

**ADELAIDE SHOWGROUND FARMERS 'MARKET  
COMMITTEE MEETING – 5.00 pm, Wednesday, 20 September 2023  
Meeting held at the Heavy Horse Memorial Building**

<b>Members present</b>		
Lynne Dickson (LD)	Geoff Page (GP)	Mike Rowe
Jordan Philp (JD)	Patricia Simpson (PS) (via phone)	Gay Wallace (GM)
<b>Apologies</b>		
Mem Ericson (ME)	Louise Bailey (LB)	Albert Conterno (AC)
<b>Also attended</b>		
Carol McGrane (AFO)	Christine Robertson (C EO)	

**1. Welcome and Apologies**

The Chair, LD, opened the meeting at 5.02pm.

Apologies from LB, AC, and ME. The Chair confirmed that the committee had agreed to the EO's title being changed to CEO and that her contract had been renewed for 4 years.

**2. New Conflict of Interest (COI)**

None raised

**3. Minutes of Previous Meeting**

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

**4. Action Items**

No outstanding items

**5. Committee Calendar 2023/4**

Market Mix subcommittee to be formed after AGM

**6. ASFM Business Report**

Matters raised:

- New can recycling bins, footings in for umbrellas.
- Changes to market layout

- SA Tourism Award judge attends on 1 Oct
- TAFE students to do demos and volunteer.

**ACTION: CEO to track Capex to date spending in Business Report**

## **7. Finance/Risk Report**

**ACTION: CEO to send monthly budget including a ytd budget column**

**ACTION CEO to issue Budget broken down by month.**

## **8. Sub Committees**

8.1 HR Sub-committee – No meeting

8.2 Risk & Finance Sub-committee – Met on 13 September 23 – Minutes circulated.

Matters raised:

- Best practice re income from surplus funds
- Franking v Term deposit
- Conservative approach
- Signatories appointed by new committee in November.

**ACTION CEO to check what the constitution contains regarding ASFM funds.**

8.3 Market Mix Sub-committee –No meeting

## **9. Red Flags & Risk Register**

None raised

## **10. AOB**

Chair and Treasurer report required for AGM and Annual Report. Financials expected by week ending 29 Sept 23.

10.1 ASFM - Vision, Mission and Core Values cont.

General agreement that the document was too large and repetitive in parts.

A working group, CR, LD, GW, GP, was established to review and consolidate the Vision, Mission and Core Values.

**ACTION: All committee to review and provide feedback by Fri 29 Sept 23.**

**ACTION: AFO to ensure Zoom access available for AGM on request**

## **11. Close**

6.23 pm meeting closed.

## **NEXT MEETING**

AGM – 15 October 2023