



Hi,

Hard to believe it's February already and we are well behind schedule in preparing our first newsletter for 2007. The year has started strongly and we have been rushed off our feet or more likely stuck to our chairs as we worked our way through a very busy January.

In response to requests from you our clients' we are excited to announce a new initiative, Key Conference Solutions Business Event Management Service. This full business event management service can assist in organising all or part of your conference from delegate registration through to program development and to on-site assistance. This full conference management service is a natural extension to our national/international venue finding service. Requests from clients seeking us to assist them in all aspects of their business events sees our National BDM Lisa Moloney head up the team. More information on this exciting development is detailed in our newsletter below.

It was interesting to receive a request for a list of venues, which might be considered "green" or had actively undertaken steps to reduce their use of water and power. The steps could include the use of natural light, passive heating and cooling, waste or water recycling, solar power/water, energy efficiency principles including lighting and use of green power. It would appear that a measure of how "green" a venue is still some time away but this is perhaps the way of the future where a "green" rating will be part of the site selection consideration just like a star rating.

It has been great to spend some summer time enjoying sailing with family and friends, but it all came to a halt when we managed to loose the forestay and the mast came tumbling down. It was an exciting day on the water for all of us. Crew and boat safely returned to the marina and we are looking forward to getting back out on the bay when repairs are completed. Hope you are enjoying your summer!

Regards,

Jim Conway

BALGOWNIE ESTATE RESORT
THE STABLES CONFERENCE CENTRE
BELLACHARA
HAPPENINGS
OUT AND ABOUT
SHARING THE KNOWLEDGE
JOIN AUSTRALIA'S TOP COMPANIES
YOUR SAY
CONTACT US



If you would like to forward this e-newsletter to a colleague, [click here](#).



Click here to visit the Key Conference Solutions website

## VENUES

Yarra Valley - Balgownie Estate Vineyard Resort and Spa



Located only 60 minutes from Melbourne 's CBD and 55 minutes from the Airport, Balgownie Estate is located in the heart of the picturesque Yarra Valley.

## HAPPENINGS

### HOT OFF THE PRESS

#### Now Available - Business Event Management Service

Our dedicated team of conference organisers and project managers will devote their expertise and enthusiasm to making your business event the very best it can be. If you're looking for a creative and well- structured organiser, then call us now, because we can provide you with innovative thinking, expertise and dynamism that will make your event a truly unique and highly memorable experience.

Rest assured that with our professional team onboard your business event is in safe hands and that we will deliver to you a flawless event.

When organising your national and international conferences, corporate events, meetings, product launches, exhibitions, gala dinners and staff development programs we offer the following services:-

There are some 65 modern spacious suites at Balgownie Estate Vineyard Resort and Spa and all have impressive views across the picturesque Yarra Valley to be enjoyed from your balcony. Each suite features a comfortable living area and a full size spa bath in which to luxuriate. The feeling of luxury and convenience continues with other well-appointed features including access to the internet, in-dial telephones and a practical kitchenette.

The fully equipped conference & function centre has state-of-the art audiovisual equipment, including a drop down data/video projector and large screen, in-house sound system, complimentary high speed wireless access in conference and restaurant areas, wireless microphones, video/DVD players, TV, white boards and flip charts.

A full range of activities are available including a heated indoor pool, steam room, gymnasium, tennis court, jogging and walking track, hot air ballooning and of course wine tasting seminars.

Find out more from [Pam Conway](#) +613 9870 4611

### Mornington Peninsula - The Stables Conference Centre



Located centrally in Victoria's famous Mornington Peninsula at Red Hill on the Mornington Peninsula is one of Australia's premier boutique residential conference destinations The Stables Conference Centre.

The Stables is surrounded by 72 acres of rolling pastures, native bush land and tranquil gardens. Built around the original colonial homestead and restored stables, it offers a unique ambience and level of privacy...perfect for your next conference or retreat.

Two fully appointed conference rooms cater for the needs of both small and larger groups up to 22 people in a U shape with both rooms having ergonomic 'all day' conference chairs, plenty of natural light and the usual facilities you would expect in a quality IACC approved member venue.

