

DERBY CHAMBER OF COMMERCE (INC)

MINUTES OF MEETING Held at Kimberley House On 25th June 2013

Present	Wayne HOLLAND Stewart MILNE Tim BRAY Michelle SCALLY Peter KNEEBONE	Chairman / President Secretary
Apologies	Hans LEENAARTS Ross SULLIVAN Genevieve RUSS Phil BUSH Margaret THOMPSON Geoff SUTTON	Treasurer

The meeting was declared open at 6.15 pm.

1. **Minutes of last meeting**
Minutes' of the last meeting held on 28th May 2013 were **PASSED** as a true record of that meeting with amendment to SCALLY.
2. **Business arising from those minutes.**
NIL
3. **Correspondence**
 - Letters to other Chambers requesting funding for the upcoming KEF
4. **Treasurer's Report**
The Treasurer has given his apologies for the meeting with the report being deferred to next meeting.
5. **General Business.**
 - I. **Website - Correspondence and Minute (Hans Leenaarts)**
Matthew has volunteered his services in keeping the website updated with the assistance of Hans. Member photo's to be uploaded at the website. **Carried forward to next meeting.**
 - II. **Register of Members (Ross Sullivan)**
List of past and current Members is being collated and the Members Directory will be updated as members pay their registrations for the coming year. **Carried forward to next meeting.**
 - III. **The Chamber Constitution and Rules (Stewart Milne)**
The replaceable rules for the Chamber will be prepared by Stewart Milne in conjunction with Tim Bray and Ross Sullivan to be presented to the Chamber for Adoption and Approval. **Carried forward to next meeting.**

- IV. Kimberley Economic Forum update (Tim Bray)**
The KEF sub-committee has finalised the Agenda for the KEF and will be distributing to associated Chambers and interested parties for bookings.
- V. Small Business Awards**
The Small Business Awards which will be held at Fitzroy crossing this year on the 1st July 2013. Finalists have been collated and awards to be presented to the finalists.
- VI. Small Business Incentive Scholarship (Tim Bray)**
Downer Mouchel has approached the Chamber of Commerce to put forward an award that the Chamber sees fit. The Derby Chamber of Commerce will need to be involved and suggestions will be made in respect of future awards. **Update carried forward to the next meeting.**

- VII. Business After Hours**
28th June 2013 Derby Professional Centre (Official Opening)
25th July 2013 The Visitors Centre (to be confirmed)

- VIII. Presentations**
July meeting Therese Phillips (Small Business Community Survey)
- Future Meetings
TBA – suggested items Town Planning
 Point Torment Progress
 Mining in the Kimberley
 Future of Curtin Air Force Base

Laura Wilde will be one of the presenters at the KEF and is involved in the Tanami Action group which would be beneficial for the Chamber to request a presentation.

There was a recent Ports Conference held in Perth as to the future of Ports in Western Australia. This item is being looked into as a discussion point at the KEF.

Town Planning is stagnant at the present with updates to be sourced as to future projects in the near future –update on Shire progress will be followed up.

- IX. Membership (Michelle Scally)**
A sub-committee has been established to encourage membership. A strategic action plan has been drafted and a business plan will set out the objectives of the Chamber. Members of the sub-committee are Stewart Milne, Tim Bray, Ross Sullivan and Michelle Scally.

A 2 year business plan is to be drafted to May 2015
Regular articles are to be placed in The Muddy Waters
A new vision is to be developed to outline what the business community supports

Objectives Represent the business of the Derby Community
 Being an advocate between business and government
 Provide membership benefits of being in the Chamber

Membership Packs – Members to be provided with Membership packs
Welcome letters to be sent to Members who have renewed their membership
CCI Stickers to be ordered for Members to place on their business premises
Wayne Holland offered to approach businesses in Derby
(A List of Members needs to be provided) to Wayne

X. **Communication Channels for the Chamber (Wayne Holland)**

The Regional Chamber of Commerce Forum was being held in Perth on the 13-14th June 2013. Outcomes from the Region have been emailed as a representative from the Derby CCI was not present.


It was requested that the website be updated with the minutes of meetings and future Chamber events to keep members updated.

With the upcoming Federal Election – the Derby CCI needs to provide feedback to the Regional Chambers (WA) in response to issues affecting the Kimberley.

6 **Other items Discussed NIL**

Next Meeting: The next meeting was scheduled for Tuesday 23rd July 2013 at Kimberley House at 6pm. Dinner will be provided for Committee members with a presentation by Tim Bray after Chamber business has been concluded.

Meeting was declared closed at 7.55pm.



Chairman



Secretary