



**NORTH WEST COUNTRY INC
2019 ANNUAL GENERAL MEETING**

6:00pm Wednesday 30th October

at Helensville Tennis Club, 164 Rautawhiri Road, Helensville.

Present: Dion Tilson, Shona Oliver, Geraldine Bayly, Tony Forlong, Paula Pepperell, Hayley Plowman, Mark Dennis, Craig Walker, Brian Hale, Jennifer Jones, Phelan Pirrie,

6:00pm Welcome & AGM Commences

1. Apologies: Liv McGregor, Jon Williams, Holly Southernwood

a. Move that the apologies accepted: Tony Forlong. 2nd Shona Oliver. Passed.

2. Confirmation of minutes from 2018 AGM.

a. Move that the 2018 AGM minutes are confirmed: Tony Forlong. 2nd Geraldine Bayly. Passed

3. Matters arising from minutes.

a. None.

4. 2018-2019 Annual Report & Business Plan for 2019/2020.

Moved: That the association accept the Annual Report and Business Plan: Tony Forlong. 2nd Andy Cummings. Carried.

5. Adoption of audited Accounts for year-end 30th June 2019.

Moved: That the association accept the audited accounts for the year ended 30th June 2019. Tony Forlong. 2nd Shona Oliver. Carried.

6. Adoption of the Proposed Indicative Budget for 2020/2021.

Moved: That North West Country Inc adopts the proposed 2020/2021 indicative budget and proposed increase of the BID target rate from \$180,000 (2019/2020) to \$185,000 for then 2020/2021 financial year. Tony Forlong, 2nd Geraldine Bayly. Carried.



Background:

This represents an increase of \$5,000 or approx. 2.8% over the previous financial year.

The association has not increased its budget since 2014. Despite trimming the administrative budget by reducing costs such as mileage and meetings there has been increased demand on budget for things like events where health and safety and compliance costs have increased. This small increase plus the increase in associate membership fees will allow the association to continue to support events without cutting budgets.

7. Adoption of special resolution:

Move: That North West Country Incorporated, adopts and signs the Auckland Business Improvement District (BID) Programme Agreement, effective until June 30th 2023. Tony Forlong. 2nd Paula Pepperell. Carried.

Background:

Auckland Business Improvement District (BID) Programme Agreement: The Auckland Business Improvement District (BID) Policy (2016) requires a formal agreement committing Auckland Council and the business association to accountability and governance requirements for three years. The current agreement expires 30th December 2019.

In order to continue delivering a BID programme, the Association must formally adopt and sign a new BID Programme Agreement.

8. Adoption of special resolution:

Move: That the Executive Committee will determine at its first meeting who to appoint as Treasurer as per section 17.1 of the constitution. Tony Forlong. 2nd Hayley Plowman. Carried.

Background: This is to correct an issue where the constitution requires a decision at the AGM to allow the executive to appoint a treasurer. Once this has been passed it stays in place until a future AGM changes this.

9. Adoption of special resolution:

That a new clause replaces clause 14.5 in the North West Country Inc constitution as follows;



14.5 Each member of the Executive Committee elected under Rule 14.2.2 shall, subject to these Rules, hold office until the conclusion of the Annual General Meeting following the date of the third anniversary of the member's election, but is eligible for re-election.

14.5.1 At each Annual General Meeting at least 3 of the Executive Committee members shall retire from office each year, but shall be eligible for re-election at that meeting.

14.5.2 The Executive Committee Members to retire at any Annual General Meeting must be those who have been longest in office since their last election, but, as between persons who became Executive Committee Members on the same day, those to retire must be determined by lot, unless otherwise agreed between themselves.

14.5.3 An Executive Committee Member retiring holds office until the conclusion of the Annual General Meeting at which time that Executive Committee Member retires but is eligible for re-election unless a conflict of interest has arisen in which case the position shall be vacated.

Moved: Tony Forlong. 2nd Shona Oliver. Carried.

Background:

Change of clause to allow executive members to be on the Executive Committee for a three-year term if they choose with re-election being staggered to provide stability but also succession and renewal of members of the executive.

This is common practice in many associations, for example North Harbour and Heart of the City business associations have this clause in their constitutions.

This is to improve governance by providing 'institutional' knowledge to be passed on from longer serving committee members to new incoming members. It does not preclude executive members from not choosing to be on the committee for a full three years nor more than three members resigning each year.

This clause would come into effect at the 2020 AGM.

10. Election of Executive Committee Members 2019/2020

- a. The following nominations have been received;
- b. As there are no further nominations the following are appointed to the 2020 Executive Committee.
 - i. Chair: Tony Forlong
 - ii. Kaukapakapa:
 1. Geraldine Bayly
 - iii. Helensville;
 1. Bernie Flynn



2. Shona Oliver
3. Liv McGregor
- iv. Parakai;
 1. Dion Tilson
- v. Waimauku;
 1. Jon Williamson
- vi. Kumeu/Huapai;
 1. Andy Cummings
 2. Teresa Nobilo-Healy
 3. Guy Wishart
- vii. Riverhead;
 1. Hayley Plowman

11. Appointment of Auditor for year-end 30th June 2020.

- a. ***Move that the association appoint William Buck as the auditors for the 2020 accounts. Tony Forlong. 2nd Geraldine Bayly. Carried.***

12. Chair's Report given.

- a.
- b. ***Moved that the Chairs report be accepted and an acknowledgment of the work and commitment of outgoing committee members, Paula Pepperell, Karen Allen and Cameron Brewer . Tony Forlong. 2nd Andy Cummings. Carried.***

13. Meeting Ended 6:17pm