

BROOME CHAMBER OF COMMERCE (INC)

PO Box 1307, Broome, WA 6725 Phone: (08) 9193 5553 Fax: (08)9193 7353
Email: broomechamber@westnet.com.au

AGM MINUTES
Mangrove Hotel 5.30pm 15th November 2007

Meeting Opened 6.15pm

1. Welcome

President Patrick Imbert welcomed everyone to the 2007 Annual General Meeting which commenced at 6.15pm

Patrick acknowledged the Sponsor of the AGM as ANZ Broome.

2. Attendees

Patrick Imbert, Elizabeth Imbert, Caroline Gould, Craig Philips, Carlee Burns, Michele McPherson, Anne Brown, Mal Jarvie, Graham McGinn, Gavin Greaves, Kelvin Barr, Marty Haynes, Trent Von Deest, Chris Mitchell, Mike Windle, Tony Hutchinson, Tony Proctor, Jenny Bloom, Brodie Taylor.

3. Apologies

Elisabeth Lucke, Grant Smart, Mike Dunnett, Santosa Guzzetta.

16 Proxy received.

4. Minutes of the Previous 2006 AGM

See Attachment.

Minutes accepted as presented.

Moved: Elizabeth Imbert **Seconded:** Graham McGinn

Business Arising from Previous Minutes:

None

5. Reports:

5.1 Presidents Report.

See Attachment- Appendix 1

5.2 Treasurers Report – read by Patrick Imbert on behalf of Elisabeth Lucke.

See Attachment- Appendix 2

Minutes accepted as presented.

Moved: Craig Philips **Seconded:** Gavin Greaves

5.3 Environment Report - Craig Phillips gave a summary of his report.

See Attachment- Appendix 3

5.4 Real Estate Report - Tony Hutchinson gave a summary of his report.

See Attachment Appendix 4

5.5 Education & Training - Gavin Greaves gave a summary of his report.

See Attachment Appendix 5

Elizabeth Imbert advised that all members had been sent a training form to complete with many being returned. This can then be consolidated and training can be organised with these needs in mind. There was also a form sent to training organisations

6. Appointment of Auditor

It was agreed that Stielow Bell would be the auditor for the 2008 Financial Reports

Moved: Elizabeth Imbert **Seconded:** Anne Brown

7. Appointment of Committee of Management

Caroline Gould (Broome Chamber of Commerce) took the floor as the Returning Officer and gave the following summation:

Nomination for President – Patrick Imbert

Nomination for Vice President – Anthony Proctor

Nomination for Deputy Vice President – none

Nomination for Secretary – none

Nomination for Treasurer – Elizabeth Lucke

Nomination for Committee – Graham McGinn, Tony Hutchinson, Mike Dunnett, Craig Phillips, Grant Smart, Anne Brown, Elizabeth Imbert, Pauline Whitley, Michele McPherson, Trent Von Deest, Kirk Humphreys, Belinda McKenzie

Anne Brown nominated Michele McPherson for a position on the Committee. Accepted

Patrick Imbert nominated Trent Von Deest for a position on the Committee. Accepted

Tony Proctor offered himself for Vice President. Committee Accepted.

Summary

President – Patrick Imbert

VP – Anthony Proctor

DVP – Unfilled

Secretary – Unfilled

Treasurer – Elizabeth Lucke

Committee – Graham McGinn, Tony Hutchinson, Mike Dunnett, Craig Phillips, Grant Smart, Anne Brown, Elizabeth Imbert, Pauline Whitley, Michele McPherson, Trent Von Deest, Kirk Humphreys, Belinda McKenzie

The positions for Deputy Vice President and Secretary will be decided by the Committee and the next Committee Meeting.

8. General Business

8.1 Tony Proctor discussed the issue of the Chambers position in respect to INPEX and Woodside in that the Chamber needs to support these businesses and the development they bring to Broome but to also support the environmental issues. He also asked if the Chamber has formulated any position on these developments as the Chamber may be in a stronger position in terms of leadership for businesses than the Shire.

Patrick Imbert advised Tony that the Chamber contacted both C.H.E.A.K and Environs Kimberley with a view to meeting to discuss any issues with the Gas Developments.

Tony Hutchinson stated that the more aware the Chamber is of developments in the region then they will have a better idea of the outcomes and also the need to protect the Tourism business of Broome.

