

ADELAIDE SHOWGROUND FARMERS' MARKET COMMITTEE MEETING – 5pm, Wednesday 17 Jan 2024

Meeting Room, Heavy Horse Memorial Building

AGENDA

A short in camera session from 5pm – 5.10pm will precede the ASFM meeting proper.

- 1. Welcome and Apologies
- 2. New Conflicts of Interest
- 3. Minutes of the November Meeting
- 4. Action Items
- 5. Committee Calendar 2024
- 6. ASFM Business Report
- 7. Finance/Risk Report
- 8. Sub Committees
 - 8.1 HR Sub-committee
 - 8.2 Risk & Finance Sub-committee
 - 8.3 Market Mix Sub-committee
- 9. Red Flags & Risk Register
- 10. AOB
 - 12.1 Strategic Plan
- 11. Close

NEXT MEETING

Committee Meeting – 21 February 2024

ADELAIDE SHOWGROUND FARMERS 'MARKET COMMITTEE MEETING – 5.00 pm, Wednesday, 15 November 2023 Meeting held at the Heavy Horse Memorial Building

Members present						
Lynne Dickson (LD)	Geoff Page (GP)	Jordan Philp (JD)				
Rae Chapple (RC)	Patricia Simpson (PS)	Norma Loza (NL)				
Mem Ericson (ME) via phone						
Apologies	Apologies					
Gay Wallace (GM)	Mike Rowe (MR)					
Also attended						
Carol McGrane (AFO)	Christine Robertson (CEO)					

1. Welcome and Apologies

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

Apologies from MR, GW. The Chair welcomed the two new committee members RC and NL, who introduced themselves.

2. New Conflict of Interest (COI)

None raised

3. Minutes of Previous Meeting

Minutes of the September meeting were moved by GP and JP. Accepted.

4. Office Bearer elections

Chair - LD renominated and was reelected unopposed

Deputy Chair – GP renominated and was reelected unopposed.

Secretary – PS renominated and was reelected unopposed.

Treasurer – MR renominated and was reelected unopposed.

Public Officer – CR renominated and was reelected unopposed.

5. Authorised Signatories

It was discussed that traditionally the RAHS representative has been a signatory for convenience as they are onsite. It was generally agreed that the Chair and CEO would be the other signatories. The revised List of Signatories to be handled at next meeting.

6. Action Items

Nothing outstanding.

7. Committee Calendar 2023/4

No comment.

8. ASFM Business Report

Matters raised:

- Yellow bins and customers' issues recognising them as 10c can/bottles only.
- Membership for 2024 on sale and selling well.
- Halloween Trick or Treat trail saw 420 children participate.
- Stallholder relocations post show due to power and new seating areas.

9. Finance/Risk Report

Matters raised:

- Capex umbrellas money all spent, more money to be spent on the agreed regional signs.
- Risk and Finance Committee Members, LD and MR, met RAHS CFO Hayley Herbst with JP to discuss possible investment strategies for ASFM.

10. Sub Committees Nominations and Elections

- 10.1 HR Sub-committee LD, GW, CEO were the members appointed.
- 10.2 Risk & Finance Sub-committee MR, LD, GP, CEO were the members appointed.
- 10.3 Market Mix Sub-committee PS, GP, CEO, NL, LB were the members appointed.

11. Red Flags & Risk Register

None raised

12. AOB

12.1 Strategic Plan.

A discussion arose around the development of a policy that sets the minimum requirement of growers, establishing rules as to what they can claim and communicate to customers and transparency re their pesticide use and practices.

The Chair stated that the Strategic Plan had been signed off but some further action required.

Action: Audit of stallholders' pesticide use and a review of what stallholders' claim is used/practiced.

Action: Chair to weight the KPIs within the Strategic Plan and the Committee to review.

Action: Committee to discuss what elements of and how the Strategic Plan will be communicated to members.

13. Close

6.08 pm meeting closed.

NEXT MEETING

17 January 2023

Adelaide Showground Farmers Market Committee Meeting

Action Items November 2023

AGENDA ITEM	ACTION	STATUS
September 2023 – Agenda Item AOB	All committee to review and provide feedback on	Completed
	Strategic Plan updates by Fri 29 Sept 23.	
November 2023 – Agenda Item 12.1	Audit of stallholders' pesticide use and a review of what	Ongoing
AOB	stallholders' claim is used/practiced.	
November 2023 – Agenda Item 12.1	Chair to weight the KPIs within the Strategic Plan and the	Ready for
AOB	Committee to review.	Committee Review
November 2023 – Agenda Item 12.1	Committee to discuss what elements of and how the	Ongoing
AOB	Strategic Plan will be communicated to members.	

		ASFM / Committee Action Items	Election/Terms of Office/ For review
January	2024	Committee meeting date 17 January	
February	2024	Committee meeting date 21 February	
March	2024	Committee meeting date 20 March	
April	2024	Easter Weekend 29 Mar-31 Mar	
•			
		Committee meeting date 17 April	
May	2024	Committee meeting date 15 May	
,		,	Legal Specialist's term expires in July
		Staff performance reviews	
June	2024	Committee meeting 19 June	
		Decision required re Christmas and New Year's market	
		24/25 budget approval required - Draft	
		Committee meeting 17 July	
July	2024	Committee to approve AGM and election timeline and documentation	
		Audit Information to be prepared	
		Committee meeting 21 August	Wed 7 Aug - Call for nominations
	2024	Approve Financial Report for AGM	
August			
			NB: Notification of AGM that includes any special resolutions to be received
			by membership 21 days prior to the meeting
September		Royal Show Closure Sun 1/9 & 8/9	Fri 6 Sept - Nominations close
September	2024	Committee meeting 19 September	Wed 11 Sep - Notification of AGM/Election to members
		Decision required re Christmas and New Year's market	Wed 11 Sep - Online election
			RAHS Representative will have served 2 yrs in Nov
October		AGM 16 October	Wed 9 Oct - Online election closes
	2024		Election results announced at AGM Wed 16 Oct
November	2024	Committee Meeting 20 November	Authorised Signatory List updated
December	2024	Meeting 18 December 2025	
January	2025	Committee meeting date 15 January	
February	2025	Committee meeting date 19 February	
		Committee meeting date 19 March	Policies for Review
March	2025		Busking
			Responsible Packaging Policy
April		Easter Weekend 17 -20 April	Policies for Review
		Committee meeting date 16 April	Complaints, Grievances and Dispute Resolutions Policy
			ASFM Sponsorship Policy
			Risk Matrix
			Financial Delegations Policy
	2025		
			Health and Hygiene Policy Privacy Policy
			Weather Policy
		Committee meeting date 21 May	Policies for Review
		Committee meeting date 21 ividy	ruicies iui vealem
			Market Mix
May	2025		Out of Session Voting
···luy	1-02-5		Risk Management
			Allowable Products
		Staff performance reviews	Allowable Froducts
June	2025	Committee meeting 19 June	
	1-020	Decision required re Christmas and New Year's market	
		24/25 budget approval required - Draft	
		2-7/25 Saaget approval required - Draft	

