

## Minutes of the AGM // Wednesday 6<sup>th</sup> September 2023

Venue: Duke of Brunswick Hotel, Gilbert Street, Adelaide.

Meeting Commenced: 6.40

David Bolton (Vice President) welcomed everyone attending.

### PRESENT:

- Hon Lucy Hood MP (Guest Speaker)
- ACC Councilors: Deputy Lord Mayor Philip Martin, Cr Kieran Snape, Cr Mark Siebentritt.
- Committee Members: Andrew Peters, David Bolton, Bri-anne Keen, Rick Henke, Sue McKay, Jake Chamberlain & Robbie Porter.
- Stella Biggs (AEDA), Ben Kirchner (AEDA), Susan & Jeff Collins (SWCCA), James Blair (MisMatch), Ted Farley, Don Wilson, Inara & Aldis Putnins, Stephen Hammet, Joel Wemmer, Daisy Miller, Shiho Nakagawa, Amanda McKay, Nick Bourke, Laura Bannister

### APOLOGIES:

- Steve Georganas – Fed MP for Adelaide
- Dr Jane Lomax-Smith – Lord Mayor

### MINUTES OF THE PREVIOUS AGM:

Minutes from the 2022 AGM were presented to the attendees and approved as follows:-

1<sup>st</sup>: Kieren Snape // 2<sup>nd</sup>: Sue McKay - All in Favour: YES

### THE YEAR IN REVIEW 2022/2023: Presented by Andrew Peters – Co-Ordinator

Andrew – please put what you had on your power point presentation here.

### LOOKING AHEAD 2023/2024: Presented by Andrew Peters – Co-Ordinator

Andrew – please put what you had on your power point presentation here.

### TREASURER’S REPORT: Presented by Andrew Peters - Treasurer

All CSA accounts have been fully audited and they were presented to the meeting. Full Auditors report, Profit & Loss Statement and Balance Sheet are attached.

Treasurer’s Report and Auditor’s Report were approved as follows:-

1<sup>st</sup>: Kieren Snape // 2<sup>nd</sup>: Rick Henke - All in Favour: YES

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### COMMITTEE ELECTION:

Sue Collins declared all positions vacant. Positions elected as follows:-

Position	Nomnee	All in Favour
President	David Bolton	Yes
Vice President	Not filled	
Secretary	Bri-anne Keen	Yes
Public Officer	Bri-anne Keen	Yes
Treasurer	Andrew Peters	Yes
Committee	Jake Chamberlain	Yes
Committee	Rick Henke	Yes

**Next AGM // TBA September 2024**

**Meeting Closed: 7.45pm**

## Minutes of the AGM // Wednesday 6<sup>th</sup> September 2023

### Year in Review 2022/23

#### Overview

- After a number of difficult years dealing with the effects of COVID-19, businesses and residents in general are now struggling with increasing cost-of-living pressures.
- Hospitality and retail businesses are noticing that spends are definitely slowing after a spike when all the pandemic trading restrictions were finally lifted in mid 2022.
- City South has continued to provide support where possible, act in accordance with its goals and strategies and keep its ties to the local Community during these challenging times. Although they may not have been grand, City South has continued to make positive contributions to those around us over this last year.

#### Strategic Planning

- Since 2015, City South has utilised a Strategic Plan to guide its operations. The plan was formulated by the Management Committee and is reviewed regularly to ensure adherence to the plan's listed fundamentals.
  - The five Strategic Pillars that were formulated in 2015 are still guiding our current goals and strategies.
  - These pillars are: *Business & Mainstreets Focus, Marketing & Events, Community Engagement, Art & Culture, and Safety & Environment Sustainability.*
- Reviews of our progress were carried out at our bi-monthly Closed Committee Meetings.

#### Mainstreets and Business Zones

- In 2018, as part of City South's strategic planning process, eight 'Business Zones' within the precinct were identified to help guide business support activities.
- CSA has continued to monitor rental vacancies, business openings / closings and general changes in these zones throughout 2022-2023
- The current status of these Business Zones are stated in our new 2023/24 Strategic Plan (which can viewed on the About Page of our website).

