



Greater East Tamaki
Business Association Inc.

Minutes of the 2014 GETBA AGM
Held at Waipuna Conference Suites Highbrook,
60 Highbrook Drive, The Crossing, Highbrook
Wednesday, 24 September 2014 at 8.35am

Present:

Richard Poole, Phil Clarke, Kim Luxton, David Lindsay, Liz Groenewegen, Jeremy (Jez) Pellow, Jane Tongatule, Henry Jansen and 22 other attendees, including 25 full voting members in total, attendee list attached.

Chair Richard Poole established that there was a quorum, welcomed attendees and declared the Annual General Meeting open at 8.35am.

1. **Apologies:** (3)

Apologies received from Phil Bond, Brenda Hill and David Collings.

Moved Richard Poole, seconded Henry Jansen, that the apologies be accepted, carried unanimously.

An additional apology was received from Warwick James on the 25th September 2014.

2. **Minutes of Previous Meeting:**

Moved Richard Poole, seconded Henry Jansen, that the minutes of the previous AGM/SGM held on the 3rd October 2013 as circulated, be accepted as a true and accurate record, carried unanimously.

3. **Presentation of 2013-2014 Annual Report by Chairman and General Manager:**

Chairman's Report

Richard read from his Chairman's report previously circulated and handed out at the meeting. A copy can be read on the GETBA website.

General Manager Report:

Jane Tongatule presented her Executive Report recording progress and achievements against the Business Plan that was adopted at the AGM last year. Jane used a PowerPoint presentation to summarize progress on the different work streams under the headings of Advocacy, Activities, Attraction and Accountability.

A copy of the Annual Report can be read on the GETBA website.

Richard thanked and congratulated Jane and her team on the large amount of progress that has been achieved and asked if there were any questions. There being none. Richard moved that the Association adopt and approve the 2013-2014 Annual Report, seconded by Jaap Groenewegen, carried unanimously.

4. **Presentation of the Financial Report 2013-2014:**

Treasurer Liz Groenewegen spoke to the audited financial statements, circulated at the meeting. She confirmed that overall revenue was consistent with the 2013 financial year, but less was received from Grant income. She noted increased expenditure on marketing activities this year in particular the GETBA Expo and website development, with other areas of spending fairly consistent with the previous year. She reported there were no taxable profits and that capital expenditure of \$47,000 for computerware and website upgrade was funded from profits from the 2013 financial year and Reserves.

Liz called for any questions. Lindsay Olliff queried the \$1,000.00 in bad debts. Liz replied that was because of associate memberships not being paid and subsequently cancelled. Lindsay then queried the loss of \$20,000 on the Expo. Jane replied that as it was a pilot the Committee had agreed a professional and co-ordinated marketing plan be undertaken.

Lindsay also queried whether with GETBA's IT upgrade to the cloud, IT expenses would be reduced. Liz replied that apart from monthly support fees other expenses would mainly be an upgrade of hardware.

Lindsay noted that design expenses had increased and asked whether they would continue to do so. Jane said that GETBA was budgeting for slightly less design expenditure in the coming year, but that branding and communications were part of marketing East Tamaki as a great place to do business/locate and keeping members informed. In response to a further query from Lindsay Olliff as to what was being done to reduce costs overall, David Lindsay responded that every effort was made to be frugal and Jane added that GETBA had recently gone to market and achieved reduced print costs. Richard pointed out that we were providing more services with the same level of target rate funding.

Liz reported that although the budget was to break even, that as the final wash-up in targeted rates were significantly down from last year that resulted in a small loss of \$4,736.00 for the year but overall it was a highly satisfactory effort and the Association is in very good standing with improved liquidity and equity.

Liz then asked for questions from the floor and there being none, moved that the members of GETBA approve the appointment of the auditor Nexia NZ for the 2014-2015 year, seconded David Lindsay, carried unanimously.

Liz then moved that the members of GETBA approve and adopt the 2013-2014 audited GETBA financial statements, seconded Leeyann Stephens, carried unanimously.

