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**PRESENT**

**Members:**

Bruce Hardy – Chairman  
Brian Peel  
Mitch McKay  
Patricia Johnson  
Graeme Cook  
Deborah Hoffman  
Noel Hoffman  
Louise Gibbbs

**Other Attendees:**

Jenny Mead - Corporate Events Coordinator

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The meeting opened at 4.35pm.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered by the Chairman Bruce Hardy.

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**02 APOLOGIES**

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Consensus:

That the apologies received from Stewart Todd and Chantelle Dagger be accepted.

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**03 CONFIRMATION OF MINUTES**

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Consensus:

That the Minutes of the Port Macquarie-Handa Sister City Sub-Committee Meeting held on 10 August 2011 be confirmed.

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**04 DISCLOSURES OF INTEREST**

There were no disclosures of interest presented.

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**05 BUSINESS ARISING FROM PREVIOUS MINUTES**

All items listed in Business Arising in the Agenda were noted by the Committee members present.

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**06 PROPOSED STUDY GROUP TOUR FOR 2012**

Consensus:

That the advice received from Handa Higashi Senior High School be noted.

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**07 HOST SCHOOL**

Consensus:

1. That the Committee note that St Columba Anglican School has been confirmed to host the Study Tour Group from Handa Higashi Senior High School in 2012.
  2. That the Committee await further updates from Handa Higashi High School regarding the number of students and teachers to visit Port Macquarie in 2012.
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**08 FINANCE**

Consensus:

1. That the Committee note the budget allocation of \$13,500 in the 2012/2013 draft budget.
  2. That the Committee be aware that the draft budget will be placed on public exhibition in the coming weeks.
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**09 2011 STUDY TOUR BOOKLET**

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Consensus:

That the Committee members note the receipt of the 2011 Tour Booklet received from Hiroyuki Banno, the Principal of Handa Higashi Senior High School.

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**10 SUGGESTION FOR UPCOMING 2012 STUDY TOUR**

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Consensus:

That the Chairman liaise with local Motel operators located in the Port Macquarie CBD regarding accommodation for the visiting teachers.

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**11 INVITATION FROM HANDA CITY COUNCIL TO ADMINISTRATOR TO ATTEND DASHI FESTIVAL IN 2012**

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Discussion took place regarding the invitation issued to Council. Three of the Committee members advised that they had received personal invitations to attend the upcoming Dashi Festival to be held in October 2012.

Jenny advised that Council's Administrator had not yet had the opportunity to consider the invitation received.

Consensus:

1. That members of the Handa Sister City Sub Committee note the receipt of the invitation extended to Council's Administrator from the Mayor of Handa City Council for three (3) people to attend the Dashi Festival in October 2012.
  2. That an update be presented to the Committee once advice has been received from Council's Administrator.
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**12 GENERAL BUSINESS**

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- 12.01 Discussion took place regarding the purchase of suitable gifts for the visiting Study Group, Handa City Council and the Dashi Festival.  
The Committee to bring back ideas to the next meeting for consideration.
- 12.02 Pat Johnson advised that the Koala Band is planning to visit Handa City in 2013.
- 12.03 Jenny distributed copies of the powerpoint presentation displayed at the farewell function to committee members who wished to receive one. Jenny to display powerpoint presentation at next meeting for those members who did not have the opportunity to view it at the function.
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The meeting closed at 5.30pm.