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### **Year in Review 2022/23 - Projects**

#### **Whitmore Square Festive Lights - Nov 15 2022 to Jan 11 2023**

- After utilising the Festive Lights infrastructure for the inaugural Illuminate Festival in August 2021, the decision was made to bring back the Lights for the Christmas period in 2022.
- City South applied for a Quick Response Grant from the City of Adelaide to help finance the installation. We were successful in our application and went ahead with the display from Tue Nov 15 2022 to Wed Jan 11 2023 with the lights on from 8pm-2am each night.
- The display consisted of 200 metres of colour-changing LED Festoon lights attached to existing light poles, running North-South and East-West along the pathways. In addition to these were 4 large green floods highlighting the major trees on each extreme of the Square.

#### **Festive Season Shindig - Thu Nov 24 2022 with The Fab Two at The Astor Hotel Balcony**

- City South's third Festive Season Shindig was another fantastic night of live music and Christmas Cheer on the balcony at the Astor Hotel.
- More than 30 patrons enjoyed the 'Best of the Beatles' thanks to The Fab Two performing along with superb catering from the venue and the good company of locals and Councillors.
- However, the numbers were down compared to the previous events, and a decision has been made not to go ahead with such an event in 2023/24.

#### **Yarn Bomb Christmas Trees - Dec 2022**

- In addition to our Festive Lights and Festive Season Shindig, City South also displayed its unique Yarn Bomb Xmas Trees in the Minor Works Community Centre for the month of December.
- The staff and patrons of the Centre thoroughly enjoyed having these decorations onsite, and received many positive comments on them. Thanks to Bri-Anne for all her work on these!

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### Year in Review 2022/23 - Projects

#### Vino & Vibes 2023 - Sat May 20 & Sun May 21 2023

- While representing Council's Central Ward, former Councillor Franz Knoll suggested the event concept of creating cellar door style experiences in a variety of venues across the City South Precinct.
  - City South decided it would be a good way of shifting the Zig Zag event in a slightly different direction and chose to run with it for a May 2023 event, after being originally planned for November 2022.
  - Seven venues put their hand up to be involved on the Saturday afternoon, and four of these also took part on Sunday. Local tour company Eco Caddy were brought onboard to provide a unique pedal-cab option for transport between the venues on both days.
- Physical promotion via distributed posters and event map fliers supplemented the online promotion (Facebook ads, AEDA mailout, CSA database emails and newsletters) and PR to media outlets.
- We gained excellent exposure through Glam Adelaide, listings on many event websites, and an on-air spot of 5AA.
- With mostly fine weather on both days and little in the way of competing events, Vino & Vibes was a resounding success. The Saturday event saw strong numbers at all venues (the Crown & Sceptre being the only quiet one), and uptake of the tasting offerings easily exceeding expectations from the venue operators.
  - The Eco Caddy involvement proved to be very worthwhile, adding a practical and very popular element for patrons.
- We achieved close to our aim of 500 patrons for the event, and also our goal to add an extra 5 Business Members to our roster.
- Whilst the Zig Zag events were good for the venues involved in past, we feel that having the tasting element this time gave them a more direct way to engage with customers and generate sales, and with Eco Caddy on board, the overall event seemed to feel more resolved. As such, we will certainly be looking to run it again in May next year.

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### **Year in Review 2022/23 - Projects**

#### **City South & Proud Video Campaign**

- City South is teaming up with Youth Options to produce a series of video shorts showcasing Precinct businesses (starting off with some of our Business Members) as well as interesting local identities and unique locations in our Patch.
- These videos are then shared on our website, relevant social Media and video sites such as YouTube.
- Our first subject will be City South Business Member Bellydance Amethyst.

