

Minutes of the Annual General meeting
Monday, 7 November 2022
6.00pm – Bays Club, Anzac Road, Browns Bay

1. ATTENDANCE & WELCOME:

Present: Voting Members (VM)

1	Lizzie Brandon	VM	Shorelines
2	Craig Bright	VM	SBA Small Business Accounting
3	Sneha Chugh	VM	Indulge Cake Supplies
4	Dr Carita de Jong	VM	Kindred Chiropractic
5	Dan Fordyce	VM	Cobble
6	Simon Fox	VM	NZ Police
7	Mike Jansen	VM	Entire Lighting Technologies
8	Lara Kamionka	VM	The Meat Room
9	Jack Li	VM	Battery Man Electric Bikes
10	Malcolm McDonald	VM	Penguino's Ice Cream Café
11	Victor Mrkusich	VM	27 – 29 Bute Road (Landlord)
12	Philippa Munro	VM	Robinson & Running
13	Sheryl Pawley	VM	Browns Bay Family Doctors
14	Shaun Payne	VM	The Stoned Cow Cafe
15	Roy Richardson	VM	47-51 Clyde Road (Landlord)
16	Bruce Taylor	VM	Pages Design & Print
17	Wendy Treadwell	VM	Bays Club
18	Gregg Walden	VM	GreggFit
19	Kelly Walden	VM	Office of MP For East Coast Bays
20	Jackie Wang	VM	Tarim Xingjiang Cuisine

Present: Non-voting Attendees

1	Sean Brandon		Roof Design & Management
2	Sally Cargill		Heart of the Bays
3	Bhavna Chugh		Indulge Cake Supplies
4	Pam Ellison		Heart of the Bays
5	Alex Elton-Farr		Auckland Transport
6	Pam Martin		Heart of the Bays
7	Ann McDonald		Penguino's Ice Cream Café
8	Ruby Meehan		Kindred Chiropractic
9	Bozenka Mrkusich		27 – 29 Bute Road (Landlord)
10	Kim Murdoch		Town Centre Manager
11	Sam Payne		The Stoned Cow Cafe
12	Alexis Poppelbaum		Hibiscus & Bays Local Board
13	Brendan Robinson		Robinson & Running
14	Liz Scott		Browns Bay Family Doctors
15	Frank Sun		Long Bay Chinese Association
16	Kim Taylor		Pages Design & Print
17	Michelle Tran		Heart of the Bays
18	Kathy Waugh		Heart of the Bays

2. APOLOGIES

Gerhard Augenstein	Augenstein's Jewellers
Phil Briars	Browns Bay Racquets Club
Raj Kapoor	Landlord
Julia Parfitt	Hibiscus & Bays Local Board
John Purdon	The Clyde
Sharon Running	Robinson & Running
Erica Stanford	MP for East Coast Bays

A quorum is present. The meeting may commence.

3. MINUTES OF THE 2021 AGM

The minutes of the AGM held on 8 November 2021 were confirmed a true and correct record of the business transacted.

Moved: Bruce Taylor
Carried Unanimously

Seconded: Lara Kamionka

4. CHAIR REPORT

Malcolm McDonald, BBBA Chair, presented the Chair Report for the financial year 2021/2022.

Moved: Lara Kamionka
Carried Unanimously

Seconded: Wendy Treadwell

5. TREASURER'S FINANCIAL REPORT

Brendan Robinson, Robinson & Running Ltd CA, presented the Treasurer's Report for the financial year 2021/2022.

It was recognised that the covid-related lockdowns during the year had caused many events to be cancelled and the response was to redirect funding from events to advertising.

Moved: Bruce Taylor
Carried Unanimously

Seconded: Gregg Walden

6. MANAGER'S REPORT

- Progress Report

Kim Murdoch, Town Centre Manager, presented the Progress Report for 2021/2022.

- **More interruptions to events because of Covid and subsequent lockdowns:** both Boys Toys and Summer Spectacular were cancelled, and the Christmas events changed to several smaller-scale activations in Phoenix Plaza and an online adaptation of the lights on the Christmas tree coming on.

- **Whales Tail national event:** a highlight of the summer, attracting many visitors to Browns Bay. The Browns Bay sculpture was in the top 10 most popular out of 60 sculptures around Auckland.

- **Collaboration with neighbouring BIDs:** Browns Bay collaborated with Mairangi Bay and Torbay Business Associations to run a series of business development and networking events.
- **Investment in Marketview data:** Kim Murdoch presented data on the spend in Browns Bay versus other districts around Auckland using the Marketview data.

Move to adopt the Progress Report 2021/2022.

