

DATE/TIME: TUESDAY 19<sup>TH</sup> NOVEMBER 8:30AM

Venue: Huapai Service Centre – next to Kumeu Library  
 Present: Tony, Geraldine, Jon, Shona, Andy, Guy, Hayley, Dion, Theresa, Live

1) **APOLOGIES.** Bernie

*Recommendations; The committee accepts the apologies*

*Moved: Tony    Seconded: Hayley*

2) **PREVIOUS MINUTES**

*Recommendations; The committee accepts the minutes of the previous meeting;*

*Moved: Tony    Seconded: Geraldine*

3) **ACCOUNTS FOR PAYMENT:** Invoices & Statements as per Dropbox.

Summary of payments.

Receipts   Import/Export Files   International Trade   Business Cash Flow   Messages (0)

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### Modify Direct Credit Payment

**Payer Details** Payment Number: 58

Payment Name\*  Account\*

Particulars  Code  Reference

Due Date\*  Date Created  Date Modified

Status  Payment Total  Payment Check Total

Show all payee lines on your statement. Account transaction fees may apply for each payee line. Import File Check Total

Authorised By: nwdba003

**Payee Details**

Payee Description*	Account Number*	Amount*	Particulars	Code	Reference	Internal Ref.
<input type="checkbox"/> <b>Select All (6 of 6 payees)</b>						
<input type="checkbox"/> Google (reimburse for email hosting)	06-0193-0829359-00	10.95	Email Hostin	NWC	365233968	Email Hostin
<input type="checkbox"/> Grow West Ltd	06-0193-0829359-00	8,260.84	Managnt Fee	NWC	0067	Mangmnt Fee
<input type="checkbox"/> Grow West Ltd (ZOHO)	06-0193-0829359-00	48.30	Software AUD	NWC	190008183	ZOHO
<input type="checkbox"/> Helensville News	12-3435-0003140-00	977.50	Advertising	NWC	121290	Advertising
<input type="checkbox"/> North West Marketing	38-9000-0373932-02	632.50	SocialM Mrkt	NWC	1119	Social Media
<input type="checkbox"/> WebSlice	06-0193-0829359-00	17.19	Web Hosting	NWC	103757	Web Hosting

Note: All payments will be directed to the account number you specify. The Payee Description is for your reference only.

*Recommendations; The committee agrees to pay the invoices/statements provided to the committee via Dropbox.*

*Moved: Tony    Seconded: Geraldine*

**4) MEMBERSHIP**

- Database 12<sup>th</sup> November. 540
- Purging database of companies that have left area or no longer exist prior to physical visits.

**5) CHAIRS INTRODUCTION**

Tony provided new executive members with background of work and role of committee.

**6) UPDATE FOR INCOMING EXECUTIVE MEMBERS**

- Budget outline
- North West Festival
- Business Plan 2020
  - Kumeu Entrance Project
  - Door to door membership drive
  - Incorporate new visitors map into website and redo route suggestions
  - Quarterly speakers' events
  - Kumeu Live Summer Event
  - Service & Manufacturing sector promotion
  - Burger challenge – postponed to late summer
- General questions

**7) NEW COMMITTEE INDUCTION**

- Move to confirm new and existing committee members have received and confirmed they are aware of the relevant documents and policies, including the North West Country Board Charter relating to the operation and management of the North West Country Business Association and BID programme.

*Moved: Tony    Seconded: Shona*

**8) GENERAL BUSINESS**

Jon raised issue of access road to Waimauku shops. Currently it is one way and they would like it two way. Manager explained that Auckland Transport was likely to not object to the drive being turned into a two way street, it would result in the loss of the carparks and the Body Corporate could initiate this directly with Auckland Transport.

**MEETING CLOSED: 9:45AM**