

Minutes NCCI Meeting 18 May 2023 5.06pm – Continued 30 May 4.10pm

	Summary of discussion	Actions
1. ATTENDANCE	Present: Diana, Wil, Michael, Darren, David, Louise Apologies: Guests: Laila Jensen Billi Bourne for first meeting	Minutes: Diana Facilitator: Wil
ACKNOWLEDGMENT OF COUNTRY	An acknowledgment from those attending of the Widjabul people of the Bundjalung nation and gratitude expressed to Elders past, present and emerging	
CONFLICT OF INTEREST	None declared	
2. PREVIOUS MINUTES	Minutes 13 April 2023 adopted	
3. BUSINESS ARISING		
Nimbin Health & Welfare concerns	Diana & Darren met with NH&W on 14 April. Outcomes circulated via email	<ol style="list-style-type: none"> 1. They are working to enclose the verandah - it's a priority for them. 2. Replacing old fluoros with new LEDs – our cost. 3. Continue a partnership lobbying for the ramp to be constructed by LCC – Diana showed the situation to the new Council GM when he visited in April. 4. Re the parking - one key to the padlock to be kept in NACRS room and it's use will be monitored. Agreed staff who might need their vehicles for clients during the day can park on site. 5. Support indicated for turning the space into a car park as an alternative to the top car park – with the landscape architect for consideration. 6. In future all communication from NH&W or NACRS is to be directed to the committee - unless it is a purely day to day operational issue. At their request all communication from the committee (ie non-day-to-day stuff) is to be addressed to kirsty, jenny and shabayah53@gmail.com
Meeting with Robyn	Diana met with Robyn and informed her about the changing arrangements for grounds maintenance, building her hours into the property manager's position. They were one position when Sam took on the maintenance role but became separated at his request. Robyn advised she is taking long service leave from July for 10 weeks which gives NCC ample opportunity to trial the new proposal	Noted Diana to write to Robyn to confirm the conversation

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Jungle Patrol	Diana outlined the actions required regarding the future of JP	Diana to ask Helen to cast her eye over the information received and organise a meeting to follow up with JP
Digital Communications manager PD	Draft circulated	DC position to be advertised Wil & Diana to be on selection panel and be on interviewing committee with one or two people from the Chamber KPIs to be discussed next meeting
Property manager PD	Draft circulated	PM position to be advertised Darren & Diana to be on selection panel Full committee to be involved in interviewing KPIs to be discussed next meeting
JP room move	Agreed as per budget provided	Darren to coordinate the revamp of JP space Biko to coordinate cleaning up and sorting current office in preparation for move – anticipated end August
Cultural Centre grant		Darren to look at Frank's work, sign off if appropriate and inform Biko Biko to complete grant requirements
Cultural Centre mural	Completed by Aiti and graffiti protected by Sam	NimCoC to be invoiced once all costs are in
Security access to B&B and Acacia		No action for now. Review if a problem arises again
Grounds & Bldg inspections reportback	Report and costings circulated	Full report of decisions circulated to staff for inclusion in budget and action follow ups
Air Con management		Biko to monitor for now
Relief bookkeeper update	Helen trialled a person who decided she wasn't interested. Another person is being trialled. David suggested Suzanne Renson who is doing work for the Nimbin School of Arts	Noted. Contact details for Suzanne to be provided to Helen
SOLAR update	Refer coordinator's report – smart meter was incorrectly wired at time of install but this has now been remedied. We still have some useful data around peak usage times, spikes overnight probable caused by hot water heaters and the offset created by the solar system on daily usage.	Noted. Biko to advise if a follow up report will be provided by RPC given the wiring was their responsibility
Website management update	Now on the Wix platform but needs tweaking. Once complete website management will be our responsibility	Noted

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Review of policies around tenancies/rents etc in line with recent decision making and changed lease version	Issues might be use of rooms for storage – to be avoided; varying rentals on review (contrary to current policy that is based on floor area, location and tenant classification and type of tenant); moving to target rentals asap	Biko to review current policies and identify areas that might need review – report to committee
Correspondence:		
1. NNIC request for support for grant		Agreed but qualified in support – to be considered as an element of the rental negotiations
Book exchange		Biko to contact Tarang and see if if Darshano would like to build a replacement – end of Acacia under the walkway roof suggested so it's available 24/7
NNIC Jerome Reid request		Wil to respond
THC	Concern re rent increase	Wil to respond
NH&W grant	As a registered charity NH&W have suggested we might like to partner with them for the Growing Regions grant opportunity	Wil to review and consider potential projects in line with decisions made when considering building and grounds report
11a Alternative Way		Agreed to LCC access – form signed
Tenant requests for a meeting		Simone – David & Diana Gunja Fairies – Wil and Darren - talk about use of C1 as a possible alternative to the current space and discuss rent increase. Apothecary – Diana & Wil
NH&W letter		noted
Rental Schedules for Signing	Philippa Nilant – 12 months 12 month option	
Coordinators reports	Circulated	Application & approval reports for new members to be considered next meeting. Sam now has a date for commencing B&B wall. Fine for Atwork Australia to be given an alternative option – Biko to coordinate. NBN to be installed in jungle patrol office with no phone line required (cost for this work already included in building report) – Biko to action. Agreed to Food Coop taking over the NEC office from 1 July subject to some work being done by NCCI to improve the space beforehand.

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		Concerns regarding restructure noted and to be discussed with Biko (see below) Firestop upgrade requirements to be undertaken – Biko to liaise with Darren and ensure they are done. Complaint re incident 5.5.23 to be responded to by Wil & Darren in line with grievance process. Use of skate park lighting over Aquarius to be charged to Aquarius.
Financial reports		noted
General Business		
Committee Membership	Billi Bourne & Laila Jensen to consider joining the committee	
EOIs garage space	3 EOIs received	Space to be offered to NNIC for 6 months – no option to renew in schedule so we can gauge how the space is used before extending
Room C1	Room now vacant – early lease termination	Rent to be paid to end June. Room to be painted immediately and new tenants to be sought. Rent will be waived proportionately if a new lessee on board before end June
Restructuring NCCI		Diana to write a Nimbin Good Times article explaining changes and circulate for input
Coordinator's role during transition	Discussed at length.	A new position description to be developed in line with discussion and time made to discuss in detail with Biko before new appointments made.
Meeting with tenants re rent increases	Wil advised a meeting is scheduled for June 16 to discuss concerns	Helen/Biko to draw up new leases and schedules in line with previous committee decisions – reflected in the letter that were sent out. Wil & Diana to attend the tenants' meeting
Next meeting	June 8 th in the office	Michael is an apology

Meeting suspended 7pm – to be continued Tuesday 30 May, 4pm at Darren's

Meeting closed 8pm