



MANAGEMENT TEAM MEETING

[Committee]

Tuesday 12 September 2017

Bowls Club Meeting Room

MINUTES

Meeting opened	Discussion Points	Actions																																
Present	Mick Davies (President), Jacqui Collins-Herrmann (Vice President), Russell Bowman (Treasurer), Sally Eales, Sarah Greaves (Secretary), Margy Dessmann, Dan Krebs, Bec Buldo, Barb Leys, Alison Price, Willie Gordon & Brian Cobus (Cultural Centre) Julie Hillhouse (Platinum Realty) Ramon Samanes																																	
Apologies	Lindy Hanley, Katrina Wright,																																	
Minutes of last meeting	Carried	<i>Ramon Samanes MickDavies</i>																																
Business arising from previous meeting	Letter to DNPSR still ongoing Housing Forum Report	Sarah G to update Sarah G to send																																
Treasurer's Report	<p>Treasurer's Report as at 31 August 2017</p> <p>Bank Balance</p> <table> <tr> <td>ANZ Operating Account</td> <td>\$ 40,719.05</td> </tr> <tr> <td>Westpac acc</td> <td>\$ 7,566.47</td> </tr> <tr> <td>Total</td> <td>\$ 48,285.52</td> </tr> </table> <p>Payments for Approval & ratification</p> <table> <tr> <td>Paper Cup Productions</td> <td>\$ 690.00</td> </tr> <tr> <td>Pro active Marketing</td> <td>\$ 1074.00</td> </tr> <tr> <td>LINK LOGIC</td> <td>\$ 400.74</td> </tr> <tr> <td>LINK LOGIC</td> <td>\$ 172.15</td> </tr> <tr> <td>P&M TRANSPORT</td> <td>\$</td> </tr> <tr> <td>Dogged Booking</td> <td>\$</td> </tr> <tr> <td>Cook Shire Market stall</td> <td>\$ 110.00</td> </tr> <tr> <td>Lure Shop Web Renewal</td> <td>\$ 222.21</td> </tr> <tr> <td>Lure Shop AVAST software</td> <td>\$ 93.48</td> </tr> <tr> <td>Morgan Freeman</td> <td>\$ 442.50</td> </tr> <tr> <td>Tourdex</td> <td>\$ 560.00</td> </tr> <tr> <td>Pacific Downunder</td> <td>\$ 1650.00</td> </tr> <tr> <td>Total</td> <td>\$ 5415.08</td> </tr> </table> <p>BALANCE after Payments \$ 42870.44</p>	ANZ Operating Account	\$ 40,719.05	Westpac acc	\$ 7,566.47	Total	\$ 48,285.52	Paper Cup Productions	\$ 690.00	Pro active Marketing	\$ 1074.00	LINK LOGIC	\$ 400.74	LINK LOGIC	\$ 172.15	P&M TRANSPORT	\$	Dogged Booking	\$	Cook Shire Market stall	\$ 110.00	Lure Shop Web Renewal	\$ 222.21	Lure Shop AVAST software	\$ 93.48	Morgan Freeman	\$ 442.50	Tourdex	\$ 560.00	Pacific Downunder	\$ 1650.00	Total	\$ 5415.08	<i>Carried</i>
ANZ Operating Account	\$ 40,719.05																																	
Westpac acc	\$ 7,566.47																																	
Total	\$ 48,285.52																																	
Paper Cup Productions	\$ 690.00																																	
Pro active Marketing	\$ 1074.00																																	
LINK LOGIC	\$ 400.74																																	
LINK LOGIC	\$ 172.15																																	
P&M TRANSPORT	\$																																	
Dogged Booking	\$																																	
Cook Shire Market stall	\$ 110.00																																	
Lure Shop Web Renewal	\$ 222.21																																	
Lure Shop AVAST software	\$ 93.48																																	
Morgan Freeman	\$ 442.50																																	
Tourdex	\$ 560.00																																	
Pacific Downunder	\$ 1650.00																																	
Total	\$ 5415.08																																	

	Aged Debtors Report Balance at 31 August 2017 \$4860.30	
Fishing and Marine Industry Presentation	12 th October at Hillcrest \$110.00 venue hire \$7.50 per head	Sarah G to send to all Cook candidates with invite to presentation.
2018 Visitor Guide	Hamish seeking pre-production deposit for work on Visitor Guide with Pacific DownUnder . Okay for production but more needs to be discussed with distribution: RE: Neville Dunn. Sally Eales mentioned Mark Olsen from EC3 Global to work on Visitor Guide and help with upgrades. Jacqui mentioned a visitor guide from 2012 was produced from a visitor recently, who came from the Cairns Airport, car hire.	Mick Davies Accept proposal. Russell Bowman moved, all agreed. Sarah to reply to Hamish. Sally Eales to let Hamish know Mark's intentions to help Sally to call car rental companies and organise new brochures.
2020 committee update	Sally update: Mayor going to meeting with State Government for commitment of funds. Paykel Cairns helping with Media and Marketing. Want to present to Chamber of Commerce members 3 rd October, 5.30pm followed by CCCT ordinary meeting. 2020 website live soon.	
VIC Committee update	Barb Leys update: Bus tour groups bringing in steady numbers, around 300 per month. 2,920 June, 3,047 July, 2,163 August. QLD, VIC, NSW biggest visitors. National Parks booking system working well. QPWS happy to see it working well. 5 days a week of volunteers who are reliable and provide solid help.	
Council Rep update	Tourism Cape York workshops moved to 5 th October. Events Calendar Lots coming up – www.cooktowncapeyork.com September Cardiac Challenge – arriving Monday afternoon Hog Hunt Mungumby Mt Bike Muster Conquer Corrugations Wallaby Creek Festival Barrel and Bullride at Cooktown Racecourse October Sovereign Barra Competition Marlin Competition Muay Thai Kickboxing Comp November Cooktown Races Cruise Ships	Sarah G to send out new date claimers to members and online.

	<p>List send to Sarah G Send list out and e-newsletter</p> <p>Signage Audit Work still progressing, at least 20 signs ordered. New signs for tourist locations.</p>	
General Business	<p>Russell Bowman Greg Latondeur – very frustrated about Airport Development project. Advised to ring CEO and find out answers.</p> <p>Bungie Helicopters based in Cooktown with Scenic Tours available. 4 standard flights available. Post on CSC Facebook page.</p>	Sarah to contact Russell for more info.
	<p>Sally Eales CEO of TTNQ will be in Cooktown in a few weeks time.</p>	
	<p>Mick Davies proposed meetings every 2nd month during busy season. Perhaps something to think about? Christmas in Cooktown competition – Christmas lights competition. Something to think about?</p>	
	<p>No meeting on 10.10.17. Changed to follow on from 2020 presentation at Nature's Powerhouse 3.10.17 Letter of thanks to Orchid Traveller's Park</p>	
Next meeting	Tuesday, from 5.30pm Nature's Powerhouse	October 10, 6.30pm
Meeting closed		