <li>• Final program of events taking place</li> <li>• Festival director to be announced soon with \$150,000 in wages over the next 2 years allocated in Council budget</li> <li>• Advisory Committee meeting each month</li> <li>• National Museum have employed an Indigenous Events Coordinator with the view to continue support for local indigenous events and product during and after 2020 event.</li> </ul>	
<p>Councillor Update</p> <p>(Cr Robyn Holmes not present, update by CEO, Linda Cardew)</p>	<ul style="list-style-type: none"> <li>• TCY through CYSF have gone into liquidation. Moving ahead, 14 Councils (now called TSICA) have contributed \$14,000 each to support Executive Officer to create new Local Tourism Organisation and produce a booklet like Cape York Visitor Guide</li> <li>• State Government is contributing \$140,000 matched funding and will determine the EO in August meeting</li> <li>• TCY website and 1800# still need to be phased out.</li> <li>• 50,000 Cape York Visitor Guides that were printed will be ready for distribution. No year date which will help with transition. People to collect from Barb at Nature's Powerhouse</li> <li>• Cook Shire Council attending Trade Shows at Toowoomba and Townsville</li> <li>• Getting good feedback about Waterfront. Grand Opening set for mid-November</li> <li>• \$500,000 CCTV installed and irrigation work to be carried out to help establish landscaping. EOI going out soon for Kiosk</li> </ul>	
<p>Cook Shire Council Rep update</p>	<ul style="list-style-type: none"> <li>• New signs at Airport. How much should they cost? Would businesses be interested in advertising here?</li> <li>• NRL match in Cooktown 21 July.</li> </ul>	
<p>PCYC news</p>	<ul style="list-style-type: none"> <li>• Kindy Gym every Thursday at 9.30am \$10 p/c</li> <li>• New Program to reflect new school term</li> <li>• Advertising on Black Star radio</li> </ul>	

	<ul style="list-style-type: none"> <li>• State Youth Leadership students went to Bornhoffen in 2<sup>nd</sup> phase of development studies</li> <li>• \$14,000 gym equipment with Life Fitness</li> <li>• Close the Gap meeting</li> <li>• 2 new positions, Parent Support and Youth Support</li> <li>• New gymnastics equipment</li> <li>• Emergency Cadets to start up and looking for a community volunteer outside of any current group to help coordinate training exercises</li> <li>• “Mentorship” volunteer car driving program with Howard’s Driving School. Funding for new car, looking for people to donate 1hr of their time each week to help people obtain licenses.</li> </ul>	
General Business	<ul style="list-style-type: none"> <li>• Donation for Wild n’ Windy Festival will be same as last year</li> <li>• Letter of Support requested from Bec Buldo regarding the Mt Franklin Cardiac Challenge ride and funding support from Cook Shire Council</li> <li>• Scott raised discussion about “Coral Sea Garden” to be a community-funded (like Go Fund Me) campaign to buy a piece of coral on GBR and monitor its progress with students from James Cook Museum</li> <li>• Russell wants to start online discussion regarding new businesses in Cooktown, particularly now butcher shop has closed down</li> </ul>	<p>Russell Bowman to finalise</p> <p>Sarah Greaves to send draft to Mick for approval</p> <p>Sarah to start discussion on Facebook and monitor feedback</p>
Next meeting	August, 2018	
Meeting closed	7.45pm	