

**PRESENT**

**Members:**

Councillor Adam Roberts (Chair)  
Councillor Rob Turner  
Adam Button  
William Grubb  
Jennifer Hutchison  
Rebecca Olsen (Director Corporate & Organisational Services)  
Ashley Grummitt (Group Manager Commercial & Business Services)  
Pam Milne (Acting Glasshouse Venue Manager)

**Other Attendees:**

Bec Washington (Venue Sales and Marketing Co-ordinator);  
Elizabeth Brennan (Marketing Co-ordinator); and  
Karly Mejlak - Box Office and Front of House Officer.

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The meeting opened at 8.00am.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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CONSENSUS:

The apologies received from Moira Magrath and Councillor Sharon Griffiths be accepted.

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**03 CONFIRMATION OF MINUTES**

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CONSENSUS:

That the Minutes of the Glasshouse Sub-Committee Meeting held on 7 April 2015 be confirmed.

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**04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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**05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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ITEM 06 - 07.04.2015 - Update on Strategic Plan Outcomes

Completed. Please remove item.

ITEM 10 - 07.04.2015 - Friends and Loyalty Programs

Item 1 completed. Please remove item;

Item 2 update to be provided at the next Glasshouse Sub-Committee Meeting scheduled for 2 June 2015.

Item 3 completed. Please remove item.

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**06 UPDATE ON STRATEGIC PLAN OUTCOMES**

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CONSENSUS:

That the progress related to the Glasshouse Strategic Plan and the KPI results for the period up to 30 April 2015 be noted.

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**07 UPDATE ON VISITOR INFORMATION SERVICE REVIEW**

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CONSENSUS:

1. That the Visitor Information Services Review be noted.
  2. That a further update be provided to the next Glasshouse Sub-Committee Meeting scheduled for 2 June 2015.
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**08 UPDATE ON TICKETING SYSTEM AND WEBSITE REDEVELOPMENT PROJECTS**

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Karly Mejlak and Elizabeth Brennan presented information on the Ticketing System and Website Redevelopment projects.

The Sub-Committee discussed the website redevelopment and ticketing.

**CONSENSUS:**

That the presentation by Karly Mejlak and Elizabeth Brennan on the Ticketing System and Website Redevelopment projects be noted.

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**09 GENERAL BUSINESS**

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Nil.

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The meeting closed at 9.00am.