

TOURISM KURANDA COMMITTEE MINUTES

Of the Committee Meeting held
Tuesday, 25th October 2016 at the Tourism Kuranda office at 4.30pm.

AGENDA

1. Welcome and Introduction

Attendees - Cr Lenore Wyatt (Chair), Peter Danford (Cedar Park Resort), Angela Freeman (Koala Gardens/Birdword), Susan Parsons (Mareeba Shire Council), Marc Sleeman (TK EO), Trish Green (Honey House), Adrian Pancirov (Kuranda Heritage Markets), Chris Grantham (RFS)

Apologies - Adam Letson (Skyrail), Tom Gilmore (MSC), Craig Crawford MP, Cathie Flambo, Terry Pates (Frogs Restaurant).

Visitors - NIL

2. Confirmation of Previous Minutes – Sept 2016. Moved Angela Freeman, seconded Terry Pates

3. Business Arising from Previous Minutes (September 2016)

ACTION ITEMS - September

Responsible Person	Action	Date for Completion	Follow-up/Completion
Marc Sleeman	Follow up letter to Council to be drafted – asking them to reconsider their decision not to remove the \$6,000. Offer of In-kind support to be requested in writing.	Next meeting	Follow-up
Marc Sleeman	Skyrail closure for May 2017 - preparation	Ongoing	Ongoing
Marc Sleeman	Kuranda Festival	Completed	Completed
Lenore Wyatt/Craig Crawford	Main Roads land to be identified and cleaned up/maintained.	Ongoing	Ongoing
4. Angela Freeman	Development of Therwine Street between the two markets.	Next meeting	Ongoing

Correspondence In/Out:

Included at the end of EO Report. Moved Peter Danford, seconded Trish Green

5. Confirmation of Budget Reports

Report to October 2016 included below. Moved Angela Freeman, seconded Terry Pates
Confirmation of the TK EO corporate credit card expenses – noted.

6. Confirmation of Executive Officer Report. Moved Marc Sleeman, seconded Peter Danford

Marc reported that the Kuranda Festival had been another successful event and had received feedback from business owners and visitors that the Festival had significantly showcased the destination. Marc also received correspondence about the Kuranda Festival's date clash with Yungaburra Folk Festival (23 October) acknowledging that any weekend in October would result in a date clash and that 23 Oct marks a significant day in Kuranda history.

Correspondence was received from Council regarding the public amenities (toilets) in Centenary Park following a number of ongoing issues related to servicing and cleanliness. Council outlined its plans to address this issue including installing soap dispensers.

Marc was referred customer requests from Council about the Kuranda tourism levy, raised at the recent Kuranda community BBQ. The Committee discussed whether these tasks should be Marc's role. Susan was going to clarify this with Council and liaise directly with Marc on these issues.

7. General Business

- Peter Danford suggested an increase in the promotion of accommodation in Kuranda and proposed a more targeted approach to inclusions in future campaigns. He suggested for next year's Festival Kuranda accommodation businesses offer nights as prize giveaways and that a Kuranda package including accommodation to be included in the marketing campaign. Also this could also be included in the Christmas advertising that was coming up which could feature a number of key Kuranda themes, including accommodation in Kuranda.
- Marc Sleeman raised some options for the use of the \$10,000 carryover from 2015/2016 and suggested that these funds be used for a new photo shoot and filming to produce a new TVC that would be used for event advertising in 2017/2018. Susan Parsons suggested that this could cover costs of inclusions of an accommodation angle in remaining marketing for 2016/17. Marc will bring some costing to the November Committee meeting.
- ATE 2017 Trade Show will be happening in Sydney in May 2016. Marc Sleeman has registered expressions of interest to attend this event again which is part of the 2016/2017 strategic plan.
- Marc advised the planned attendance at the Qld on Tour (China mission) maybe in jeopardy as it may be three days before Easter therefore he would be unable to attend due to Kuranda Easter Festival.
- Susan Parsons sought clarification on the appointment of a permanent Chair. Cr Lenore Wyatt advised she would raise this with Mayor Tom Gilmore.
- Marc Sleeman advised the Committee that he had received positive feedback from Kuranda business owners regarding the Kuranda and that they would like to see the festival continue in 2017. The Committee agreed to formulate a questionnaire to be distributed to all Kuranda business owners to gauge response from the business sector for consideration when working on the 2017/2018 strategic plan.

