



DISTRICT COUNCIL OF PETERBOROUGH

STEAMTOWN MANAGEMENT COMMITTEE

MINUTES of meeting held 4th May 2009 in Council Chamber at 1.14pm

1. **PRESENT :** Mayor Ruth Whittle, Terry Barnes (CEO) Messrs F Hardbottle (Community Rep.), Darryl Harvey (Volunteers Coordinator - Observer), Ian Milne (Steamtown Project Officer) , John Evans (S.A.T.C.) , Colin Davies (Community Rep) & Cr Shane Mills (Council Rep.)
2. **APOLOGIES :** Jerry Johnson (NRDB) ,Peter Cahalan (NRBD), Jason Schell (Community Rep.) – & Peter McGuinness (Manager Finance & Admin)
F Hardbottle moved S Mills seconded that the apologies be accepted **CARRIED**
3. **CONFIRMATION OF MINUTES :** Meeting held 6th April 2009
F Hardbottle moved C Davies seconded that the minutes of the meeting held 6th April 2009 be confirmed. **CARRIED**
4. **BUSINESS ARISING :** Nil
5. **CHIEF EXECUTIVE OFFICER'S REPORT :**
J Evans moved C Davies seconded that the Chief Executive Officer's report be received. **CARRIED**
 - 5.1 **Terms of Reference – Committee :** Item3
C Davies moved S Mills seconded that the terms of reference as submitted by Jason Schell be altered and presented to the next Committee meeting for consideration. **CARRIED**
 - 5.2 **Budget Allocation :** Verbal
C Davies moved F Hardbottle seconded that Council be requested to allocate at least \$5,000 from the Tourism Reserve for the opening. **CARRIED**
 - 5.3 **Volunteers :** Item 4
J Evans moved F Hardbottle seconded that the Committee meet at 11.00am 1st June 2009 to workshop the issue of attracting and retaining volunteers. **CARRIED**
6. **PROJECT MANAGER'S REPORT :**
F Hardbottle moved J Evans seconded that the Project Manager's report be received. **CARRIED**
 - 6.1 **ENTRANCE - Additional:**
T Barnes moved F Hardbottle seconded that the quote from Chambers Building Service be accepted. **CARRIED**

6.2 Grants : Item 7.2

J Evans moved F Hardbottle seconded that the project Manager be authorised to make grant applications for the following activities, in the order listed, from the Commonwealth Heritage& Tourism Programme :-

- 1. Garratt 402 – upgrade and removal of asbestos
- 2. T199 – sandblast and paint
- 3. Roundhouse – re-glass
- 4. ED 22 - Dining car- restoration

CARRIED

6.3 Peterborough Pass : Verbal

Project Manager reported that the Peterborough Tourist Promotion Assoc. Inc. is investigating the possibility of a “Peterborough Pass” which will enable discount to enter all attractions.

T Barnes moved S Mills seconded that Steamtown participates in the scheme, that only financial members of the Association be included and the Project Manager indicate that the Committee is only willing to go up to 20%. **CARRIED**

7 COORDINATOR’S REPORT :

J Evans moved C Davies seconded that the Volunteer Coordinator’s report be received.

CARRIED

8. FINANCE REPORT :

J Evans moved C Davies seconded that the Finance report be received.

CARRIED

9. CORRESPONDENCE :Nil

10. OTHER BUSINESS : Nil

10.1 Events Committee :

Mayor Ruth gave an overview of the meeting held with the Events Committee on Thursday 30th April ’09 and circulated a draft “Ideas List “ which will receive further development. In future, this sub-committee will meet every second Thursday – next meeting being 14th May 2009.

10.2 NSU 62 – Cutting Up : Verbal

The Volunteer Coordinator suggested that the NSU 62 could be cut so as to create an interactive cabin.

Committee members are to consider this suggestion.

11. NEXT MEETING : MONDAY 1st JUNE 2009 @ 11.00AM - WORKSHOP

CLOSURE : Meeting closed at 4.52pm

.....CHAIR

.....DATE

Steamtown Opening

Saturday

- ✦ **Book Launch** Brunch/Lunch
 - Where will the book be launched

- ✦ Launch of **Steamtown Brochure**

Added attractions on the day

- Clowns
- Face painting
- Stalls?
- Jumping Castle
- Magician
- Bands playing
 - Clare Valley Concert Band
 - Students from Peterborough High School

Thought – could there be a model railway display

- ✦ **Cocktail Party** with the launch of Sound and Light

- ✦ **Dinner in the Town Hall** – with Thomas Edmonds singing

Thought – could this be a dinner dance. Have Thomas Edmonds singing at various times while people are eating and then have dancing afterwards

Ongoing throughout the day

- Sausage Sizzle – Rotary & Lions combined, rostered throughout the day
- Drinks – History Group and Tourist Promotion Assoc combined, rostered throughout the day
- Souvenirs
- Museum
- Interactive displays

Thought – could the Hospital Auxillary have afternoon teas in the cafeteria area

Sunday

✦ Opening of Theatre

✦ Lunch & Launch – by Premier Mike Rann (or representative)
- crib box lunch (to check with Gaye Kuerschner about getting supplies of boxes. How many do we get)

✦ Sound and Light tours for public

Other Ideas

Colouring competition for school students

Metal crib boxes with embossed logo of Steamtown emblem – one off – maybe 100 to be made

Food outlets – promote through food (Kalamazoo burger etc)

Window decorations

Community Bus, Variety Bus, Yorke Peninsula Bus to bus people from the Main Street to Steamtown

Thought – could you have wine glasses and beer mugs for sale with the Steamtown emblem printed on them. Could you also have clean skin bottles of wine with a commemorative Steamtown label. Charge a price (for example) \$7.50 for a wine glass and for say \$17.50 you also get a bottle of wine, but you can't just buy the wine on its own as Steamtown probably doesn't have a license to sell liquor

Marketing

Monthly page in Informer with ongoing information of where the planning is up to and what is happening.

Statewide

Fast Trax

Railway societies

Caravan Associations

RAA

Great Southern Railways of Australia magazine

ATDW

Radio – ABC, 5CS, Macca

TV - GTSBKN

Newspapers – Northern Argus, Broadcaster, Pithie Richie Patter etc

Ian McNamara (will respond to personal invitation)

Steven McNicholl – Railmac

History Trust

Dick Smith

Outback Magazine

Peterborough Website

Carrumba Railway

Catchpoint – National Rail Museum

Postcards

Getaway

School Newsletters across district – Orroroo, Jamestown, Booleroo, Pt Pirie etc