



# Cooktown Chamber of Commerce and Tourism

www.ccct.org.au

## MANAGEMENT TEAM MEETING

[Committee]

Tuesday 02 May 2017

Bowls Club Meeting Room

### MINUTES

Meeting opened	Discussion Points	Actions																		
Present	Mick Davies (Vice President), Russell Bowman (Treasurer), Jeanene Vicars, Rebecca Buldo, Sarah Greaves (Secretary), Ramon Samanes, Thomas Anderson, Katrina Wight via telephone																			
Apologies	Jilinda Lee (President), Dan Krebs, Alison Price, Lindy Hanley, Cr John Dessmann, Margy Dessmann, Jacqui Collins-Herrmann																			
Minutes of last meeting	Accepted: Jeanene Vicars, Katrina Wright 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 March 2017</b></p> <p><b>Bank Balances</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">ANZ Operating Account</td> <td style="text-align: right;">\$ 41785.87</td> </tr> <tr> <td>Westpac acc</td> <td style="text-align: right;">\$ 6039.52</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 47825.39</b></td> </tr> </table> <p><b>Payments for Approval</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Paper Cup Productions</td> <td style="text-align: right;">\$ 495.00</td> </tr> <tr> <td>P&amp;M Carriers</td> <td style="text-align: right;">\$ 88.00</td> </tr> <tr> <td>Link Logic</td> <td style="text-align: right;">\$ 294.23</td> </tr> <tr> <td>Pacific DownUnder</td> <td style="text-align: right;">\$ 1077.79</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1955.02</b></td> </tr> </table> <p><b>Income and Expense Statement and Balance Sheet as at 30 April 2017 attached.</b></p> <p><b>Aged Debtors Report</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Balance at 30 April 2017</td> <td style="text-align: right;">\$27445.80</td> </tr> </table>	ANZ Operating Account	\$ 41785.87	Westpac acc	\$ 6039.52	<b>Total</b>	<b>\$ 47825.39</b>	Paper Cup Productions	\$ 495.00	P&M Carriers	\$ 88.00	Link Logic	\$ 294.23	Pacific DownUnder	\$ 1077.79	<b>Total</b>	<b>\$ 1955.02</b>	Balance at 30 April 2017	\$27445.80	<p>Moved Mick Davies, 2<sup>nd</sup> Jeanene Vicars <i>Carried</i></p>
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	Discussion about outstanding accounts and follow	Russell Bowman and																		

	up steps to obtain funds.	accounting team to chase up.
Marine Industry Report <i>Contact</i> Andrew Cummings 0740 31288 0477 056 455	Cummings Economics to further clarify information on certain aspects of the industry. Thomas Anderson gave background information into why the Report and funding Grant was applied for in the first instance. Report to be flagged with Local and State Government representatives as leverage for this industry when available.	Sarah Greaves to request extension of ED Grant to CSC.
Invitation to operate Mayor's Ball in June	The Committee declined this offer.	Sarah Greaves to email Cook Shire Council and decline.
Business Networking night	Dinner meeting 5-7pm Saturday 27 May.	Sarah Greaves to investigate options at Nature's Powerhouse.
Home Based Business Expo	Committee agreed further information to be available at next meeting to determine dates.	Sarah Greaves to investigate cruise ship arrivals, Rossville market dates and other important date claimers with CSC. Advert to go in paper.
General Business	Lakeland Development plan <ul style="list-style-type: none"> <li>Email received 28 April inviting community members to help prepare the Local Area Plan for Lakeland. Being held 4<sup>th</sup> May 5-7pm at Lakeland Community Hall</li> </ul>	Sarah Greaves to email details to Jeanene Vicars and Thomas Anderson
	Cook Shire Council not helping small business <ul style="list-style-type: none"> <li>Thomas Anderson brought up that up to 3 local businesses could close soon if CSC aren't more helpful. Processes for development applications are being hindered due to poor attitudes. Ramon Samanes agreed that customer relations with development applications need to be improved, instead of road blocks being presented, offer solutions to problems.</li> </ul> <p>Mick Davies suggested this ongoing discussion is brought to the Housing Forum May 10 as well as inviting CEO Tim Cronin and Mayor Peter Scott to discuss further.</p>	Sarah Greaves to invite Tim Cronin, Directors and Councillors to the Business Networking Dinner (May 27) to further discuss Housing Forum topics and future development of the region.
	Cooktown School of Art Society request for sponsorship. CCCT invited to attend exhibition opening on 2 <sup>nd</sup> June at 6pm. CCCT team agreed to sponsor \$100.00 towards one of six categories.	<i>Carried</i> Sarah Greaves to send accompanying letter with cheque.
Upcoming Events	<b>MAY 10</b> Cook Shire Council – Building Active Communities,	<ul style="list-style-type: none"> <li>S Greaves to send out email promo to</li> </ul>

	Social Media workshop.  <b>MAY 27</b> Next CCCT Business Networking night – trialling a Saturday night	members
Next meeting	Tuesday, 6.30pm Cooktown Bowls Club	June 6, 6.30pm
Meeting closed	8.15pm	