8. **Next Meeting:** proposed for 15 November 2016

9. Supporting Documents

Previous Minutes - supplied separately
 Income and Expenditure statement - included below
 Executive Officer's Report - attached.

Responsible Person	Action	Date for Completion	Follow-up/Completion
Marc Sleeman	Follow up letter to Council to be drafted – asking them to reconsider their decision not to remove the \$6,000. Offer of In-kind support to be requested in writing.	Next meeting	
Lenore Wyatt	Request attendance of Peter Franks , CEO of Council at next TK meeting to clarify budget issue of \$6,000.	Next meeting	
	Advise Council of Committee support for installation of domed mirror on bottom of Therwine Street.	Next meeting	
Lenore Wyatt/Craig Crawford	Main Roads land to be identified and cleaned up/maintained.	Next meeting	
Angela Freeman	Development of Therwine Street between the two markets - Market Precinct theme.	Next meeting	

TOURISM KURANDA INCOME AND EXPENDITURE STATEMENT
to September

	BUDGET 2016/17 \$	ACTUALS	YTD Variance
<u>INCOME</u>			
Tourism Kuranda Advertising Contributions	31,000.00	-	31,000
Benefited Rate Contribution	207,695.00	102,845.02	104,850
Sundry Revenue	-	-	0
Surplus Carry Over 2015/16	12,197.97	12,197.97	0
	250,892.97	115,042.99	135,850
<u>ADMINISTRATION COSTS</u>			
Total Administration Costs	97,446.00	20,461.29	76,984.71
<u>PROMOTIONAL COSTS</u>			
A4 Brochure	8,000.00	-	8,000
Map & Visitors Guide	24,000.00	1,337.02	22,663
Brochure Distribution	16,028.00	4,452.04	11,576
Kuranda Festival Event	21,900.00	471.82	21,428
Kuranda Easter Event	22,400.00	-	22,400
Social Media Management	12,600.00	5,021.82	7,578
Industry Famils & Presentations	3,000.00	1,033.16	1,967
Tourism Kuranda Memberships	900.00	-	900
Adv Pre & Post Tourism Publications	7,300.00	400.00	6,900
Tradeshows & Sales Missions	16,500.00	781.82	15,718
Public Relations Management	5,800.00	2,000.00	3,800
General Advertising	4,000.00	-	4,000
Total Promotion costs	142,428.00	15,497.68	126,930.32
TOTAL ADMIN AND PROMOTION COSTS	239,874.00	35,958.97	203,915.03
SURPLUS/(DEFICIT)	\$ 11,018.97	\$ 79,084.02	\$(68,065.05)



EO REPORT OCTOBER 2016

FACEBOOK POSTS – The TK facebook posts for the month as follows;

- Koala Snooze
- Friends at RFS
- Candy Kitchen sweet tooth craving
- Handmade jewellery at Tantrika
- New baby wombat at Koala Gardens
- Count down is on for the Kuranda Festival
- Mad Hatters Tea Party invitation
- 50% discount on the RFS
- Bash of the Barron River Raft Race
- Do you love ice-cream (Ice cream eating competition)
- Hayley Gillespie – Mad hatters art and craft stall
- Kuranda will become the outdoor big top
- How many sausages can you eat in 10 minutes?
- Face painting competition at Heritage Markets.
- Only 3 days to go to Kuranda Festival.
- Kuranda Festival Event Program.

