Destination Port Stephens
P.S. I love you xx

MINUTES OF BOARD MEETING FOR PORT STEPHENS TOURISM LTD ACN 080 458 733
Held at The Nelson Resort on Tuesday 16th August 2016 at 07.30am

Present	J. Gardner, A. Macdonald, M.McIntosh , D. Stretton, S. Aldrich, D. Eather
Apologies	M.Anderson, A.Ray, S.Glover, D.Nye
Board Discussion	Nil
Minutes	**Resolved:** August board minutes were confirmed as an accurate record of the meeting. **Moved:** S.Aldrich and **Seconded** D.Stretton
Matters Arising	N/A
Chairman's Report	**Chairman reported:** No formal report provided.
Acting Destination Marketing Manager Report	**1.New Members:** Accepted. **Moved**: S.Aldrich, **seconded** by D.Stretton **2. Domestic / Leisure Marketing:** Information only **3. Social Media:** Information only **4. Business Tourism:** Information only **5. Training & Industry Development:** Accepted that training/industry development needs to be more reactive of industry needs and not be set 12 months out. Consideration should be made by DPS to include industry development with the Bi-Monthly member meetings when attendance numbers are stronger. **6. International:** Information only **7. Statistics:** Information only **8. General Items:** • The North Coast / Legendary Pacific Coast Tourism Awards • Tomaree Business Chamber – Tastes at the Bay • Public Relations Contract – Accepted that current providers contract be terminated in accordance with contract and a requests for proposals are called for, inviting individuals/agencies including the incumbent to provide a proposal. The successful individual/agency will be appointed for a fixed three-year term. • DPS Office – Proposal put forward to increase office space size by leasing adjoining shop. Adopt that alternative options be sourced including options through Port Stephens Council. • 2016/17 Marketing Prospectus • Correspondence – Jeannie Lawson re; Huon Aquaculture – Response to Jeannie to advise that DPS' primary role is destination marketing and whilst we appreciate concerns, DPS does not share such concerns based on the information that has been provided during the ongoing stakeholder process. **9. Public Relations & Media:** Information only **Resolved:** That the Acting Destination Marketing Manager report be adopted by J.Gardner. **Moved:** A.Macdonald
Financial Statements	**Resolved:** That the financials as they stand be accepted by J.Gardner **Moved:** M.Mcintosh
Matters Raised by Directors	Nil

General Business	• Nelson Bay Now
	  ○ DS provided an outline of a meeting that she attended and asked the question as to how this impacts on DPS.
	  ○ MM advise that PSC have meet with the group where in which several concerns were raised and a formalised communications strategy will be established between PSC and the Nelson Bay NOW group.
	
	• Love SeaFood
	  ○ DS provided an outlined of the Love SeaFood event activities
	  ○ AM questioned the level of social media activity that through DPS channels. DE advised that whilst the event was not a DPS event and therefore did not wish to 'flood' social media with the Love SeaFood message too much. Whilst also accept the fact little information was provided by the contracted event manager in advance.

Close	Meeting closed at 9.10am.
	Signed as an accurate record **D Eather** 25/08/2016