



Cooktown Chamber of Commerce and Tourism

www.ccct.org.au

MANAGEMENT TEAM MEETING
[Committee]
Nautre's Powerhouse September 2018

MINUTES

Meeting opened 6.15pm	Discussion Points	Actions
Present	Mick Davies (President), Sarah Greaves (Secretary), Russell Bowman (Treasurer), Julie Hillhouse, Barb Leys, Linda Cardew (CEO, CSC) Sally Eales (CSC),	
Apologies	Jacqui Collins-Herrmann, Ramon Samanes, Dan Krebs (Vice President), Kim Krebs, Cr Robyn Holmes, Bec Buldo, Lawrence Booth (CSC)	
Minutes of last meeting	Moved: Sarah Greaves Seconded: Julie Hillhouse	<i>Carried</i>
Business arising from previous meeting	Accommodation Capacity Survey – update from Sarah Greaves: Reminder phone call to accommodation houses that have not completed survey. Should be compiled for next meeting.	
Treasurer's Report		<i>Moved: Mick Davies, Seconded: Barb Leys</i>
VIC Update	<ul style="list-style-type: none"> An extra 900 people recorded during July than last year and an extra 1000 during August than 2017. Could be directly related to better signage? Numbers dropped last week but might pick up again for school holidays. Barry Lyons making video about Cape York 	
Tourism Officer Cook Shire Council - Sally	<ul style="list-style-type: none"> Weipa Town Authority working with CSC to help cross-promote regions on eachothers websites. Request for CCCT Members to join the following Committees: <ul style="list-style-type: none"> CSC VIC NPH Committee (meet 4 times/ year – Mick Davies) Discovery Festival Committee 	Sarah to email CCCT members regarding availability to join Committees.

	<p>(meeting once/month)</p> <ul style="list-style-type: none"> ○ 2020 Event • Events coming up: Mt Franklin Cardiac Challenge, Wallaby Creek Festival, Cooktown Hog Hunt, Muai Thai Kickboxing, Marlin Competition, Sovereign Resort Barra Bash, Cooktown Races • Request for Christmas Lights sponsorship with only two categories: Best Overall and People's Choice 	
Cooktown Dredging Steering Committee update	<ul style="list-style-type: none"> • Meeting scheduled 26/9 at 4pm with Mayor Peter Scott and Cook Shire Council CEO Linda Cardew. 	Meeting invite to the Endeavour River Dredging Steering Committee sent 21/09.
2020 Committee Update	<p>Merryn Hughes is the 2020 Event Coordinator and will commence work soon.</p>	
Councillor Update	<ul style="list-style-type: none"> • New Director, Lawrence Booth and new Indigenous Partnerships Officer. \$250K Funded from State Government to help with 3 events for 2020 and to build a lasting legacy within community. • Cook Shire Council supporting both National Trust application for James Cook Museum upgrade and Natures Powerhouse . Asking for \$10M for 5 or 6 upgrades and events over 2020. • 17th November Waterfront opening. Submission for artists to be involved. • TSICA (Torres Strait Indigenous Cape Alliance) formed with partnership from every Shire in Cape York. Establishing Economic Development strategies and will look at establishing a Local Tourism Organisation now that Tourism Cape York are no longer operating. • Telstra can provide interesting statistics about visitors to the region using up to date Satellite technology to track people's movements. Exploring costs and benefits to community. 	
General Business	<p>QLD Small Business Digital Grants.</p> <ul style="list-style-type: none"> • Opportunity for matched funding up to \$10,000. Closes 8 October. Could be opportunity to hold presentation to maximize online marketing for 2020 Event. 	Sarah to write up draft application. Contact several organizations in Cairns to see who delivers training. Contact Cook Shire Council for Letter of Support

	<p>Discussion around Explore Cooktown booklet and Cape York Visitor Guide.</p> <ul style="list-style-type: none"> • Pros and Cons were raised over having 2 books: Costs, advertising, Hamish's time and ongoing involvement. • CSC looking at re-branding the Explore Cooktown logo to include Cape York • Sally Eales to check levels Visitor Guides stock for 2019 rollover/ re-print. 	
	<p>CCCT Membership</p> <ul style="list-style-type: none"> • Membership drive for 2019 has to be managed differently to allow small organizations and owner/managers to apply for different levels of membership. • This will include non ABN holders and Youth Champions (School Captains etc) to apply for membership. • Review of Constitution to allow for this • Invite Community Groups to apply and have membership with one/two positions. • Not enough people in a small town to warrant another Committee but are passionate about driving growth. Community Groups/ Sporting Groups etc to be able to join and this will in return increase our membership and give "strength in numbers" so to speak. 	<ul style="list-style-type: none"> • Sarah to have Constitution re-typed by either Adobe Reader or contract typist on Fiverr.com for \$20. • All CCCT Members invited to monthly meetings and allowed to have input on the Agenda. • Emails to contain link to Minutes.
Next meeting	7.40pm	
Meeting closed	7 th November 2018 at River of Gold	