

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 15 APRIL 2021**

NAME	BUSINESS	ATTENDANCE/APOLOGY
Soula Mantalvanos (President)	Queenscliff Gallery	Present
Theo Mantalvanos (Treasurer)	Queenscliff Gallery	Present
Sally Denahy (Vice President)	Circa 1902	Present
Zelda Walters (Secretary)		Present
John Begg (Committee Member)	JWB Consultancy Pty Ltd	Apology
Warren Hobbs (Committee Member)	Architect j3Design & Warren Hobbs Architects	Present
IN ATTENDANCE		
Ross Ebbells	BOQ Councillor	In attendance
Martin Gill	BOQ CEO	Apology
Tracey Carter	Tourism Greater Geelong and Bellarine (TGGB)	Apology
Di Sawyer	Queenscliff Historical Museum	In attendance
Carly Douglas	BOQ	Apology
Shannon Di Lisio	BOQ	Apology

	ITEM	DISCUSSION/ACTIONS
Meeting Chair		Chair, Theo Mantalvanos, welcomed everyone to the meeting and gave acknowledgement to the Wadawurrung people as the Traditional Owners of the land.
Minutes		Minutes of the Meeting of 19 November 2020 had been previously approved and posted on the PLOnQ website. ACTION: SM
President		TM stated: <ul style="list-style-type: none"> • SM felt it was time for her to step down as President. • The President ideally would be someone who was physically active and well connected in the community. • Applicants were asked to put their interest in writing.
New Committee Members		TM welcomed Di Sawyer to the Committee and acknowledged her wealth of knowledge and resources. SD stated Kate Matheson from the Vue Grand has agreed to join the Committee. SM to make contact

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 15 APRIL 2021**

		regarding the application form. Formal letter to be sent to Kate.
BOQ	Visitor Information Centre	<p>RE (BOQ) reported:</p> <ul style="list-style-type: none"> • The new Visitor Centre was moving forward and ahead of schedule. • He thanked Lisa Neville (in absentia) for her assistance and mentioned Gail Tierney (Upper House MP was looking after some of LN's areas). • Looking at the set up of the new premises. • Discussions ongoing with Library and Museum. <p>ACTION: SDL to update next meeting.</p>
	Covid-19 Current Update	<p><u>Outside Dining</u></p> <p>RE reported:</p> <ul style="list-style-type: none"> • Now moving out of Covid-19 restrictions. • Funding for skiplets ended. • Skiplets to be removed starting week commencing 19 April. • Council keen to look at what could be done in summer months for outside dining. • Feedback on skiplets had been very positive. • Feedback had helped to identify which skiplets did and did not work. <p>TM commented the skiplets created more visual appeal in Hesse Street. They were a good way to explore the street.</p> <p>ACTION: Update at next meeting.</p>
	Signage and Promotional Materials	<p><u>Flags/ Christmas Decorations</u></p> <p>RE reported:</p> <ul style="list-style-type: none"> • Additional seasonal flags not likely to go ahead. • New Councillors had decided not to proceed at this stage with flags. • If exhibitions or events being held, BOQ might look at having sponsored promotional flags for the events. • Currently waiting on new light for roundabouts. • Bluestones on roundabouts to be removed and replaced with vegetation. • SDL to look at what could be done in place of flags. • New Christmas decorations to be purchased. • Budget to be looked at. • BOQ looking at ways to promote events.

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 15 APRIL 2021**

		<ul style="list-style-type: none"> • SDL and CD <p>There was discussion re flags:</p> <ul style="list-style-type: none"> • Being good for brand recognition. • Could be function generic (as a cost saver). • The need to look at sponsorship arrangements for putting up flags that were specific to functions and events. • Have calendar of events (below flags), which could encourage return visits by people. <p>Other discussion included:</p> <ul style="list-style-type: none"> • The possibility of a large Christmas Tree in Hesse Street • The importance of a united approach for functions throughout the Borough. • Important for unified communications for what's on in the Borough so visitors and businesses all know what's happening. • The need for Council to create an umbrella group to look at a unified way of presenting events and informing businesses and residents. • The need for quarterly functions and networking to everyone knew what was going on – to be rescheduled. • The possibility for Council to produce an endorsement stamp, which could be used by organisers to indicate its (BOQ) support of an event. EG: Australian Open –proudly supported by the City of Melbourne. • BOQ asked if it could provide media support for events. • SDL and CD to look at revamping information to go out to traders. Reference made to QEDAC group (no longer operational). <p><u>3225 Love Local Shop Local campaign:</u></p> <p>Question raised on the possibility of including businesses/venue locations on Love Local posts – so followers can link directly to that business.</p> <p>ACTION: SDL (BOQ) not in attendance. To report and give update at next meeting.</p>
<p>Tourism Greater Geelong and Bellarine</p>	<p>Promotional material and signage</p>	<p>> <u>Greater Than promotion:</u></p> <p>Deferred: TC not in attendance.</p>