Adelaide Showground Farmers' Market BUSINESS REPORT DECEMBER 2023

Purpose of Report

The purpose of the Monthly Business report is to inform the committee on where the ASFM is as a business in order to provide the ASFM Committee with evidence based information on which to base decisions. This report is compiled with information and expertise from ALL ASFM team members reporting to the Executive Officer and is current as of end of the reporting month.

Confidentiality

A reminder that all information provided in this report is confidential and not for public disclosure unless authorised by the Chair.

Vision statement

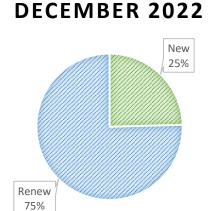
To be the beating heart of South Australia's sustainable food culture, fostering connections between local producers and the community through a vibrant and enriching farmers market experience.

Mission Statement

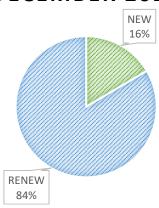
Driven by our passion for supporting local growers, artisans, and the community, the mission of the Adelaide Showgrounds Farmers Market is to provide a dynamic platform where fresh, seasonal produce and unique artisan food are showcased. We aim to create a welcoming environment that encourages sustainable living, fosters connections between producers and consumers, and educates visitors about the importance of mindful consumption. Through our commitment to quality, integrity, and collaboration, we strive to enrich lives, promote wellbeing, and contribute to the vitality of South Australia's local economy.

	ASFM SNAPSHOT							
	Total Number of Members	2022/23 1067	Membership sales were slow in November, this was addressed with					
	For Membership Year	2023/24 1075	a promotional 'V Cart' giveaway which saw a strong December					
200	Total Number of Members	2022/23 586	A promotional 'V Cart' giveaway					
	This Month	2023/24 722	which saw a strong December					
	Average Weekly	2022/23 2786	Attendance was strong in December, despite Christmas and					
	Attendance	2023/24 3221	New Year Eve markets and lower stallholder attendance.					
	Number of Sundays	5	There were five weeks in both 2022 and 2023					
555	Average Number of Stalls This Month	2022/23 66.4	A good result over last year, but last year the markets on 24 and 31 were on a Saturday and					
0-0		2023/24 74.6	stallholders were down due to conflicting markets					
	Google Analytics	2022/23 17,407	A slight decrease of 16.3% in searches for the business profile compared to the previous year.					
		2023/24 14,564	However, there was a notable 26.6% increase in Business Profile Interactions.					
	Total Discost Maril 15st	2022/23 7,778	Slight increase on last month as membership sales were low. High					
	Total Direct Mail List	2023/24 7,963	membership sales in December should see an increase next month.					
		2022/23 30,314	Our followers grew to 30,577, with 127 new ones. Although page likes					
	Facebook Followers	2023/24 30,577	slightly dropped (67 likes, down by 2.9%), engagement increased by 27%					
	Instagram Followers	2022/23 20,167	Profile visits went up by 58.3%, and we gained 301 new followers, a					
	Instagram Followers	2023/24 22,772	25.4% increase, bringing the total to 22,772.					

MEMBERSHIP SALES

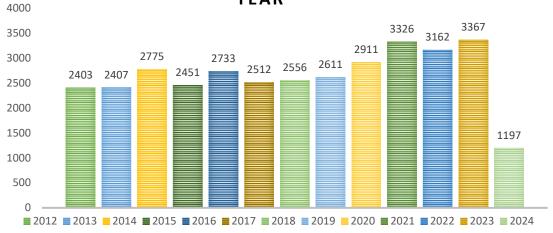


DECEMBER 2023



December 2023 has shown a significant increase in renewed members sales for the start of the 2024 membership year. 603 in 2023 compared to 442 in 2022.

MEMBERSHIP NUMBERS 2012 - 2024 FINANCIAL YEAR



MEMBERSHIP NUMBERS 18/19 - 23/24 MEMBERSHIP YEAR

1688 1288 1088 208 208							_=====					_	
	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Oct
■ 2018/19	62	116	561	853	437	157	74	58	127	57	66	25	10
2019/20	170	264	552	754	466	112	146	160	129	86	187	57	3
2020/21	173	337	458	1277	329	115	124	107	73	53	78	26	4
■ 2021/22	194	360	411	1407	228	76	109	103	105	81	54	25	13
2022/23	93	388	586	1358	274	112	131	65	186	64	41	14	3
■2023/24	135	218	722										

MEMBERSHIP PROMOTION

In December 2023 we ran a membership promotion offering two 'V' Carts as prizes to people renewing or joining during the month. This accelerated membership uptake during the month and was well received.



MARKETING & COMMUNICATION

In December 2023, our market experienced stability throughout the festive season, recording a total of 16,106 visitors over five weeks, averaging 3,221 attendees per week. This marks significant progress when compared to the figures for 2022, which had 13,932 attendees with a weekly average of 2,786, and in 2021, where the weekly average was 2,015. Notably, the New Year's Eve market on 31 December 2023, witnessed an impressive 3,004 visitors, showcasing notable growth from the 1,976 visitors in 2022. This report details the noteworthy trends and outcomes observed during this period.

