

Wiri Business Association Minutes 12th Annual General Meeting 17th October 2018 (Wiri BID)

Date: Wednesday 17th October 2018
Venue: Woodside Bar & Kitchen, Ronwood Ave, Manukau
Time: 5.00pm Drinks and Networking
5.45pm Formal Opening

Attendees Members:

Richard Mason - Mason Tool & Engineering
Gregor Botha – MainFeeds
William Brown – Trimtex
Jeanette Brown – Property Owner
Maureen Collins-Wright - Ross's Plumbing
Ross Collins-Wright – BRL 2010
Teena Rhind – Adstaff
Simon Woodward – Geotek Services
Sandra Bates – Envelope World
Murray Bates – Envelope World
Cristina Chersano – Reliance Transport
Richard Gallantree – Auto Transform
Allan Oliver – Oliver Family Trust
Ben Robinson – CML
Michael Rowe – Enirgi Power Storage
Jeremy Wilson – Enirgi Power Storage
Mike Jury – The Gluten Free Store
Richard Keena - Expedio

Associate Members:

Dennis Conroy – Conroy Security
Lilliann Conroy – Conroy Security
Aaron Tomlin – Conroy Security
Peter Williams – Effective Steel
Robert Taylor – Barfoot & Thompson
Glen Hitchcock – Barfoot & Thompson
Murry Phillips - Insight CA Ltd
Karyn Spencer - Vodafone Event Centre

Manurewa Local Board & Auckland Council:

Councillor - Danial Newman
Chairperson - Angela Dalton
Dave Pizzini
Angela Cunningham
Stella Cattle

Guests:

Leigh Auton – Auton Associates Guest Speaker
Xtina Manuela – Akatoka Contactors
Neil Punja – Manurewa Business Association
Simone Davis – Wiri Business Association
Audrey Williams - Wiri Business Association General Manager

Apologies:

Lotu Fuli – Otara – Papatoetoe Local Board Chair
Joseph Liava’a – East Tamaki Health Care
Anton Fatkin – Property Owner
David Chamberlain – Recon Security
Lyndsay Mason – Direct Mechanical
Suzie McDonald – Scrubbers Laundromat

Richard Mason - Wiri Business Association Chairperson

Richard (Mason Tool & Engineering) welcomed everyone to the AGM. He thanked the members who volunteer their time to sit on the Executive Board, acknowledging the time they contributed to this. He gave a special Thank You to Karyn Spencer and Murray Phillips for their time as advisors. Richard thanked Simone for her first year with the association and taking on more areas of training and responsibility in the coming year. Audrey for her hard work and dedications to the association. The board has started several new projects in the past year and he is looking forward to completing them in the coming year and working behalf of the members.

Audrey Williams – Wiri Business Association General Manager

Audrey welcomed everyone to the 12th AGM.

Approval of minutes of previous AGM 18th October 2017

Motion: To approve the minutes of the 2017 AGM presented at this meeting

Moved: Richard Mason

Seconded: William Brown

PASSED

Matters Arising: There were no matters arising

Chairperson/General Manager Report

Audrey presented the joint Chairperson/General Manager Report

Governance & Leadership:

In the past year the board has developed the

- Organisational Framework
- 2019 - 2024 Strategic Plan
- 2018 - 2019 Business Plan

Supporting Business:

Crime Prevention:

- Lowest crime rate in a commercial/industrial area.
- Day time security alerts.
- 2 patrol cars in the area between 7.00pm – 6.00am
 - Passing every business 5 times a night
 - Christmas day-time patrol 3 times a day
 - Introduced a plain clothes car in the area between 8.00pm – 4.00am 4 night a week passing every business twice a night.

Graffiti & Rubbish Dumping:

- Free Graffiti Removal within 24 hours of reporting (all graffiti visible from the road).
- All illegal dumped rubbish reported to council within 12 hours of reporting.
- Worked with council to remove rubbish within 7 days not standard 38 days.
- Over 600 case of illegally dumped rubbish reported in the last financial year.