INSTAGRAM & TWITTER

- Koala Snooze
- Wanderlusting KSR style
- Lazy days
- Kuranda Candy
- Tantrika
- New baby wombat
- We love Friday.
- Kuranda Festival count down is on
- Mad Hatters Tea Party
- KSR 50% discount
- Bash of the Barron River Raft Race
- Ice-cream eating competition
- Circus big top
- German Sausage Comp
- Face painting
- Kuranda Festival Magic show
- ATEC Inbound Up North (16 images uploaded Capture Cairns Competition)

OCTOBER 2016 (ONE MONTH) GOOGLE ANALYTICS 23rd Sep to 23rd October 2016

Sessions – 16,396 Users – 13,093 Page Views – 46,281 Pages/Visit – 2.87



TOURISM KURANDA DIGITAL RESULTS – SEPTEMBER/OCTOBER

Organic posts



Highest performing post



2,696 Users reached

Lowest performing post



3,418 users reached

INSTAGRAM



Highest performing post

89 likes



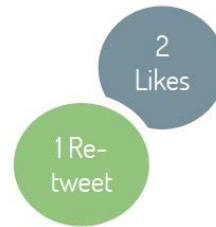
Lowest performing post

39 likes

TWITTER



Top Tweet



LOCAL SALES CALLS – I spent 2 days during the month completing local sales calls and delivering brochures and event flyers to our main booking outlets. I distributed across our major distribution points including Freshwater Station & KSR Cairns Central, Kuranda Station, and the main outlets in Cairns CBD including Trek North and TTNQ on the Cairns Esplanade.

SEA FM RADIO INTERVIEW – The following topics were discussed during my weekly radio interviews.

- Comedy night at Cedar Park
- Record numbers through the VIC
- New fashion – Tonketti
- Mareeba Multicultural Festival
- Kuranda Festival Raft Race
- Ice cream eating competition
- Mad Hatters competition
- Circus comes to town – schedule
- Face painting competition
- Rock this Country Blue Music Festival

TOURISM KURANDA eNEWSLETTER – The October eNewsletter – topics as follows;

- Free wifi in Centenary Park
- NZ Top 10 agents visit Kuranda
- TAFE Amazing Race
- Circus comes to Town
- Baby Wombat emerges
- Aussie names for pups
- Kuranda Rocks
- Skyrail Nature Diary
- Fresh Sugarcane juice at Heritage Markets

Special Kuranda Festival eNewsletter was distributed on 14th Oct – topics as follows;

- Circus Comes to Town
- Barron River Raft Race
- German Sausage Competition
- Ice-cream eating comp
- All the festival events - schedule

ATEC COMMITTEE MEETING – During the month I attended 4 ATEC Committee meetings to discuss the IUN event being held from 19th to 21st October 2016.

ATEC IUN 2016 – I attended ATEC IUN annual event from the 19 to 21 October which was based in Cairns this year. The event was held in the Cairns CBD and involved 50 B2B presentations to the leading inbound agents in Australia.

This event was over-subscribed which highlighted the popularity of this IUN event in our region and is an excellent format to engage with these agents and also showcase our destination. As a Committee member I was Team Captain for one of five teams that was involved in a Capture Cairns Photographic Competition.

As part of this ATEC IUN event I submitted an activity day proposal for 20 ATEC delegates to visit Kuranda on the final networking day. This special Kuranda Activity proposal was selected as one of 5 different activities that were on offer on 21 October.

The Kuranda Activity Day incorporated the iconic attractions and activities that make Kuranda Village such a unique destination. This event captured the true essence of the Tropical North and was designed to showcase the following iconic experiences of our region;

- Wet Tropics World Heritage Rainforest
- Local history & indigenous culture
- Native Australian wildlife
- Local produce and entertainment
- Vibrant village life in the rainforest
- Famous arts and craft markets

This day included Skyrail, KSR, KKG, ABS, RFS, BWK, Barron Falls Estate (ATV's & Hummer) Kuranda Riverboat and a special lunch on the banks of the Barron River at "Paradise Kuranda"

The feedback was extremely positive and for many agents this was the first time they had a chance to experience Kuranda and it was a fantastic opportunity for us to showcase our region.

