

COONAWARRA \

COONAWARRA CUP COMMITTEE MEETING
28 July 2017, CV Office

Minutes

1. Welcome and Attendance

Attendees	Katie Lewis (KL), Olivia Nunn (ON), Tim Bailey (TB), Luke Trotter (LT) Tony Gleeson (TG)
Apologies	Sara Fletcher (SF), Steven Raidis (SR), Dan Redman (DR), Pete Balnaves (PB) George Kidman (GK), Joe Cory (JC), Christine Lambert (CL) – non-working day
Minutes Recorded by	Katie Lewis (KL)

2. Racing Club Update

- Pop up sprinklers going in, new tower to be built
- Action: TG to make a couple of removable panels from horse stall rail

3. Super Sweep

- Worked well and committed for 2018
- Action: Print 1400 tickets in 2018 and review rules

4. Budget and Sponsors

- Discussion on spreadsheet and sponsorship proposal. Sponsorship Proposal is finalised and uploaded to website and noted the need to ensure that the sponsors values align to the CV. Possible sponsors could be found at Roadshows bankers, Lawyers etc
- Action: All potential sponsors to be sent to DR
- Action: DR to start emailing potential sponsors
- Action: TB to start spreadsheet with base jobs for each person then forward to ON to fill in gaps
- Action: ON to bring look at artwork options for imperial engraving, new branding etc
- Action: ON to bring list of VIPs to next meeting for discussion
- Action: KL to send race sponsor emails out
- Action: Christine to stocktake lanyards
- Action: Send potential sponsors to DR such as Oak Barrel, Finlaysons, Banks

5. Catering

- Action: KL to start working on menu with Blanco, review staff numbers, afternoon tea and food choices

6. Imperials

- Action: TB to source older icon wine
- Action: GK to ask Tom Dennis to auction again, comp 2 tix
- Action: TB to ask Jeremy Oliver to do tasting notes

7. Wine

8. Decorations

- Jane is happy to be in charge again, great feedback
- Action: KL to follow up costs with Jane

9. Tent/Furniture

- Discussion re timing of tent erection as Richie will be tied up with Cape Jaffa Festival, possibly erect tent on the Friday before but will this cause a problem with the aircon?
- Action: Christine to send invoice to KL
- Action: KL to do spreadsheet for Richie with requirements and timings
- Action: JC to update map with tables further away from bar and catering tent, address rigidity of rope
- Action: GK to be Richie contact so he is only dealing with one person

10. Photos

- ON advised TRSA have booked Kinship Productions with CV to have access for tent photography and imperial auction
- Action: ON to review photobooth options

11. MC

- Jane Ferrari confirmed for \$1,000 fee and accommodation provided by Sue Hodder
- Action: TB to prepare a draft run sheet

12. Masters

- Bridgestone has confirmed for a second year
- Action: Source more sponsors for the holes

13. Marketing and Promotions

- Launch date identified and confirmed as Friday 10 November - venue TBC
- Action: TG to organise Jim to make cup and blanket
- Action: Coonawarra Cup to move around Cellar doors for promotional activity in the weeks leading up to the Cup, ON to prepare a campaign
- Action: ON to approach BB

14. Transport

- 2017 feedback identified buses need directional signs
- Action: ON to arrange sign directional sign for the buses as well as sign for bus area as a waiting zone

15. General Business

- TB is in process of preparing a spreadsheet for responsibilities and timing
- Action: Inform CV of VIPs and invited guests ASAP
- Action: Save the date, Media Release for launch and post cup

Next Meeting **– Friday 25th August, 3:30pm CV office**
 (Post Meeting Note: Meeting time revised)