



Manukau Business Association
Incorporated

17th

Annual General Meeting
Wednesday 18th October 2023

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**17th ANNUAL GENERAL MEETING
July 2022 – June 2023**

of the

**Manukau Business Association Inc. (Business Manukau)
a Business Improvement District – (BID)**

Wednesday, 18th October 2023 - 7.30am – 9.00am

Woodside Tavern, Ronwood Avenue, Manukau

Agenda

1. Registration and Breakfast
2. Apologies & Welcome
3. Minutes 2022 AGM – Approval & Matters arising
4. Chairman’s Annual Report (2022/2023)
5. Treasurer’s Financial Report (2022/2023)
6. General Manager’s Report (2022/2023)
7. Business Plan 2024 and 2025
8. Budgets 2024 and 2025

Proposed Budget for 2024/2025 – That Business Manukau receive and approve the 2024/2025 budget which includes a BID targeted rate amount of \$595,165 noting there will be a 3% increase of \$17,335 to the BID targeted rate for the 2024/2025 financial year. Further ask the Otara-Papatoetoe Local Board to recommend to the governing body the amount of \$595,165 be included in the Auckland Council draft 2024/2025 annual budget consultation process.

9. Election of Committee
10. Motion to re-appoint Auditors – Charity Integrity Audit
11. General Business and Networking

See AGM Documents under the Documents tab of our website.

1. Registration and Breakfast

Please seat yourself anywhere at the tables provided.

2. Apologies and Welcome

Meeting led by Business Manukau General Manager, Audrey Williams.

3. Minutes 2022 AGM: Please see your copy of the 2022 minutes at your place setting.

Matters arising from the 2022 minutes.

MOTION:

To approve the minutes of the 2022 AGM.

4. Chair's Annual Report (2022/2023) - Led by Chair, Stephen Grey.

The Chair's Annual Report will be published on the website after the AGM.

MOTION:

To approve the Chairman's Report 2022/2023.

5. Treasurer's Financial Report (2022/2023) - Led by Treasurer, Belinda Sutton.

The Treasurer's Annual Report is reproduced on page 6 of this booklet, and the full audited financial statements are also at your place setting.

MOTION:

To approve the Treasurer's report including the 2022/2023 financial statements as presented at this AGM.

6. General Manager's Report: By Business Manukau General Manager, Audrey Williams

a) **Progress Report 2022/2023** presented in PowerPoint.

An update on progress against objectives for the 2022/2023 financial year.

MOTION:

To approve the 2022/2023 General Manager's Report.

7. Business Plan 2024 and 2025: presented in PowerPoint.

MOTION:

To approve the 2024 and 2025 Business Manukau Business Plan.

8. Budgets for Year End 2024 and 2025 presented in PowerPoint.

***Proposed Budget for 2024/2025** – That Business Manukau receive and approve the 2024/2025 budget which includes a BID targeted rate amount of \$595,165 noting there will be a 3% increase of \$17,335 to the BID targeted rate for the 2024/2025 financial year. Further ask the Otara-Papatoetoe Local Board to recommend to the governing body the amount of \$595,165 be included in the Auckland Council draft 2024/2025 annual budget consultation process.*

MOTION:

To approve the 2024/2025 budget which includes a BID targeted rate amount of \$595,165 noting there will be a 3% increase of \$17,335 to the BID targeted rate for the 2024/2025 financial year. Further ask the Otara-Papatoetoe Local Board to recommend to the governing body the amount of \$595,165 be included in the Auckland Council draft 2024/2025 annual budget consultation process.

9. Election of Committee

The Executive Committee Members of the Manukau Business Association Incorporated for the year 2022/2023 were:

<i>*Aaron Jones</i>	<i>BNZ</i>
<i>Belinda Sutton</i>	<i>Van Den Brink Group (Treasurer)</i>
<i>Debra Law</i>	<i>Law & Associates</i>
<i>Emily May</i>	<i>Jaedon Enterprises</i>
<i>Ilango Krishnamoorthy</i>	<i>Mercury Printz</i>
<i>Rachel Darlington</i>	<i>Business Like NZ Ltd</i>
<i>Sohail Chaudhry</i>	<i>Computer Warehouse Ltd</i>
<i>Stephen Grey</i>	<i>Chester Grey Accountants Ltd (Chair)</i>
<i>**Susan Mudie</i>	<i>Rainbow's End</i>

Note: Our non-voting Otara-Papatoetoe Local Board Representative is Dr Ashraf Choudhary.