KURANDA FESTIVAL – 23 OCTOBER 2016 - The Kuranda Festival was another exciting day of fun, music and unique events that helped showcase our beautiful village in the rainforest.

Huge thanks to all the Kuranda business owners who helped co-ordinate special activities for the festival and businesses that provided prizes for all the events.

A special thanks Kuranda SES, Cathy Harvey and all the volunteers who all did an amazing job helping co-ordinate some of our special events on Sunday.

KURANDA FESTIVAL FREE PRE & POST FREE MEDIA EXPOSURE

Newspaper/Print – We held two media launches (1. German Tucker Sausage Comp & 2. Bash of the Barron River Raft Race which helped secured plenty of free newspaper features across all 4 local newspapers. Cairns Post, Tablelands Advertiser and The Express Newspaper all attended the festival.

Television

- WIN news covered our Raft Race media launch
- Seven covered our German Sausage media launch
- Both WIN Local News and Channel 7 attended the festival and provided some great post event media

Radio

Numerous radio interviews with all the local radio stations including Sea FM, Hot FM, & ABC Far North, STAR FM, 4CAFM and KICK FM.

Newspaper feature in the Tablelands Advertiser promoting the German Sausage eating comp.

14 LIFESTYLE

FRIDAY OCTOBER 14 2016 [FACEBOOK.COM/TABLELANDSADVERTISER](https://www.facebook.com/tablelandsadvertiser)

Kuranda Festival

ADVERTISING FEATURE

Snag some fun at Kuranda

GERMAN sausage scoffing, a Mad Hatter's Tea Party and the Bash of the Barron River Raft Race will be part of the exciting line-up of events at the annual Kuranda Festival.

This year's festival on Sunday, October 23, marks the 128th anniversary of the official survey of Kuranda.

The village in the rainforest will celebrate the day in style with the theme of 'The Circus Comes to Town'. Get ready for a jam-packed Family Fun day with free activities from 10am to 3pm.

Tourism Kuranda executive officer Marc Sleeman said those wanting to start the celebrations earlier could attend the Kuranda Poets Breakfast at 8am to 9.30am at Frogs Restaurant in the Heritage Markets.

"The first event of the day is the fiercely contested Bash of the Barron River Raft Race with team registrations from 9.30am on the banks of the Barron River," he said.

"The race kicks off at 10am and will see Tourism Port Douglas Daintree and Quicksilver fielding teams.

"At noon the German Tucker Sausage Eating Competition gets under way in Centenary Park with entrants chomping their way through dozens of wurst.

"Family favourite, the Kuranda Ice-cream Eating Competition, will be on at 12.30pm at the Original Rainforest Markets."

New to this year's festival will be a street performance by the Diamond Duo at 1pm in Coondoo Street in front of St Saviour's Church and a face painting competition at 1.30pm at the Heritage Markets.

Artist Hayley Gillespie will run kids painting workshops to create individual hats for the Mad Hatters Tea Party.

"The main acts are Dream State Circus and Cynas Circus with performances and workshops at various times throughout the festival as well as an amazing aerial display," Mr Sleeman said.

"The Kuranda Arts-Cooperative will invite the community to join them weaving banners to celebrate the festival with the activity taking place outside the Arts Co-operative Gallery on Coondoo Street."

The Kuranda Festival will also feature horse and carriage rides, jumping castles, a Djabugay dance performance, a magic show, plant and cassowary awareness displays at Centenary Park and a live broadcast from Hot FM.



