

**ADELAIDE SHOWGROUND FARMERS ' MARKET
 COMMITTEE MEETING – 5.00 pm, Wednesday, 20 March 2024
 Meeting held at the Heavy Horse Memorial Building**

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

1. Welcome and Apologies

The Chair, LD, opened the meeting at 5.00pm.
 Apologies from PS and ME.

2. New Conflict of Interest (COI)

None raised

3. Minutes of Previous Meeting

Minutes of the February meeting were moved by GP and NL. Accepted.

4. Action Items

ACTION: CEO to draft Statement re strategy for release to members

ACTION: Marketing Strategy in line with budget planning to be drafted for Budget meeting.

5. Committee Calendar 2023/4

MR moved that the term for the legal expert, GW, be extended by one year. Seconded by NL. All in favour.

6. ASFM Business Report

ACTION: The reasons for the market's bump in and out of the Stirling Angas pavilion for Caravan and Camping events to be reiterated clearly to stallholders each time it occurs.

7. Finance/Risk Report

Issues raised:-

- Anomaly discovered by CEO and Treasurer – an addition issue meant total profit wasn't matching up on balance sheet and has been fixed.
- Treasurer and CEO now meet in advance of committee meeting to discuss any issues.

8. Sub Committees Nominations and Elections

8.1 HR Sub-committee – no meeting

8.2 Risk & Finance Sub-committee – no meeting

8.3 Market Mix Sub-committee – meeting on 12 March 2024 – minutes circulated

Issues raised:-

- To have produce representing all nine SA regions
- To ensure viability, the market requires produce from two regions for certain products – e.g. not all citrus from Riverland.

Action – AFO to create a list of stallholders by region and product for next Market Mix meeting.

9. Red Flags & Risk Register

None raised

10. AOB

10.1 Strategic Initiatives

ACTION: CEO to liaise with JP as to how Showground measures near-misses and material injuries.

ACTION: Full incident report every month to be included in the Business Report with a key.

ACTION: Add the CFS event to Community Initiative total for 2023.

11. Close

6.46 pm meeting closed.

NEXT MEETING

17 April 2024