

**ADELAIDE SHOWGROUND FARMERS 'MARKET
COMMITTEE MEETING – 5.00 pm, Wednesday, 17 January 2024
Meeting held at the Heavy Horse Memorial Building**

| | | |
|---------------------------|-----------------------|-------------------|
| Members present | | |
| Lynne Dickson (LD) | Geoff Page (GP) | Mike Rowe (MR) |
| Mem Ericson (ME) | Patricia Simpson (PS) | Rae Chapple (RC) |
| Norma Loza (NL) | | |
| Apologies | | |
| Gay Wallace (GM) | Louise Bailey (LB) | Jordan Philp (JP) |
| Also attended | | |
| Christine Robertson (CEO) | | |

1. Welcome and Apologies

The Chair, LD, opened the meeting at 5.00pm.

Apologies from LB, GW, and JP.

2. New Conflict of Interest (COI)

None raised

3. Minutes of Previous Meeting

Minutes of the November meeting were moved by RC and PS. Accepted.

4. Action Items

No outstanding items

5. Committee Calendar 2023/4

Discussion ensued re the investment of ASFM Funds with various options put forward. It was agreed in the interim to find the best solution, that excess funds be transferred to either a term deposit or higher interest bank account. Preference to be given to existing relationships if interest rates could be met.

Resolution: That the ASFM Chair and Treasurer be empowered to investigate available options for the interest bearing bank accounts and term deposits and to make a decision and action the investment of funds into one of these options.

Moved: GP Seconded: ME, All in favour

Action: Market Mix Committee to schedule a meeting for early March 2024

6. ASFM Business Report

Matters raised:

- Poor attendance by stallholders and caterers over the Christmas and New Year period
- Roz Becker returning to office 24 January 2024
- Attendance continually performing well
- Issue with line up for membership sales but quick turnover

7. Finance/Risk Report

ACTION: CEO to include small summary of areas of movement away from budget

8. Sub Committees

8.1 HR Sub-committee – No meeting

8.2 Risk & Finance Sub-committee – No meeting

8.3 Market Mix Sub-committee –No meeting

9. Red Flags & Risk Register

None raised

10. AOB

Strategic Plan and added KPI's discussed.

ACTION: RC and PS to work on definitions of Environmental KPI'S

ACTION: NL and ME to work on definition of stallholder retention KPI's

11. Close

6.27 pm meeting closed.

NEXT MEETING

21 February 2024