Kuranda Festival's annual German sausage Eating Competition will coincide with Oktoberfest celebrations this year. Tourism Kuranda executive officer Marc Sleeman, Petra Warnick and German Tucker Kuranda owner Patric Jung get in swing of things ahead of the festival. Picture: Stewart McLean

FAMILY ACTIVITIES

BRING the whole family to the village in the rainforest to enjoy an action-packed day of exciting activities and thrilling shows. Some events on Sunday, October 23, will include:

- 8am to 9.30am Kuranda Poets Breakfast, Frogs Restaurant – Heritage Markets
- 9.30 to 10.45am Bash of the Barron River Raft Race, Banks of the Barron River – team registrations from 9.30am
- 10am to 3.00pm – Mad Hatters Tea Party, Original Rainforest Markets
- 10am to 3.00pm Kuranda Conservation Cassowary awareness display celebrating Kuranda Cassowary Day, Centenary Park
- 10am to 3pm Face Painters, Centenary Park & Heritage Markets (Face Painting Competition – prizes and judging at 1.30pm Heritage Markets)
- 10am to 3pm Kuranda Arts Co-op Art Displays "Weaving the community together", Kuranda Arts Co-op 20 Coondoo Street
- 10.15am to 10.45am Danny Simony Kids Magic Show, Centenary Park
- 10.45am to 11.15am Cynas Circus aerial performance, Centenary Park
- 11.00am to 2pm Hayley Gillespie Kids art and craft program, make a Mad Hatters hat, Centenary Park
- Noon to 12.30pm German Tucker Sausage Eating Competition, Centenary Park
- Noon to 1pm Cynas Aerial Circus Workshops
- Noon to 12.30pm Honey and Spice Ukulele Group performing outside the Kuranda Arts Co-op

KURANDA FESTIVAL SCHEDULE OF EVENTS

- 8.00 – 9.30am Kuranda Poets Breakfast (Frogs Restaurant – Heritage Markets)
- 9.30 – 10.30am - Bash of the Barron River Raft Race (Banks of the Barron River - registrations 9.30am)
- 10.00 - 3.00pm - Mad Hatters Tea Party – (Kuranda Original Rainforest Markets)
- 10.00 – 3.00pm – FREE mini golf (Kuranda Original Rainforest Markets)
- 10.00 – 3.00pm Kuranda Envirocare – Plant Display (Centenary Park)
- 10.00 – 3.00pm Kuranda Conservation – Cassowary awareness display (Centenary Park)
- 10.00 – 1.00pm Hot FM (Outside Broadcast) with Illy & Chad (Centenary Park)
- 10.00 – 3.00pm 4 Face Painters located – (Centenary Park & Heritage Markets)
- 10.00 – 3.00pm Kuranda Arts Co-op community weaving - "Weaving the community together"
- 10.00 – 3.00pm Horse & Carriage Rides around the village (Departs Therwine – opposite Info Centre)
- 10.00 – 4.00pm 3 x Jumping Castles (Centenary Park)
- 10.15 – 10.45 Danny Simony Kids Magic Show (Centenary Park)
- 10.30 – 11.00am Diamond Duo – Amazing kids street performance – St Saviour's Church
- 10.45 – 11.15am CYCAS Circus aerial performance (Centenary Park)
- 11.00 – 2.00pm - Hayley Gillespie - Kid's art and craft program – make a Mad Hatters hat
- 11.15 – 11.45am Kuranda Candy Making Demonstrations (21 Coondoo Street)
- 11.30 – 12.30noon Dream State Circus Performance (Coondoo Street – St Saviour's Church)
- 11.30 – 12.00pm CYCAS Aerial Circus Workshops (Centenary Park)
- 12.00 – 12.30pm German Tucker Sausage Eating Competition (Centenary Park)
- 12.30 – 1.00pm Kuranda Ice-cream Eating Competition (Kuranda Original Rainforest Markets)
- 12.30 – 1.00pm Djabugay Aboriginal Dance Performance (Centenary Park)
- 1.00 – 1.30pm Diamond Duo – Amazing kids street performance (Coondoo Street – St Saviour's Church)
- 1.00 – 1.45pm Dream State Circus Performance. (Centenary Park)
- 1.15 – 1.45pm Kuranda Candy Making Demonstrations (21 Coondoo Street)
- 1.15 – 1.45pm Heritage Markets Face Painting Competition – (registration from 1pm – judging at 1.30pm)
- 1.30 – 2.00pm Honey and Spice Ukulele Group performing outside the Kuranda Arts Co-op
- 1.45 – 2.15pm CYCAS Circus aerial performance (Centenary Park)
- 2.30 – 3.45pm Dream State Circus and CYCAS Circus interactive Circus Workshops. (Centenary Park).

