

DRAFT MINUTES



MOUNT BUSINESS ASSOCIATION ANNUAL GENERAL MEETING

Name:	Mount Business Association
Date:	Wednesday, 26 October 2022
Time:	5:30 pm to 6:50 pm (NZDT)
Location:	Mount Community Hall, Lounge, 345 Maunganui Road, Mount Maunganui, 3116

1. Opening Meeting

1.1 Welcome and Introduction

- Kate welcomed everyone to the meeting and thanked everyone for attending.
- The meeting was declared quorate.

Attendees:

Staff/guests:

- Claudia West, Destination Marketing Manager
- Malika Ganley, Operations Manager
- Richard Dey, William Buck Auditors

Members:

- Kate Barry-Piceno (Board Chair), Mauao Legal Chambers
- Kelly Kingston, SELF_ (Mount Skin & Body)
- Matt Saunders, Mount Surf Shop / Rip Curl
- Lauren Pederson-Saunders, Mount Surf Shop / Rip Curl
- Simona & Gabriela Caracausi, In Italy
- Jo Veale, Tea153, Mount Backpackers, Strictly for the Birds
- Lisa Kerr, Fox's Hawker House
- Christine & Mark Woodham, Shoe & Me
- Ian White, Polar Dessert Bar
- Georgia Burr, Float Fitness
- Carl Liu, Pharmacy 257
- Viarni Bright, Bad Company
- Terry McFetridge, Abernethy Broach Law
- Victoria Thomas, Pluto
- Leigh Stevens, CCE Property Ltd (Landlord)
- Dale Mallett, Health2000
- Harry & Viv Hill, Landlords

- Grant Aislabie, The Mount Lawyers
- Kathryn & Bill Evaroa, Mount Longboards
- Glenn Stubbs and Deb Parlour, Mount Made Ice Cream

Online:

- Amy Smith, Board Secretary
- Kendyl Sullivan, Tauranga City Council
- Tim Plews, Paper Plane
- Mark Lucero, The Pizza Library
- Meghan Maher, Repertoire
- Jodie Snooks, Stuff

Apologies:

- Christine Clarkson, aim'n
- Rainy Donald, Mount Pharmacy
- Nick Potts, Solera
- Blaire Moore, Kapura
- Michelle Rivers, Awa Designs
- Will Crosby, The General
- Lisa Rooney, Digital Marketing Contractor
- Paora Stanley, Ngai Te Rangi



Apologies

Accept the apologies.

Mover: Kate Barry-Piceno

Secunder: Kelly Kingston

Decision Date: 26 Oct 2022

Outcome: Approved

1.2 Confirm Minutes

Mount Business Association Annual General Meeting 28 Sep 2021, the minutes were confirmed as presented.

- The minutes were circulated.
- No matters arose from the minutes.
- Kate (Board Chair) signed the minutes.



Confirm Minutes

That the minutes of the 28 September 2021 AGM and the 26 January 2022 SGM be confirmed as true and accurate records.

Mover: Kate Barry-Piceno

Secunder: Jo Veale

Decision Date: 26 Oct 2022

Outcome: Approved

2. Reports

2.1 Chairperson's Report

- Kate presented the Chairperson's report.
- The relationship with Tauranga City Council (TCC) has grown stronger over the past year. Kendyl Sullivan attends board meetings as the TCC representative to help escalate issues and set up meetings with the respective Council teams quicker.
- There has been a big focus on strengthening the organisation and its systems and processes.
- A lot of roles have been contracted instead of employed which reduces overheads and enables us focus on core work and membership.
- Over the past year we delivered four public events, seven micro activations, sponsored the jazz festival, and continued the weekly Sunday Farmer's Market.



Chairperson's Report

Adopt the Chairperson's report.

Mover: Kate Barry-Piceno

Seconder: Matt Saunders

Decision Date: 26 Oct 2022

Outcome: Approved

2.2 Manager's Report

- Claud presented the Manager's report.
- The organisation has come a long way over the past year despite challenges due to Covid-19.
- Two new AEDs are in place.
- There has been a big focus on member engagement, building the new website and social media.
- Key focuses next year are producing a strategic plan for the next three-five years and getting an external facilitator to manage it, street cleanliness, lighting and safety, landlord communication and engagement, continuing to grow social media and marketing, and beach and street clean-up events.



Manager's Report

Adopt the Manager's report.