Elizabeth Imbert acknowledged the importance of an environmental portfolio on the Committee and also acknowledged the work of Craig Philips in keeping the Chamber up to date with environmental issues affecting Broome.

Chris Mitchell advised that the Chamber needs to be mindful of the other Shires' interests in the Kimberley and the affect the Gas Development have on them and that the Kimberley, not just Broome, needs to be protected. Patrick Imbert indicated the relationships with the other Chambers in Derby and Kununurra has improved and he would like to set up Chamber forums in the New Year to discuss issues affecting all of the Kimberley Regional Centres.

8.2 Kelvin Barr asked the Chamber about their position on the Shire Directory. Patrick Imbert indicated that the Chamber is not for or against either of the current directories, and acknowledges that both producers are members and will be supported so. There have been discussions with one producer and there will be another meeting held in the future with the other to review their proposals and partnership agreements. The Chamber will review these and make its decision based on the benefits to the members. The Chamber would prefer one single directory as there would be just one cost to Broome businesses, visitors would have one

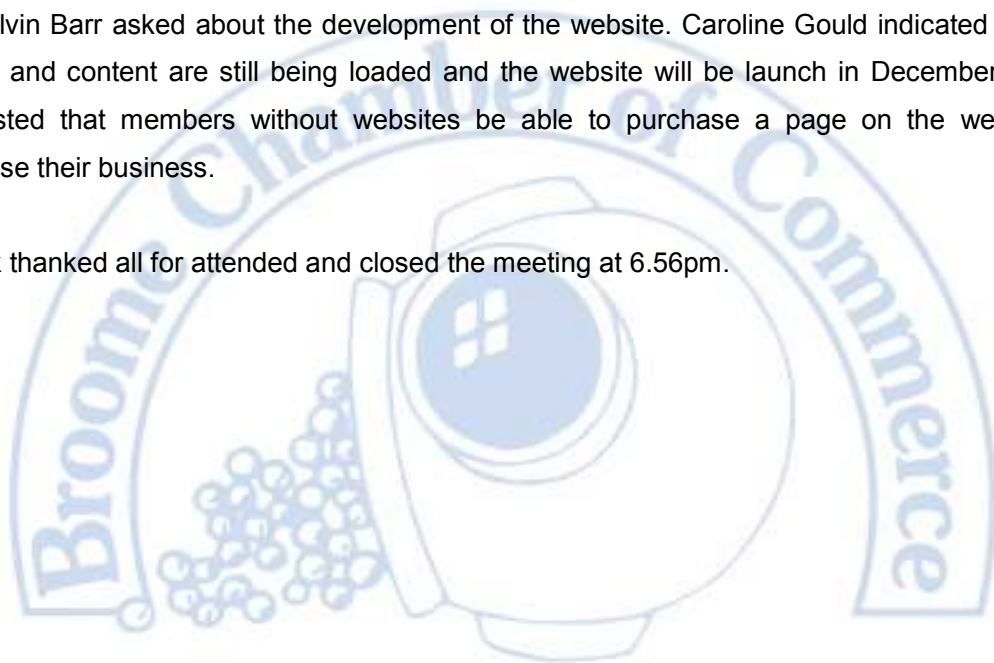
reference eliminating confusion and there would be no conflicts as are currently being experienced.

8.3 The current number of Members for this New Year is 103. Last year memberships were 140 total. 254 membership applications have been sent out to Broome Businesses for the New Year and there has been interest from new businesses coming into Broome. The membership fee has been increased to one cost to make accounting easier. The size of the business relative to the membership fee will be looked into in the New Year. The renewal processes will also be revisited to make payment term year to year from date of payment not from 1st October each year.

Kirk Humphreys will be visiting all un-renewed businesses in the New Year to encourage membership or identify issues /reasons for not returning to the Membership.

8.4 Kelvin Barr asked about the development of the website. Caroline Gould indicated that the design and content are still being loaded and the website will be launch in December. Kelvin suggested that members without websites be able to purchase a page on the website to advertise their business.

Patrick thanked all for attended and closed the meeting at 6.56pm.



Appendix 1

2007 President's Annual Report

The BCC had a very successful 2006-7, increasing its membership by 40%. This exceeded our 2007 goal and we anticipate a further 20% in 2008. In addition, BCC recently seconded a member to act as Membership Liaison Officer; his task is to meet with non-renewing members and encourage new members to join.

