

## Wiri Business Association Minutes 2022 Annual General Meeting

**Date:** Wednesday 19 October 2022

**Location:** Woodside Bar & Grill, 639 Great South Road, Manukau

**Time:** 5.00pm Drinks & Networking  
5.49pm Formal Opening

**Attendance:**

Board Members:

Ben Robinson (Chair) – CML  
Maureen Collins-Wright (Treasurer) – Ross’s Plumbing  
William Brown – Trimtex  
Mark Prujean – Jayen Foods  
Allan Oliver – Oliver Family Trust  
Wayne Reid – Z Energy  
Teena Rhind – AdStaff Personnel  
Elbert Angkiriwang – WJE Holdings  
David Pizzini – Manurewa Local Board (via phone)

Association Members:

Lorina Afakasi-Flavell – AdStaff Personnel  
Jeanette Brown – Gluten Free Store  
Glennis Oliver – Oliver Family Trust  
Dave Blundell – BTR Two  
Paul Taylor – NZ Wood Products  
Suzie McDonald – Scrubbers Laundromat  
Leanne Prujean – Jayen Food Concepts  
Gavin Fong – Plus Pac Packaging

Council Representatives:

Cr Angela Dalton – Auckland City Council  
Dr Ofa Dewes – Otara-Papatoetoe Local Board (also Board Member)

Guests:

Gary Holmes – WBA General Manager  
Simone Davis – WBA Office Support  
Colin Sandbrook

Secretariat:

Lenna Taylor – Independent Governance Services

Apologies:

Jodie Drummond - Sulco  
Matthew Koshy – Meltrons NZ  
Navneet Singhai - Readycut  
Mike Jury – Gluten Free Store

### **1. Welcome and Apologies**

Ben Robinson welcomed everyone to the meeting including special attendees, Cr Angela Dalton, and Dr Ofa Dewes. He noted apologies from Jodie Drummond, Matthew Koshy, Navneet Singhai, Mike Jury, and that Dave Pizzini would be delayed.

### **2. Letter from the Chair**

Ben noted and spoke to his Letter from the Chair, included in the Board papers.

Having served the maximum term of three consecutive years as Chair, Ben noted the Board would elect a new Chair at the first Board meeting following the AGM. He thanked his fellow board members for their commitment and support. He also acknowledged Gary for his work as the new General Manager and Simone for her support.

Ben also farewelled and noted appreciation for retiring board members Jodie Drummond, Allan Oliver, and Mark Prujean.

***Motion:** That the Wiri Business Association receive the 2021/2022 Chairperson's letter.*

**Moved: MP**

**Seconded: MCW**

**Passed** with no objections

### **3. General Manager's Report**

Gary spoke to the General Manager's Report, highlighting WBA's activities and achievements during the 2021 – 2022 year and outlined the 2022-2023 work plan ahead.

***Motion:** That the Wiri Business Association receive the 2021/2022 General Manager's Report.*

**Moved: MP**

**Seconded: MCW**

**Passed** with no objections

### **4. Minutes from AGM 2021**

The Minutes of the previous AGM held 26 January 2022 were distributed and received and confirmed as a true and correct record of the business transacted.

***Motion:** The Minutes of the previous AGM held 26 January 2022 are confirmed as a true and correct record of the business transacted.*

**Moved: WR**

**Seconded: WB**

**Passed** with no objections

### **5. Approval of Audited Annual Financial Accounts for 2021-2022**

Ben noted the FY21-22 audited accounts for approval. There were no material variations to note in the audited accounts compared with the approved Budget.

**Motion:** That Wiri Business Association receive and approve the audited Annual Financial Statements for the Financial Year 1 July 2021 to 30 June 2022.

**Moved: BR**

**Seconded: MP**

**Passed** with no objections

## **6. Updated Strategic Plan**

Ben noted the strategic plan in its current form will be developed further to reflect depth of focus.

He also noted a special resolution is required to approve the updated 2022-2027 Strategic Plan with the following minor amendment: one of the key focus areas 'Advocacy' has been amended to 'Advocacy and Support' to accurately reflect its broader function.

