



AGM MINUTES

Mangrove Hotel 5.30pm 11th November 2009

Meeting Opened 6.05pm

1. Welcome

President Tony Proctor welcomed everyone to the 2009 Annual General Meeting.

2. Attendees

Scott Shinnick, Chris Mitchell, Luke Howe, Jenny Bloom, Belinda Cornish, Laurene Young, Kris Young, Ron Johnston, Scott Dunning, Andrew O'Grady, Hilary Woodley, Robert Banfield, Connie Grohmann, Elisabeth Lucke, Glen Chidlow, Julia Barber, Julie Buist, Kelvin Barr, Bernard Whellard, John McCourt, Grant Smart, Mike Young, Bob Eagle.

Apologies

Nic Belyea, Beck Foulkes-Taylor, Mike Dunnett. Craig Philips, Melissa Moir, Mike Windle.

10 Proxys received.

3. Minutes of the Previous 2008 AGM

See Attachment.

Business Arising from Previous Minutes: None

Minutes accepted as presented.

Moved: Bob Eagle **Seconded:** John McCourt

4. Reports:

4.1 Presidents Report.

See Attachment- Appendix 1

Moved: Kelvin Barr **Seconded:** Ron Johnston

Tony thanked the out going committee, Caroline for her support over the year and to the Premier Sponsors Market Creations. Also thanks to all other sponsors who have supports Chamber at the Kimberley Economic Forum.

4.2 Treasurers Report – read by Tony Proctor on behalf of Mike Dunnett

See Attachment- Appendix 2

Report accepted as presented.

Moved: Elisabeth Lucke **Seconded:** Ron Johnston

Fee for 2010 was discussed. Tony suggested \$250 exc GST. Connie Grohmann and John McCourt suggested the fee increase be discussed by new committee. Elisabeth Lucke indicated chamber membership cost was very reasonable considering the benefits to members. Scott Shinnick suggested new members should be given some kind of discount to encourage first time membership but existing members receive increase. Constitution indicated the fee could be set at the AGM. All present agreed \$200 (incl. GST) for 3 and less employees and \$300 for 4 and over.

Moved: Ron Johnston

Seconded: Bob Eagle

4.3 Environment Portfolio – Provided by Craig Philips

See Attachment- Appendix 3

4.4 Economic Development Portfolio - Provided by Grant Smart

See Attachment Appendix 4

4.5 Marine Portfolio - Provided by Vic Justice

See Attachment Appendix 5

4.6 Small Business Portfolio - Provided by Ian Poulter

See Attachment Appendix 6

4.7 Education and Training Portfolio - Provided by Mike Young

See Attachment Appendix 7.

Mike Young asked all present to indicate to Chamber training requirements for their business.

4.8 Media Portfolio - Provided by Elisabeth Lucke

See Attachment Appendix 8

4.9 Retail Portfolio - Provided by Beck Foulkers-Taylor

See Attachment Appendix 9

5.0 Oil and Gas Portfolio - Provided by Ron Johnston

See Attachment Appendix 10

5. Appointments

5.1 Appointment of Committee of Management

Bob Eagle (Eagle and Partners) took the floor and gave the following summation:

Nomination for President – Tony Proctor

Nomination for Vice President – Elisabeth Lucke

Nomination for Past President – Ron Johnston

Nomination for Secretary – Beck Foulkes-Taylor

Nomination for Treasurer – Mike Dunnett

Nomination for Committee –, Vic Justice, Mike Young, Mike Windle, Scott Shinnick, Melissa Moir, Belinda Cornish, Glen Chidlow, Laurene Young.

All nominations were accepted as the 2010 Broome Chamber Committee.

There was a formal motion to thank the outgoing Committee.

5.2 Appointments of Auditor: It was agreed that Stielow Bell would be the auditor for the 2010 Financial Reports

Moved: Tony Proctor

Seconded: Glen Chidlow

6. General Business

Bob Eagle congratulated past and present committee and Tony Proctor for his contribution to the Chamber over the last year.

Elisabeth Lucke thanked Grant Smart for his contribution to the Chamber over the last 7 years and Tony Proctor thanked Craig Phillips for his equal contribution as committee member for 6 years.

Meeting Closed 6.45



Appendix 1

Presidents Report

Welcome to our Members, Committee and new members. The Chamber has had a very busy year as you can see from the Chamber in a year attachment and most of it in the public eye but also a lot in the background.