Mover: Kate Barry-Piceno

Seconder: Dale Mallett

Decision Date: 26 Oct 2022

Outcome: Approved

2.3 Annual Financial Report

- Kate presented the financials.
- Kate acknowledged Kim Renshaw's work as Treasurer.
- Financial processes have been streamlined by moving to Xero.
- Notes to the 2022/23 budget:

- There is a build-up of \$231K that has rolled over. Proposed to spend \$83K of this which includes some of the rollover from the previous budget that was not spent.
- Street cleanliness and litter are big issues faced by members and we are working with TCC to improve these issues.
- We need to consider the changes of the new Incorporated Societies Act and review our constitution in line with the changes. Some financial reporting requirements will also change.
- The 2023/24 budget will be presented at the 2023 AGM. The targeted rate will not increase but may increase over time. Breakdown of the targeted rates are available on the TCC website.
- Comments from auditor Richard Dey:
 - There is an improvement in our set of financial statements.
 - Two sets of audits were completed for 2020-21 and 2021-22 and our financials are now up to date.
 - The auditors will provide a report on recommendations to the Board.



Statement of Accounts and Audit

Approve the Statement of Accounts and Audit.

Mover: Kate Barry-Piceno

Secunder: Kelly Kingston

Decision Date: 26 Oct 2022

Outcome: Approved



2022-23 Draft Budget

Approve the 2022-23 financial year draft budget which includes a targeted rate amount \$188,556 which contains no increase from the previous year.

Mover: Kate Barry-Piceno

Secunder: Grant Aislabie

Decision Date: 26 Oct 2022

Outcome: Approved



2023-24 Draft Budget

Approve the 2023-24 draft budget which includes a targeted rate levy of \$188,556, which contains no increase to this amount.

Mover: Kate Barry-Piceno

Secunder: Grant Aislabie

Decision Date: 26 Oct 2022

Outcome: Approved

3. Appointments

3.1 Election of 2022/23 Committee Members



Election of 2022/23 Committee Members

Elect the following nominated people as 2022/23 Committee Members:

- Kate Barry Piceno
- Paora Stanley
- Tim Plews
- Kate Evaroa

- Matt Saunders
- Mark Lucero
- Kelly Kingston

Decision Date: 26 Oct 2022

Outcome: Approved



Election of Board Members

Appoint Jo Veale and Harry Hill on to the Mount Business Association Board.

Mover: Kate Barry-Piceno

Second: Matt Saunders

Decision Date: 26 Oct 2022

Outcome: Approved

3.2 Appointment of Auditor



Appointment of Auditor

Appoint William Buck Auditors as the Mount Business Association auditor.

Mover: Kate Barry-Piceno

Second: Grant Aislabie

Decision Date: 26 Oct 2022

Outcome: Approved

3.3 Appointment of Officers



Election of Officers for 2022/23

Appointment of officers for 2022/23 to be done at the first Board meeting following the AGM.

Mover: Kate Barry-Piceno

Second: Kelly Kingston

Decision Date: 26 Oct 2022

Outcome: Approved

4. Decisions and Discussions

4.1 Proposal

- Extending the boundary is a way to build member engagement, gives more people the option to join the association and will help increase the awareness of and promote the association.
- The boundary extension will be done over time.
- The website will include a back-end area for members to communicate with other members. A WhatsApp group for members will be established to log security and health and safety issues.
- We anticipate a 5% inflation of targeted rates in future budgets beyond 2023/24, which will be reviewed when the time comes and presented at the AGM; increases to the budget require approval at the AGM. This would mean an average \$10k increase to the budget across all members year to year. The targeted rates are not being increased yet but it is part of the TCC long term plan that goes to consultation.



Targeted Rate Area Proposal

Accept the proposal to investigate the expansion of the Mount Business Association targeted rate area.

Mover: Grant Aislabie

Secunder: Ian White

Decision Date: 26 Oct 2022

Outcome: Approved



Increase in Future Budgets

Accept the proposal of an annual increase of 5% year on year to our annual targeted rate.

Mover: Kate Barry-Piceno

Secunder: Harry Hill

Decision Date: 26 Oct 2022

Outcome: Approved

5. General Business

5.1 Any Other Business

- Street safety continues to be a big issue. We continue to work with TCC to improve street safety such as installing CCTV cameras and raised speed bumps. Claud will keep members updated on the progress. Road markings have recently been repainted.
- Ian White won the \$300 draw for advertising or spending on Main Street.
- The Board thanked everyone for attending the AGM.

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____