**(Special Resolution) Motion:** That Wiri Business Association approves the updated 2022-2027 Strategic Plan.

**Moved: MCW**

**Seconded: WR**

**Passed** with no objections

## **7. Current Business Plan and Budget – 1 July 2022 to 30 June 2023**

The current business plan and budget was presented for approval. Ben noted WBA's financial performance was favourable to the budget.

**Motion:** That Wiri Business Association approves the Business Plan and associated budget for the period 1 July 2022 to 30 June 2023 and that the Association note that the Executive Committee (Board) has authority under the Rules of the Association to make changes to the Business Plan as necessary through the period.

**Moved: BR**

**Seconded: TR**

**Passed** with no objections

## **8. Indicative Business Plan and Budget – 1 July 2023 to 30 June 2024**

The indicative business plan and budget was presented for approval.

**Motion:** That the Wiri Business Association receive and approve the indicative Business Plan and Budget for the 1 July 2023 to 30 June 2024 financial year.

**Moved: BR**

**Seconded: AO**

**Passed** with no objections

**Motion:** That the Wiri Business Association approve the following financial year 2023/24 indicative budget which includes a BID targeted rate grant amount of \$755,425 including a 0% increase to the BID targeted rate grant for 2023- 2024 financial year; and noting the further request to the Otara Papatoetoe and Manurewa Local Boards to recommend to the Governing

Body the amount of \$755,425 be included in the Auckland Council draft 2023-2024 annual budget consultation process.

**Moved: BR**

**Seconded: WR**

**Passed** with no objections

### **9. Appointment of Auditor**

Ben noted that the Auditor is appointed annually at the AGM and that the resolution included in the published agenda has been amended to reflect a change in preferred auditor.

Maureen Collins-Wright (Treasurer) spoke to the amended resolution, noting the recommended auditor, William Buck Audit, works with many local businesses and is expected to produce reports in a timelier manner.

**Motion:** *That the Wiri Business Association appoint William Buck Audit (NZ) Ltd as Auditor for the Wiri Business Association for the 2022/2023 financial year.*

**Moved: MCW**

**Seconded: MP**

**Passed** with no objections

### **10. Adoption of updated Rules / Constitution**

Ben presented the updated WBA Rules and Constitution for special approval. He noted that WBA's existing Rules require minor updates to align with the latest Auckland Council 2022 Business Improvement District (BID) Policy. The changes are largely as a result of cross-referencing between the two documents.

**(Special Resolution) Motion:** *That the Wiri Business Association existing constitution (Rules) document (dated 10 March 2022) be replaced with the proposed new constitution (Rules) dated September 2022 presented at the Annual General Meeting of the Wiri Business Association on 19th October 2022 and that such alterations be affected by replacing the existing constitution document (dated March 2022) with the proposed Wiri Business Association constitution (dated September 2022).*

**Moved: BR**

**Seconded: WB**

**Passed** with no objections

### **11. Election of Board Members**

Ben presented nominations for the Board and noted the election shall be carried out in accordance with rule 14 of the constitution.

The Current Board members nominated to re-stand:

Teena Rhind – AdStaff Personnel  
Ben Robinson – CML  
Dr Ofa Dewes – Otara Papatoetoe Local Board  
William Brown – Trimtex  
Wayne Reid – Z Energy

Maureen Collins-Wright – Ross's Plumbing  
Elbert Angkiriwang – W J E Holdings

Nominations for new Board members received from:

Dave Pizzini – Takitimu Stag (previously served as Manurewa Board representative)

Ben noted there were remaining vacancies for new board members.

***Motion:*** *That the Wiri Business Association approves the appointment of all elected members to the Board for 2022/2023.*

**Moved: BR**

**Seconded: TR**

**Passed** with no objections

***Motion:*** *That subject to the election at the first Board meeting following the AGM, the Wiri Business Association approves the appointment of the Chairperson, Treasurer and Secretary for 2022/2023.*

**Moved: BR**

**Seconded: MP**

**Passed** with no objections

## **12. General Business**

Retiring member, Allan Oliver thanked WBA Board and staff for their steadfast support in recent difficult circumstances and acknowledged Ben and Gary for their work to date.

The Chair declared the meeting closed at 6.18pm.