



Tourism Central Australia

EXECUTIVE MEETING MINUTES
Wednesday 18 February 2009 TCA board Room
Meeting Commenced 12:05 pm

WELCOME & APOLOGIES

PRESENT: Ren Kelly, Grant Whan, Rex Neindorf, Matt Wait, Jo-Anne Harkin, Phil Taylor, Geoff Booth, Andrew Bridges, Phil Walcott, Damien Ryan, Matt Wait

Roddy Calvert phone link up

APOLOGIES: Karen Lock, Laurelle Halford, Tony Mayell, Rex Mooney,

CONFLICT OF INTEREST: Nil

CHAIRMAN: Ren Kelly

GM: Peter Grigg

MINUTES: Merrilyn McIver (TCA)

MINUTES OF PREVIOUS GENERAL MEETING:

A motion was put that 'the minutes of the previous meeting were a true and accurate record'.

Moved: Phil Walcott

Seconded: Geoff Booth

All in favour.: Motion carried

BUSINESS ARISING:

3.2 Draft Letter sent to Minister Garrett distributed to Executive. As yet, no response from the Minister.

3.3 Upgrade of Traffic Pro compatible with Vista has been ordered

3.4 Finance meeting with Peter, Jannie and Matt to be arranged for next week

3.5 Schedule for TCA 2009 meeting/events calendar distributed to executive

- 3.6** Re Letetia's marketing report, Letetia is investigating variance, so off the agenda. She has been briefed to cost it out for further negotiations
- 3.7** Restructure of the TCA organisation comes into effect on Monday 23/2/09.
- 3.8** Tony Renshaw is the new DIPE head. Peter has met with him and Tony wants to meet with Transport Sector. Invitation to be extended
- 3.9** Report on Responsible Drinkers distributed.
- 3.10** TCC – Bob Kennedy – expecting his resignation
- 3.11** CBD Enhancement - Tony to advise on report
Phil T enquired of Mayor Damien if any updates on the VIC?
Damien replied general funding has been applied for.
Either TCA relocation or revitalisation identified in CBD Enhancement. Ongoing to raise profile.
- 3.12** Identify cost to date re previous full time finance person vs contract position. In three month period, Chris \$13,949 not incl holidays etc. Contract finance officer Jannie for same period cost \$5965 which is less than 50% of actual cost. Confident contract person situation will succeed our requirements
- 3.13** Ren has arranged a weekly meeting with Peter every Tuesday morning. Yesterday's meeting was structured on finance position. Jannie will put in place a trust account as moving into greater retail selling product.
- 3.14** Peter advised Info booth at Airport and Ghan Railway Station Asp and Keswick manned by volunteers and dedicated staff. Ren queried if we could arrange a reciprocal service with Tourism Top End.
ACTION: GM to discuss with Tourism Top End

Phil W congratulated efforts of staff and Ambassador volunteers in attendance.

Moved action items be accepted

Moved: Rex Neindorf

Seconded: Grant Whan

All in favour: Motion carried

CORRESPONDENCE:

4.1 – In Coming Nil

4.2 – Out going: Minister Peter Garrett with copy to Warren Snowden

Damien advised a similar letter had been sent to Minister Garrett, with a reply of no interest.

Warren Snowden supported similar structure and will take our letter direct to the Minister. Ren suggest public exposure on the matter as a publicity exercise

ACTION: Agenda item for next meeting

Motion that Correspondence be accepted

Moved: Phil Walcott

Seconded: Grant Whan

All in favour: Motion carried

REPORTS:

5.1 – GENERAL MANAGER: Report as tabled

Representative from Tiger Airlines will not be available for our General Meeting on 25 February but in place will be launching "Strengthening Alice" and the Tourism Minister will be in attendance.

Potential 3 new members from Barkly visit

5.2 -VIC: Report as Tabled

Ren asked Roddy if there were number counter facilities in TCK. She replied no, but they do a manual count at the counter. Agreed to include TCK figures with future reports plus a report from Roddy on TCK VIC.

Peter added that a comprehensive enhancement program including new signage is proposed for the VIC and should see significant changes within the next 2-3 months.

He and Amanda are visiting Coober Pedy operators on 4-5 March .