TEQ's INTERNATIONAL DIRECTOR China, Hong Kong and Taiwan. – On Friday 14th October I attended a TTNQ networking event in Cairns to meet the new TEQ's International Director for China, Hong Kong and Taiwan - Charley Shen who has just started in this new role with TEQ. It was also a great opportunity to meet Katie Mills - TEQ's Director for Eastern Markets. Both of them are quite familiar with Kuranda and I have invited them both up during their next visit.

MSC TECH ONE TRAINING – On Tuesday 4th October I attended TechOne training in Mareeba to help processing of invoices.

TRIPPING MAGAZINE FEATURE – During the month I co-ordinated a co-operative feature with Tripping Magazine. This feature included Skyrail, Koala Gardens, Birdworld Kuranda, Emu Ridge Gallery and Kuranda Riverboat. Our investment was \$200 and this help secure a double page feature which represents an excellent return on our advertising investment.

SO MUCH TO DO

Kuranda
Visit the backbeat villages for family fun or when you only want to do just one thing in a day. As well as information about Kuranda and where to go, you'll also discover a relaxing, scenic and contemporary range of experiences. This section is a complete guide to the rainforest, the village and the hills.
Address: The Barron Street, Kuranda
Phone: 4088 9811 (or 4088 9311)

Emu Ridge Gallery
Kuranda
See the success of nature created through art, photography, sculpture and crafts for your family and friends. Kuranda's Emu Ridge gallery of art and crafts is a must-see attraction. The gallery features a wide range of art and crafts, including photography, sculpture and crafts. The gallery is a great place to spend an afternoon, and is a great place to buy a gift for someone special.
Address: 4088 9811 (or 4088 9311)

River Boat Cruise
Skiatog
The Barron River is a beautiful and scenic waterway. The river is a great place to spend an afternoon, and is a great place to buy a gift for someone special. The river is a great place to spend an afternoon, and is a great place to buy a gift for someone special.

Welcome to Kuranda!
Kuranda offers an amazing array of world renowned activities and adventures which include hiking, bushwalking, nature walks, scenic flights, and more. Kuranda is a beautiful and scenic town, and is a great place to spend an afternoon. Kuranda is a beautiful and scenic town, and is a great place to spend an afternoon.

KURANDA Village in the Rainforest
Skiatog
birdworld kuranda

Check in and log on @Kuranda
FREE WiFi
Kuranda
Skiatog
birdworld kuranda

CAIRNS TRIPPING

TEQ & TTNQ MEDIA & TRADE FAMILIARISATIONS – During the month we hosted the following trade and media famils in Kuranda village.

13th October - Astro Romantika Malaysia Broadcast - Filming of Season 6 of Astro Ria's popular series 'Romantika' which features two celebrity couples enjoying a holiday together at a selected destination. The two Australian episodes will showcase city experiences, nature, food (including halal dining) and coastal lifestyle - Cairns and Great Ocean Road. This media group had lunch at Frogs Restaurant and experienced both markets and wildlife attractions.

8th October - Rede Record - TV Record, Brazil media filming - TV Record is one of Brazil's three major television channels and the crew will be traveling to Australia to film a documentary for Record Camera (50 minute program which airs on Thursdays at 10.00PM) and 'Great Report' segments for Domingo Espectacular (a Sunday emagazine with news stories). The show is looking to profile the positive relationship with Brazil and Australia and especially the rise of tourism for Brazilians and the biggest draw its wildlife / coastal experiences. Cathy Harvey also organized for Errol to provide a welcome to Country.

