

Minutes NCCI Meeting 14th January 2025 5.55 pm

	Summary of discussion	Actions	Responsible
1. ATTENDANCE	Present: Wil, Kate, Billi, Kate, Laila Apologies: Darren Guests:	Minutes: Laila 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			
2. PREVIOUS MINUTES	Minutes 10/12/2024 adopted. Forwarded by: Wil Seconded by: Billi, Laila	DCMs to upload to website.	
3. BUSINESS ARISING			
Nimbin Rainbow Walk	Land care: Land care workdays are held monthly on Saturdays at 7:30 am. Next meeting is Saturday 18th. At the Christmas party, tasks that PM had previously taken on were handed over to land care group member. Committee has checked insurance for volunteers and NCCI is properly covered. Opening event: Council's opening day for Aquarius Park has not been revealed. Committee would like to organise an opening day picnic for the community with music or activities for kids on Sunday 23 rd March 2025 10 am till 2 pm. The event should be advertised in Jan or Feb Good Times. The budget for the picnic will come from NCCI. Committee would like to get in contact	DCMs to create Facebook event and await copy for Good Times article from President. President to write Good Times article. Committee estimates a budget of \$6000 for payment of performers and music.	

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	<p>with locals event organisers to discuss involvement.</p> <p>Liability investigation: PM reports someone has made him aware that public liability for Nimbin Rainbow Walk should be checked or updated to include open parkland- open to public so NCCI is properly covered. The walk is public access with pedestrian right of way with the potential of people going into community centre lands.</p>	<p>President to contact Samara or Kylie.</p> <p>Ongoing. Kate is in contact with Tim Perry.</p>	
ATO	<p>NFP status and possibly tax return: Treasurer followed up whether a tax accountant needs to be engaged for tax return lodgement with the continued nfp status and was informed a tax return is not necessary with the nfp status but Loris can complete if necessary in the future.</p> <p>Authorisation and register on account: NCCI has 'associates and contacts' registered for its ATO account/ profile. This needs to be updated to reflect current committee. Diana Roberts suggested Wil, Kate, (and possible Darren), as associates and Billi and Laila as registers.</p>	<p>Treasurer has requested committee member's details and tax file numbers. Details will be sent to Loris and updated on ATO account.</p>	
Rental renewal negotiations with long term tenants	<p>ComSkool rental increase proposal has been received and discussed by committee. Tenant has expressed interest in digital communication rather than a face-to-face meeting.</p> <p>A phone call between NCCI treasurer and Kathleen was held regarding rent increase over a three-year period.</p>	<p>Ongoing. NCCI is awaiting reply from ComSkool regarding availability.</p>	

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	<p>Treasurer has been in contact with multiple people from ComSkool but their treasurer Judy is currently away. NCCI Committee would like to have a meeting in person once Judy returns.</p> <p>A rent and lease renewal meeting for NimFM was held Friday 13th at 2:30 pm with current NCCI treasurer and previous treasurer Diana Roberts.</p> <p>NimFM has agreed to a 5+3 lease, with the increase to happen over five years, which will be backdated to 1st of January 2025.</p>	<p>Treasurer to notify DCMs/Bookkeeper of agreement and committee decision.</p> <p>DCMs to write up lease.</p>	
Correspondence	<p>Bookkeeper completed the electricity breakdown for Nimbin Aged Care.</p> <p>EOI received for F3 Casurina. NCCI appreciates the early interest but the space has not yet been renovated or advertised.</p>	<p>PM to communicate breakdown to tenant.</p> <p>DCMs to reply that committee will review once the space has been advertised.</p>	
Property Manager report	<p>Exit report for F3 Casurina completed.</p> <p>PM installed a sign to remind tenants in Acacia to lock the front door in the evenings.</p> <p>Trailer from JP cleaned up and advertised on FB marketplace.</p> <p>PM reports on jobs completed the last month such as gurnying of paths, drain clean outs, tip runs, replacement of downpipes, Acacia broken window replacement.</p> <p>The compost toilet at Aquarius Park has been demolished. PM suggests that a small tool shed can be built for the Landcare group</p>	<p>Ongoing. Kate will check if a proposed tool shed requires a DA or is exempt.</p>	

