



# Ocean Grove

## Business Association

Building a Strong Community

---

## Minutes

Thursday 4<sup>th</sup> May 2017  
7.30am Driftwood Café

1. Attendees: Ty Simons, Mark Edmonds, Shelley Keast, Cathy Staehr, Helen Butteriss, Wayne Heard, Jeanette Roche, Di Nelson
2. Apologies: Jan Bell, Brenton Dunn, Stacey Moore, Dave Thomas
3. Guests: Nil
4. Minutes accepted as record of previous meeting All Accepted
5. Outstanding Items:
  - Internet web page to state OGBA - TBA Ty Simons
  - Circulate Wifi information to Committee – not done Ty Simons
  - Provide high Res OGBA logo to Ty Completed
  - Invoice GBT fee for shared members Completed
  - 2017 membership sticker to be produced Completed
  - Web site maintenance – arrange quotes – no info Stacey Moore
  - Turn off auto pay process on Xero - action Helen Butteriss
  - Give Jan copy of mail box key for mail collection Completed
  - August Small Business Festival event – provide details Completed
  - Provide details of author to speak – next meeting Stacey Moore
  - Provide updated membership list in Excel for MailChimp Completed
  - Send out Newsletter Completed
6. New items
  - August 7<sup>th</sup> speaker through GBT and OGBA. This will be a breakfast meeting. Members to be charged \$15 and non members \$20. Booking via Eventbrite. All agreed.
  - GBT are having a Treasure Hunt promotion to get tourists to 'wander around' Bellarine etc. OGBA will buy a spot for the main street. If this is successful will look at also promoting Madley St and Industrial Estate next year. Location to be street crossing. All agreed.

- Grubb Road trees go to VCAT in 3 months.
  - Suggested leaflet holder on wheels for tourist information to be provided by GBT. Di Nelson to follow up.
  - Rotary Awards – To discuss in July meeting. Idea to promote in The Voice in December – competition closes in March 2018. We will fund \$500 prize.
  - Google calendar to be set up for group
  - Shop local promotion to be done again. Agreed that participating business cannot enter nor have relative enter the promotion. Planning meeting to be held in two weeks. Non members to be charged for advertising. Reece Plumbing to be used for Industrial Estate.
  - Agreed that an emergency list of business owners to be compiled for The Terrace given flooding issues.
7. Membership Report: No change to numbers. Little Red Fox to be followed up by GBT.
8. Treasurer report: \$4379.00 in bank. All accepted
9. Correspondence: None
10. General Business: None

Meeting Closed 8.15 am

**Action items:**

- |   |                 |
|---|-----------------|
| - Internet web page to state OGBA         | Ty Simons       |
| - Circulate Wifi information to Committee | Ty Simons       |
| - Web site maintenance – arrange quotes   | Stacey Moore    |
| - Turn off auto pay process on Xero       | Helen Butteriss |
| - Provide details of author to speak      | Stacey Moore    |
| - Promote August Small Business speaker   | All             |
| - Arrange Treasure Hunt                   | Cathy Staehr    |
| - Leaflet holder idea                     | Di Nelson       |
| - Rotary awards – discuss in July         | All Note        |
| - Google calendar set up                  | Cathy Staehr    |
| - Shop local planning meeting – arrange   | Ty Simons       |
| - Emergency call list compile             | Shelley Keast   |

**Next meeting:**

**Thursday 1st June 5.30pm @Driftwood**