ANNUAL GENERAL MEETING

PROVISIONAL MINUTES 2024

For Kingsland Business Society Incorporated, known as The Fringe District
Held Nectar Bar, 470 New North Rd, Kingsland, Tuesday 29 October 2024, 6:30pm

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1. **Welcome and Introductions**
   Member were welcomed by Chairman, Steve Gillett

2. **Attendance and Apologies received**
   Resolution 1: Apologies were received Steve / Rachel

3. **Confirmation the minutes from previous AGM**
   Resolution 2: The provisional minutes of the previous AGM, held Tuesday 24 October 2023, were confirmed as a true and correct record of the business that transacted.
   Kate / Gail

4. **Presentation of the Chairpersons Report**
   Resolution 3: The Chairpersons Report for the 2023-2024 period was received.
   Rachel / Liv

5. **Presentation of The Treasurers Report**
   Resolution 4: The Annual Financial Statement, Performance Report and Audit to 30 June 2024 was received and approved. Rachel / Gail

   Resolution 5: The proposed budget for Kingsland Business Society Inc for 1 July 2025 to 30 June 2026, was approved, which includes BID Targeted Rate grant amount of $245,067.90. There is no increase to the Bid Targeted Rate Grant for the 2025-2026 financial year.
   We further asked Albert-Eden Local Board recommend to the governing body the amount of $245,067.90 be included in the Auckland Council Draft 2025-2026 annual budget consultation process. Rachel / Gail

6. **Presentation of Managers Report**
   Resolution 6: The Managers Report for the 2023-2024 period was received and accepted.
   Steve / Gail

7. **Presentation of The Business Plan 2025-2026.**
   Resolution 7: The Business Plan for 2025-2026 financial year was presented and approved.
   Steve / Gail

8. **Election of the Executive Committee**
   Resolution 8: The following members were elected to the Executive Committee for the 2024-2025 period:

   Kate Simkiss to the Executive Committee 2024-2025
   Rachel Hawes to the Executive Committee 2024-2025
   John Arkley to the Executive Committee 2024-2025
   Steve Gillett to the Executive Committee 2024-2025
   Sanjay Jamdadas to the Executive Committee 2024-2025
   Gavin Rowe to the Executive Committee 2024-2025
   Phil Clark Eden to the Executive Committee 2024-2025

   Gavin Rowe was elected as Treasurer & Secretary to the Executive Committee 2024-2025
   Steve Gillett was elected as Chairperson to the Executive Committee 2024-2025

   b) Chairperson will be elected by a general member vote from the Executive Committee appointed in item 8a above.

   c) Treasurer and Secretary – at the 2023 AGM the membership agreed to elect and or appoint Secretary by the Executive Committee at their next meeting

   Resolution 9a: Steve Gillett was nominated as Chairperson for 2024-2025.
   Resolution 9b: It was agreed to continue to elect the chairperson by a general member vote by a general member vote for the following year election (2025 AGM) and all subsequent elections.
   Steve / Gail

9. Appointment of the Auditor for the financial year ending 30 June 2025.
   Resolution 10: Dellows was appointed as auditor for the 2024/2024 financial year.
   Gavin / Steve

10. General Business

11. Nomination Information

Committee nominations (copied from KBSI constitution)

15. ELECTION OF MEMBERS TO EXECUTIVE COMMITTEE

15.1 Nominations of candidates for election as members of the Executive Committee:

15.1.1 shall be made in writing, signed by two Full Members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination); and

15.1.2 shall be delivered to the Secretary of the Association not less than seven days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.

15.2 If insufficient nominations are received to fill all vacancies, the candidates nominated shall be deemed to be elected and further nominations shall be received at the Annual General Meeting.

15.3 If insufficient further nominations are received, any vacant positions remaining shall be deemed to be casual vacancies.

15.4 If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.

15.5 If the number of nominations received exceeds the number of vacancies to be filled a poll shall be held.

15.6 Any such poll shall be conducted at the Annual General Meeting in such usual and proper manner as the Executive Committee may direct.

15. 7 In the event of an equality of votes between two or more candidates an exhaustive poll will be held to determine the person elected.

16. CHAIRPERSON AND SECRETARY

16.1 The election of a member of the Executive Committee as the Chairperson may be made either by a general member vote at the Annual General Meeting or by the Executive Committee at its first meeting following the Annual General Meeting. The decision whether an election is made at the Annual General Meeting, or by the Executive Committee, is made at an Annual General Meeting, with that decision taking effect for the purposes of the following year's election, and at all subsequent elections unless changed by vote at an Annual General Meeting (again with effect from the following year's election).

16.2 The election of the Chairperson shall be conducted by such standard voting method (for example poll or show of hands) as is appropriate given the number of candidates and whether the election is being made at an Annual General Meeting or a meeting of the Executive Committee.

16.3 The Executive Committee shall appoint or elect one Member or Association employee as the Secretary of the Association.

16.4 If the Local Board Representative is a member of the Executive Committee he or she may not:

16.4.1 be the Chairperson or the Secretary; or

16.4.2 vote on the election of the Chairperson or Secretary.

16.5 It is the duty of the Secretary to keep minutes of:

16.5.1 all elections and appointments of Officers and members of the Executive Committee;

16.5.2 the names of members of the Executive Committee present at each Executive Committee meeting and General Meeting; and

16.5.3 all proceedings at Executive Committee meetings and General Meetings.

16.6 Minutes of proceedings at a meeting shall be signed by the Chairperson of the meeting or by the Chairperson of the next succeeding meeting.

17. TREASURER

17 .1 The election of a member of the Executive Committee as Treasurer may be made either by a general member vote at the Annual General Meeting or by the Executive Committee at its first meeting following the Annual General Meeting. The decision whether an election is made at the Annual General Meeting, or by the Executive Committee, is made at an Annual General Meeting, with that decision taking effect for the purposes of the following year's election, and at all subsequent elections unless changed by vote at an Annual General Meeting (again with effect from the following year's election).

17.2 The election of the Treasurer shall be conducted by such standard voting method (for example poll or show of hands) as is appropriate given the number of candidates and whether the election is being made at an Annual General Meeting or a meeting of the Executive Committee.

17.3 If the Local Board Representative is a member of the Executive Committee he or she may not:

17.1.1 be the Treasurer; or

17.1.2 vote on the election of the Treasurer.

17.4 Despite Rules 17.1 and 17.2, in the event that no member of the Executive Committee is qualified, and wishes, to act as Treasurer, the Executive Committee may engage a professionally qualified person (not necessarily a member of the Association) to act as Treasurer of the Association.

17 .5 It is the duty of the Treasurer of the Association to ensure that:

17.5.1 all money due to the Association is collected and received and all payments authorised by the
Association are made;

17.5.2 correct books and accounts are kept showing the financial affairs of the Association including full details of all receipts and expenditure connected with the activities of the Association.