5.3 - MEMBERSHIP: Report as tabled

Two applications for membership presented:

1) Crocsaurus Cove 2) Arlpwe Art and Culture

ACTION: A motion was put that 'the listed businesses be accepted as members of TCA'

Moved: Rex Neindorf

Seconded: Phil Walcott

All in favour: Motion carried

Phil Walcott mentioned that in his role of Membership portfolio, he has met with Sue Bray and will keep in regular contact regarding membership

5.4 VOLUNTEER PROGRAM: Report as Tabled

Sue attended a training course in Adelaide last week.

Query on a venue meeting point for Volunteers. Meeting being held tomorrow so should have further information

5.5 - MARKETING: Report as Tabled

Proposal of "Invite a friend or relation to Alice Springs Day" as a community exercise.

5.5 - FINANCE: Report as Tabled

Peter and Ren gave a rundown of finance situation. There are concerns with the 60-90 days ageing summary which is to be targeted to recover outstanding monies.

Discussion took place re outstanding payment for marketing and publication costs. Some smaller businesses have difficulty in paying up front. Suggested a payment program by instalments be an option for businesses to pay, leading up to print of publication with final payment to be made on authorisation of proof.

Also suggested a discount option be made available for upfront payments.

Motion was put that a part payment plan before printing start now for next years' publication with final payment to be made prior to printing

Moved: Geoff Booth

Seconded: Phil Walcott

Further discussion took place with Peter proposing we allow 4-6 weeks for follow up on the 60-90 days outstanding amounts.

ACTION: It was agreed to leave this motion on the table depending on result of follow ups of outstanding monies.

Profit and Loss discussion took place with Ren advising 2 cash management accounts to be consolidated into one with a trust account to be opened for retail monies. TCA will have to be more open with trust monies in future.

A motion was put that the 'Reports be accepted'

Moved: Phil Walcott

Secunder: Matt Wait

All in favour: Motion carried.

5.6 - TOURISM NT: Report as Tabled

Tiger Airlines visit arriving a week after TCA General Meeting.

Interest in people wanting to come and work and move to Alice Springs which is very encouraging.

Ren advised he and Peter had spoken to Qantas recently who advise their bookings are reasonably solid considering their competition.

Motion that Tourism NT Report be accepted

Moved: Mat Wait

Seconded: Phil Taylor

GENERAL BUSINESS:

6.1 Survey sent out recently to explore employment numbers in tourism industry. Result to date 10% responded showing over 400 permanent employees from 38 replies.
ACTION: bring feedback result to General Meeting

6.2 Agenda item for next meeting to discuss membership costs and future benefits. There are differing views on what membership costs should be and services we provide.

6.3 Strategic Planning meeting to be arranged prior to next meeting to discuss priorities for projects plus Ideas on industry training and VIC sales.

Need to chart out path for next year. Damien requested a copy of minutes/notes from last meeting. Suggestion we seek the services of John King/ John Morse (2 top tourism advisors in Australia) to assist in writing a Strategic Plan. Need to coordinate any such plan keeping in mind that of Parks and Wildlife and Tourism NT which would also assist with funding.

ACTION: GM to send email with suggested dates for Strategic Planning Meeting

OTHER BUSINESS:

Grant: Question to Damien – any news on what is happening with Melanka site. Damien responded owners in town next week with various options being mooted.

Daryl Pearce: re anti social problems, advertising campaign to everyone on rules on what is expected when community people come to town.

Phil T : Stated the TCC survey re ablutions at Sunset site Uluru is driven by Rangers

Rex: Not in favour of accommodation/attractions/ retail meetings again. One flagged for next week so TCA can ascertain if these members wish to continue with their meetings which TCA facilitate but do not run.

Dept of Roads looking to change road going into Palm Circuit to caravan parks so will be impossible to turn right at causeway and directing all traffic over the bridge. Transport sector to be take this on bard.

Jo-Anne said she asked DPI to talk to transport sector about this

ACTION: GM write to DPI seeking a meeting prior to transport meeting to get a case to put forward and invitation to attend transport meeting

Meeting declared closed: 1:50 pm

Next Meeting: 18 March 2009

Venue: Tourism Central Australia Boardroom

Signed

Chairman: _____ **Date:** _____