I am pleased to announce we have over 200 members which is a 25% increase from 2008. Well done to Caroline and the Committee who have identified opportunities for new members.

We have a number of major achievements all of which have helped raise the profile of the Chamber as the voice of business in the region. Early this year we introduced and expanded the concept of 8 team leaders being responsible for their own portfolios. Caroline has provided a brief extract of their reports in the handouts. A portfolio system shares the work load and enables those with experience in particular fields to bring that experience to the committee.

We were on the front foot with our first seminar on "Recession Proofing for Small Business" and then came the "Get the facts on Gas" seminar. From this seminar we took the initiative and asked the Government to be included as stakeholders in the social impact assessment process. We held a briefing session on what this process is all about and subsequently myself and other committee members have participated in various workshops and briefings since then.

We were also asked by the Government to host the Budget Breakfast which saw the Hon John Moore and Hon Ken Baston advise members of the expected assistance and changed that would affect Broome and the Kimberley.

The Chamber joined forces with the Broome International Airport and Port of Broome and hosted a booth at the APPEA conference in Darwin in late May. For this we produced the Brochure Broome - a great place to live and work. The Conference proved to be a very successful event for all three entities and let people know the great benefits Broome has to offer as a services base for the oil and gas industries.

Sos Johnston represented the Chamber at the Gas Forum held by the Shire in September and spoke about the Chamber's position on the proposed Hub and the benefits to the town. The Chamber also hosted the Kimberley Economic Forum on the 23/24th September which provided 120 members, local businesses and external interested parties with a calibre of speakers and panellist to discuss the development in the Kimberley and the challenges faces us in the coming years.

The Chamber holds monthly committee meeting and also quarterly members meeting. Unfortunately the Members meeting are not well attended.

The KLC presented to the committee at one of our monthly meeting and from this the committee decided to form a strategic relationship with them on employment and business related issues.

We continue with the Business after Hours program and this continues to be a very successful avenue for businesses to profile themselves, to create networking opportunities and a forum to introduce new members.

Business training continues and we are pleased to continue working in conjunction with the Small Business Centre West Kimberley in delivering these programs.

Socially we sponsored the Combined Services Australia Day celebrations, had our second golf tournament and also hosted a day at the races.

As for my activities I have had countless meetings with various people coming into Broome, Federal Senators, State politicians, other Chamber CEO's and project managers on issues such as indigenous housing i.e YMCA and also with the State Treasurer and the legal advisor to the

Australian Hotel Association on funding options for this issue. The Committee was also concerned over the impact on the tourism industry with the proposed liquor ban in Broome and elsewhere and were involved in discussions in relation to this.

Woodside and Shell have given presentations to myself and selected committee members on their various projects.

I regularly attend Shire council meetings and have asked questions of the Shire on the future development plans for Chinatown and the Strategic Plan. I have regular meeting with the Shire President, CEO and with the Police District Inspector.

On behalf of the Chamber I attended the Landcorp C20320 Summit and participated in the four day Broome North planning workshops.

Finally I write the monthly Broome advertiser articles and also have input for other committee members from time to time.

The future of the Chamber I believe is a CEO and an independence office space. This will allow all interested parties the full attention of the Chamber and a more professional environment in which to conduct our duties.

I would like to thank all the out going committee for all their efforts over the pass year and to Caroline for her support and great organisational skills. I would also like to thank Market Creations for being our Major sponsor and to all the other sponsors who have supported the Chamber in 2009.

Tony Proctor

Appendix 2

Treasurers Report

Read by Tony Proctor in absence of Mike Dunnett

The Chamber has experienced an exceptional year with the ncrease in Membership, Kimberley Economic Forum, our major sponsors Market Creations and the Buy in Broome Campaign. Our Income for 2009 was \$192,000, \$73,000 being from the forum. The Main expenditure was again the Forum at \$35,000, Administration support, Advertising (including costs for the Buy in Broome Campaign) and Chamber Events. This saw us with a profit of \$57,000. Total Assets for the year amount to \$117,000.

Audited reports can be viewed on the website.