Our online efforts saw some good results. On Facebook, we reached 41,653 people, up by 18.4% from last month, and had 6,401 visits, a 23.7% increase. Our followers grew to 30,577, with 127 new ones. Although page likes slightly dropped (67 likes, down by 2.9%), engagement increased by 27%, likely because we invested in paid advertising this month. Out of the total reach, 30,443 engagements happened organically without paid due to content. Demographically, 82.3% of our audience were women, mostly in the 35-44 age range.

Instagram did well with a 10,321 reach, a 6.1% increase from last month, and 22.4% attributed to ads. Profile visits went up by 58.3%, and we gained 301 new followers, a 25.4% increase, bringing the total to 22,772. Most of our audience is in the 35-44 age range, and 83% are women, aligning with Facebook audience and our target market. Overall, our marketing efforts in December showed trends and engagement across various platforms.

We spent \$108.29 on three ads and one event post this month, focusing on boosting posts and ads on Facebook and Instagram. This was mainly to inform people about trading hours, including New 1

Year's Eve, and to promote 2024 memberships. This year we substantially reduced paid advertising so our overall reach this month went up by 100% to 30,026. Instagram stood out with a 107% increase in external link taps and a 53% increase in business address taps.

On Facebook, we saw a big 465.7% increase in link clicks, including 158 clicks for the NYE market, reaching over 3,000 attendees with a \$25 investment over three days. The Christmas Eve Event boost got 187 event responses and 65 clicks, reaching 5,688 for a \$35 investment over seven days. The Instagram membership reel got 2,258 views over five days, resulting in 38 link clicks for more information on becoming a 2024 market member.

This year on Social Media, we have only run ads or boosted posts three times, with the last instance occurring in June. Despite the annual reach being 408,582 this year compared to 760,236 previously, it's evident that advertising yields more significant results, leading to increased engagement and improved insights. Nevertheless, even with a reduction in advertising efforts on social platforms, we've managed to sustain an overall increase in attendance compared to previous years.

Google My Business performance exhibited mixed results, with a slight decrease of 16.3% in searches for the business profile compared to the previous year. However, there was a notable 26.6% increase in Business Profile Interactions. Website clicks from the Business Profile increased by 30.5%, and direction requests saw a 20.2% increase. Search trends remained consistent, with generalised terms like 'Adelaide markets' and 'Adelaide Farmers Market 'dominating.

Our commitment to providing an up-to-date online experience is evident through regular updates on our website, particularly in sections like 'Coming Events and Activities' and 'Kids Club Activities.' Additionally, we've continued to refresh stallholder profiles, introduce new ones, and update existing ones. This initiative not only keeps our audience informed but also enhances the online representation of our diverse and dynamic market community.

In essence, our weekly newsletter continues to serve as an invaluable means of communication, fostering connections within our market community, which comprises 7,963 members and subscribers. During December, we expanded our network by 93 new contacts, resulting in a net subscriber growth of 58 individuals. Notably, our open rate increased by 2%, reaching a noteworthy 47%, while the click-through rate also experienced a 2% uptick, achieving an impressive 4.5%, which exceeds the industry average.

In our Mailchimp assessments, our newsletter currently holds a rating of 8 out of 12, with specific recommendations for enhancement in Typography and Skimmability. Suggestions include utilising a font size of 14 and condensing copy to under 200 words, aligning with the audience's average reading time of 45 seconds. We excel in Text and Visuals, maintaining sentences under 25 words, incorporating at least one image, link, CTA, and social media link. Implementing these adjustments and revisiting our content strategy will contribute to an enhanced overall response rate.

For the festive season, we strategically invested I \$6,666 (inc GST) in 80 paid advertising across two prominent radio channels, Nova 919 and FiveAA. The primary focus of our expenditure was on Nova 919, utilising the same on-air strategy that had previously proven successful, centred around the theme "Shop like a Locavore." The call-to-action (CTA) emphasised driving 2024 membership sales during specific time slots from Wednesday to Saturday. This targeted campaign commenced on 25 November and concluded in the first week of December, aligning with our specified timeframe.

Simultaneously, on FiveAA, our approach involved strategically placing paid commercials throughout the latter part of November with 14 bonus commercials in November and an additional 7 bonus commercials in December. This comprehensive strategy ensures high-frequency exposure through a series of 30-second recorded commercials, maximising our reach and impact. We will report results in future Market reports once available.

Overall our marketing performance in December has yielded positive results that ensured market attendances remained strong during the festive season with activations and entertainment that encouraged visitation and sales.

DIGITAL OVERVIEW (Facebook/Instagram/Google My Biz)

Facebook

Total reach this month	18.4% ↑ (vs MOM) 12,505 from ads
Total followers	127 new 21% ↑ (vs MOM
Net followers	17.1% ↑ (vs MOM)
Likes	
New Page likes	2.9% Ψ (vs MOM)
Engagement	27% ↑ (vs MOM)
Posts	
Stories	
1st Top Age Range 35-44 yrs	
2 nd Top Age Range 45-54 yrs	
3rd Top Age Range 25-34 yrs	
Women	
Men	
	Total followers Net followers Likes New Page likes Engagement Posts Stories 1st Top Age Range 35-44 yrs 2nd Top Age Range 45-54 yrs 3rd Top Age Range 25-34 yrs Women

Instagram

10,321	Reach	6% ↑ (vs MOM) 22.4% from ads
2,712	Profile visits	58.3% ↑ (vs MOM)
11,770	Impressions	21.4 % ↑ (vs MOM)
22,772	Followers	301 or 25.4% ↑ (vs MOM)
148	Follower Growth	0.5% ↑ (vs MOM)
476	Accounts engaged	11% Ψ (vs MOM)
29	Posts	
123	Stories	
1	Reels	
28%	Age Range 25-34 yrs	
35.3%	Age Range 35-44 yrs	
19.8%	Age Range 45-54 yrs	
83.4%	Women	
16.5%	Men	
6pm	Most active time (closely followed by 3pm)	Closely followed by 6pm