5. **Executive Committee Elections:**

Richard reported that nominations had been received for 6 committee positions (7 being required) and therefore the incumbents were deemed re-elected to their positions unopposed. Brenda Hill had previously tendered her resignation. Being one committee member short nominations were called for from the floor. David Lindsay nominated Phil Bond, owner of Neil Park Motors Limited. Phil Bond was unfortunately overseas but had consented to his nomination and had given David a short biography which he was happy to read out at the meeting. David then addressed the meeting giving Phil's background. Warwick Day queried whether Phil had the experience necessary. Lance Preston and John Stevenson said they had dealt with Phil over many years and felt he was a very level headed, practical and sound man for the job. David reiterated that Phil has been Chair of a Body Corporate in East Tamaki for six years and had served on the Motor Trades Association. There being no other nominations David moved, seconded John Stevenson, that Phil Bond be elected to the committee, carried unanimously.

6. **Business Plan and Budget 2014-2015 and Indicative Budget for 2015-2016:**

Jane spoke to the Business Plan and Budget, and Indicative Budget for the following year, circulated at the meeting and which can both be read on the website. Jane highlighted in a PowerPoint presentation the planned areas of focus for the next 12 months, noted the revised format of the Budget presentation to align with the financial statements format, as requested at the previous AGM, and spoke to possible changes in income in the 2015-2016 year, then asked for questions from the floor.

Lindsay Olliff queried whether or not the possible loss of the Ministry of Justice grant of \$60,000.00 at the end of the current funding round (end June 2015) would mean that there could be a targeted rate increase for that year. Richard said that he thought not as if we do lose that funding there are possible other streams of income

for example extra associate membership or sponsorship considered which may be made to make up the shortfall. Jane also mentioned the possibility of seeking sponsorship from businesses for any perceived shortfall. She also advised that if we had been going to increase the targeted rate for the 2015-2016 year it would have to have been approved at this AGM. Henry also pointed out that it was possible that the Ministry of Justice could provide alternative grants for other security type work given our strong relationship with the Police and the Ministry of Justice and the Ministry's willingness to provide us with funds to act as a pilot to support national crime prevention strategic objectives.

There being no other questions Richard moved that the members of GETBA approve and adopt the GETBA 2014-2015 Business Plan and Budget and Indicative Budget for 2015-2016, seconded Kim Luxton, carried unanimously.

7. **General Business**

Richard opened the floor to any requests from members to address general business items or raise any items with the committee at this stage. There being no questions from the floor and no further general business Richard thanked all attendees for attending the AGM, thanked Jane and her staff for doing a fantastic job through the year and also thanked the GETBA committee for their work through the year and declared the meeting closed at 9.45am.

GETBA AGM Attendees 24/09/2014

<i>Name</i>	<i>Registered Voter</i>	<i>Property/Business</i>
Phil Clarke	Y	A Touch of Italy
Douglas Berry	Y	ACE Services Group Ltd
Jim Walker	Y	Advanced Print & Design Ltd
Jez Pellow	N	Auckland Council
David Lindsay	Y	Broady's NZ Ltd
Leeyan Stephens	Y	Carpark Solutions 2014 Ltd
Maurice Hinton	Y	Compass Building Consultants Ltd
Alastair Couper	Y	Comat Ltd
Lindsay Olliff	Y	Connect 2 Control
Raychil Shrimpton	Y	Flight Centre (NZ) Limited
Diane Berry	Y	Douglas & Diane Berry
Wayne Strong	Y	EmbroidMe East Tamaki
Brent Murdoch	Y	Evan James Murdoch & Brent Murdoch
Jane Tongatule	N	GETBA
Karen Hadley	N	GETBA
Troy Greenfield	N	GETBA
Kim Luxton	Y	Hydestor Manufacturing
Jay Typoco	N	Jim's Test & Tag East Tamaki
Susan Swart	Y	Kiwibank Business Banking
Malcolm McLennan	Y	Malcom Kenneth McLennan and Gregory Thomas Walker
Jaap Groenewegen	Y	Marinus Groenewegen and Elizabeth Groenewegen
Richard Poole	Y	MiTek NZ Ltd
Lance Preston	Y	NALCO Ltd
Andrew Turner	Y	Nautech Electronics Ltd
Geoff Patterson	Y	Northern Sheetmetals Ltd
Lance Mitchell	Y	NZ Window Shades Ltd
Liz Groenewegen	Y	RSM Prince
John Stevenson	Y	Shaw Lands Ltd
Warwick Day	Y	Warwick Day and Christine Day and Lisa Day
Henry Jansen	Y	Wynyard Wood Lawyers & Notaries