



## **MINUTES OF THE ANNUAL GENERAL MEETING**

6.00pm, Tuesday 27<sup>th</sup> October 2020

Waiuku Business and Development Association

Venue: Waiuku Golf and Squash Club, Kitchener Road, Waiuku, Auckland, 2123

### **Attendees:**

Scott Steel Works	Scott Archer
Scott Steel Works	Jo Archer
Unichem Pharmacy	Gary Parker
Action Office Products	Bill Deed
Sunset Surf n Turf	Julie Powell
Sunset Surf n Turf	Selma de Beer
Insurance Bro	Tony Park
Mike Pero Mortgages	Sherilyn Fretton
Mitre 10	Samara Edgecombe
St John	Lisa-Marie Anderson
St John	Ali McGraw
Waiuku ITM	Darren Wilson
Waiuku ITM	Sharon Wilson
Cocky's Corner	Angela Wilson
Cossie Club	Noel Burns
Malt n Steel	Boss Man
Gem Media Agency	Gemma Johnson
Waiuku ITM	Darren Wilson
Waiuku ITM	Sharon Wilson
WB&DA	Sharlene Druyven
WB&DA	Harriet Beaton
Franklin Local Board	Logan Soole
Franklin Local Board	Andrew Baker
Local Police	Danny Hodson
Local Police	Dean Borrell
Knight and Dickey	John Dickey
New World	Jeremy Lamb

All AGM documentation -previous minutes, budget and annual plan, agenda, audited accounts and reports provided to attendees prior to meeting and available to all members on the night:

Chairperson Julie Powell welcomed everyone to the 2020 Annual General Meeting and instructed about basic housekeeping. She then introduced two members of local law enforcement Police Officers Dean Borrell and Danny Hodson.

They spoke briefly to the room before excusing themselves. They talked about the importance of reporting crime, even if it is after the fact. They advised the importance of taking photos and calling 105 to report a crime if it has already taken place. For example, on Karioitahi Beach where there have been a lot of complaints on

social media but not so many to the NZ Police. Police are deployed based on statistics, so these needs to accurately represent the rates of incidence.

A question and answer session proceeded.

## Item

1. Apologies	<table border="0"> <tr> <td>Local Board</td> <td>Matthew Murphy</td> </tr> <tr> <td>Patterson &amp; Burn</td> <td>Lynette Hunter</td> </tr> <tr> <td>Framed Hair</td> <td>Samantha Graham</td> </tr> <tr> <td>Baker's Shoes and More</td> <td>Fiona Baker</td> </tr> <tr> <td>Glenbrook Model Railway</td> <td>Bob and Julie</td> </tr> <tr> <td>Whittaker-Scott Creative</td> <td>Zana Whittaker-Scott</td> </tr> <tr> <td>Sandspit MotorCamp</td> <td>John Creighton</td> </tr> <tr> <td>Scott's Steelworks</td> <td>Scott Archer</td> </tr> </table>	Local Board	Matthew Murphy	Patterson & Burn	Lynette Hunter	Framed Hair	Samantha Graham	Baker's Shoes and More	Fiona Baker	Glenbrook Model Railway	Bob and Julie	Whittaker-Scott Creative	Zana Whittaker-Scott	Sandspit MotorCamp	John Creighton	Scott's Steelworks	Scott Archer	<p><b>Resolution:</b></p> <p><b>Moved:</b> Bill Deed</p> <p><b>Second:</b> Sherilyn Fretton</p>
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2. Confirmation of the 2019 AGM Minutes	<p><b>Recommendation:</b> To adopt the 2019 minutes as provided to members.</p>	<p><b>Resolution:</b> to accept the 2019 WB&amp;DA minutes as a true record of proceedings. No matters were arising.</p> <p><b>Moved:</b> Bill Deed</p> <p><b>Second:</b> Jo Archer</p>																
3. Chairpersons Report	<p>The Chairperson spoke of how this year had certainly been an unusual one and a brief overview of her report (previously sent out) was presented to the 2020 AGM.</p>	<p><b>Resolution:</b> To accept adopt the Chairpersons AGM 2020 reports.</p> <p><b>Moved:</b> Sam Edgecombe</p> <p><b>Second:</b> Sherilyn Fretton</p>																
4. Managers' Report	<p>The Town Manager, Sharlene Druyven gave a brief overview of her report with a run down of promotions and initiatives set in motion by the WB&amp;DA throughout the year to minimise the effects of COVID-19 on the member businesses and plans for the upcoming year</p>	<p><b>Resolution:</b> To accept adopt the Managers AGM 2020 reports.</p> <p><b>Moved:</b> Lisa Anderson</p> <p><b>Second:</b> Samara Edgecombe</p>																
5. 2020 Treasurer's Report and Financial Statements	<p>Sherilyn Fretton – WB&amp;DA Treasurer, presented with a summary and verbal report the financial statements and auditor's report by David Knightly from Blackmore, Virtue and Owens (BVO). An</p>	<p><b>Resolution:</b> That the year ended 30/06/2020 audited Financial statements be accepted as a true and</p>																

explanation was given about variance in GST amounts.