Our member list was reorganised and distributed to all members facilitating member-to-member contact and will be made available to members on our newly developed website.

In 2006, members advised that they did not receive enough information regarding the activities of the Chamber. This was turned around in 2007, with the creation of the monthly newsletter, dozens of email updates, direct communication through functions such as Business After Hours and through the public arena via the media.

With regards to media relations, the BCC has responded to more twelve print-based requests for comment, conducted seven television interviews, and four radio interviews regarding varying business related issues. Roger Colless, Graham McGinn and I shared these media opportunities.

The Chamber was either directly or indirectly involved in providing members with the opportunity to attend more than 28 hours of continuous learning as well as 18 hours of networking activities. Business After Hours events (BAH) are now permanent fixtures of BCC's calendar and many businesses have expressed their interest to be involved in 2008.

The major issues championed by the BCC were the affordability and shortage of housing affecting businesses ability to employ and retain staff, the poor quality and confusion over the competing Directories, increasing crime related problems in Chinatown and the investigation of CCTV feasibility. This was achieved through lobbying at all levels of Government and active involvement in action groups and committees.

Our Education & Training committee has conducted an extensive survey of training needs of our members and matched these to training providers. The aim is to bring both parties together were sufficient numbers to run specific courses.

The most important event was the Kimberley Economic Forum (KEF), which was a sellout, with over 150 attendees and eight presentations. Unsolicited positive feedback was received from Melbourne and Canberra and constructive criticism focused mainly on the inclusion of a session focusing on indigenous businesses, breakout sessions to focus on industry-specific issues and a networking dinner. Kununurra Chamber of Commerce and Industry (KCCI) will be holding the event in 2008 to reflect the regional importance of this event and it will return to Broome in 2009.

Financially, BCC had another solid year, a net asset position of \$98,609.88. Growth in revenue was achieved through the continuing GWN Buy in Broome programme and revenue from the KEF. BCC's financial reports and audit were completed on schedule.

Many of these achievements were driven from the creation of our Strategic Plan. Our future is mapped out in black and white for all members and interested parties to peruse. Besides maintaining BCC's core responsibilities, our main objectives for 2008 are: -

- Launching our website in December 2007
- Achieving a commitment from all stakeholders to install and operate CCTV cameras in Broome
- Negotiating and planning a suitable entry into the Directory business in 2009
- Investigating the possibility of operating a serviced/virtual office for members

Thanks also to our dedicated committee members, all volunteers, who spend many hours to further the interests of all Broome business. Attached you will find a list of activities I have undertaken this year. I was by no means alone and, taking into consideration the work done by the committee, the hours shown can easily be multiplied ten-fold.

Special mention goes to Grant Smart for the many hours he invested in the KEF, Elizabeth Lucke for her tireless work and Graham McGinn, past President, for laying the foundations in years past for the successes of this year.

I would also like to thank our only paid employee, Caroline Gould, for her dedication to the tasks of making sure all runs well. Without her, we would not be where we are today.

Finally, thank you to all of our members, old and new, for their participation in Chamber sponsored events and for committing to our organisation through your membership dues. The support we receive helps every business in Broome, member or not.

I look forward to seeing you all at a BCC function and may we have another great year!

Appendix 2

2007 Treasurer's Annual Report

The past 12 months have seen considerable change in the financial management of the Broome Chamber. We have been fortunate in securing the services of Caroline Gould as our administrative officer, and her MYOB background is helping to make the Chamber's activities much more efficient, transparent and answerable to your management Committee.

Our auditors have found their job far easier as a result of Caroline's involvement, and we are in the process of making minor adjustments to our Chart of Accounts and other detail to now bring the Chamber's financial processes into the 21st Century.

I won't bore you with detail, but if you have a look at the financial statements which have been copied for this meeting, I will just make a few comments.

You will notice in the Profit and Loss Statement a healthy increase in revenue for the Chamber, due to the Kimberley Economic Forum event, held in May this year, which was an outstanding success and netted the Chamber much needed reserve funds which will help move it forward as it enters its next growth phase. As the Forum will be held in the East Kimberley next year, we cannot expect another injection of this nature until 2009 when it will again be Broome's turn.

The GWN Shop Local advertising continues to make a substantial contribution to operating revenue and we expect to see a steady increase in this during the coming year.

