

MANAGEMENT TEAM MEETING

[Committee]

Tuesday 13 June 2017

Bowls Club Meeting Room

MINUTES

Meeting opened	Discussion Points	Actions
Present	Jilinda Lee (President), Cr John Dessmann, Margy	
	Dessmann, Mick Davies (Vice President), Ramon	
	Samanes, Skye, Sally Eales, Jacqui Collins-	
	Herrmann, Sarah Greaves	
Apologies	Russell Bowman (Treasurer) Dan Krebs, Alison	
	Price, Lindy Hanley, Jeanene Vicars, Barbara Leys,	
Minutes of last	Accepted: Mick Davies, 2 nd Ramon Samanes	Carried
meeting		
Business arising	May 7 – Thomas Anderson, Cr John Dessmann,	
from previous	Gary Kerr, Jilinda Lee discussed the CSC poor	
meeting	planning issues and road blocks for development.	
	Thomas Anderson was told to deal directly with	
	CSC Directors and Departmental staff for any	
	future issues.	
Treasurer's	Treasurer's Report as at 30 March 2017	Moved Mick Davies, 2 nd
Report		Jacqui Collins-Herrmann
	Bank Balances	
	_	
	ANZ Operating Account \$50460.54	
	Westpac acc \$ 6039.52	
	T-1-1	
	Total	
	\$56500.06	
	Eventbrite \$ 1096.06	
	7 Memberships (Received June 2 nd)	
	7 Memberships (Received Julie 2)	
	Payments for Approval & ratification	
	Paper Cup Productions \$ 855.00	
	Tourdex \$ 560.00	
	LINK LOGIC \$ 161.39	
	Pro ACTIVE Marketing \$ 372.00	
	Dogged Booking \$ 200.00	
	Morgan Freeman Promotions \$ 147.50	
	Cummings Economics \$ 5720.00	

	Total \$ 8015.80	
	Ratification TAX BAS \$ 209.00 (paid May)	
	Aged Debtors Report Balance at 30 April 2017 \$12294.83	
Member for Cook Billy Gordon's marine industry support letter	Cummings Economics Marine and Fishing Industry Report received to Executive Committee. MP Gordon's letter dovetails nicely with this Report. Best for Russell Bowman to present this and discuss in further detail to the whole CCCT committee at the July meeting and decide how to further present it to the community.	To be discussed 11 July and decide on Dinner meeting/ presentation night
Upcoming Home Based Business Expo	Saturday 19 August- incentives? 50% extra membership? Updated Membership Packs, Welcome to the CCCT letter and incentives for new members letter/email to be worked on before advertising the Home Based Business Expo.	Jacqui Collins-Herrmann, Margy Dessmann, Sarah Greaves, Jilinda Lee and Jeanene Vicars to meet and work on membership packs and new memberships. Email to non-members.
Recent Business Networking event and upcoming event (late July)	Since only 4 people turned up, what are the issues about the lack of attendance? Was it because it was a free event? Or because it was a BYO event? Saturday night? Do the Members want to network? A busy time of year? Time restraints? Events upcoming: Remove July event, next one TBA. Possibly only to have them during the Wet Season.	Sarah Greaves to update Event calendar.
Queensland Outdoor Adventure and Motoring Expo	Incorporates Shooting and Hunting Expo. In Toowoomba. 4-6 August. Travel down 3 rd August, return 7 August. Cook Shire Council to cover travel and accommodation . Ramon Samanes and Russell Bowman to confirm interest.	Interested businesses to contact CCCT, with membership payment and flyers. Sarah Greaves to action. Confirm with Ramon and Russell.
2020 committee Update from Member Rep	Businesses can apply to use the 2020 Branding. Any business who is in conjunction with the 2020 meetings can use the branding. Draft program of events for 48 days. Three major themes. Recommendation that a Budget is set in Cook Shire Council over the next three years.	Sarah Greaves to ask for permission to use branding.
VIC Committee Update	Mick Davies updated: Kindred Café need to meet MOU and to do so also need more staff. Overall a positive meeting. Barbara Leys was thankful for feedback. Work experience students being trained up however several issues around that plus securing regular volunteers.	

