

MINUTES OF THE ANNUAL GENERAL MEETING

4.30pm, Wednesday 12th October 2022

Rosebank Business Association

Venue: Eurotech Design Ltd, 604 Rosebank Road, Avondale, Auckland

Attendees:

As per list attached.

All AGM documentation –previous minutes, budget and annual plan, agenda, audited accounts and reports – provided to attendees and available to all BID affiliates / members.

Items

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| 1. Apologies | Mike Gibson, Rosebank Advisory Services
Carmel Sepuloni, MP for Kelston
Mike Hannan, Spark
Michelle Maitland – George Walkers
David Priestley – Pathways to the future Trust
Ashley Goodwin - Goodwins | Resolution: Move to accept apologies.

Moved: Nikki Harris
Second: Greg Armstrong

CARRIED: Yes |
| 2. Confirmation of the 2021 AGM Minutes | Recommendation: To adopt the 2021 AGM minutes as provided to members. | Resolution: Move to accept the 2021 Rosebank Business Association AGM minutes as a true record of proceedings. No matters were arising.

Moved: Mike Hawkins
Second: Kevin Graham

CARRIED: Yes |
| 3. Chairperson's written report | Chairperson's written report presented to the 2022 AGM. | Resolution: Move to accept the Chairperson's AGM 2022 report.
Moved: Janine Roberts

Second: Paul Harris
CARRIED: Yes |

4. Manager's written report	Manager's written report presented to the 2022 AGM.	<p>Resolution: Move to accept the Manager's AGM 2022 report.</p> <p>Moved: Michael Hawkins Second: Janine Roberts CARRIED: Yes</p>
5. Treasurer's written report	Treasurer's written report presented to the 2022 AGM.	<p>Resolution: Move to accept the Treasurers AGM 2022 report.</p> <p>Moved: Paul Harris Second: Hamish Mackie CARRIED: Yes</p>
6. 2022 Auditor's Report	<p>Audit reports available to all members in October 2022.</p> <p>The Rosebank Business Association was presented with a summary and verbal report on the financial statements and auditor's report by Sungesh Singh from UHY Haines Norton</p> <p>Audit completed 03/10/2022 by Sungesh Singh from UHY Haines Norton.</p>	<p>Resolution: Move that the year ended 30/06/2022 audit report be accepted as a true and accurate record of the financial position of the Rosebank Business Association.</p> <p>Moved: Paul Harris Second: Hamish Mackie CARRIED: Yes</p>
7. To adopt the 2023/2024 annual income and expenditure budget and proposed increase to the Targeted Rates	<p>Recommendation: That the 2023/2024 Rosebank Business Association budget and plan provided to the members, as documented in correspondence and provided at the AGM, be accepted and to be adopted as a budget and plan for the period. The budget included a 0% increase in targeted rates. The increase was discussed at the AGM. No questions were raised.</p> <p>All budget and plans for the period were provided prior to the AGM and discussed by the then committee. Following this it was proposed that the AGM membership adopt the 2022/2023 budget and plan for the Rosebank Business Association.</p>	<p>Resolution: Move that Rosebank Business Association receive and approve the 2023/2024 budget which includes a BID targeted rate grant amount of \$0, noting there will be a 0 increase of \$0 to the BID targeted rate grant for 2022/2023 financial year. Further, ask the Whau Local Board recommend to the governing body the amount of \$495,000 be included in the Auckland Council draft 2023/2024 annual budget consultation.</p> <p>Moved: Michael Hawkins Second: Nikki Harris CARRIED: Yes</p>

8. Business Plan (18-month) from 1 July 2023 to 31 December 2025.	Business Plan (18-months) for 1 July 2023 to 31 December 2025.	<p>Resolution: Move that the Rosebank Business Association approves the Business Plan for the period 1 July 2023 to 31 December 2025. That the Association notes that the Executive Committee has authority under the Rules of the Association to make changes to the Business Plan as necessary through the period.</p> <p>Moved: Kevin Graham Second: Janine Roberts</p> <p>CARRIED: Yes</p>
9. Executive committee nominations for 2022/2023	<p>The candidates nominated for the executive committee of the Rosebank Business Association were received in line with the constitutional rules.</p> <p>The members standing are for the eight executive committee members (includes the officer roles of Chairperson, Treasurer and Secretary). The nominations have been received and there are eight nominations for the executive committee.</p> <p>A ballot was held by the Rosebank Business Association members who are in attendance.</p>	<p>Resolution: Move to accept and appoint Dr Darius Singh - Chrysalis Group, Michelle Robinson - Autex, Hamish Mackie – Fullworks International, Michelle Maitland – George Walkers, Sophia Bristow - Eurotech Design, Rebecca Harris - Intelligent Environments to the 2022/2023 executive committee.</p> <p>Moved: Greg Armstrong Second: Michael Hawkins</p> <p>CARRIED: Yes</p>
10. Election of officers: Chairperson, Secretary and Treasurer for 2022/2023	<p>Election and appointment of:</p> <p>10.a. Chairperson: Stefan Crooks – Westie Food Group</p>	<p>Resolution: Move to accept and appoint Stefan Crooks – Westie Food Group for Chairperson 2022/2023.</p> <p>Moved: Kevin Graham Second: Taina Henderson</p> <p>CARRIED: Yes</p>

10.b. Secretary: Stefan Crooks

NB: this resolution was moved and accepted in the September 2022 RBA Board meeting.

Resolution: Move to accept and appoint Stefan Crooks – Westie Food Group for Secretary 2022/2023.

10.c. Treasurer: Janine Roberts

Resolution: Move to accept and appoint Janine Roberts – Haven Accounting Services for Treasurer 2022/2023.

Moved: Stefan Crooks, Westie Food Group

Second: Lyn Holland, C-Tech

CARRIED: Yes

11. Appointment of auditor

Auditors appointment: Rosebank Business Association is required to appoint an auditor for the 2022-2023 period.

Recommendation: A quote from UHY Haines Norton has been received to the amount of \$10,500 + GST

Resolution: Move to accept the quotation from UHY Haines Norton and to appoint UHY Haines Norton as the auditors for the 2022-2023 period.

Moved: Janine Roberts, Haven

Second: Hamish Mackie, Fullworks

CARRIED: Yes

12. Meeting closing

Meeting closed at 6.12 pm