

PORT LINCOLN CHAMBER OF COMMERCE AND TOURISM - Minutes

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| Description: | General Meeting |
| Venue: | Port Lincoln Hotel |
| Date: | Wednesday 25 th June 2025 |
| Time: | 7.00pm to 8.00pm |
| Committee Attendees: | Rachel Hawkins (Chair), Simone Bertram (Vice Chair), Teresa Reid (Minute Secretary), Lyn Siviour, Justine Carey (Events Coordinator), Bryson Keeley (Treasurer), Craig Haslam, Brooke Seychell (Secretary), Marion Jones |
| Member Attendees: | Travis Bates NBN Regional Development and Engagement |
| Apologies: | Sue Taylor, ,Colleen Lynch, Michael Tarin (Public Officer), Anne-Marie Hammond, Charmaine Caston, Valerie Staunton (Port Lincoln City Council Representative) |

AGENDA ITEMS

- Welcome and apologies:** Rachel welcomed everyone and noted apologies. The meeting opened 7.04pm. Welcome to Travis Bates who updated the Committee on the upgrading of the copper network in the Pt Lincoln district. Local businesses should be checking that their business is on the best possible network platform that NBN offer.
Action:- Travis to send Rachel details of where and how Members can check their internet quality and speeds and for dates when the upgraded fibre network will be available in their area. Information will be circulated to Members via the newsletter. Travis also offered to provide the PLCCT with some information around embracing the digital world and will share the Digital Empowerment for Regional and Remote Areas paper.
- Minutes of previous meetings on 28th May 2025** previously circulated to Committee Members were accepted as a true record of the meeting.
- Constitution update** – awaiting Mia from Mellor Ollson to update the Constitution for the changes previously approved by the Members.
 This item has not progressed. Following a summary of the changes sent Mia, she requested for someone to identify where changes are referenced and located in the constitution, then Mia can produce a final document for approval.
Action - Rachel to provide Teresa with previous correspondence from Mia and discuss next steps with Rachel prior to the next meeting.
- Financial report:** The financial report dated 25th June 2025 was previously circulated to Committee Members and was tabled at the meeting.
 Opening balance: \$19,265.06
 Closing balance: \$18,937.16

New members – Nil

Rachel moved to accept the financial report, and Simone seconded, accepted.

Action – The upcoming newsletter will include information regarding PLCCT Membership renewal invoices being emailed to members.

- **Correspondence:**

In: Nil Noted

Out: Nil noted

- **Business - Action Items**

- **Secretary Role** – Brooke Seychell has been appointed to the Secretary Role. The Chair thanked Brooke for her welcomed involvement and valuable contribution moving forward.

- **Media and Communication**

- **Newsletter** - Note 10 newsletters must be sent annually (per Council MOU)

Action – Brooke to send out June Newsletter.

- **Website and Social Media**

Discussions continue with Woof. It was agreed that the PLCCT move forward with Woof, signing a contract subject agreement on final design and scope of works.

Action A website sub-committee will take control of the final contract scope and implementation. Marion offered lead the sub-committee. Charmaine will be invited to join the sub-committee, leveraging both Marion and Charmaine's experience and expertise. Marion, Charmaine and Rachel/Simone/Justine to meet with Woof before 30 June.

- **Social Media Campaign Results**

147,000 clicks, 24,263 views, 8,500 people reached over 12 days

- **Member Feedback**

Committee members top 10 questions have been received.

Action Marion will collate and set up a 2-step survey, with first 10 questions, then remaining questions. Incentive prizes at both steps. Marion to set up a Survey Monkey account to facilitate the survey.

- **The Christmas New Year Celebrations Activities**

Action - a subcommittee needs to be formed for Christmas 2025 Pageant and Carols – to be decided by July meeting.

- **Monthly Events**

- ❖ **June:** Social event 27th June at the Port Lincoln Hotel for Members networking. Non-ticketed event.

- ❖ **July:** *Elevate Your Team and Map Your Year* workshop facilitated by Gary Jeffrey. 21st July. \$20 member, \$49 non-members. Venue: Port Lincoln Hotel.

- ❖ **August** Lincoln Cinema Escape Room 26th August.

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- ❖ **September** Magic 98.9 event
 - ❖ **October** Bendigo Bank, Major event. 18th October at Port Lincoln Racing Club. 150 people. Celebrating Success in our Community. Ticketed event. Hassie offered for Untamed Escape to provide bus service to and from Lincoln Hotel. Teakle Wines to donate wine.
Action Committee members requested to provide suggestions for a guest speaker.
 - ❖ **November** Christmas party on Rumi – Hassie offered to provide transport as a sponsorship arrangement
 - ❖ **December** Christmas pageant
- **Membership numbers** - currently 116, noting the Council MOU is a minimum of 100.
- **General Business**
 - SA Business Chamber membership** previously agreed to not renew the upcoming membership.
Action – Rachel to communicate to SABC.
 - **New Business**
 - Tunarama Festival**
Action The Committee requested that the Tanarama Festival be invited to the July meeting to update the Committee on event planning and sharing of information/resources.
 - **Next Meeting:** Wednesday 23th July 2025. Hassie will be overseas and an apology.
 - **Meeting Closed 8.15pm**