

**ADELAIDE SHOWGROUND FARMERS ' MARKET
 COMMITTEE MEETING – 5.00 pm, Wednesday, 19 July 2023
 Meeting held at the Heavy Horse Memorial Building**

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

1. Welcome and Apologies

The Chair, LD, opened the meeting at 5.30 pm following an in-camera session.

Apologies from JP, AC and LB.

2. New Conflict of Interest (COI)

None raised

3. Minutes of Previous Meeting

Minutes of the June meeting were moved by MR and GP. Accepted.

4. Action Items

The Chair spoke to establishing two focus groups - one for Strategic Plan's Vision, Mission and Values and comprised of MR and LD. The other for Strategic Plan's Tactics and KPIs comprised of PS, LD and GP

5. Committee Calendar 2023/4

It was resolved to approve the 2023 AGM and Election documents and timeline. Moved by GP and seconded by ME. Passed

6. ASFM Business Report

Matters raised:

- Query re catering graph
- Discussion re capex overspend of \$18k because of an error in the number of shade umbrellas entered in the previous business report. Additional spend agreed.

7. Finance/Risk Report

Matters raised:

- Net profit at the end of year 21k - budgeted for 15k.
- Request for one line explanation of the significance of graphs, i.e. what is satisfactory and what are red flags.
- Investment to be reevaluated as to where it fits within the market's strategic plan.
- Risk meeting to determine safest investment options.
- Items included under Committee Expenses to be reviewed.

6.06pm PS leaves

8 Sub Committees

8.1 HR Sub-committee – NIL

Meeting of HR committee recommended in advance of next meeting.

8.2 Risk & Finance Sub-committee – Nil

8.3 Market Mix Sub-committee –Meeting to be scheduled for early October

9 Red Flags & Risk Register

None raised

10 AOB

- A discussion ensued regarding the most appropriate time to hold the AGM to encourage as many members to attend as possible. It was agreed that the AGM would be held at 1 pm on Sunday, 15 October following the market. The election timeline to be adjusted accordingly.
- A concern was raised regarding Najobe Beef as stock agents. The EO confirmed that a recent audit verified enough animals were on site to fulfil Najobe's market sales. Changes by PIRSA soon to the electronic identification of animals will make the tracing of animals more transparent.

11 Close

6.47pm meeting closed

NEXT MEETING

Committee Meeting – 16 August 2023