- Audit completed 07/10/2020 by David Knightly

accurate record of the financial position of the WB&DA.

**Moved:** Jo Archer

**Second:** Bill Deed

**6. To adopt the 2020/2021 indicative budget**

**Recommendation:**

All budget and plans for the period were provided prior to the AGM and discussed by the then committee, following this it was proposed that the AGM membership adopt the 2020-2021 budget and plan for the Waiuku Business and Development Association including a BID targeted rate of \$135,025, representing no change from the current amount.

**Resolution:** The 2020/2021 indicative budget and plan be accepted.

**Moved:** Lisa Anderson

**Second:** Sam Edgecombe

**7. Executive committee nominations for 2020/2021**

The first matter regarding nominations was that the size of the committee of the Waiuku Business and Development Association be kept at eight positions and one local board representative.

**Resolution:** To keep the committee to eight positions and one local board representative.

**Moved:** Angela Wilson

**Second:** Noel Binns

The candidates nominated for the committee of the Waiuku Business and Development Association were received in line with the constitutional rules.

**Resolution:** To appoint Angela Wilson to the Committee

**Moved:** Julie Powell

**Second:** Samara Edgecombe

The members standing are for the eight vacancies. The nominations have been received and there are seven nominations for the eight vacancies.

It was asked if there were any nominations from the floor to fill the final vacancy. Angela Wilson from Cocky's Corner raised her hand, and she was appointed.

The question was asked whether candidates for the Executive Committee be appointed today or at the first committee meeting? It was decided that the decision would be held at the first committee meeting

**Resolution:** To appoint the Executive Committee at the first committee Meeting to be held in November.

**Moved:** Jo Archer

**Second:** Noel Binns

## 8. Auditors appointed

**Auditors appointment:** Waiuku Business and Development Association are required to appoint an auditor for the following period.

An auditor must be from out of the area and be impartial. David Knightly from BVO has been our auditor for the past six years and has done a professional and thorough job on our audit. Does anybody have any objections to David Knightly continuing to audit our financials?

Jo Archer and John Knight asked how the GST got missed. This was explained by Sherilyn Fretton and the resolution was passed.

**Resolution:** Accept the appointment David Knightly of BVO as auditor for the 2020-2021 period.

**Moved:** Noel Binns

**Second:** Julie Powell

## 9. Special Resolutions

- (1) Special Resolution
- SPECIAL Resolution: BID Programme agreement with Auckland Council renew Auckland Business and Improvement District (BID) Programme Agreement: That the Waiuku Business & Development Association adopts and signs the Auckland Business Improvement District Programme Agreement, effective until 2023  
Reason: The Auckland Business Improvement District (BID) Policy (2016) requires a formal agreement committing Auckland Council and the business association to accountability and governance requirements for three years. The current agreement expires (2020). In order to continue delivering a BID programme, the Association must formally adopt and sign a new BID Programme Agreement.

**Resolution:** Accept the terms of the Special Resolution put forward.

**Moved:** Angela Wilson

**Second:** Jeremy Lamb

## 10. General Business

### General Business

**John Dickey** raised the issue of staff parking in customer zones.

Others agreed that spaces in the Carpark behind ANZ bank, along Queen Street and on Bowen Street need to be reserved for customers, yet staff and business owners are parking there all day, preventing easy access for customers to the

downtown shops, this is to the detriment of other downtown businesses.

#### **11. Guest Speaker**

**Andrew Baker** gave a short speech congratulating the incoming committee as well as those outgoing members. He talked about the work done over the past year by the Waiuku Business and Development Association and about the Local Board Plan.

**Selma de Beer** thanked the businesses present for their support of the Ratahi and offered a complimentary cruise for the upcoming weekend.

#### **Meeting Closed**

**Chairperson Julie Powell** Thanked everyone present as well as the Waiuku Golf and Squash Club for their facilities for the evening and Margaret James for the catering, before declaring the meeting closed.

**Meeting closed at 6.53pm**