

PORT LINCOLN CHAMBER OF COMMERCE AND TOURISM - Minutes

Description:	General Meeting
Venue:	Port Lincoln Hotel
Date:	Wednesday 23 July 2025
Time:	7.00pm to 8.00pm
Committee Attendees:	Rachel Hawkins (Chair), Lyn Siviour, Justine Carey (Events Coordinator), Bryson Keeley (Treasurer), Brooke Seychell (Secretary), Sue Taylor, Anne-Marie Hammond.
Committee Attendees by video:	Teresa Reid (Minute Secretary), Marion Jones, Simone Bertram (Vice Chair), Charmaine Caston, Valerie Staunton (Port Lincoln City Council Representative)
Member & Guest Attendees:	Rebecca Plane - Bendigo Bank, Naomi Blacker - Tunarama
Apologies:	Colleen Lynch, Michael Tarin (Public Officer), Craig Haslam

AGENDA ITEMS

- **Welcome and apologies:** Rachel welcomed everyone and noted apologies. The meeting opened 7.05pm. Welcome to Rebecca Plane and Naomi Blacker.
- **Minutes of previous meetings on 25th June 2025** previously circulated to Committee Members were accepted as a true record of the meeting. Rachel move, Lyn Seconded
- **Financial report:** The financial report dated 23th July 2025 was previously circulated to Committee Members and was tabled at the meeting.
Opening balance: \$18,937.16
Closing balance: \$16,289.05

Significant spend: Website development \$4,021.60

New members – Lincoln Property Management, Port Lincoln Travel and Cruise, Spot on Fishing Tackle and Outdoors.

5 non-renewals – Simone emailed each non-renewal member for feedback.
= 114 members

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

- **Correspondence:**
In: Nil
Out: Nil
- **Business - Action Items**

o **Tunarama Festival**

Naomi updated the meeting with Tunarama event planning.

The Festival will be run by a joint venture between the Port Lincoln Council and SRO Events (Russel Temple).

The date has been moved away from the last week of January to mid Jan, 16th, 17th and 18th.

The main event will be a ticketed event. Naomi provided background to the Festival, noting that the Blessing of the Fleet is the grassroots behind the Festival.

Main focus – Local businesses – Market Lane

Tunarama Pageant will be held on Saturday 17th.

The Council will contribute \$100,000 in addition to Sponsorship commitments of \$100,000

The PLCCT can help communicate to rally for volunteers, suppliers and sponsors.

How can our members be involved?

Dress shop front

Join Friends of Tunarama Sponsorship

Action include in the newsletter and updates in the newsletter.

o **Media and Communication**

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

Action – Brooke to send out July Newsletter which will include:-

- Save the Date for the October Bendigo Cocktail Event
- Update on Tunarama
- Details of SATC Standards ATDW Profile event
- Algal Bloom Grants

- ☐ **Website and Social Media**

Woof agreement has been signed.

Action - Website Sub-Committee (Justine, Simone, Rachel, Brooke, Charmaine and Marion) will have first meeting Monday 28th July 25.

- Committee to provide feedback of example website which was circulated to committee members in the group chat.

- ☐ **Social Media Campaign Results**

Results for recent campaigns

Views	Reach	Link Clicks	Cost
13,979	4,827	125	\$79.97
24,263	8,557	146	\$89.91
21,350	5,826	92	\$89.98
4,174	2,517	40	\$24.73

- o **The Christmas New Year Celebrations Activities**

The Christmas 2025 Pageant and Carols subcommittee members Valarie. Urma. Jody Brown. Melissa.

- o **Monthly Events**

- ❖ **July:** *Elevate Your Team and Map Your Year* workshop facilitated by Gary Jeffrey. 21st July. \$20 member, \$49 non-members. Venue: Port Lincoln Hotel. Successful event 15 attendees.

Action Start to measure as percentage of members attending events spreadsheet to capture the data moving forward and prior 12 months.

- ❖ **August** Lincoln Cinema Escape Room 19th August.

- ❖ **September** 16th September SATC & ATDW Presentation on Tourism Listings and how to set up a profile on the website.

- ❖ **October** Bendigo Bank Cocktail Event

Rebecca Plane, Bendigo Bank provided the meeting with an update on this event.

Location: Port Lincoln Racing Club 18th October 2025 5.30pm for a 6pm start. Main guest speaker required.

Will source quotes from local caterer – Santis, Damien, Jeremy.

Ultimate Celebrations will assist with the room set up.

Bendigo Bank have committed to contribute \$5000 towards costs

Main guest speaker required for subject of Pathways for Business Success.

Suggestions Marvin from L'Anse, Matt and Tracy Waller.

Entertainment will be required, either a Band or DJ.

- ❖ **October** – Magic 98.9

- ❖ **November** Christmas party on Rumi – Hassie offered to provide transport as a sponsorship arrangement

- ❖ **December** Christmas pageant around 13th December TBC. Note Coffins 19th December. **Action** – Confirm the date for the Carols.

- ❖ Possible future events – workshop on new Discrimination Laws for Employers

- o **Membership numbers** - currently 114, noting the Council MOU is a minimum of 100.

- **General Business**

- ☐ **Member Feedback -**

Action Marion to 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. Seeking incentive prizes for completing the survey.

- **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 post the Constitution in the chat. Valarie offered to assist with closing this out.

- **SA Business Chamber membership** previously agreed to not renew the upcoming membership. Rachel has communicated to SABC. Closed.

- **New Business**

Algal Bloom Grants – we need to offer grant support. \$28m funding available.

Action - Include in July newsletter. Brooke to action.

- **Outstanding action items not discussed**

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 on embracing the digital world and will share the Digital Empowerment for Regional and Remote Areas paper.

- **Next Meeting:** Wednesday 27th August 2025
- **Meeting Closed 8.35pm**