A range of indoor and outdoor options exist for break-out or syndicate work and delegates have access to refreshments at all times.

The historic Gairloch dining room provides a wonderful setting to enjoy the very best of what the Peninsula has to offer. Chef prepares a restaurant quality main fare selected from fresh seasonal produce and complimented by quality Peninsula wines.

The property is dedicated to the needs and privacy of your group and ensuring you have a successful conference or retreat activity. 'Exclusively Yours' option means just that... As a smaller conference venue, they can ensure that you have exclusive use of the facilities, which means no bumping into other groups or leisure guests or worrying about who might see your commercially sensitive flipcharts.

Find out more from [Lisa-Maree Roberts](#) +61 3 9870 4611.

- Program design
- Negotiations and Contracting
- Logos/Theme Development
- Event budget
- Registrations, hardcopy and online
- Delegate recruitment management
- Graphic design and print
- Call for papers, hardcopy and online
- On-Site Project Management
- International marketing and delegate boosting initiatives
- Event merchandise
- Public relations and press liaison
- Risk management
- Critical path development
- Exhibition & sponsorship package design and sale
- Exhibition management
- Audio Visual production
- Set design and construction
- Social program design and management
- Pre and post touring
- Advertising and channel marketing
- Government and industry grants
- Webpage design & maintenance
- Food & Beverage management
- Event budget underwriting and risk sharing strategies
- Post Conference Reconciliation & Wrap-up

### The Key Conference Solutions Advantage



Through our team of professional conference organisers we bring strategic planning skills, creativity and passion, experience and state of the art technology. This combination means every aspect of your conference, from planning to execution, will reflect your organisation's professionalism and overarching objectives.

For more information contact [Lisa Moloney](#), [Mark Richardson](#) or [Richard Dinnage](#) on +61 3 9870 4611



**"Act as if what you do makes a difference. It does."**

**- William James**

## Sydney South Coast - Bellachara Boutique Hotel



Bellachara Boutique Hotel, a stunning sanctuary with views overlooking the mountains, across wetlands and back to the sea is the ultimate destination for a conference – just 90 minutes south of Sydney.

Removed from the stresses of the city, your team can focus on the issues at hand. The professional staff at Bellachara will ensure every need is catered for within this chic and sophisticated conference facility with flexible event spaces to suit every conference. A stunning boardroom available for 14 delegates to the Terrace Room with a capacity for 180 delegates and breakout rooms they have all the venue space you need.

With 52 luxurious rooms available, you can reward your team for their efforts with superb accommodation as well as the opportunity to relax in the swimming pools, make use of the tennis court and billiard room.

The Bellachara day spa is located on the top floor of the hotel overlooking the central pool, the hinterland and back to the ocean. The five spacious treatment rooms, two of which are double, dedicated spa pedicure room and private lounge with balcony overlooking the hotel have all been designed and decorated to offer a beautiful, luxurious experience for your delegates.

Find out more from [Lisa Moloney](#) +613 9870 4611

**"Better remain silent, better not even think, if you are not prepared to act."**

- Annie Besant

## SHARING THE KNOWLEDGE

Our ongoing schedule of briefing sessions and venue inspections ensures our product knowledge is extensive and current which allows us to offer you professional, authoritative and independent advice on the conference and meeting venue scene throughout Australia and overseas.

Been in to see us and update us on their venues include Priscilla Mackay and Lorraine MacGregor - Clarion Hotel on Canterbury, Natasha Contini - Radisson Hotel Suites Sydney, Kadifa Ridgway - Eco Point Resorts, Cheryl Ashley & Winnii Loke - Melbourne Aquarium, Kun Rahadian & Simon Glover - The Sebel Kirkton Park Hunter Valley, Zac Hope - The Sebel Resort & Spa Hawkesbury Valley, Lily Yan - Carlton Crest Melbourne, Fiona McManimm - The Arts Centre, Sarah Hughes and Felicia Corso - Epicure Catering, Emma Parker - Langham, Anne Gottoli - Marriott Hotels and Resorts, Teresa Head - Lancemore Hill, Sue Sedelies - The Country Place, Nikki Carter - St Kilda Rd Parkview, Sarah Bonnici - Four points By Sheraton Geelong, Rhonda Norman - Mantra Hotels and Peppers Resorts, Lisa Dove - Stonelea Country Estate, Annalisa Magnanini - Rydges Carlton, Monica San Martin - The Cumberland Marysville and Villa Day Spa, Tish Black - The Cumberland Lorne, Jane Tanti - MCK Hotels and Resorts New Zealand and Tamara Lowe - Rendezvous Hotel.

