



Hamilton Regional Livestock Exchange Advisory Committee

Minutes

Date:	8 July 2019	Time: 4:00-5:00 pm	Venue: Martin J Hynes Auditorium
Chairperson:	Cr Greg McAdams	Minutes: Kate Kennedy	
Meeting Objective	Act as an Advisory Committee to Council on all matters relating to the strategic development of the Hamilton Livestock Exchange		

Attendees:	Cr Greg McAdam	StJohn Lees	Jonathan Chinomona	Chris Dahlenburg	Rodney VanDeHoef
	Howard Templeton	Sam Savin	David Whyte	Warren Clark	
Apologies:	David Moloney	Heath Templeton			

	Item	Details	Who	Notes
1	Welcome and apologies	David Moloney, Heath Templeton, Bernie Porter, Chris Sharples, Peter Smith Cr McAdam welcomed Chris Dahlenburg back following his time away from work.	Cr Greg McAdam	
2	Previous Minutes	Confirmed: Howard Templeton Seconded: Warren Clark	Cr Greg McAdam	
3	Actions From Previous Minutes:	<ul style="list-style-type: none"> • Third party specs discussed at the previous meeting and noted that the timeframe information was not distributed with the minutes. Action: StJohn to follow up and distribute information. • Funding for tanks noted in previous minutes discussed. <ul style="list-style-type: none"> ○ Adequacy of current tanks being investigated. ○ Overflow will go to storm water once current tanks are full. ○ Electronic float meter may be secured to analyse data and investigate further water storage requirements. • Action for MOU – sent out on short notice by Agriculture Victoria with many attendees actioning. • Entrances have been sealed. Pot-holing has been dealt with near the Manager's office. 	StJohn Lees	

		<ul style="list-style-type: none"> • Works should be finished by the end of July. • Discussion with Federal Government to extend grant to December. <p>Security System</p> <ul style="list-style-type: none"> • No progress at this stage. • Strategy required to combat possible activist invasions. • Managing agents at Pakenham sale yards may be able to provide advice. • Police should be consulted also. <p>Action: Development of an Operational procedure for security. Rodney and Chris to discuss counter-measures.</p> <p>Throughput for June</p> <ul style="list-style-type: none"> • Discussed figures. • Increase in sheep and cattle numbers for the year. 	Rodney VanDeHoef and Chris Dahlenburg	
5	Items for Next Meeting	<ul style="list-style-type: none"> • Progress of Cattle Yard roof and accessibility for sale 	David Moloney	
6	Meeting Close	Further business	Cr Greg McAdam	

Next Meeting:	Date: 30 September 2019	Time: 4.00 pm	Venue: Martin J Hynes Auditorium
<p>Ground rules for our Meeting</p> <ol style="list-style-type: none"> 1. We start on time and finish on time 2. We all participate and contribute – everyone is given opportunity to voice their opinions 3. We use improvement tools that enhance meeting efficiency and effectiveness 4. We actively listen to what others have to say, seeking first to understand, then to be understood 5. We follow-up on the actions for which we are assigned responsibility and complete them on time 6. We give and receive open and honest feedback in a constructive manner 7. We use data to make decisions (whenever possible) 8. We strive to continually improve our meeting process and build time into each agenda for reflection 			