[
Visitor	Skye Rich updated: Brochure requests are coming	
Information	in from several regions. Tourist numbers are	
Centre	picking up.	
James Cook Museum	Jacqui Collins-Hermmann updated: Numbers were down in May from last year and previous years. This month has had good start. Discussion went on about lacking numbers. Is it due to National Parks not opening up sooner?	Write a letter to National Parks regarding the late opening of Cape York National Parks hindering our Tourist Season/ Weather dependant. Sarah Greaves to draft letter to DNPSR
Council Rep	Cr John Dessmann updated: Busy working with	Cr John Dessmann to
Update	Hope Vale Cultural Centre on Charlotte Street.	promote these tours
	Daintree Air doing one day tours out of Cooktown	through all tourism
	to the Cape. Sent paperwork and brochures. Leave	industry channels. Sally,
	8am to Bamaga, low flying excursion. 4WD pick up	Jacqui and Skye to meet
	at Bamaga and day trips from there. One plane stationed here in Cooktown.	with John soon to conduct famils and
	Dreaming Track upgrades include water transfers	become updated with
	across to North Shore, huts, permanent guides and	all the tour operators.
	a Well.	an the team operators.
	Hope Vale tours from Cooktown have started again	
	with Willie Gordon.	
	Maramaka Tours have started again. Staff needed.	
Tourism Officer	Sally Eales updated: Queens Baton Relay 5 March	Sally to distribute
Update	2018. Baton Bearers haven't been announced yet.	signage audit report.
	Signage Audit completed. 30 page document.	
	Street signs, tourist signs.	
	<u>www.cooktownandcapeyork.com</u> website is	
	picking up. Enquiries about Lions Den Hotel top hit.	
CCCT new	120 non-members currently in the Cooktown	Jacqui Collins-
members	Phone Directory. 57 have email, 13 have PO Boxes	Herrmann, Jeanene
information pack	and the remaining 50 have mobile phones only as	Vicars, Jilinda Lee,
and letter of	their contact. New members information packs,	Margy Dessmann and
invitation to non-	welcome letter/email, and incentives to join need	Sarah Greaves to meet
members	to be confirmed before announcing/ promoting	early July and work on
	Home Based Business Expo in August. Working group formed.	new ideas.
	group formed.	
CSC Revitalisation	Jilinda Lee attended and main issue to be reviewed	Sarah Greaves to send
Plan	was cycling paths. Options for feedback and	email to members with
	viewing the new plans can be found online.	links.
	Good feedback.	
	Feedback to Council 10 July.	

CCCT future planning	Jilinda will be stepping down as President due to her Husband's unfair dismal from Cook Shire Council. Leaving end of July. Proposing that Mick Davies steps up to President moving forward. Jacqui nominated Mick to be President. Ask for nominations for Vice President. Mick noted Jilinda's enthusiasm and drive, wishing all the best for future endeavours.	Sarah Greaves to send flying Minute ASAP.
Upcoming Events	Home Based Business Expo. Saturday 19 August.	Volunteers needed to help set up marquees, tables and chairs.
No General Business	No Cooktown RV Rally in August—Jacqui Collins- Herrmann to send Explore Cooktown Booklets to Mareeba RV Rally. Mareeba celebrating 40 years. Sally Eales to send Jacqui Collins-Herrmann and Skye contact information. Cooktown RV site still available during this time, however no entertainment or shuttle busses are organised due to lack of staff at Cook Shire.	Sally Eales to send Kindred Café and James Cook Museum a letter why this isn't taking place, to curb any complaints.
Next meeting	Tuesday, 6.30pm Cooktown Bowls Club	July 11, 6.30pm
Meeting closed	8.40pm	