

## **The Rocks Market Small Business Association**

### **Meeting Minutes**

10/11/2011

*Present:* Nicole Kennedy, John Colquhoun, Mary O'Shea, Mick Guthrie

*Apologies:* Beverly Reynolds, Sheila Webster, Peter Stephenson, Heather Trainer and Fred Mitchell.

*Next Meeting:* 08/01/2012, 7pm, Harbourview Hotel

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#### **I. New Members**

Four applications were put forward and accepted by the executive as new members. These applicants will be contacted and informed of the decision and notified of any outstanding fees to be paid.

#### **II. Constitution**

The TRMSBA constitution will be amended to reflect all office bearers of the executive and that a minimum of six executive meetings are required each year.

#### **III. Meeting Calendar**

A calendar marking all remaining executive meetings (times, dates and location) was tabled and accepted. This calendar will be forwarded to all executive members and also uploaded to the website. The next AGM date has also been marked on this calendar with time and location TBA closer to the meeting.

#### **IV. Correspondence**

President to contact SHFA to seek to move the next meeting between SHFA and the TRMSBA executive office bearers from the 17<sup>th</sup> Nov to 24<sup>th</sup> Nov.

President to contact SHFA to request that stallholder receive the invitation to the full market meeting with SHFA on the 30<sup>th</sup> Nov with enough time to make any necessary travel arrangements. The request is for the invitation to go out asap.

An invitation has been received for the TRMSBA President to attend the SHFA Board end of year celebration on behalf of the association. An acceptance will be sent and the association will be represented.

#### **V. Presidents End of Year Report**

An end of year report to members will be sent by the President in early December 2011. The report will detail the achievements of the association over the past 6 months since its inception. Some of the highlights will include:

1. SHFA's new communication policy to be reviewed following the BDIE meeting and stallholders meeting with Minister Hazzard.
2. Established an association, a legal entity, which has been recognised by SHFA management as the stallholder's voice.
3. The establishment of a good collaborative, open and transparent working relationship with new SHFA management team.
4. No more regular stallholder re-application process with yearly stall reassessment by consultants, now a contract renewal process administered by SHFA market management and SHFA will manage the Market products throughout the year.
5. Holiday leave now more accessible.
6. The canopy will be put up for Christmas holiday trading on the 24<sup>th</sup>, 26<sup>th</sup> & 27<sup>th</sup> Dec 2011.
7. A Christmas flyer dedicated to the Market is in the process of publication and will be distributed late Nov/ early Dec in time for the Christmas trade.
8. Roving entertainment has returned for a trial each trading day during the month of Nov.
9. SHFA management are once again now visible throughout the whole market over the whole weekend, including the Market manager. Relationship between SHFA management and stallholders has improved substantially.
10. Established ongoing discussions directly with the SHFA marketing department, with more exciting marketing opportunities in the pipeline for stallholders.
11. Collaboration with SHFA on an ongoing basis to improve maintenance, the cleanliness of the Market and facilities.
12. SHFA management has agreed to meet directly with stallholders.

13. Isaac Savariego has established an association website with relevant information for members to access. [www.trmsba.org.au](http://www.trmsba.org.au)
14. Established a working relationship with The Rocks Chamber of Commerce

## **VI Moonlight Markets 2012**

The committee has agreed to put together a submission for consideration for the Moonlight Markets 2012. This will be pursued after Christmas.