

**ADELAIDE SHOWGROUND FARMERS 'MARKET
COMMITTEE MEETING – 5.00pm, Wednesday, 21 June 2023
Meeting held at the Heavy Horse Memorial Building**

Members present		
Geoff Page (GP)	Albert Conterno (AC)	Jordan Philp (JD)
Mike Rowe (MR)	Trish Simpson (TS)	
Apologies		
Gay Wallace (GW)	Louise Bailey (LB)	Lynne Dickson (LD)
Mem Ericson (ME)		
Also attended		
Carol McGrane (AFO)	Christine Robertson (EO)	

1. Welcome and Apologies

The Deputy Chair, GP, opened the meeting at 5.15 pm.

Apologies from GW, LD, LB and ME.

2. New Conflict of Interest (COI)

None raised

3. Minutes of Previous Meeting

Minutes of the May meeting were accepted.

4. Action Items

One action item remained open i.e. Committee to redraft strategic plan key points and targets

5. Committee Calendar 2022/3

No comment

6. ASFM Business Report

5.20 JP arrives

EO spoke to:

- Site rent Income down due to absent caterers, membership up.
- New entrance/exit banners and wayfaring signage.
- Meeting by EO with CEO of RAHS

7. Strategic Plan update

7.1 Review Vision and Mission

Deferred to next meeting.

8. Policies for Review

8.1 Complaints Policy

Policy amended to reflect recommendations at May meeting. Amended policy accepted.

9. Finance/Risk Report

9.1 Capex Budget

Recommended capex based on feedback received from customer survey.

MR moved that expenditure on the items included in the Capex Budget be approved.

Seconded by AC. Passed

A motion to approve in principle the expenditure on the additional individualized signage for stallholders was moved by MR, seconded by AC. Passed.

9.2 Budget

The EO spoke to the proposed 23/24 Budget which allowed for:

- A profit of 3.5K.
- a 7% cpi increase lease agreement, wages, and electricity.
- The funding of this by raising site fees effective 1 August and membership prices from October.

A motion to accept the 23/24 Budget was moved by MR and seconded by JP. Passed

5.38pm EO and AFO leave the room to allow private discussion re staff wages. They reenter at 5.43pm.

A motion to grant the 7% CPI increase to staff wages with effect from 1 July 2023 was moved by TS and seconded by AC. Passed

9 Sub Committees

9.1 HR Sub-committee – NIL

Meeting of HR committee recommended in advance of next meeting.

9.2 Risk & Finance Sub-committee – Nil

9.3 Market Mix Sub-committee – NIL

10 Red Flags & Risk Register

None raised

11 AOB

EO confirmed that the post-it notes from the Strategic Planning Day had been disposed of by the facilitator.

For transparency, it was recommended that approvals or otherwise from absent committee members, should be directed to the committee as well as the EO.

12 Close

5.55pm meeting closed

NEXT MEETING

Committee Meeting – 19 July 2023