MERAKI EXTERNAL MODUM – During the month MSC organized for an external contractor to pressure clean the external walls of the toilet block including my office. During this process the cleaning contraction sprayed the external modem which leaked water and stopped working. Thankfully it started working again after two days but IT intends to put in an insurance claim.

KURANDA FESTIVAL PROMOTION - KEYS TO KURANDA – This year as part of our Kuranda Festival advertising package I also managed to negotiate additional radio exposure by organizing a Kuranda family package (2a & 2c) for Hot FM to use to promote the festival.

The Keys to Kuranda package include the following.

- One way Kuranda Scenic Railway journey - Family Pass - (2a & 2c)
- One way Skyrail Rainforest Cableway - Family Pass - (2a & 2c)
- Entry into Kuranda koala Gardens - Family Pass - (2a & 2c)
- Entry into Birdworld Kuranda - Family Pass - (2a & 2c) -
- Entry into Australian Butterfly Sanctuary Family Pass - (2a & 2c)
- Entry into Rainforestation Nature Park - Family Pass (2a & 2c)
- Kuranda Riverboat Cruise - Family Pass (2a & 2c)

The additional radio exposure include the following.

Promotion Name Hot FM Key to Kuranda Competition

Pre-Promote: Thursday 13 Oct –Sunday 23 Oct

20 x 30 second promotional pointers

5 x live announcer liners

1 x facebookposts

Correspondence In:

- 22/9 ATE17 email | Seller applications now open
- 22/9 E-mail from Peter Franks re: festival funding and in-kind support
- 26/9 Email from Dream State Circus - Performing in Kuranda - Risk assessment
- 29/9 confirmation from Kuranda Ambos re: Kuranda Festival participation
- 29/9 E-mail from Amy Mail – re: Great Northern 2017 PR Stunt
- 7/10 E-mail from David Littlefield re: Kuranda Village Cleaning male toilet mess
- 7/10 E-mail from Mary Naylor re: upgrades to toilet block
- 10/10 E-mail from Sali Rusch re: INVITATION to Job Find Launch
- 11/10 E-mail from John Clark Manager – Tobruk Pool re: media launch
- 14/10 E-mail from Shellina at MSC re: Kuranda Centenary Park Approval
- 14/10 E-mail from Glenys Pilat re: In-kind assistance for Kuranda Festival and Easter Fair
- 18/10 E-mail from Father Wright re: Kuranda Festival Scheduling
- 20/10 E-mail from Glenys Pilat re: AirBnB concerns re TK levy raised at Community BBQ
- 23/10 E-mail from Cr. Angela Toppin, Congratulations on a highly successful event.
- 24/10 E-mail from Candice Walsh re: dates of festival
- 24/10 E-mail from Candice Walsh re: continuation of festival
- 24/10 E-mail from Ivana at KSR re: customer complaint about toilets

Correspondence Out:

- 22/9 E-mail to Glenys Pilat re: Kuranda Festival 2016 & Easter 2017 In-kind support
- 23/9 E-mail to Peter Franks re: Event funding and In-kind support
- 27/9 E-mail to Shellina McKellar re: park cleaning during community events
- 29/9 E-mail to Leon at Kuranda Ambos re: Kuranda Festival
- 6/10 E-mail to Kuranda Accommodation group re: Marquee at Kuranda Festival
- 6/10 E-mail to Raft Race Teams – re: participation requirements
- 11/10 E-mail to Kuranda business owners requesting prizes for festival
- 17/10 E-mail to Tony Alston MSC re: festival requirements In-kind
- 18/10 Email sent to all marquee participants re: Centenary Park layout for festival
- 18/10 E-mail to Father Wright re: Festival – change of times.