Facebook & Instagram (Joint Advertising)

30,026	Overall Paid Reach (saw ads)	100% ↑ (vs MOM)
23,088	Paid impressions	100% ↑ (vs MOM)
\$108.29	Total Spend	100% ↑ (vs MOM)

^{*}Boosted Post, event listing and advertising represented (refer to appendix 1 for details)

Google My Business

14,564	Searches showed the business profile	16.3.% Ψ (vs YOY)
2,858	Business profile interactions	26.6% ↑ (vs YOY)
22,815 Business profile views		20.9% ♦ (vs YOY)
14,445	Google Search – mobile	63%

2,958	Google Search – desktop	11%
5,281	Google Maps – mobile	23 %
1710	Website clicks made from your Business Profile	30.5% ↑ (vs YOY)
1,100	Direction request	20.2% ↑ (vs YOY)

EDM / Newsletter

7,963	Email distribution list	
93	New Contacts	•
58	Net Subscriber Growth	
47%	Open rate	
4.7%	Click through rate	The industry average is 2.94%
At Jul 23	MAILCHIMP NO LONGER MAKES THIS AVAILABLE	ADDITIONAL PAID OPTION
53%	Female	N/A
23.5%	Male	N/A
23.5	Unkown	
21%	Age Range 35-44	N/A
16%	Age Range 45-54	N/A
10.9%	Age Range 25-34	N/A
12.7	Age Range 55-64	
13.7	Age Range 65 +	
55%	Desktop	N/A
45%	Mobile	N/A

FiveAA Live Cross Over (FOC) - FiveAA Live crossovers to the market every Sunday morning with Michael Keelan have continued.

ADVERTISING CAMPAIGNS (PAID)

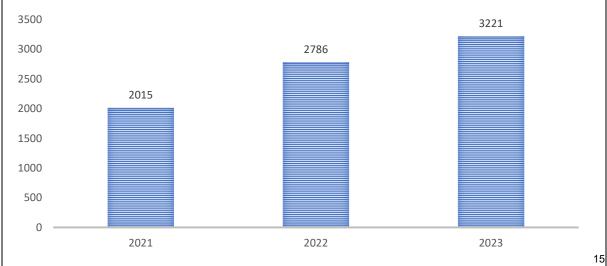
Date	Promotion / Campaign	Platform & Type	Results & Outcomes
Nil	Nil	Nil	Nil
31/7/2023		Annual Package Digital Online Newsletter and Social	Investment \$3,850 for year to include: A minimum of: 3 Featured Articles 6 Facebook Posts (to share your features) 3 Twitter Posts 3 eNewsletter Features 3 Instagram Stories Inclusions in all relevant guides This Month – Nil In 2022/23 – ASFM received \$11,400
			worth of coverage for a \$3000+GST investment.
Nov/Dec	Shop Like a Locavore	Nova 919 and FiveAA	Investment \$6,666 inc GST
25 to 2	CTA 2024 Membership		Include 80 paid spots consisting 32 spots FiveAA 48 Nova 919

OPERATIONS

WEEKLY ATTENDANCE COUNT/RECORDS DECEMBER 2023

	ı	1	ı		
	3/12/2023	10/12/2023	17/12/23	24/12/23	31/12/23
Attendance	4198	2107	3629	3168	3004
Compared to 2022	4/12/2022	11/12/2022	18/12/22	24/12/22(Sat)	31/12/22(Sat)
Attendance	3437	2559	3740	2220	1976
Notes	Santa's Wonderland / Gilles / Elves on the Shelves	Santa's Wonderland / Crystal & Gem Show	Santa's Wonderland / Gilles / School Holidays/Santa Photos at the ASFM	Christmas Eve / School Holidays / Central Market Open/Carollers	NYE / School Holidays / Central Market Open
Weather	27	17	25	21	26
Weather	Fine	RAINY!	Sunny	Sunny, wind picked up middle of market	Hot, fine, sunny
Number of Sites	102	97	104	92	71
Number of Stallholders	82	81	83	73	54
Caterers onsite	9	5	9	6	3

DECEMBER AVERAGE ATTENDANCE



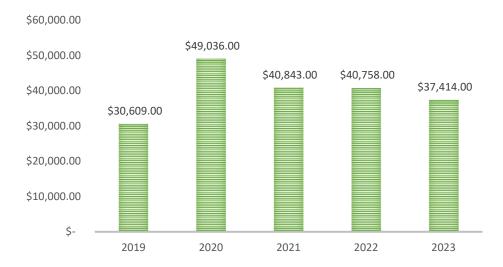
Average Attendance Statistics

Average attendance for the month	July	August	September	October	November	December	January	February	March	April	May		Average YTD v Full Year
2023-2024	3729	3019	2398	3437	3937	3221							
2022-2023	3285	3302	*2370.25	3152	2864.5	2786.4	3553	3587	3173	3691	3390	3656	3313
2021-2022	2449	2381	2384	2536	2154	2015	2119	2593	2289	3215	3396	3027	2546
2020-2021	2384	2227	2392	2116	2189	1842	2154	2525	2480	2446	2607	2449	2318
2019-2020	2539	2342	2613	2929	3408	2656	2884	2628	3010	2354	2523	2744	2719
2018-2019	3059	2641	2972	2918	2716	2745	2589	3308	2904	2908	2672	2291	2810
2017-2018	3068	3274	3010	2992	3227	2463	3647	3446	2854	3037	2635	3125	3043
				ept 2023 fig increases to 3568 if Goodwood Primary excluded (2008 average)									
			*Sept 2022 fig	j increases t	o 3333 if Orph	anage park e	xcluded (14	07.5 average)					