#### **Open & Closed Meetings**

- City South's Committee Members meet every second month in a Closed Meeting format (elected committee members only) to work through current projects, share updates from Council and review our goals and strategies.
- Three times a year, City South hosts informal *Patch Catch Up* gatherings where all stakeholders in our Precinct are welcome to attend to hear updates from City South, AEDA and City of Adelaide as well as discuss ideas and issues affecting our Precinct. City Councillors often attend these meetings.
- Catch Ups were held in local hospitality venues in November 2022, April 2023 and June 2023

#### **Membership**

- Our Business Membership saw decent growth this year, thanks mostly to the success of the Vino & Vibes event that saw a number of participating venues come onboard as Business Members.
- Resident and Pensioner Membership was slightly down on the record numbers we saw in 2021-22.

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Year in Review 2022/23

### **Management Committee**

- President Briony Hunt renewed her Presidency for another year at the 2022 AGM, and the rest of the Committee Members were retained from 2021-22.
- In April 2023, Committee Member Sasha Dragovelic resigned from the Committee as he moved on from his position at Youth Options. Rick Henke took over his position at both Youth Options and on the City South Committee.
- And as a result of a recruitment drive executed in March and April, City South also saw Sue McKay and Robbie Porter join.
- President Briony Hunt took a leave of absence from March to July due to overseas work commitments, during which time Vice-President David Bolton took over as President. Briony Hunt then resigned in August 2023 due to work commitments making her unable to fulfil her role as President.
- **Many thanks to all our Committee Members for their time and efforts in 2022/23!**

### **Networking with Community Groups**

- City South continued to support the projects associated with the Minor Works Community Centre, the South West City Community Association and other local groups by helping to promote their events through our newsletter and social media.
- City South is committed to engaging with local community groups as much as possible, and encourages them to attend our Patch Catch Up gatherings to provide updates on their activities.

### **Monthly Newsletter**

- City South's monthly newsletter goes out to over 1000 recipients via email and Facebook.
- We publish articles of interest to business and the community, with features on our new Business Members as part of their benefits package

Year in Review 2022/23

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### **City South Social Media**

- City South has also seen steady growth in both its Facebook Page and Facebook Group over the year.
- We will be looking to actively grow numbers and engagement in 2023/24 via a Gift Voucher giveaway campaign involving our Business Members.

### **City South Website [www.citysouth.org.au](http://www.citysouth.org.au)**

- City South continues to keep its website up to date with regular updates on its News and Events pages, as well as keeping comprehensive Street Art and Photo Galleries, and Archive Pages of its past projects.

### **Brochure Updates and Printing**

- Our promotional brochure was updated in July 2023 and 3000 copies distributed in August 2023 along with a promotional flier for the AGM. Whilst most of our marketing concentrates on social media and online, City South has found that it received positive results and feedback from this hardcopy form of promotion.

### **Upcoming Projects and Events**

- City South & Proud Video Project
- City South & Proud Merchandise
- Patch Catch Up: Thurs Nov 9 at Mismatch Brewing (Queens Room upstairs)
- Whitmore Square Xmas Lights: Wed Nov 15 2023 - Wed Jan 10 2024 (Awaiting Council to confirm they will fund this project fully)
- Xmas Yarn Bomb Trees: Mon Nov 27 2023 - Mon Dec 22 2023 at Minor Works



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**PSCA**  
& ASSOCIATES  
ADELAIDE & YORKE PENINSULA

**ADELAIDE OFFICE**

PH: (08) 8212 0622

214/216 STURT STREET, ADELAIDE SA 5000

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5 EDITHBURGH ROAD, YORKETOWN SA 5576

### **INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE CITY SOUTH ASSOCIATION INCORPORATED**

#### **SCOPE**

I have audited the accompanying special purpose financial statements, being the Statement of Income and Expenditure and the Statement of Funds for the year ended 30 June 2023. The committee members are responsible for the preparation and presentation of the financial statements and the information they contain. I have conducted an independent audit of these financial statements in order to express an opinion on them to members of the association. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the users.

My audit was conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free from material misstatement. My procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements. The audit opinion expressed in this report has been formed on the above basis.