The 8 Nominations for the 2023/2024 Executive Committee include:

<i>Belinda Sutton</i>	<i>Van Den Brink Group (existing)</i>
<i>Debra Law</i>	<i>Law & Associates (existing)</i>
<i>Emily May</i>	<i>Jaedon Enterprises (existing)</i>
<i>Ilango Krishnamoorthy</i>	<i>Mercury Printz (existing)</i>
<i>Rachel Darlington</i>	<i>Business Like NZ Ltd (existing)</i>
<i>Sohail Chaudhry</i>	<i>Computer Warehouse Ltd (existing)</i>
<i>Stephen Grey</i>	<i>Chester Grey Accountants Ltd (existing)</i>
<i>Aari Puri</i>	<i>Brew'd Hawt (new)</i>

**Aaron Jones of BNZ's appointment as a voting advisor will be confirmed at the first Board meeting after the AGM.*

***Susan Mudie (Rainbow's End) has stepped down.*

MOTION:

That the 8 Committee Members listed above be elected to the Business Manukau Executive Committee for the 2023/2024 year.

Motion to Re-Appoint Auditors

MOTION:

That Charity Integrity Audit be re-appointed as our Auditors.

10. General Business

Any items from the floor. **Meeting Closes. Networking Commences.**

Treasurers Report AGM 2023

	2025 Budget	2024 Budget	2023 Actual	2023 Budget	2023 Variance
REVENUE					
Targeted Rate Grant (TRG)	\$ 577,836	\$ 577,836	\$ 525,300	\$ 525,300	
Proposed Increase TRG	<u>\$ 17,328¹</u>				
	\$ 595,164				
SUNDRY REVENUE					
Dividends Received	\$ 350	\$ 350	\$ 360	\$ 380	-\$ 20
Grants Received	\$ 2,000	\$ 66,288	\$ 15,413		\$ 15,413
Interest Received	\$ 6,000	\$ 6,000	\$ 5,938	\$ 120	\$ 5,818
Other Received	\$ 50,100	\$ 49,500			
Total Sundry Revenue	<u>\$ 58,450</u>	<u>\$ 122,138</u>	<u>\$ 21,710</u>	<u>\$ 500</u>	<u>\$ 21,210</u>
Total Revenue	\$ 653,614	\$ 699,974	\$ 547,010	\$ 525,800	\$ 21,210
Less Expenses					
Administration Expenses					
Expenses	\$ 285,093	\$ 271,896	\$ 223,797	\$ 207,250	\$ 16,547
Building Expenses	\$ 55,940	\$ 47,903	\$ 26,720	\$ 29,378	-\$ 2,658
Marketing/Branding	\$ 94,896 ²	\$ 127,164	\$ 54,058	\$ 99,936	-\$ 45,878
Crime Prevention	<u>\$ 235,608</u>	<u>\$ 272,034</u>	<u>\$ 182,881</u>	<u>\$ 160,092</u>	<u>\$ 22,789</u>
Total Expenses	\$ 671,537	\$ 718,997	\$ 487,456	\$ 496,656	\$ 9,200
Net Surplus/(Deficit) Before Depreciation	-\$ 17,923	-\$ 19,023	\$ 59,554	\$ 29,144	-\$ 30,410
Less Depreciation	\$ 59,568	\$ 69,714	\$ 118,411	\$ 102,144	\$ 16,267
Gain on Sale of Fixed Assets					
Net Surplus/(Deficit) After Depreciation	-\$ 77,491	-\$ 88,737	-\$ 58,857	-\$ 73,000	\$ 14,143

¹ The proposed increase of \$17,328 to be approved as part of the total BID Targeted rate grant for 2024/2025 to equal \$595,164.

² The proposed increase of \$17,328 has been included in the total expenditure budget of the Marketing/Branding spend.

BALANCE SHEET	2023 <u>Actual</u>	2022 <u>Actual</u>
CURRENT ASSETS		
Bank accounts and cash	197,419	313,863
Debtors and prepayments	1,788	2,737
Total Current Assets	<u>199,208</u>	<u>316,600</u>
NON-CURRENT ASSETS		
Fixed Assets as per Schedule	163,423	276,067
Total Assets	<u>362,631</u>	<u>592,667</u>
CURRENT LIABILITIES		
Creditors and accrued expenses	26,082	201,661
Employee Costs Payable	20,163	15,764
Total Liabilities	<u>46,245</u>	<u>217,425</u>
Net Assets	316,385	375,243
Represented by;		
Accumulated surpluses	316,385	375,243
Total Accumulated Funds	316,385	375,243