

## Annual General Meeting Notice

5.30pm, Wednesday the 24<sup>th</sup> November, 2021

The Engine Room, 217 King Street, Pukekohe (Covid Alert Level Restrictions Permitting)

*Please note that the meeting will start promptly at 5.30pm. Please follow all alert level guidelines whilst attending the AGM. Should alert level restrictions preclude an in-person meeting, further information will be available on the PBA website regarding the holding of the AGM. Please visit our website [www.pukekohe.org.nz](http://www.pukekohe.org.nz) for up-to-date information.*

### Agenda

1. Welcome
2. Apologies
3. Confirmation of minutes of 28th October 2020 Annual General Meeting
4. President's Report
5. Manager's Report
6. Treasurer's Report and Annual Financial Statements
7. **Proposed budget for 2022/2023**
  - Resolution: That Pukekohe Business Association receive and approve the 2022/2023 budget which includes a BID targeted rate grant amount of **\$500,000.00** noting there **will be an 8.5% (approx.)** increase of **\$38,000.00** to the BID targeted rate grant for 2022/2023 financial year. Further ask the **Franklin Local Board** recommend to the governing body the amount of **\$500,000.00** be included in the Auckland Council draft **2022/2023** annual budget consultation process.
8. Appointment of Auditor
9. Election of Executive Committee
  - A) Please read the information below for nomination procedure.
  - B) Nominations close with Kendyl Sullivan at 5pm on Wednesday 20<sup>th</sup> October 2021
10. Election of officers (chairperson and treasurer)

"As per AGM resolution 9 (2017) the election of officers will be decided by the newly elected committee at their first committee meeting".
11. General Business

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**A person must be a Full member of the Association to vote and stand for election to the Executive Committee**

The qualification to be a **Full Member** is detailed under Rule 5 of the constitution.

#### Election of members to the Executive Committee

The procedure for nominations as detailed in Rule 15 of the constitution is as follows:

- **Nomination of candidates for election**
  - 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
  - Shall be delivered to the Secretary of the Association (Kendyl Sullivan) not less than seven days before the date fixed for the AGM (5pm on Wednesday 17<sup>th</sup> November 2021)
- **Nominations can be sent to:**
  - Pukekohe Business Association, PO Box 1240, Pukekohe 2340, delivered to reception, Pukekohe Business Association, 217 King Street, Pukekohe, or emailed to [info@pukekohe.org.nz](mailto:info@pukekohe.org.nz).

**Business Improvement (BID) Area Map, Member Details Form, Nomination Form, and Constitution can be found on our website at [www.pukekohe.org.nz](http://www.pukekohe.org.nz), or from Pukekohe Business Association, 217 King Street, Pukekohe.**

**Please RSVP your attendance by phoning 09 910 0137 or emailing [info@pukekohe.org.nz](mailto:info@pukekohe.org.nz) by 5pm on Wednesday 17<sup>th</sup> November 2021. Please contact Kendyl with any further questions.**