#### **AUDIT OPINION**

In my opinion the financial statements of the City South Association Inc fairly and accurately represents the financial position at 30 June 2023 and the results of its operations for the year ended 30 June 2023.

Andrew Jackson  
Certified Practicing Accountant



11 July 2023

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## CITY SOUTH ASSOCIATION INCORPORATED

### Profit & Loss Statement

1/07/2022 through 30/06/2023

Income		
Adelaide City Council Grants		
Annual Operating Grant	\$25,000.00	
Festive Lights Grant from CoA	\$2,000.00	
Festive Season Shindig Revenue	\$45.45	
Total Adelaide City Council Grants		<u>\$27,045.45</u>
Membership Income		
Business Membership	\$409.05	
Not For Profit Membership	\$18.18	
Resident Membership	\$336.33	
Pensioner Membership	\$90.90	
Total Membership Income		<u>\$854.46</u>
Total Income		<u><u>\$27,899.91</u></u>
Expenses		
Operating Expenses		
Accounting	\$955.45	
AGM Expenses	\$771.91	
Bank Charges	\$3.96	
Co-Ordinator	\$8,944.77	
Insurance	\$1,483.64	
Closed Meetings Drinks	\$128.16	
Closed Meeting Catering	\$446.00	
Patch Catch Up Catering	\$661.18	
Venue & Equip Hire	\$50.00	
Office Stationery	\$3.64	
Postage	\$20.91	
PO Box	\$218.18	
Printing	\$423.04	
Storage	\$678.01	
Website / Google Fees	\$334.18	
Total Operating Expenses		<u>\$15,123.03</u>
Festive Lights Expenses		
Admin	\$388.90	
Bump In	\$1,720.00	
Bump Out	\$695.00	
General	\$50.00	
Infrastructure	\$22.10	
Globes	\$582.67	
Lifter Hire	\$600.00	
Maintenance	\$247.50	
Promotion	\$176.49	
Total Festive Lights Expenses		<u>\$4,482.66</u>
Christmas Project Expenses		
Yarn Bomb Xmas Trees	\$144.05	
Festive Season Shindig	\$1,755.68	
Total Christmas Project Expenses		<u>\$1,899.73</u>
Vino & Vibes May 2023		
Coordinator	\$2,456.60	
Promotion	\$1,573.04	
Entertainment	\$3,172.73	
Eco Caddy	\$1,905.00	
Total Vino & Vibes May 2023		<u>\$9,107.37</u>
City South & Proud		
Coordinator	\$135.00	
Youth Options	\$800.00	
Total City South & Proud		<u>\$935.00</u>
Total Expenses		<u><u>\$31,547.79</u></u>
Operating Profit		<u><u>-\$3,647.88</u></u>
Other Income		
Interest Income	\$1.47	
Total Other Income		<u>\$1.47</u>

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### CITY SOUTH ASSOCIATION INCORPORATED

#### Balance Sheet

As of June 2023

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Assets		
Current Assets		
Cash On Hand		
City South Bus Ess Acc	\$695.01	
V2 Plus Acc	\$10,000.78	
Total Cash On Hand		\$10,695.79
Accounts Receivable		\$20.00
Total Current Assets		\$10,715.79
Fixed Assets		
Total Assets		\$10,715.79
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	\$5,818.43	
GST Paid	-\$7,110.82	
Total GST Liabilities		-\$1,292.39
Total Current Liabilities		-\$1,292.39
Total Liabilities		-\$1,292.39
Net Assets		\$12,008.18
Equity		
Retained Earnings	\$15,656.87	
Current Year Surplus/Deficit	-\$3,648.69	
Total Equity		\$12,008.18

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**Committee Election 2023/2024** All positions are declared vacant by the President.

Position	Nominee	Accepted	2nded	All in favour
President	David Bolton			
Vice President				
Treasurer	Andrew Peters			
Secretary /Public Officer	Bri-Anne Keen			

### Committee Member Nominations 2023/24

- RickHenke
- JakeChamberlain