Advocacy:

- Submitted on several Auckland Council, Local Board and Auckland Transport (AT) Plans
- Worked with AT on roading and congestion issues
- Druces Road & Kerrs Road intersection traffic lights due soon

Information Sharing & Relationships:

- 2 Wiri Links newsletters
- +40 Email contacts
- Member to Member introductions
- 12 Networking events
 - 2 x Strategic Planning Workshops
 - 2 x Crime Prevention Workshops
 - 3 x After 5 events
 - 5 x Breakfast

Enhancing Environment:

Supporting the Community & Physical Improvements

- Meeting room available for use by business and community groups

- Planted over a 1,000 native trees & plants
- Working with Local School, MIT, AUT and Collages - Work exposure, experience and placements
- Wiri Central School – Year 8 Scholarship
- Student with the strongest or most improved work ethic

Economic Development:

- First Aid for All free on line first aid training
- Waste Management Audits
- Opportunity to hear from
 - Kiwibank Chef Economist
 - Employsure
 - Edvance Workplace education

Approval of the Chairperson/General Manager Report:

Motion: To approve the 2017-2018 Chairperson/General Manager Report presented at this meeting

Moved: Mike Jury

Seconded: Gregor Botha

PASSED

Matters Arising: There were no matters arising

Financial Report:

Murray Phillips from Insight CA Limited presented the audited accounts for the 2017-2018 financial year. Murray explained that this is the first audit with Integrity Audit after changing from RSM last year, so a very thorough process has taken place. Nothing was raised by the auditor. Some discussion was held and questions answered. Audrey has copies of the full audit report if any member would like a copy. It will be uploaded to the resources page of the website by the end of the month.

Approval of the 2017 – 2018 Financial Reports:

Motion: To approve the 2017-2018 financial report presented at the 2018 AGM

Moved: Maureen Collins-Wright

Seconded: William Brown

PASSED.

2018 - 2019 Business Plan:

The original Strategic Plan 2014 – 2019 was developed in conjunction with Leigh Auton. Each year the association creates a business plan in line with this. We update our plan each year to ensure we keep moving forward, this year plan currently does not have KPI as the board are still working on these as they develop the new job descriptions for the change in staff. The 2018 – 2019 Business Plan will be uploaded to the resources page of the website once the KPI have been set. There were no questions from the floor regarding the business plan.

Approval of the 2018 – 2019 Business Plan:

Motion: To approve the 2018 – 2019 Business Plan presented at the 2018 AGM

Moved: Richard Mason

Seconded: Mike Jury

PASSED.

Current Budget 2018 – 2019:

The current budget was outlined by Audrey.

Questions were asked regarding the large increase in wages. Audrey explained that the Mangers role is currently a contracted role, the current board are in the process of changing that to an employee position and they are looking at 2 full-time and 1 part-time staff instead of 1 full-time and 1 part-time. Audrey also explained due to the associations regulations the association can carry over 10% of last years income the other \$180,000 must allocated to projects this year's projects are CCTV Cameras and a Policy & Procedure Manual need because of the moving from 1 contractor to a number of employees

Approval of the 2017 – 2018 Budget:

Motion: To ratify and adopt the 2017-2018 budget as presented at this AGM

Moved: Richard Mason

Seconded: William Brown

PASSED

Appointment of Auditor 2018-2019 Financial Year:

The Auditor for the current financial year must be appointed at the AGM.

Motion: To appoint Integrity Audit as the 2018 – 2019 auditors for Wiri Business Association

Moved: Simon Woodward

Seconded: Ross Collins-Wright

PASSED

Projected Budget 2019 – 2020:

Audrey presented 3 proposed budgets for the 2019 – 2020 financial year the 1st with no increase, the 2nd with a 5% increase and the last with a 10% increase. Audrey explained that the association can increase the Targeted Rate by \$10,000 or a maximum of 10% in any given financial period (July-June). With the increase petrol and minimum wage cost in the next year will rise dramatically. Audrey also presented a chart showing the average daily increase for members if no new buildings are built between now and June 2019. For 45% of our member at a 5% increase between \$0.012 - \$0.025 at a 10% increase between \$0.025 - \$0.05 per day. Richard Kean from Expedio expressed his concerns that the association was increasing rates for the sake of raising them. Richard Mason discussed that cost will increase without an increase the services the association offers it members would decrease, and the % to Capital Value is still less than businesses where paying before the expansion.

