

## COMMITTEE MEETING MINUTES

Date: Tuesday 9<sup>th</sup> February 2021

Time: 1110 hrs

Venue: Donnybrook Visitor Centre

1. **Present:** Barrie Thomas, Pam Foster, Karen Martella, Leonie Ridgeway, Annette McCutcheon, Gwenda Endersbee, Karis Aplin,

**Apologies:** Vicki Morrell, Bridget Loveridge

1.1.1 Minutes of the meeting held on 8/12/2020 were read and confirmed as correct.

(Motion: Barrie, Gwenda, carried)

### 2. **Business arising:**

2.1 Market committee meeting will be held later this week

2.2 'Karis to upload information... ongoing.

2.3 Letter re availability of caravan parking in town... ongoing.

2.4 Souvenir coin machine... ongoing

### 3. **General Business**

3.1 Collie-Preston project: The new website is live and available. "Seeker" pamphlets are printed and available for distribution. The "Regional Experiences" packages are now available for booking online through through the Rezdy system and from which we will receive a small commission. There is a small budget for promotion. Bernard Whewell of DTM has set up a draft marketing strategy plan and he and Karen will consider the next planning steps.

MOTION: (Barrie/Pam) that the Seeker brochures be advertised on the Facebook Donnybrook Community page carried.

3.2 Volunteers: Neroli has taken temporary leave. Pasquelina has returned to the roster.

3.3 Shop front: It was decided not to purchase paper carry bags with the 'i' logo @ 50 cents each. Gwenda to facilitate some changes to the display.

3.4 Member network events: website and Seeker project launch. Karen to investigate and organise a midweek evening event, possibly at the Donnybrook Hotel. Catered for, buy your own drinks, and light entertainment (?). 'Party bags' containing pamphlets and brochures to be distributed to attendees. Suggested date -Wednesday, March 3<sup>rd</sup>

3.5 Apple Festival stall: Discussion was held about having a stall.

MOTION: (Karen/ Barrie) That the DRTA sponsor the 2021 Apple Festival \$500 which includes stall space. Carried.

### 4. **Tabling of reports**

4.1 Financials: Debbie Hag is coming tomorrow to finalise the Balance sheets. Operating costs appear to be high. This is related to the funded C-P project. Shop sales are good for January. MOTION: (Annette/Pam) that the report be accepted was carried.

4.2 Visitor Statistics: for December 2020; local 81, State 340, interstate 15, international 7, phone 38, purchases 64, museum 20, transport 11. Total 439. Average per day 17.5. For January 2021: local 65, state 346, interstate 7, international 7, phone 19, purchases 40, museum 16, transport 9. Total 444. Average per day 19.3.