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 15 APRIL 2021**

		<p><u>ACTION:</u> TC: Update at next meeting.</p>
Grants		<p><u>Future Grants:</u></p> <ul style="list-style-type: none"> • JB and WH attended Council Grants meeting. • JB presented the Local Bus initiative. • Should hear back in June on outcome. • JB put forward the sales and marketing promotion required to get PLOnQ promotional material up and running. <p><u>ACTION:</u>.</p>
Transport Collective And Advertising		<p>SD reported:</p> <ul style="list-style-type: none"> • Feeling very positive about the local bus being up and running for summer. • Main issue was liability insurance. • She was looking at who was responsible to take out the insurance and implications. • Cost of insurance could be very expensive. <p>SM suggested:</p> <ul style="list-style-type: none"> • Explore the possibility of BOQ purchasing a bus. • Could BOQ get a Government Grant to purchase a bus. • RE suggested contacting CD to follow up. <p><u>ACTION:</u> Update at next meeting.</p>
Other Business:	Queenscliff Victoria and Point Lonsdale Victoria Websites	<p>TM reported:</p> <ul style="list-style-type: none"> • Di Sawyer had offered to write text for the Point Lonsdale Victoria website. <p>Discussion included:</p> <ul style="list-style-type: none"> • Important for businesses to support pointlonsdalevictoria.com.au and queenscliffvictoria.com.au websites thus assisting to promote the area. • Nothing similar currently exists. • Want sites to be best tourism websites when people search Queenscliff or Point Lonsdale. Automatically go to PLOnQ initiated websites. • WH gave example of how websites could now give all information to places (where previously this would come from tourist information centres and their websites). • Currently the BOQ is linked to the TGGB website.

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 15 APRIL 2021**

		<p>Initiatives discussed:</p> <ul style="list-style-type: none"> • Visitors could mention they've seen businesses on pointlonsdalevictoria.com.au and queenscliffvictoria.com.au when booking, to receive a 10% discount. • All businesses to be asked to join pointlonsdalevictoria.com.au and queenscliffvictoria.com.au websites. • JB and SD to talk to businesses asking them to join. • SM had approached QMF re joining. • SD stated her businesses were receiving daily referrals from the websites. • Currently Website Manager (Steve) not charging for participation. Only when websites achieve top five Google listing, charges would apply. • If BOQ gave its approval, Love Local website could be incorporated. <p><u>ACTION:</u></p>
	<p>PLonQ website</p>	<p>SM reported:</p> <ul style="list-style-type: none"> • Website had been updated and included profiles and bios on Board members. • All Meeting dates now included. • Work has been done on strategic document but requires input from Board. • Document needs to be finalised and put up on the website. <p><u>ACTION:</u> Update at next meeting.</p>
	<p>Sculpture Exhibition</p>	<p>TM acknowledged and thanked BOQ CEO Martin Gill for his assistance in providing a map of whom and which organisations were responsible for various areas in the Borough.</p> <p>Need to work on sites for sculptures and the various bodies responsible for areas.</p> <p>Look at what type of sculpture exhibition would be best. For example, an annual exhibition or an acquisitive prize.</p> <p><u>ACTION:</u></p>
	<p>Proposed Projection Festival</p>	<p>SM reported:</p> <ul style="list-style-type: none"> • Scaled down Agenda and culled project plan currently.

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 15 APRIL 2021**

		<ul style="list-style-type: none"> • Need sponsors and supporters. • Need new Strategic Document to work out projects and timelines.
	Q-Code	<p>Project is moving along.</p> <ul style="list-style-type: none"> • Clips are currently being produced for the Codes. <p>WH reported:</p> <ul style="list-style-type: none"> • There was difficulty in reading the Q- Codes because salt has settled on the plaques and turned them white. • Only two visible at present – PO and Vue Grand • Spoke to BOQ cleaner – not in contract to clean the Codes. • Has spoken to Leanne at BOQ and requested clear coating be put onto the Codes and that they be cleaned regularly. • If not protected and cleaned, Codes cannot be read. • Possibility of businesses cleaning them • TM mentioned the possibility of filling the engravings with black or white epoxy. • Cost may be a consideration in doing this. • Look into a matt clear coating. <p>Discussion: Possibility of using the Q-Codes in businesses and throughout the community.</p> <p><u>ACTION:</u> Update at next meeting.</p>
	Heritage/Disability access in the Borough	<p>TM had written to Dinah O'Brien at BOQ and raised the following:</p> <ul style="list-style-type: none"> • What would it take to look at all the Heritage and commercial buildings in BOQ and make them more disability friendly. • Examples of issues were given including water pooling, lack of ramps, undulating footpaths etc. • Grant Giddings (BOQ Building Surveyor) to be contacted re these issues. • Contact could trigger the requirements for a Planning Permit etc. • The new Government Act should override any local planning issues. <p><u>ACTION:</u> TM to follow up and report to next meeting.</p>
	Bank Account	<p>TM gave an update on PLOnQ's bank account.</p> <ul style="list-style-type: none"> • Discussion on Membership fees so there is a

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 15 APRIL 2021**

		<p>pool of funds for initiatives.</p> <ul style="list-style-type: none"> • Tier system for membership - \$50 pa for individuals and \$100 for businesses. • Ad going into The Rip calling for members and support donations. • Developing initiatives for people/businesses to sponsor projects. • This initiative to be added to the Strategic Document. <p>ACTION: Further discussion at next meeting.</p>
	Additional Members	SD reported she had been rallying people about joining PLOnQ and had received a positive reaction. A number were interested and had asked for a follow-up in a few months.
Deferred Items		<p>The following items were deferred until the next meeting:</p> <ul style="list-style-type: none"> • What's On Guide • Calendar of Events • Summer Advertising Campaign
Next Meeting		<p>Thursday 24 June 2020 at 8.30am.</p> <p>Chair: To be advised.</p>

SIGNED AS A CORRECT RECORD:

PRINT NAME:

DATED:24 June, 2020.