## JOIN AUSTRALIA'S LEADING COMPANIES

Join Australia's leading companies that are taking advantage of the **free venue-finding service** Key Conference Solutions offers.

Bendigo Bank, Mayne Pharma, The PacificInstitute, Victoria University, Hagemeyer AQIS, Social Change Media, Aust Refined Alloys, Zinifex, Administrative Appeals Tribunal, Programmed Maintenance, Bulla Dairy Foods, Pioneer Electronics, HICAPS, Blackrock Investment Management, Joanna Clary Consulting, Thales Australia, CIPS, Ausmed, eBay, Rabobank, Clayton Utz, Merck Sharp & Dohme, Simplot, Medibank Private, GlaxoSmithKline, Novartis, Origin Energy, ABN AMRO, Repco, Victoria Police, Tabcorp Holdings Ltd, Transfield Services, CSL Ltd, ITL Healthcare, BASF and Tennis Australia are just some of the organisations who have chosen Key Conference Solutions to source venues throughout Australia, New Zealand and overseas for their upcoming business meetings and conferences.

**"You can always tell a real friend: when you've made a fool of yourself he doesn't feel you've done a permanent job."**

- Laurence J. Peter

## OUT AND ABOUT

Members of our team have been out and about in December and January personally visiting...

The Cumberland Marysville & Villa Day Spa, Stonelea Country Estate, Marylands Country House, Campaspe House, Mantra Erskine Lorne, One Fitzroy Street, Pacific International Suites Melbourne, Karstens at CQ, Spring Street Conference Centre and Mercure Hotel Melbourne.

**"I've got a great ambition to die of exhaustion rather than boredom."**

- Thomas Carlyle

## CONTACT US:

**Phone: +61 3 9870 4611**  
Fax: +61 3 9870 4622

Lisa Moloney:  
National Business Development Manager  
[lmoloney@conferencesolutions.com.au](mailto:lmoloney@conferencesolutions.com.au)

Sue Wall: Sales Consultant  
[swall@conferencesolutions.com.au](mailto:swall@conferencesolutions.com.au)

Lisa-Maree Roberts: Sales Consultant  
[lmroberts@conferencesolutions.com.au](mailto:lmroberts@conferencesolutions.com.au)

Nicola Brown: Sales Support  
[nbrown@conferencesolutions.com.au](mailto:nbrown@conferencesolutions.com.au)

Angela Martin: Sales Support  
[amartin@conferencesolutions.com.au](mailto:amartin@conferencesolutions.com.au)

"The best path through life is the highway."

- Henri Frederic Amiel

## YOUR SAY

"Excellent service – Key Conference Solutions staff were just great"  
**Sally Beddoe**

"Friendly, prompt, efficient – will use your service every time. Saves me many hours of time and work – excellent!"  
**Kerry Lee**

"Exceptional! I highly recommend Key Conference Solutions to anyone planning a retreat – Such an excellent service"  
**Judy Holmstrom**

Pam Conway: Director  
[pconway@conferencesolutions.com.au](mailto:pconway@conferencesolutions.com.au)

**Business Event Management**  
Mark Richardson  
[mark@conferencesolutions.com.au](mailto:mark@conferencesolutions.com.au)

Richard Dinnage  
[richard@conferencesolutions.com.au](mailto:richard@conferencesolutions.com.au)

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We're eager to hear what you think of this newsletter.  
[Feel free to offer your comments and suggestions.](#)