

Minutes of the Annual General meeting  
Tuesday, 17 October 2023

1. ATTENDANCE & WELCOME:  
By Chairperson Malcolm McDonald

**Present: Voting Members (VM)**

1	Craig Bright	VM	SBA Small Business Accounting
2	Tracey Clark	VM	UK Grocer
3	Dan Fordyce	VM	Cobble
4	Christopher Hill	VM	Ascent Chiropractic
5	Lynette Hill	VM	My Remedy
6	Jennifer Irvine	VM	The Aesthetics Centre
7	Niki Leishman	VM	Stihl Shop
8	Howard Lewis	VM	AB Electrical
9	Malcolm McDonald	VM	Penguino Ice Cream Cafe
10	Philippa Munro	VM	Robinson & Running
11	Grant O'Donoghue	VM	Safe Drive Vehicle Testing
12	Roy Richardson	VM	47-51 Clyde Road
13	Christine Sue	VM	29-33 Clyde Road
14	Bruce Taylor	VM	Pages Print & Design
15	Wendy Treadwell	VM	Bays Club

**Present: Non-voting Attendees**

1	Geoff Bamford		Resident
2	Lizzie Brandon		Writesphere
3	Kim Murdoch		Town Centre Manager
4	Brendan Robinson		Robinson & Running
5	Sharron Running		Robinson & Running
6	Sonia Sang		The Aesthetics Centre
7	Victoria Short		Hibiscus & Bays Local Board
8	Kim Taylor		Pages Design & Print
9	Gregg Walden		Hibiscus & Bays Local Board

2. APOLOGIES

Gerhard Augenstein	Augenstein's Jewellers
Sean Brandon	Roof Design & Management
Gary Brown	Hibiscus & Bays Local Board
Nick Eketone-TeKanawa	Base Law
Jo Harwood	Barfoot & Thompson
Sharron Johnson	Commodore Pharmacy
Laura Kamionka	The Meat Room
Margaret Kingdom	Resident
Ann McDonald	Penguino Ice Cream Cafe
Mark O'Connell	68-76 Clyde Road
Julia Parfitt	Hibiscus & Bays Local Board
Cecile Poisson	Cecile's Cafe
Denis Poisson	Cecile's Cafe
Laura van Niekerk	Pages Design & Print

Quorum present. The meeting commenced.

3. MINUTES OF THE 2022 AGM

The minutes of the previous AGM held on 7 November 2022 were distributed and received and are confirmed as a true and correct record of the business transacted.

Resolution 1: That the Browns Bay Business Association receive and confirm the AGM 2022 minutes of the Browns Bay Business Association, held on 7 November 2022.

Proposed: Philippa Munro  
*Carried Unanimously*

Seconded: Craig Bright

4. CHAIR REPORT

Malcolm McDonald presented his Chair Report for the financial year 2022-2023.

Resolution 2: That the Browns Bay Business Association receive and accept the Chair Report for the financial year 2022-2023.

Proposed: Bruce Taylor  
*Carried Unanimously*

Seconded: Wendy Treadwell

5. TREASURER'S FINANCIAL REPORT

Sharon Running of Robinson & Running Ltd CA presented the Treasurer's Report in conjunction with the Annual Financial Statements for the financial year 2022-2023.

Resolution 3: That the Browns Bay Business Association receive and approve the Annual Financial Statements for the financial year 1 July 2022 to 30 June 2023.

Proposed: Bruce Taylor  
*Carried Unanimously*

Seconded: Wendy Treadwell

6. MANAGER'S REPORT

• **Progress Report**

Kim Murdoch presented the Manager's Progress Report for 2022-2023, and acknowledged the valuable support of community, supporters and sponsors.

Resolution 4: That the Browns Bay Business Association receives and approves the Manager's Progress Report 2022-2023.

Proposed: Philippa Munro  
*Carried Unanimously*

Seconded: Dan Fordyce

• **Business Plan for 2024/2025**

The Business Plan 2024-2025 was presented by Kim Murdoch. Business resilience, crime prevention and security, retail enhancement and advocacy were recognised as key issues.

Resolution 5: That the Browns Bay Business Association receives and approves the Business Plan 2024-2025.

Moved: Tracey Clarke  
*Carried Unanimously*

Seconded: Lynette Hill



7. DRAFT BUDGET 2024-2025

Sharon Running, Robinson & Running Ltd CA, presented the Draft Budget for 2024-2025.

Resolution 6: that the Browns Bay Business Association receives and approves the Draft Budget for the financial year 2024-2025 which includes a BID targeted rate grant amount of \$165,000, including a 3.125% increase or \$5,000 to the BID targeted rate grant for 2024-2025 financial year. Further ask the Hibiscus and Bays Local Board recommend to the governing body the amount of \$165,000 be included in the Auckland Council draft 2024-2025 annual budget consultation process.

Proposed: Wendy Treadwell  
*Carried Unanimously*

Seconded: Philippa Munro

8. ELECTION OF EXECUTIVE COMMITTEE

Malcolm McDonald announced the six nominations for the Committee received. There were no further nominations from the floor. The election of members of the Committee shall be carried out in accordance with rule 14 of the Constitution:

Gerhard Augenstein	Augenstein's Jewellers & Watchmakers
Lara Kamionka	The Meat Room
Philippa Munro	Robinson & Running
Bruce Taylor	Pages Design & Print
Grant O'Donoghue	Safe Drive Vehicle Testing
Niki Leishman	Stihl Shop

Resolution 7: That the Browns Bay Business Association receives and approves the appointment of all elected members to the Executive Committee for the 2023-2024 year.

Proposed: Linette Hill  
*Carried Unanimously*

Seconded: Craig Bright

9. ELECTION OF OFFICERS

Malcolm McDonald tendered his resignation as Chair. Kim Murdoch invited nominations from the floor. In the absence of any nominations, the Members delegated authority to the Executive Committee to appoint a Chair at the first meeting of the Executive Committee following the AGM.

Resolution 8: That the Browns Bay Business Association:

- accepts and approves the resignation of Malcolm McDonald as Chair, and the Browns Bay Business Association accepts the delegated authority from the Members to appoint a Chair at the first meeting of the Executive Committee following the AGM;
- continues to elect the Chair by a general member vote for the following year's election, and all subsequent elections; and
- subject to the election at the first Executive Committee meeting following the AGM, the Browns Bay Business Association approves the appointment of the Treasurer and Secretary for 2023-24.

Proposed: Wendy Treadwell  
*Carried Unanimously*

Seconded: Kelly Walden



#### 10. APPOINTMENT OF AUDITOR

The appointment of an auditor shall be carried out in accordance with rule 18 of the Constitution.

Resolution 9: That the Browns Bay Business Association appoint Vanessa Lloyd CA as Auditor for the Browns Bay Business Association for the financial year 2023-2024.

Propose: Craig Bright  
*Carried Unanimously*

Seconded: Bruce Taylor

#### 11. GENERAL BUSINESS

Geoff Bamford raised the dredging of Taiaoatea Stream as necessary action to allay future flooding of Freyberg Park and the Browns Bay Racquets Club. He said that Auckland Council is not doing anything about it. Hibiscus and Bays Local Board representatives present at the meeting undertook to speak to him outside of the meeting.

#### 12. CONCLUSION OF MEETING

There being no further business, the meeting closed at 7.05pm.

Minutes confirmed by Malcolm McDonald.

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Malcolm McDonald

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Date