



The Browns Bay Business Association Inc.

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NOTICE OF ANNUAL GENERAL MEETING 2026

AGENDA

Tuesday 20 October 2026

5.30pm - Networking • 6pm - Guest Speaker • 6.30pm - AGM
Browns Bay Racquets Club, 4 Woodlands Crescent, Browns Bay

1. Welcome

Meeting will be led by the Chair, Lara Kamionka

2. Apologies

Quorum achieved / required

3. Minutes of the AGM 2025

Minutes of the previous AGM to be distributed and received.

Matters arising from the AGM 2025 Minutes.

Resolution #1: that the Browns Bay Business Association receive and confirm the AGM 2025 minutes as a true and correct record of the business transacted.

Moved:

Seconded:

Carried

4. Chair's Report

Approval of the Chair Report for 2025 – 2026

Resolution #2: that the Browns Bay Business Association receive and accept the 2025 - 2026 Chair Report.

Moved:

Seconded:

Carried

5. Treasurer's Financial Report

Approval of the reviewed financial statements for 2025 - 2026.

Resolution #3: that the Browns Bay Business Association receive and approve the Annual Financial Statements for the financial year 1 July 2025 to 30 June 2026.

Moved:

Seconded:

Carried

6. Manager's Report

- The Town Centre Manager will speak to the Progress Report for 2025-2026

Resolution #4: that the Browns Bay Business Association receive and approve the Manager's Progress Report 2025 - 2026.

Moved:

Seconded:

Carried

- and Business Plan for 2027 - 2028

Resolution #5: that the Browns Bay Business Association receive and approve the Business Plan 2027-2028.

Moved:

Seconded:

Carried

7. Draft Budget 2027 - 2028

Approval of the draft budget for 2027 – 2028

IMPORTANT NOTICE TO MEMBERS:

NOTICE OF INTENDED SPECIAL RESOLUTION TO INCREASE THE BID TARGETED RATE GRANT FROM \$187,902 TO \$229,240 BEING A 22% INCREASE OF \$41,338 FOR THE 2027-2028 FINANCIAL YEAR

The proposed increase is required to maintain the Association's current BID programme and continue delivering services to the Browns Bay business community, while accounting for increased operating and programme costs.

The \$41,338 increase comprises:

- \$2,100 increase in essential overheads.
- \$16,651 increase in the cost of delivering the Association's current events and promotions programme.
- The remainder of the increase (\$22,587) brings the targeted rate back into line with CPI increases. In the last 16 years NZ consumer prices have risen 51.6% whilst the grant has risen by only 25.3%. This will mean that for future years the targeted rate will only require inflationary adjustments.

The Association aims for its BID programme to be more economically protected and less reliant on speculative income in an environment of shrinking grants funding. The increase will enable the Association to continue delivering its existing programme and services at a sustainable level in 2027 - 2028.

In real terms, the 22% rate increase for an average size tenancy in Browns Bay (c.177sqm) equates to \$283 per annum, or \$23.60 per month.

Special Resolution #1: The Browns Bay Business Association receives and approves:

the following financial year 2027 - 2028 draft budget, which includes a BID targeted rate grant amount of \$229,240 including a 22% increase or \$41,338 to the BID targeted rate grant for 2027 - 2028 financial year. Further ask the Hibiscus and Bays Local Board recommend to the Governing Body the amount of \$229,240 be included in the Auckland Council draft 2027 - 2028 annual budget consultation process.

Moved:

Seconded:

Carried



8. Election of Executive Committee

Nominations for the Committee are to be announced. The election of members for the Committee shall be carried out in accordance with rule 14 of the Constitution 2025.

Resolution #6: that the Browns Bay Business Association receives and approves the appointment of all elected members to the Executive Committee for the 2026 - 2027 year.

Moved:

Seconded:

Carried

9. Election of Officers

- The election of the Chair and Secretary for the Committee shall be carried out in accordance with rule 16 of the Constitution 2025. The election shall be made by the Executive Committee at the first Committee meeting following the AGM 2026.
- The election of the Treasurer shall be carried out in accordance with rule 17 of the Constitution 2025. The election shall be made by the Executive Committee at the first Committee meeting following the AGM 2026.

Resolution #7: The Browns Bay Business Association accepts and approves the election to the positions of Chair, Treasurer and Secretary shall be made by the Executive Committee at their first committee meeting after the AGM 2026 as per rules 16 and 17.

Moved:

Seconded:

Carried

10. Appointment of Auditor

The appointment of an auditor shall be carried out in accordance with rule 18 of the Constitution 2025.

Resolution #8: that the Browns Bay Business Association appoints Hart & Co Accounting North Shore as Auditor for the Browns Bay Business Association for the financial year 2025 - 2026.

Moved:

Seconded:

Carried

11. General Business

Any items from attendees.

12. Conclusion of Meeting & Refreshments

CONSTITUTION / RULES

Notes:

1. **Rule 5: A person must be a Full Member of the Association to vote and stand for election to the Executive Committee:** The qualification to be a Full Member is as follows:
 - owns one or more commercially rated properties within the Browns Bay economic development rated area; or
 - occupies or is the tenant of one or more premises (with floor space of not less than 10sqm) of a commercially rated property within the Browns Bay economic development rated area and who operates a business from those premises for not less than 50 business days a year; AND
 - provides current details of their name, occupation, business and contact information to the Secretary of the Association for the purpose of this AGM.
2. **Rule 14.1: Membership of Executive Committee:**

The Executive Committee shall consist of:

 - 14.1.1 an uneven number of members; and
 - 14.1.2 no less than five voting members; and
 - 14.1.3 no more than eleven voting members and two non-voting members.
3. **Rule 15: Election of members to the Executive Committee:**

The procedure for nominations is as follows:

 - **Nomination of candidates for election** shall be made in writing, signed by two Full Members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination attached) and shall be delivered to the Secretary not less than seven days before the date fixed for the AGM i.e. 20 October 2026
 - **Nominations can be sent to** Browns Bay Business Association, PO Box 35043, Browns Bay, Auckland 0753 or emailed to manager@brownsbay.org.nz by Tuesday 13 October 2026 at 5.30pm.
4. **Rule 16: Election of Chairperson and Secretary**

The election of a member of the Executive Committee as Chairperson may be made either by a general member vote at the AGM or by the Executive Committee at its first meeting following the AGM. The decision whether an election is made at the AGM, or by the Executive Committee, is made at an AGM, with that decision taking effect for the purposes of the following year's election, and at all subsequent elections unless changed by vote at an AGM (again with effect from the following year's election).
5. **Rule 17: Election of Treasurer**

The election of a member of the Executive Committee as Treasurer may be made either by a general member vote at the AGM or by the Executive Committee at its first meeting following the AGM. The decision whether an election is made at the AGM, or by the Executive Committee is made at an AGM, with that decision taking effect for the purposes of the following year's election, and at all subsequent elections unless changed by vote at an AGM (again with effect from the following year's election).
6. **Rule 18: Election of Auditor**

The election of the Auditor may be made either by a general member vote at the AGM or by the Executive Committee at its first meeting following the AGM. The decision whether an election is made at the AGM, or by the Executive Committee is made at an AGM, with that decision taking effect for the purposes of the following year's election, and at all subsequent elections unless changed by vote at an AGM (again with effect from the following year's election).

The following documents are available at brownsbay.org.nz/browns-bay-business-association/ from 29 September 2026:

- **Business Improvement District (BID) Area Map**
- **The Browns Bay Business Association Constitution (Rules) 2025**
- **AGM Pack 2026**