Average Stall Statistics

Average stalls for													Average YTD v Full
the month	July	August	September	October	November	December	January	February	March	April	May	June	Year
2023-2024	90.8	86.5	2 57.5	94.8	96	93.2							
2022-2023	80.4	83.5	€ 64.75	94.4	99.5	*^^92.75	90.87	*^^87.62	95	89	89.5	88	87.5
2021-2022	88.75	93.3	92.1	93.2	96.6	*****92	81	96.5	94.5	81.75*****	90.6	88.5	90.7
2020-2021	90.75	91.4	94.37	92.75	91.3	****89.75	85.7	85.12	92.5	*****84.25	93.2	91.25	90.8
2019-2020	78.3	76.4	79.1	80.25	83	85.7	81.25	85.63	85.1	73.25	81.9	86.5	81.4
2018-2019	83.3	78	76	88.25	85.1	88.4	86	93	94.3	***77.75	82.5	82.9	85.3
2017-2018	85.6	86.25	81.75	96.1	102.7	*98.8	98	98.25	97.75	**81.2	89.4	83.12	91.9
2016/2017	86.4	85.5	80.5	87	96	93.5	91	94.8	92.9	81.7	91.5	89.4	89.4
2015/2016	87.3	90	82	95.8	102.2	95.3	93.7	98.6	101	94.1	91.6	88.8	93.7
* Dec 2017 figure drops to 88.1 if the Twilight market is included(34.5 stalls attended)					***April 2019 figure increases to 87 if Easter Sunday market excluded (50 sites included)								

DECEMBER SITE FEES



There was a drop in site fees for December due to many stallholders taking time off in December.



Many of our caterers/coffee stalls took time off during December this year.

FOR YOUR INFORMATION

New Stallholders: •	Returning stallholders:
Stallholder Finishing Temporarily: • Oscars Adelaide Hills Juice	Stallholders Finished Permanently: • Sweet FX • Flour Power Bread

STALLHOLDERS

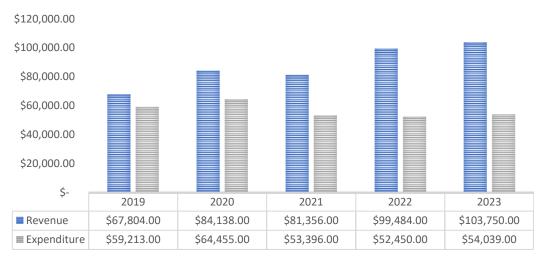
Flour Power Bread – Matt, Owner of FPB, passed away late last year and his brother Martin has been unable to keep the company going under the stress of grief and has decided to close.

Sweet FX – Maggie is headed back to Uni and her baking day being Fridays, has now been taken over by scheduled lectures. May return once her Uni schedule allows.

Oscars – On hiatus for three months while owner Oscar, completes a counselling trainer course.

FINANCIALS





Revenue is up on budget due to the fact we were not expecting at time of budget to be making car park sales through our system. Without car park sales we are travelling \$5K below budget which comes from decreased income in site and catering income.

TOTAL ASSETS/LIABILITIES DECEMBER



NOTES

ACTIVATIONS

Elves on the Shelves - This was the third year running we conducted this activity and once again it was a success. Same amount of children involved, although many started much later than in previous years. Given the large number of businesses/communities that are now running very similar events, we would hope that we can plan something new and fresh for 2024.

Photos with Santa – Again this was the third year running and a huge success and would definitely run again next year. We were very lucky to have Kim from Najobe as Santa although may need to look elsewhere for 2024. We did overlook the impact of the Thomas Moore building being replaced by a very bright/reflective basketball building which caused backlighting issues for photog

and would need to erect a large backdrop or rotate the Santa display so it was facing northwest to avoid backlight issues in future.

CHRISTMAS EVE

The earlier start of 7.30am on Christmas Eve was a huge success, with no customers arriving after the 11.30am close time, so there was success in communicating this to our customers. There was good attendance by stallholders, many having taken pre Christmas orders for pickup.

NEW YEARS EVE

This market enjoyed great attendance with many visitors to Adelaide attending. Disappointing that 9 stallholders who did not notify us of planned non attendance did not attend. Those stalls that did attend reported excellent trade.

Balance Sheet

Adelaide Showground Farmers Market As at 31 December 2023

	31 DEC 2023	31 DEC 2022	31 DEC 2021	31 DEC 2020
ssets				
Bank				
Adel Show Farmers Market Inc	68,514.35	59,026.83	74,941.20	173,258.95
Bendigo - Business Account	336,973.02	421,739.73	386,812.56	172,783.56
Cash Management Account	23,549.92	20,091.43	13,362.84	9,364.35
Petty Cash	317.64	126.20	527.00	958.60
Total Bank	429,354.93	500,984.19	475,643.60	356,365.46
Current Assets				
Clearing - Cash	(20.40)	3.00	55.70	53.00
Inventory	14,368.51	11,347.81	15,751.78	21,828.23
Money In (Kounta)	(520.00)	(95.00)	(342.00)	(390.00)
Trade Debtors	21,313.15	26,782.95	21,705.07	15,449.83
Unrealised gain/loss on investments	19,787.66	-	-	
Total Current Assets	54,928.92	38,038.76	37,170.55	36,941.06
Fixed Assets				
Computer Equipment	27,857.59	30,458.87	29,166.14	29,166.14
Accumulated Depreciation - Computer Equipment	(21,253.99)	(23,752.36)	(21,859.21)	(19,423.55
Accumulated Amortisation - Fence	-	-	-	(3,548.10)
Fencing	-	-	-	7,097.00
Accumulated Depreciation - Furniture & Fixtures	(35,991.66)	(28,306.84)	(26,010.66)	(22,750.77)
Furniture & Fixtures at Cost	83,942.56	63,940.53	48,043.37	44,279.73
Outdoor Seating - Private Funding	9,277.38	9,277.38	9,277.38	9,277.38
Accumulated Depreciation - Outdoor Seating - Private Funding	(5,328.35)	(4,433.84)	(3,222.96)	(1,709.35)
Shipping Container	3,165.00	3,165.00	3,165.00	3,165.00
Accumulated Depreciation - Shipping Container	(1,693.13)	(1,403.87)	(1,087.37)	(770.87)
Signs and Banners	-	-	10,040.00	20,233.00
Accumulated Depreciation - Signs and Banners	-	-	(9,488.92)	(15,980.32)
Plant & Equipment	5,065.31	2,342.58	-	
Fixtures & Fittings	80,141.82	-	-	
Accumulated Depreciation - Plant & Equipment	(845.26)	(101.23)	-	
Total Fixed Assets	144,337.27	51,186.22	38,022.77	49,035.29
Non-current Assets				
Accumulated Amortisation - Website Development	(51,550.50)	(40,928.00)	(30,696.00)	(20,464.00)
SPDR 200 Fund ETF Units	84,036.34	84,036.34	84,036.34	84,036.34
Website Development	53,112.50	51,160.00	51,160.00	51,160.00
Accumulated Amortisation - CRM	(3,588.38)	-	-	-
CRM	17,941.88	14,872.50	-	
Total Non-current Assets	99,951.84	109,140.84	104,500.34	114,732.34
Total Assets	728,572.96	699,350.01	655,337.26	557,074.15