Appendix 3

Environment Portfolio Report

In February this year I submitted a Portfolio Business Plan to the President and the key initiatives were to keep the membership informed of environmental issues that could have an economic impact on the business community of Broome. I wanted to develop a link on our website to promote environmentally friendly businesses practices and concepts that will encourage new job opportunities and new industries, I wanted to promote Government subsidy schemes for recycled waste water systems and solar energy systems to our members and to encourage non-member businesses in these areas to join the Chamber, and I wanted to include in the Kimberley Economic Forum a feature on renewable energy. It was a very busy year for myself and for the Chamber and unfortunately I achieved very little of my expectations

The LNG Gas Project dominated the environment news this year (until the recent offshore oil rig leak and fire). Last year the Chamber's official position was to support a Gas Hub but not near

Broome and by the end of the year we had changed our position to support Premier Barnett's preferred site at James Price Point. Unfortunately the facts that we presented to our members on several occasions regarding the size of the gas precinct were not correct and we now know that the proposed site is up to 2,500 ha fenced (25 sq km) with a further 3km buffer zone around the site. An email to the general membership on the 26th June (Subject: Member's Question on 'Changing land area for LNG Precinct at James Price Point) made the assumption of the Buffer Zone being inside the Precinct boundary but this is incorrect and the buffer zone is in fact outside of the Precinct area. The committee also spoke about a questionnaire to go to the members to find out their opinions on the Gas Precinct but this has not happened.

I prepared several pages of information on Government Subsidies available for waste water recycling and renewable energy but unfortunately this has not made it onto our website. I hope the Chamber Committee sees this as useful information for our members next year. I wanted to create a Business Managers Mentor list for indigenous organizations but this failed to eventuate. Tony Proctor organized an exciting speaker on renewable energy opportunities at the Kimberley Economic Forum which I believe contributed to the success of this event.

I have decided to not re-nominate for the committee after 6 years. I have enjoyed participating with the many dedicated people on the committee over the years and I believe the Chamber is in a strong position and well managed. I hope there will continue to be a voice on the committee that considers the health of our pristine environment as just as important as the health of our economy. I believe Broome is at a critical point in its history and the future state of the environment is dependant on the decisions we make today.

Craig Phillips

Appendix 4

ECONOMIC DEVELOPMENT PORTFOLIO REPORT

The Economic Development Portfolio seeks to keep the Chamber Executive and members informed about current, emerging and future projects of economic significance to the region. The purpose of this portfolio has been not only to keep members informed but to also ensure the Chamber and its members can position themselves to take advantage of any opportunities that may flow from these developments.

Over the past year reporting on this portfolio has been largely focused on the following:

- Maintaining checks on the status of major resource and development projects in the Kimberley region
- Monitoring of consumer and business confidence indices
- Monitoring of other key economic indicators relevant to the region e.g. unemployment rates, level of investment, consumer spending etc

As would be expected, the proposed LNG Precinct to be located at James Price Point has been the main talking point in terms of future economic activity. The local economy felt the effects of the Global Financial Crisis although it could be argued that the impact was felt less than it was in other parts of the country. However anecdotal evidence suggests that the local labour market has freed up and the price of housing has fallen substantially from what it was some time back. The 2009 Kimberley Economic Forum provided an opportunity for all members to hear first-hand about a number of current or emerging projects that will have a profound impact on economic development in the region. Although 'gas' continues to dominate discussion there are a number of other industry sectors that will face challenges and be presented with opportunities going forward. These include tourism (international flights), retail (future of the Chinatown precinct and plans for Cable Beach precinct) and agriculture (emergence of gubinge as a commercial crop), amongst others.

The final determination of the Yawuru Native Title claim represents a major step in the traditional owners of this land being an integral part of the future economic development for the region.

The future for the region in the context of economic development is rich with opportunities, however as we continue to remind each other, it is equally important to ensure that the development process is balanced with the community's other priorities; that being a sense of place and preserving the heritage, culture and special appeal of this area. Although I am stepping down as a Committee Member this year I will remain involved with the Chamber and trust that the Chamber's input into the economic development process will continue to be done with the utmost integrity.

Grant Smart

Appendix 5

MARINE PORTFOLIO REPORT

Despite the economic downturn the port has managed to stay relatively busy and is beginning to attract oil and gas support business from Dampier, where the vessels have to wait lengthy periods in order to take on fuel and water.