Moved: Lara Kamionka
Carried Unanimously

Seconded: Bruce Taylor

- Business Plan for 2023/2024

The Business Plan 2023/2024 was presented by Kim Murdoch. Business recovery and resilience, crime prevention and security were recognised as major issues. There were no questions.

Move to adopt the Business Plan 2023/2024.

Moved: Jack Li
Carried Unanimously

Seconded: Wendy Treadwell

7. INDICATIVE BUDGET FOR 2023/2024

Brendan Robinson, Robinson & Running Ltd, presented the Indicative Budget for 2023/2024.

Move to accept the 2023/2024 Indicative Budget as approved by the Executive Committee.

Moved: Lara Kamionka
Carried Unanimously

Seconded: Gregg Walden

Motion: to approve the following financial year (2023/2024) draft budget which includes a BID targeted rate grant amount of \$160,000, including a 3.2258% increase or \$5,000 to the BID targeted rate grant for 2023/2024 financial year. Further ask the Hibiscus and Bays Local Board recommend to the governing body the amount of \$160,000 be included in the Auckland Council draft 2023/2024 annual budget consultation process.

Moved: Mike Jansen
Carried Unanimously

Seconded: Gregg Walden

8. SPECIAL RESOLUTION

The existing Constitution (rules) of the Browns Bay Business Association dated March 2013 has been updated and a new Constitution dated September 2022 was presented.

Motion that the Browns Bay Business Association's existing constitution (rules) document (dated March 2013) be replaced with the proposed new constitution (rules) dated September 2022.

Moved: Bruce Taylor
Carried Unanimously

Seconded: Sneha Chugh



9. ELECTION OF EXECUTIVE COMMITTEE

The Constitution (rules) of The Browns Bay Business Association requires that the Executive Committee shall consist of an uneven number of members and no less than five voting members and no more than eleven voting members and two non-voting members (rule 14.1).

Nominations for appointment to the Executive Committee were read by the Chair:

Gerhard Augenstein	Augenstein's Jewellers & Watchmakers
Mike Jansen	Entire Lighting Technology (Eltec)
Lara Kamionka	The Meat Room
Jack Li	Battery Man Electric Bikes
Malcolm McDonald	Penguino's Ice Cream
Philippa Munro	Robinson & Running
Shaun Payne	The Stoned Cow
Bruce Taylor	Pages Design & Print
Jackie Wang	Tarim Xingjiang Cuisine
Sean Brandon (Associate Member)	RDM Roof Design & Management

Motion to accept the above nominations to form the new Executive Committee.

Moved: Dan Fordyce
Carried Unanimously

Seconded: Craig Bright

10. ELECTION OF OFFICERS: CHAIRPERSON

The Executive Officer of The Browns Bay Business Association Inc. for the current period is Malcolm McDonald (Chair), Penguino's Ice Cream Café.

Motion to accept the election of Malcolm McDonald as Chair for the 2022/2023 year and to continue to elect the Chairperson by a general member vote for the following year's election (AGM 2023) and all subsequent elections.

Move: Philippa Munro
Carried Unanimously

Seconded: Kelly Walden

11. APPOINTMENT OF AUDITOR

Motion to accept the appointment of Vanessa Lloyd CA to complete the audit review for the financial year 2022/2023.

Move: Dan Fordyce
Carried Unanimously

Seconded: Lara Kamionka

12. GENERAL BUSINESS

- Kelly Walden from Erica Stanford's office advised that Beach Front Lane now has official street numbering. Businesses should obtain their street numbers from their landlords and update their signage.
- Lizzie Brandon advised the Netflix production "One of Us is Lying", which was filmed in Browns Bay, was about to become available to stream. Watching will boost the viewing numbers and may encourage the producer to commission a third season to be filmed in Browns Bay. This has been good PR for the town.

- Sam Payne of The Stoned Cow enquired about upcoming markets in Browns Bay. Kim Murdoch advised that there will be arts and crafts markets at Christmas events and monthly twilight markets over the summer months are being organised.
- Roy Richardson, landlord, advised that blocked drains are causing issues in properties along Clyde Road. Alexis Poppelbaum from Hibiscus and Bays Local Board undertook to raise the matter with Auckland Transport.
- Sheryl Pawley of Browns Bay Family Doctors enquired about planning for additional car parking in Browns Bay. Feedback was given about street parking being used by contractors working on developments in the town centre, making it difficult for employees of businesses to find unrestricted parking. Discussed potential introduction of paid parking. High rise parking is off the table.

13. CONCLUSION OF MEETING

There being no further business, the meeting closed at 7.20pm.

Minutes approved by the Executive Committee and signed by the Chair.

Malcolm McDonald

Date