	31 DEC 2023	31 DEC 2022	31 DEC 2021	31 DEC 2020
Current Liabilities				
GST	(4,979.55)	10,027.19	11,226.28	13,373.80
PAYG Withholding Payable	15,450.00	4,149.53	3,513.53	6,075.53
Rounding	(0.74)	(2.53)	(4.41)	(6.99
Superannuation Payable	7,549.63	-	6,150.92	6,827.88
Trade Creditors	34,576.88	35,833.54	34,480.35	22,476.64
Wages Payable	2,521.87	90.19	-	
Workcover Payable	136.15	-	-	
GST Adjustment	293.43	-	-	
Total Current Liabilities	55,547.67	50,097.92	55,366.67	48,746.86
Non-current Liabilities Prepayments Provision for Annual Leave	(0.02) 48,258.87	(4,901.91) 39,292.98	(3,774.48)	36,656.61
		,	31,989.81	36,656.61
Provision for Long Service Leave	2,825.63	13,610.69	(1.102.00)	
Suspense Total Non-current Liabilities	(188.00) 50,896.48	48,122.79	(1,103.00) 27,112.33	36,656.61
Total Liabilities	106,444.15	98,220.71	82,479.00	85,403.47
let Assets	622,128.81	601,129.30	572,858.26	471,670.68
quity				
Current Year Earnings	(10,486.03)	1,390.42	31,894.45	103,353.08
Retained Earnings	632,614.84	599,738.88	540,963.81	368,317.60

Profit and Loss

Adelaide Showground Farmers Market For the month ended 31 December 2023

Account	Dec 2023	Month Budget	Month Variance	Jul-Dec 2023	YTD Budget	YTD Variance
Income						
Event Income - Goodwood Pop Up Market	0.00	0.00	0.00	8,845.45	16,000.00	(7,154.55)
Site Rent Income	37,414.43	42,490.00	(5,075.57)	220,968.84	212,760.00	8,208.84
Total Income	37,414.43	42,490.00	(5,075.57)	229,814.29	228,760.00	1,054.29
Cost of Sales						
COGS - Bags	380.10	398.00	(17.90)	1,603.60	2,695.00	(1,091.40)
COGS - Car park costs	0.00	0.00	0.00	1,270.09	0.00	1,270.09
COGS - Merchandise Costs	351.64	842.00	(490.36)	3,313.33	2,968.00	345.33
Event Expenditure	0.00	0.00	0.00	1,748.00	0.00	1,748.00
Event Expenditure - Goodwood Pop Up Market	0.00	0.00	0.00	13,824.15	16,000.00	(2,175.85)
Membership Costs	1,392.14	1,630.00	(237.86)	3,214.16	4,816.00	(1,601.84)
Total Cost of Sales	2,123.88	2,870.00	(746.12)	24,973.33	26,479.00	(1,505.67)
Gross Profit	35,290.55	39,620.00	(4,329.45)	204,840.96	202,281.00	2,559.96
Other Income Interest Income	0.00	0.00	0.00	355.90	0.00	355.90
Bag Revenue	786.35	563.00	223.35	3,787.53	4,017.00	(229.47)
Car Park Card Revenue	19,254.55	0.00	19,254.55	20,455.42	0.00	20,455.42
Catering Rental Income	4,434.41	9,507.00	(5,072.59)	29,032.19	32,004.00	(2,971.81)
Donations	0.00	0.00	0.00	50.00	0.00	50.00
Membership Income	41,496.33	36,000.00	5,496.33	78,652.82	83,010.00	(4,357.18)
Merchandise Sales	513.63	500.00	13.63	3,696.74	3,000.00	696.74
Power Fees	1,974.89	2,900.00	(925.11)	11,912.50	13,476.00	(1,563.50)
Sponsorship income	0.00	0.00	0.00	1,500.00	1,500.00	0.00
Total Other Income	68,460.16	49,470.00	18,990.16	149,443.10	137,007.00	12,436.10
Operating Expenses						
Accounting and Legal Fees	1,350.00	1,691.00	(341.00)	2,700.00	4,746.00	(2,046.00)
Administrative Expenses	1,818.29	181.00	1,637.29	2,268.51	3,905.00	(1,636.49)
Advertising	1,202.12	1,000.00	202.12	11,435.02	17,665.00	(6,229.98)
Audit Fees	0.00	0.00	0.00	6,550.00	6,800.00	(250.00)
Bank Charges	908.44	995.00	(86.56)	2,116.47	2,516.00	(399.53)
Computer Consultant Fees	0.00	333.00	(333.00)	355.00	1,998.00	(1,643.00)
Computer Supplies	0.00	383.00	(383.00)	0.00	2,298.00	(2,298.00)