Motion: To increase the Targeted Rate for the 2019 -2020 Financial year by 10% setting the Targeted Rate at \$737,000.00

Moved: Richard Mason

Seconded: Maureen Collins-Wright

A vote was taken the motion was carried 12 for 3 against

PASSED

Motion: To ratify and adopt the 2019 – 2020 proposed budget with a 10% increase on the Targeted Rate presented at this AGM

Moved: Gregor Botha

Seconded: Jeanette Brown

A vote was taken the motion was carried 12 for 3 against

PASSED

Executive Board 2017-2018:

The Executive Board for 2017-2018 consisted of

Richard Mason - Mason Tool & Engineering – Chairperson

Lyndsay Mason – Direct Mechanical – Deputy Chairperson

Maureen Collins-Wright - Ross's Plumbing - Treasurer

Gregor Botha – MainFeeds

William Brown – Trimtex

Joseph Liava'a – East Tamaki Health Care

Teena Rhind – Adstaff

Anton Fatkin – Property Owner

Solei Paul – Argosy Property

Angela Dalton/Dave Pizzini Manurewa Local Board

Advisors

Karyn Spencer – Vodafone Event Centre

Murray Phillips – Insight CA

Audrey Thanked the board for their tireless efforts, dedication to the members and thanked them for their support of her and Simone in a difficult year getting use to the expanded area.

Executive Board 2018-2019:

Richard Mason - Mason Tool & Engineering
Lyndsay Mason – Direct Mechanical
Maureen Collins-Wright - Ross’s Plumbing
Gregor Botha – MainFeeds
William Brown – Trimtex
Joseph Liava’a – East Tamaki Health Care
Teena Rhind – Adstaff
Allan Oliver - Property Owner
Ben Robinson – Commercial Maintenance Ltd (CML)
Sandra Bates - Envelope World
Cristina Chersano – Reliance Transport
Richard Gallantree – Auto Transform

Due to 12 nominees standing for 10 places, Councillor Daniel Newman and Dennis Conroy from Conroy Security were appointed as adjudicators to count the votes.

Members of the 2018 -2019 Wiri Business Executive Board are

Richard Mason - Mason Tool & Engineering
Lyndsay Mason – Direct Mechanical
Maureen Collins-Wright - Ross’s Plumbing
Gregor Botha – MainFeeds
William Brown – Trimtex
Joseph Liava’a – East Tamaki Health Care
Teena Rhind – Adstaff
Ben Robinson – Commercial Maintenance Ltd (CML)
Sandra Bates - Envelope World
Richard Gallantree – Auto Transform
Dave Pazzini – Manurewa Local Board

Motion: That the election slips for the Wiri Business Association 2018 -2019 Executive Board be destroyed.

Moved: William Brown

Seconded: Mike Jury

PASSED.

Audrey to destroy the voting slips

Motion: That the elected nominees for the Wiri Business Association be accepted onto the WBA Executive Board for the 2018 – 2019 year.

Moved: Simon Woodward

Seconded: Ross Collins - Wright

PASSED.

Audrey thanked councillor Newman and Dennis for their assistance on counting the votes, welcomed the new board. It was agreed that the senior position on the board be elected at the first meeting of the board.

General Business:

2019 -2024 Strategic Plan:

Audrey introduced Leigh Auton from Auton & Associates. Leigh is the author of the 2014 -2019 and 2019 – 2020 Wiri Business Association Strategic Plans.

Leigh gave a brief outline of his qualifications and background, Leigh then discussed the process that was taken to establish the 2019 – 2024 Wiri Business Associations Strategic Plan. Leigh and Audrey meet with the Wiri executive board, external stakeholders and members in workshops or one on one sessions. Leigh then highlighted some of the outcomes in the plan and recommended that association adopted the plan.

Motion: To adopt the 2019 – 2024 Strategic plan presented at this AGM

Moved: Ross Collins - Wright

Seconded: Simon Woodward

PASSED.

Proposed Expansion:

With council rezoning the farm land on Puhinui Road through to Prices Road lying on the western boarded of the association. The Wiri Executive Board proposes a boundary expansion. Audrey explained the process for an expansion.

1. Wiri members approve the expansion at an AGM (tonight)
2. The Otara-Papatoetoe Local Board approve the expansion and recommended the expansion to Auckland Council
3. Auckland Council approve the expansion
4. All property and/or business owners vote on the expansion (25% return rate and a 51% yes vote from those votes).

Audrey explained that if we can progress the expansion quickly then we only need work with 10 -12 property owners, so much easier than waiting for the land to be built on. When asked if the proposed expansion would cost as much or take the same amount of the Managers time. Audrey replied that due to the low number of owners involved it would take very little time or expense.

Motion: To adopt the proposed boundary expansion presented at this AGM.

Moved: Gregor Botha

Seconded: Jeanette Brown

Passed

As there was no general business from the floor Audrey thanked everyone for their attendance and invited them to stay for a drink and networking. Meeting closed at 7.40pm