Under expenses you will note that the administration costs of the Chamber have increased. This is due to our administration passing from the Small Business Centre West Kimberley to Caroline Gould. Thanks to the businesses and individuals who contributed generously to the setting up of our own office inside the CCWA – the move was relatively smooth and cost free.

The substantially higher cost associated with the Kimberley Business Bulletin was due to a payment to our editor and writer Candy Curran, whose most recent work at this point remains unpublished.

Are there any questions from the members regarding the financial statements?

Appendix 3

2007 Environmental Portfolio Annual Report

The last year has been a busy and exciting time for the Broome Chamber of Commerce. From a business perspective Broome continues to ride high on the wave of success and the Chamber is in constant demand to act and react on behalf of our members. We have an important role to play and our aim is to make it easier for our members to do business in Broome but we take serious consideration of the social and environmental impacts on our community.

The environment is under constant pressure from the increasing population of permanent residents and the increasing number of tourists each year. In the 13 years that I have lived here our population has doubled. It will continue to increase at a high rate and the Chamber must be fully informed of the environment issues. The Shire is currently considering reclaiming existing public open space to build high density housing. Is this the type of environment we want our children to grow up in? Roebuck Bay continues to experience algae blooms that threaten the sea grass beds which are the feeding grounds for dugong and turtle. This could have a detrimental effect on our marine tourism and fishing in the Bay.

The greatest challenge to the Kimberley environment is the increased amount of mining activity both onshore and offshore. The international interest in developing the Browse Basin gas fields will have a major long term impact on Broome. There will be jobs for our kids, there will be economic spin offs for businesses and it will change Broome and the Kimberley coastline forever. The Chamber has met with the proponents and we have been involved in the public consultation process. The state government has indicated that it wants only one or two industrial hubs on the coastline but they have not enforced this opinion, so far. If multiple developers are allowed to build their own gas plants in separate locations the Kimberley coastline will lose the pristine wilderness experience that tourists from all over the world flock to see.

Appendix 4

2007 Real Estate Portfolio Annual Report

2007 has been a very interesting year real estate wise with the medium price of a house increasing to \$710,000 as at the September ¼. This represents an increase of 41% for the previous year and 23 % averaged for the past 5 years. The market slowed somewhat in August as affordability issues impacted.

Land prices have also increased with LandCorp releasing 50 lots in November in the range of \$ 310,00 to \$380,000. Other releases have taken place at Roebuck Estate and Sunset Rise.

This year has also saw rents increase drastically during the season with many business having issues with employees not being able to find accommodation at a reasonable price. Rents have eased somewhat now although we expect a similar rush when the season kicks in next year. Builders have been in high demand with increased delays for construction and of course higher costs. There are several new resort projects under construction with The Pearle, Pinctada, The Oaks and the extension to the Mercure well under way. Occupancy levels have been good for 2007 with some resorts reporting 80% occupancy for the past year.

We expect 2008 to be another busy year with oil and gas exploration expected to have an influence on the not too distant future.

Appendix 5

2007 Education and Training Portfolio Annual Report

Major developments for 2008 included:

In July The Broome Residential College commenced operations with 40 beds available. Stage 1B is now going to tender which will see another 32 beds become available. This next stage will hopefully be ready for operations for term 1 in 2009. Current operations are going well and there is a lot of demand for places.

Kimberley TAFE completed major extensions in early 2007 and these impressive additions are a great asset for the staff and students in the region.

The application for an Anglican School in Broome was rejected by the Education Minister Mark McGowan.

The Broome Chamber of Commerce has formed an Education and Training sub-committee. Its aim is to assist in the provision and coordination of training opportunities for Chamber members. The sub-committee is in the process of conducting a full audit of training opportunities available at a local level. Your assistance in this task would be appreciated if your business or organisation can provide training. (Please fill out the Training Information Form that has been sent to all members.)

It is our preference to engage the services of local providers in the first instance as this will assist in keeping the cost of the training at a minimum. If training needs to be sourced externally the Chamber (with the assistance of other groups such as the Small Business Centre) will attempt to attain the numbers to make this viable. TAFE and Notre Dame will also assist in keeping costs down by providing a training venue FOC, subject to availability.

Already the Chamber has coordinated training opportunities in Cultural Awareness and Leadership.