Net Profit	49,711.45	23,133.00	26,578.45	(2,133.35)	(44,409.00)	42,275.65
Total Operating Expenses	54,039.26	65,957.00	(11,917.74)	356,417.41	383,697.00	(27,279.59)
Workcover Levy	289.45	208.00	81.45	1,006.54	1,248.00	(241.46)
Waste Management	679.01	750.00	(70.99)	5,215.59	4,500.00	715.59
Wages & Salaries - Annual Leave Movement	0.00	0.00	0.00	9,755.41	0.00	9,755.41
Wages & Salaries	18,282.02	26,000.00	(7,717.98)	130,256.62	154,000.00	(23,743.38)
Volunteer Expenses	143.71	333.00	(189.29)	1,173.39	1,998.00	(824.61)
Travel & Entertainment	34.57	125.00	(90.43)	347.68	750.00	(402.32)
Telephone	279.93	458.00	(178.07)	1,712.22	2,748.00	(1,035.78)
Superannuation	2,011.04	2,786.00	(774.96)	14,328.29	16,716.00	(2,387.71)
Staff Training	3,612.50	0.00	3,612.50	3,732.50	4,000.00	(267.50)
Staff Amenities	20.24	50.00	(29.76)	302.52	300.00	2.52
Software Licence Fees	332.73	483.00	(150.27)	5,153.22	2,898.00	2,255.22
Site Licence Fees Rent	16,473.17	16,650.00	(176.83)	94,232.81	94,425.00	(192.19)
Site Equipment Hire	1,363.90	1,625.00	(261.10)	8,130.47	9,750.00	(1,619.53)
Site Consumables	0.00	50.00	(50.00)	742.93	300.00	442.93
Site Attendant's Fee	951.20	833.00	118.20	6,078.40	4,998.00	1,080.40
Realised Currency Gains	2.03	0.00	2.03	83.75	0.00	83.75
Postage & Shipping	109.09	0.00	109.09	121.68	0.00	121.68
Office Supplies	135.77	208.00	(72.23)	1,657.76	1,248.00	409.76
Money Out (Kounta)	0.00	0.00	0.00	130.00	0.00	130.00
Minor Equipment	863.64	100.00	763.64	1,914.57	600.00	1,314.57
Marketing Expenses	2,363.64	3,666.00	(1,302.36)	25,307.09	11,996.00	13,311.09
Maintenance	0.00	333.00	(333.00)	1,374.00	1,998.00	(624.00)
Kitchen Supplies	0.00	333.00	(333.00)	110.27	1,998.00	(1,887.73)
Kids Club Activity Programme	202.00	500.00	(298.00)	1,169.71	3,000.00	(1,830.29)
Insurance	0.00	0.00	0.00	9,580.36	9,000.00	580.36
Grant expenditure - City of Unley	0.00	0.00	0.00	(513.75)	0.00	(513.75)
General Supplies	0.00	0.00	0.00	68.17	0.00	68.17
Entertainment	375.11	500.00	(124.89)	2,066.03	3,000.00	(933.97)
Electricity	0.00	5,000.00	(5,000.00)	4,206.68	10,000.00	(5,793.32)
Dues & Subscriptions	235.66	383.00	(147.34)	1,547.50	2.298.00	(750.50)

Profit and Loss

Adelaide Showground Farmers Market For the month ended 31 December 2023

Account	Nov 2023	Dec 2023	December 2023 Budget	YTD 2023/24	2023/24 YTD Budget	YTD 2022/23 Actuals	2023/24 Budget
Trading Income							
Bag Revenue	777.12	786.35	563.00	3,787.53	4,017.00	2,873.24	8,200.00
Car Park Card Revenue	27.27	19,254.55	0.00	20,455.42	0.00	15,431.78	0.00
Catering Rental Income	5,486.59	4,434.41	9,507.00	29,032.19	32,004.00	27,517.13	65,000.00
Donations	0.00	0.00	0.00	50.00	0.00	0.00	0.00
Membership Income	20,068.33	41,496.33	36,000.00	78,652.82	83,010.00	80,285.70	224,200.00
Merchandise Sales	1,025.87	513.63	500.00	3,696.74	3,000.00	3,152.13	6,000.00
Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	3.92	0.00
Power Fees	2,471.52	1,974.89	2,900.00	11,912.50	13,476.00	11,102.03	27.896.00
Site Rent Income	45,742.74	37,414.43	42,490.00	220,968.84	212,760.00	204,496.58	445,000.00
Sponsorship income	750.00	0.00	0.00	1,500.00	1,500.00	1,500.00	2,500.00
RAHS Subsidy	0.00	0.00	0.00	0.00	0.00	16,000.00	0.00
Total Trading Income		105,874.59	91,960.00	370,056.04	349,767.00	362,362.51	778,796.00
Cost of Sales							
COGS - Bags	342.20	380.10	398.00	1,603.60	2,695.00	1,762.60	5,002.00
COGS - Car park costs	0.00	0.00	0.00	1,270.09	0.00	0.00	0.00
COGS - Merchandise Costs	939.77	351.64	842.00	3,439.31	2,968.00	3,373.20	6,000.00
Freight	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Membership Costs	711.55	1,392.14	1,630.00	3,214.16	4,816.00	4,262.50	11,434.00
Total Cost of Sales	1,993.52	2,123.88	2,870.00	9,527.16	10,479.00	9,398.30	22,436.00
Total Gost of Gales	1,000.02	2,123.00	2,070.00	3,327.10	10,473.00	3,330.30	22,430.00
Gross Profit	74,355.92	103,750.71	89,090.00	360,528.88	339,288.00	352,964.21	756,360.00
Events							
Event Income							
Event Income - Goodwood Pop Up Market	0.00	0.00	0.00	8,845.45	16,000.00	11,617.97	16,000.00
Total Event Income	0.00	0.00	0.00	8,845.45	16,000.00	11,617.97	16,000.00
Event Expenses				.,.	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,-	,,,,,,,
Event Expenditure	0.00	0.00	0.00	(1,748.00)	0.00	0.00	0.00
Event Expenditure - Goodwood Pop Up Market	0.00	0.00	0.00	(13,824.15)	(16,000.00)	(6,757.25)	(16.000.00)
Event expenses - COVID-19	0.00	0.00	0.00	0.00	0.00	(2,964.44)	0.00
Total Event Expenses	0.00	0.00	0.00	(15,572.15)	(16,000.00)	(9,721.69)	(16,000.00)
Gross Profit (Loss) on Event	0.00	0.00	0.00	(6,726.70)	0.00	1,896.28	0.00
				X 2, 2		7	
Grant Funding							
Grant Income							
Grant Funding - City of Unley	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00
Private Funding	0.00	0.00	0.00	0.00	0.00	2,745.44	0.00
Total Grant Income	0.00	0.00	0.00	0.00	0.00	6,745.44	0.00
Grant Expenses							
Grant expenditure - City of Unley	0.00	0.00	0.00	513.75	0.00	0.00	0.00
Total Grant Expenses	0.00	0.00	0.00	513.75	0.00	0.00	0.00
Gross Profit (Loss) on Grant Funding	0.00	0.00	0.00	513.75	0.00	6,745.44	0.00