Of note Broome exported 97,102 head of cattle during the year which is a record for the port and makes it Australia's third largest cattle export port after Darwin (303,998), and Fremantle (130,804). Average weight for the cattle from the Kimberley was 318kg and the price realised from the predominantly Indonesian market was \$1.70 - \$1.80 per kilo for light cattle.

Large cruise ships each bring up to 2,000 visitors and several hundred crew members to Broome during every one-day call and now with 10 such visits per year, the town and local region experiences some 20,000 extra visitors spread across the year, rather than just the dry season. Cruise ship peak body organisation 'Cruise Down Under' estimated that visitors spend \$160 - \$200 per person while in Broome. Some 30 smaller cruise vessel visits per year add to the economic value of regional cruise vessel tourism.

During the year Broome Port entered into an option agreement with Woodside for a 15 Ha site that Woodside aims to utilise as a supply base. The port has received cultural, heritage and environmental approvals to clear this land and in conjunction with other developments the port is developing a range of management plans to ensure that projects are well managed and comply with all applicable regulations and obligations.

The BOM was invited by the port to deliver a presentation prior to the cyclone season and port users who attended the meeting noted that three severe cyclones are suspected likely within the region during this 2009-10 season.

Browse Basin exploration activities have wound back to just one proponent until early 2010 when two other explorers are expected to commence drilling campaigns. Broome port has been supporting offshore drilling operations since the 1960's and the town logistics and hospitality industry has steadily grown to become impressively strong in support of a resurgent industry that is expected to provide benefits for the community.

Much has been spoken about the James Price Point proposed LNG site. Broome port is presently supporting Woodside's extensive environmental surveys and mapping activities, which will provide fresh insights into the area's offshore flora and fauna, as well as provide information on prevailing tides, currents and winds. Very little statistical and real-time information is presently available on sea conditions and meteorological factors within the region, and if wave rider buoys are also placed offshore as occurs elsewhere along the WA coast then local vessel operators will likely benefit.

The coming year seems likely to bring improved economical times along with opportunities for increased training, employment and business resulting from maritime projects.

Capt Vic Justice

Appendix 6

SMALL BUSINESS PORTFOLIO REPORT

Small Business in Broome like everywhere throughout the world has experienced, to some degree, exposure to the effects of Financial Economic Crisis, which has gripped the world over the past 12 – 18 months.

Whilst challenging times still remain the light at the end of the tunnel is now clear and business and consumer confidence is returning. We are also seeing a more positive approach to the reporting of the position by the media, in lieu of the doom and gloom reporting experienced during the difficult times. A factor that should not be underestimated as the media plays a direct role in determining people's overall outlook to situations.

Interesting times lay ahead for Broome as a number of opportunities such as the LNG development/s and Broome North move ahead. These have the potential to present opportunity for business and industry, the people who have invested in their business, and Broome and its community itself and will have the ability to underpin Broome for many many years.

It will be vital that business owners are proactive in making the most of the opportunities as they present and most importantly having a say in key developments and opportunities which will ultimately affect you.

Business Awards.

This year saw the bi-annual Small Business Awards held. Congratulations goes to those businesses that were successful in winning their respective categories many of whom went on to represent Broome in the State regional Awards.

Special mention goes out to Lombadina Aboriginal Corporation who took out the Regional Award for **The Small Business Development Corporation Award for Best Indigenous Business.**

Congratulations also goes to Mike Young and his team at the Small Business Centre West Kimberley who did a fantastic job in organising both the local and Kimberley award functions.

Ian Poulter

Appendix 7

EDUCATION AND TRAINING PORTFOLIO REPORT

The Broome Chamber of Commerce aims to run at least four education/training events for our members during the year. We have been fortunate to have Market Creations, as a Major Sponsor, supporting our events through both advertising and subsidising the cost of the events to our members.

Chamber has facilitated three (3) training/information events as well as supported the promotion of complimentary events run by organisations including the Small Business Centre West Kimberley and various private Registered Training Organisations (RTO) who operate in our region. The general policy is that Chamber will support organisations who are members or can provide important information that our Members need.

The Chamber-facilitated events included:

November 08 - How to Attract and Retain Winning Teams hosted by Shelly Haitana

December 08 - Recession Proofing Seminar

May 09 – Customer Service Workshop – presented by WA TAFE

Chamber actively promoted Small Business Centre training events through advertising via the Newsletter and emails to members including:
February 09 – Business Women’s Breakfast and a Marketing on a Shoestring workshop;
April 09 – Cultural Awareness Workshops;
April 09 – Customer Service Workshop;
April 09 – Merchandising Workshop;
May 09 – Contracting Workshop; and
May 09 – Costing and Pricing Workshop.

