

Executive Committee Meeting October Minutes

Wednesday 1st November 2017

7.00pm meeting

Venue: The Riverhead

Attendees: Tony Forlong (Chair), Karen Allen, Geraldine Bayly, Fletcher Clarke, Shona Oliver, Hayley Plowman, Dion Tilson, Phelan Pirrie (Local Board representative)

Also Present: Gary Holmes (NWDBA Manager), Jenny Murray (NWDBA Member Services and Support Manager), Grant Hewison, Mark Dennis,

Business Meeting Commenced 7.00pm

Apologies:

Apologies from Matt Burt, Stewart McLachlan, Elke Ryan and Paula Pepperell

1. Members Forum

Deputation from Waimauku Village - Connie Peterson, Cathy Jones, Robbie Hannon, Conny and Cathy (with Robbie Hannon's support) are working towards establishing a visitor Information Centre at the Paper Cup shop in Waimauku Village and are looking for support from the North West District Business Association for the signage costs.

The location has plenty of parking space and good exposure for attracting visitors to the area. Connie and Cathy are funding the brochure racks and making the space available at no charge.

2. Confirmation of minutes of September Committee Meeting

The Minutes from the September 28th meeting had been circulated.

Resolved: That the minutes from the Committee meeting held on Thursday 28th September be accepted

Moved: Tony Forlong

Seconded: Geraldine Bayly

Passed

1. Manager's Report

Holly's petition

A discussion was held with the advice of Grant Hewison (Lawyer) that the wording on the petition is questionable and not clear and therefore has not met the threshold as a proper requisition to hold an SGM.

It was agreed and recommended that this information be communicated back to Holly and to limit correspondence moving forward. The importance of continuing to promote North West Country in a positive manner was reiterated.

North West Wine, Beer & Food Festival

A positive meeting was held with local wineries and food vendors on the 1st November and the Festival was launched with 100 tickets sold in the first 3 hours. A few changes will be made following feedback from last year's event

- A beer express lane
- VIP wine tasting area
- Ability to hold 3000 attendees
- Engage young adults to mind the children's area
- Non-Alcohol bar
- Puppet show in children's area
- A 7-8 page brochure will be put together showcasing North West wineries

Chill in the Ville

Preparations are well underway for Chill in the Ville to be held on 9th December at Parakai Springs

Community News Advertising

Advertising in the community newspapers is scheduled for December editions.

Retail Strategy networking evening

A networking evening with guest speaker Kerry Wood will be held at Route 16 on the 20th November. Details are currently being finalized.

Business Awards

A copy of the proposal from Mark Scherer (Cherry Events) for next year's business awards will be emailed to the committee for feedback.

Business Expo

It was discussed that an event manager be hired for this event to develop a project plan and budget.

Mobile APP

Approval has been given from Apple and the next stage is for 6 or so businesses to test the APP before the launch.

Waimauku Entry way

A plan will be submitted to the council to determine further steps to be taken.

Resolved: That the Manager's report be received.

Moved: Tony Forlong

Seconded: Shona Oliver

Passed

2. Financial Report

The Financial Report had been circulated with the agenda.

Resolved: That the financial report be received and the accounts for payment be approved

Moved: Shona Oliver

Seconded: Hayley Plowman

Passed

3. Local Board Report – Huapai Hub

The Rodney Local Board is progressing with the Huapai Hub project an outdoor gathering including lighting, a stage and seating for events and outdoor markets.

Long term discussions include an indoor sports facility in the Huapai area.
Transport initiatives include additional buses and Park N ride services in the Kumeu region

4. General business

Helensville Library Pop up space

The pop up community gathering area in front of the library has now been erected and acknowledgment was made from Shona and the committee to Geraldine and her team for all the hard work and a job well done.

Deputation from Waimauku Village - Connie Peterson, Cathy Jones, Robbie Hannon

Resolved: That subject to agreement from Stewart McLachlan's as the Waimauku rep, it was agreed that funding towards the signage for the information centre be approved.

Moved: Shona Oliver Seconded: Geraldine Bayly Passed

Meeting Closed 8.40pm

These minutes are approved as a true and correct record:

Tony Forlong, Chairman _____ Date _____