

**ADELAIDE SHOWGROUND FARMERS ' MARKET
 COMMITTEE MEETING – 5.00pm, Wednesday, 15 June 2022
 Meeting held at the Heavy Horse Memorial Building and via Zoom**

Members present		
Lynne Dickson (LD)	Trish Simpson (TS)	Diana Williams via Zoom (DW)
Gay Wallace via Zoom (GW)	Mem Ericson via Zoom (ME)	Albert Conterno via Zoom (AC)
Bob Heath via Zoom (BH)		
Apologies		
Michelle Hocking (MH)		
Also attended		
Carol McGrane (AFO)	Christine Robertson via Zoom (EO)	

1. Welcome and Apologies

Deputy Chair, LD opened the meeting at 5.07 pm.
 Apologies from MH.
 AC flagged as a late arrival.
 The Deputy Chair noted with regret the resignation of SDV.
 The committee agreed to the establishment of TS as a full committee member with voting rights.
 All agreed.
 AC arrives 5.08
 BH arrives 5.10 but has internet connectivity issues throughout the meeting

2. New Conflict of Interest (COI)

None declared.

3. Minutes of Previous Meeting

Minutes of the May meeting were moved by ME and seconded by GW. Accepted.

4. Action Items

It was noted that a couple of items were ongoing.

5. Committee Calendar 2022

No comment

6. ASFM Business Report

Accepted.

5.20 GW arrives following issues with internet connectivity.

7. Correspondence

Nil

8. Finance/Risk Report

The EO spoke to

- Membership sales lower than budgeted,
- Customer attendance up with many first timers.
- Stallholder fees down due to covid absences.
- Grant received from City of Unley to be spent next financial year
- Expenses down on budget.
- June spend on marketing will include payments to Nova radio.

9. Sub Committee Meeting Reports

9.1. HR Committee - No meeting

9.2. Risk and Finance Committee

9.2.1 Budget

Treasurer and EO to discuss the budget and examine capital expenditure in the coming week.

9.2.2 Stallholder Fees – Leader St 31/7 – 28/8

It was mentioned that the site fees charged to stallholders during 2021 bump out to Leader Street were at 2020 Leader Street rates. A decision deferred until Treasurer and EO had discussed the budget and could make a recommendation.

A likely energy increase and a 4.7% CPI increase were flagged.

9.3. Market Mix Committee – No meeting

10. Red Flags & Risk Register

10.1 New Risks

10.1.1 Fruit Fly Outbreak in Riverland

A discussion arose about fruit fly in the Riverland and the possibility of some of the market's stone fruit producers being affected in Oct/Nov.

ACTION: EO to discuss with potentially affected stallholders and PIRSA and report to the Risk and Finance Committee.

10.1.2 Gas and Electricity impact on Primary producers

A general discussion arose around the impact of and potential threat to stallholders that rising costs of energy, fuel, freight, packaging and animal feed, particularly meat meal for chickens, were having.

10.1.3 Flood Management Plan

It was mentioned that flooding occasionally happens at the market, particularly in the centre area along Kingsway, and a plan would be developed to manage it.

11. AOB

11.1 Christmas and New Year markets – decision

Farmers' Market falls on Christmas Day and New Year's Day in 2022. Discussion ensued about the best day and time to hold the Christmas market.

Action: EO to investigate Christmas and new year trading dates of other farmers' markets and report back to the committee.

11.2 Independent position

EO confirmed the advertisement had been placed on some recruitment sites.

Other Business

- Deputy Chair requested that papers accompany proposed Agenda items.
- EO confirmed the portable bike racks that have been approved for purchase have been ordered
- Ideas on capital items
 - CRM
 - Customer Count System

Action: CRM and Customer Count Systems to be investigated for inclusion in the budget as capital purchases

12. Close

5.56 pm meeting closed.

NEXT MEETING

Committee Meeting – 20 July 2022