The cooperation between Chamber and the Small Business Centre has enabled a broad range of education/training activities to be presented to our members and the general business community.

The Business After Hours events have also exposed our members to the services provided by other (often new) members of Chamber.

The Chamber Website www.broomechamber.com.au has and will continue to list forthcoming training activities and third-party training opportunities being promoted locally and will promote these events via the Newsletter and the Member Email database.

We are always interested in knowing about topics that Members would like more information about or workshops/seminars on, eg. The new Commonwealth “Fair Work” Laws that will take effect from 1 January, 2010 or issues such as “Conflict resolution in the workplace” to name a few.

Mike Young

Appendix 8

MEDIA PORTFOLIO REPORT

Not much movement on the media front in Broome during the past 12 months.

The Broome Advertiser welcomed Scott Shinnick as manager, back from his stint managing the Kimberley Echo in Kununurra.

The Chamber President pens a monthly column in the Advertiser, supported by a membership advertisement.

At the Spirit FM, Sabine Scherl continues to manage the radio station operations. Rowan Bullock is the new afternoon announcer and does sales as well. Nathan has left, and Rhianne Miller is their new advertising representative.

WIN Television welcomed Tony Cooling to the position of regional sales manager for the Kimberley and Pilbara regions.

At GWN, Esse Deves our well loved local journalist was promoted to a position in Bunbury, and Drasko Jankovic has replaced her here in Broome.

The Chamber’s television co-packaging arrangement with GWN continues to provide free television visibility for the Chamber’s membership message, reinforcing the Chamber’s visual branding and offering members a low cost entry point for using television in their marketing mix.

The Broome Directory continues to be produced by Market Creations, who offer the Chamber revenue each year in return for the Chamber’s endorsement of the publication to its members. A 10% discount on advertising is also awarded to members who use the Broome Directory.

Elisabeth Lucke

Appendix 9

RETAIL PORTFOLIO

The Retail Portfolio involves strategies to assist Chambers Retail Members, with advice and direction towards promotion of their business to their customers, locals and tourists alike.

The Cruise Ship Committee falls into the category of the Retail Portfolio, again support to the committee during these busy periods and encourage further development and providing a professional information source to the Committee, Volunteers and the tourists who visit on cruise ships. Sourcing Volunteers has again been one of the difficult aspects of the Committee as it is made up of volunteers willing to donate their time to provide support to the Broome Community and Tourists.

Overall, the Retail sector of Broome, during these 12 months, has experienced a minor shift downwards in retail spending. Broome Boulevard has experienced a continued increase in traffic through its doors, but Retailers have remained optimistic, and continue to have concerns as to customers spending habits in 2009 as their does seem to be a decrease in Spending.

There has been noticeable downturn of Retail Spending in Chinatown, and a concern one of the key Tourist Destinations is experiencing a continued decrease in sales. It has been said the atmosphere has shifted.

Challenges for 2010, the Chamber will aim to provide support, advice and direction to all it's Members through continued communication and strategies to enhance the Broome Community as a Tourist Destination.

Beck Foulkes-Taylor

Appendix 10

OIL AND GAS PORTFOLIO

Obviously there has been a lot of discussion, lack of information and a lot of misinformation surrounding the selection of James Price Point as the preferred site for a LNG Hub.

The Broome Chamber has been heavily involved with all stake holders including the Government, Industry and the KLC over the last 12 months.

The Chamber President and myself have spend hundreds of hours forming alliances with other interested parties, researching options and attempting to understand exactly what would be the implications if the Hub was to go ahead.

The Chamber want to maximize the benefits to Broome whilst minimizing the disruption and are of the belief that this can only come about if we are closely involved will all of the decision makers.

Chronological lists of significant events are as follows:

March- Chamber Seminar "Get the Facts on Gas"

June - APPEA Conference in Darwin. 3 day seminar partnering with the Port of Broome and Broome International Airport with a joint booth attracted a lot of interest.

July/August – Attended countless community briefings featured in 12 min DVD on James Prices Point.

September – Represented Chamber at Shire of Broome Oil and Gas forum.

Ron Johnston