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	<p>from the remaining brick structure and the recycled wood and tin. He estimates an additional \$300 is needed to build a door. Committee supports the idea of a shed but would like to explore alternative placing that is safe and better located visually.</p>		
DCMs report	<p>Thank you letters for pictures in B&B sent to School of Arts and Chamber of Commerce.</p> <p>A copyright issue was identified on the website with legal letter and fine. Liz Shephard from DogWhistle who developed the original NCCI website has been contacted multiple times. DCMs have replaced all images in question and suggest a review of the website to ensure full compliance. There has been no correspondence from infringement company or Liz.</p> <p>DCMs have directed the emails to committee@ to all management committee members (rather than only president being the recipient).</p> <p>Nimbin Accountant business was transferred to Loris whose lease commenced 20th Dec 2024. Peter has been refunded for rent, key and electrical bonds.</p> <p>The Aquarius Archive Centre has been sent their lease and reference schedule. They will be moving into A15 on 15th Jan 2025.</p> <p>A tenant messaged DCMs about an incident involving a lady who fell and hit her head on</p>	<p>DCMs to confirm image(s) in question have been removed and clarify what 'overhaul of website' in DCM report refers to.</p> <p>Committee would like to receive emails such as the copyright issue as correspondence as it provides more details.</p> <p>Committee would like a copy of any incident reports coming through when mentioned in staff reports and</p>	

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	the footpath in front of Acacia. PM is addressing the issue, a protruding rock, and making contact to the woman.	correspondence so exact date and circumstance is known. DCMs to attach in future.	
Financial report	<p>Apothecary is in arrears but have been in communication and will pay.</p> <p>Simone in arrears but has been in contact with previous treasurer Diana. Bookkeeper informed committee, tenant is paying off \$20 p/week.</p> <p>Committee to check arrears by Family Day Care next meeting in February as debt could be due to being on Christmas break.</p> <p>Cultural Centre has increasing arrears. See 'General Business'.</p>	<p>Committee to check debtors report in February.</p> <p>Committee to check debtors report in February.</p> <p>Committee to check debtors report in February.</p>	
Schedules for signing	Nimbin Neighbourhood Centre Bark Hut, 12+12. Signed at meeting by president and treasurer.		
Membership request for approval			
General Business			
F3 Casurina	<p>Committee approves the Andersen's quote of \$2450 for flooring in F3.</p> <p>DCMs enquired about rate for space, which is dependant on successful EOI. Committee is agreeing to C2 for a commercial business.</p>	<p>PM to install.</p> <p>DCMs to advertise space once renovations are finalised and inform any EOI's with commercial businesses of C2 price.</p>	
Cultural Centre	Cultural Centre debt continues to increase. Committee has been aware of the matter for a long time. A meeting was held with tenant, treasurer and secretary on 20/12/2024 to discuss sustainability of the space.		

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	<p>Leaseholders would like to still be in the space and has many ideas to keep it active and ongoing such as potentially set up a café and arts/ museum.</p> <p>Tenant agreed to pay electricity bill and an email was provided to send it to. Treasurer reports the electricity has not been paid. Tenant also agreed to pay \$2000 towards to rental debt.</p>	<p>Treasurer will follow up with tenant regarding electricity bill.</p> <p>Treasurer to enquire with bookkeeper about possibility of doing cash payments to staff in case the unique case calls for this solution.</p>	
Secretary tasks handover	<p>Secretary is going on leave due to expecting the arrival of her baby soon. Agenda preparation and minutes taking has been handed over to Kate. No date has been set for her return so Kate (and/or committee) will complete secretary tasks in her absence.</p> <p>Committee members to write position descriptions to make actions and procedures easier for everyone, including handovers.</p>	<p>Secretary to send Kate procedures of secretary role.</p> <p>Committee members to write individual descriptions of their functions and tasks.</p>	
Email for Kate Imeson	<p>As Kate Imeson is now on the committee, she should have a community centre email.</p> <p>Secretary has been sending Kate the monthly staff reports ahead of meetings but it would work better if they're sent directly to her.</p>	<p>DCMs to provide Kate with log in detail for community centre email.</p> <p>DCMs, PM and Bookkeeper to send Kate their monthly reports.</p>	
Other business			
iSaver account and fixed term	<p>Previous treasurer Diana Roberts recommends that with current reserves, greater advantage should be taken of fixed term deposit interest rates. This has been mentioned by bookkeeper in the past too who has provided a schedule of FTD rates.</p>	<p>Secretary to send Bookkeeper's email regarding proposed fixed term to rest of the committee.</p> <p>Ongoing. Committee to decide amount and term of fixed term deposit for iSaver account.</p>	

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Meeting closed 7:54 pm.