Distributions Received	0.00	0.00	0.00	0.00	0.00	1,727.17	0.00
Interest Income	0.00	0.00	0.00	355.90	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Portfolio Gain / Loss	0.00	0.00	0.00	0.00	0.00	(11,099.66)	0.00
Total Other Income	0.00	0.00	0.00	355.90	0.00	(9,372.27)	0.00
Total other moone	0.00	0.00	0.00	000.00	0.00	(0,012.21)	0.00
Operating Expenses							
Accounting					4 = 40 00		
Accounting and Legal Fees	0.00	1,350.00	1,691.00	2,700.00	4,746.00	7,550.00	9,492.00
Audit Fees	0.00	0.00	0.00	6,550.00	6,800.00	2,600.00	6,800.00
Total Accounting	0.00	1,350.00	1,691.00	9,250.00	11,546.00	10,150.00	16,292.00
Marketing							
Advertising	6,580.00	1,202.12	1,000.00	11,435.02	17,665.00	21,667.27	30,668.00
Marketing Expenses	4,326.73	2,363.64	3,666.00	25,307.09	11,996.00	4,306.78	26,999.00
Total Marketing	10,906.73	3,565.76	4,666.00	36,742.11	29,661.00	25,974.05	57,667.00
Bank Charges	349.99	908.44	995.00	2,116.47	2,516.00	2,331.60	8,500.00
Administrative Expenses	0.00	1,818.29	181.00	2,268.51	3,905.00	4,626.09	5,000.00
Computer Consultant Fees	190.00	0.00	333.00	355.00	1,998.00	3,718.75	4,000.00
Computer Supplies	0.00	0.00	383.00	0.00	2,298.00	89.20	4,600.00
Dues & Subscriptions	309.42	235.66	383.00	1,547.50	2,298.00	2,134.40	4,600.00
Electricity	0.00	0.00	5,000.00	4,206.68	10,000.00	4,206.68	20,000.00
Equipment Expense/Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Supplies	0.00	0.00	0.00	68.17	0.00	0.00	0.00
Insurance	0.00	0.00	0.00	9,580.36	9,000.00	4,040.51	9,000.00
IT Upgrade Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Kids Club Activity Programme	0.00	202.00	500.00	1,169.71	3,000.00	1,530.58	6,000.00
Kitchen Supplies	0.00	0.00	333.00	110.27	1,998.00	519.46	4,000.00
Maintenance	0.00	0.00	333.00	1,374.00	1,998.00	280.00	4,000.00
Minor Equipment	0.00	863.64	100.00	1,914.57	600.00	752.22	1,200.00
Office Supplies	472.55	135.77	208.00	1,657.76	1,248.00	1,943.30	2,500.00
Postage & Shipping	0.00	109.09	0.00	121.68	0.00	0.00	230.00
Realised Currency Gains	2.42	2.03	0.00	83.75	0.00	173.34	0.00
Recruitment Expenses	0.00	0.00	0.00	0.00	0.00	325.00	1,000.00
Security	0.00	0.00	0.00	0.00	0.00	2,010.45	0.00
Site Attendant's Fee	1,183.20	951.20	833.00	6,078.40	4,998.00	8,100.00	10,000.00
Site Consumables	39.98	0.00	50.00	742.93	300.00	241.35	600.00
Site Equipment Hire	1,091.12	1,363.90	1,625.00	8,130.47	9,750.00	8,473.80	19,500.00
Site Licence Fees Rent	15,555.40	16,473.17	16,650.00	94,232.81	94,425.00	101,646.40	194,325.00
Software Licence Fees	1,592.73	332.73	483.00	5,153.22	2,898.00	2,919.14	5,800.00
Staff Amenities	46.08	20.24	50.00	302.52	300.00	217.49	600.00
Staff Training	0.00	3,612.50	0.00	3,732.50	4,000.00	0.00	4,000.00
Superannuation	2,118.60	2,011.04	2,786.00	14,328.29	16,716.00	14,538.17	33,440.00
Telephone	279.93	279.93	458.00	1,712.22	2,748.00	1,846.18	5,500.00
Travel & Entertainment	195.45	34.57	125.00	347.68	750.00	1,382.49	1,500.00
Uniforms	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Unrealised Currency Gains	0.00	0.00	0.00	0.00	0.00	1.62	0.00
Volunteer Expenses	115.30	143.71	333.00	1,173.39	1,998.00	990.55	4.000.00
Wages & Salaries	19,259.91	18,282.02	26,000.00	130,256.62	154,000.00	136,176.89	304,000.00
Wages & Salaries - Annual Leave Movement	1,316.37	0.00	0.00	9,755.41	0.00	(1,333.82)	0.00
Workcover Levy	289.45	289.45	208.00	1,006.54	1,248.00	576.96	2.496.00
Waste Management	245.45	679.01	750.00	5,215.59	4,500.00	3,303.34	9,000.00
Entertainment	181.82	375.11	500.00	2.066.03	3,000.00	2.727.30	6.000.00
Total Operating Expenses	55,741.90	54,039.26	65,957.00	356,801.16	383,697.00	346,613.49	751,350.00

Net Profit	18.614.02	49.711.45	23.133.00	4.083.62	(44.409.00)	(3.021.55)	5.010.00