

CHAMBER OF COMMERCE & INDUSTRY OF NORTHLAND (INC)

Minutes of the 111th Annual General Meeting

Held at the Old Library, 7 Rust Ave, Whangarei

Wednesday March 12th 2014 at 5.00 pm

Tony Collins CEO welcomed the attendees to the Chamber's 111th Annual General Meeting

Present

| Attendee | Company |
|---------------------|---|
| Gwendolyn Needham | |
| Alan Martin | |
| Laura Burns | C.H.A.R.T NORTH (Creative Northland) |
| Jeroen Jongejans | Dive! Tutukaka |
| Tim Robinson | Gen-i NZ Ltd |
| Daryl Small | Gilmore Brown |
| Elaine MacKintosh | Heads up on Bank |
| Bobby McGee | Konica Minolta Northland |
| Tania Dunn | Marine North Ltd |
| Paul Dunn | Marine North Ltd |
| Mark Bogle | Mr Rental |
| Dave Templeton | Northland INC.(Regional Business Partnership) |
| Malcolm Nicolson | Northland Regional Council |
| Rob Meadows | NorthTec |
| Tony Collins | NZ Chambers of Commerce Northland |
| Janette Dobbs | NZ Chambers of Commerce Northland |
| Richard Cranenburgh | NDC New Media |
| Laura Speer | Paramount Collections (NZ) |
| Jeremy Tauri | Plus Chartered Accountants Ltd |
| Annie Johnston | Robinson Asphalts 1992 Ltd |
| Merv Williams | The Strand (Body Corporate 196616) |
| Paul Batchelder | UIT Limited |
| Ian Pringle | Vodafone New Zealand Ltd |
| Brett Sawyers | Vodafone NZ Ltd |
| Cr Tricia Cutforth | Whangarei District Council |
| Mayor Sheryl Mai | Whangarei District Council |
| Ryan Welsh | WRMK Lawyers |

Apologies

| Attendee | Company |
|------------------------|------------------------|
| Tony Wilson | Coastline Markers Ltd |
| Murray Broadbelt | Employer Services Ltd |
| Talia Mana | Leo Industries Ltd |
| Vince Cocurullo | Cocurullo's Ltd |
| Mike Goodison | WorkSafe New Zealand |
| John & Margaret Bishop | Newman Engineering Ltd |
| Gary Birch | OfficeMax |
| Cherry Daly | Open Spaces Preschool |
| Barbara Jacques | BJ Project |
| John Cook | 5 Deep |

Resolved

"That the apologies be accepted"

Moved: Jeroen Jongejans / Bobby McGee

All in favour/CARRIED

Obituaries

Ryan Welsh noted the passing of Joanne Brownlee, Don Austin and Ray Robers.

Minutes of the previous AGM

Resolved

"That the minutes of the 110th AGM on 6th March 2013 be confirmed as a true and correct record".

Moved: Ryan Welsh / Annie Johnston

All in favour/CARRIED

Matters Arising

No Matters Arising

President's Report

Ryan Welsh's report was tabled.

Ryan highlighted from his report that he has enjoyed working with the current Board who have a good skills matrix.

He thanked Janette Shelley and Tony, noting that Tony is a good sounding board for ideas and issues that arise. A good year of events have been completed, with good attendance and a credit to the team.

Resolved

"That the Presidents report be received"

Moved: Daryl Small / Rob Meadows

All in favour/CARRIED

CEO's Report

Tony Collins tabled report, and made the following comments.

- Tony noted that it has been a good year, but not a great year, and looking forward he wants to ensure that members know more about the benefits that are available to them. He advised that the Chamber needs to make sure that it is relevant to its members.
- He praised the new website which came online in 2013, as being easy to navigate and noted that we have received great feedback.
- Tony thanked the board who will be almost the same for 2014/2015 with only one change..
- Tony thanked Janette and Shelley for the work they do for the Chamber.

Resolved

"That the CEO's report be received"

Moved: Ryan Welsh / Jeroen Jongejans

All in favour/CARRIED

Financial Report

Treasurer Daryl Small spoke to the report.

Year ended 31 December 2013 financial analysis

Profitability

- A net deficit for the year of \$2.9K, compared to a slight net surplus of \$4.2K last year.
- Revenue*
- Overall, revenue on a total income basis remains comparable to 2012- totalling \$180.5K this year compared to \$181.8K last year.
 - Significant changes to revenue streams are:
 - Business Awards. Sponsorship and ticket revenue is up slightly from last year but significantly the new venue cost (held at Forum North this year- at significantly less cost) has resulted in more profitability in this revenue stream from last year. It is up approximately \$15K from last year.
 - Ministry of Social Development programmes – ‘straight to work’ and ‘skills for industry’ contracts came to an end this year-and sees a drop in revenue of \$23K from last year. The Chamber is continuing to work with government agencies to identify potential revenue streams that fit within our strategic plan. Our continued work with NZTE Regional Business Partnership is an example of this.
 - Membership revenue is comparable to last year and member numbers remain stable. Membership stood at 383 members as at December 2013 versus 401 at the same time last year. In addition campus membership for students attending North Tec, at December 2013 is 13 (last year 38 members).
 - Seminars and functions income is up approximately \$7K from last year. This encompasses the use of BA5 events, as well as other events held during the year. It has been great to see the continued use and support of these events by our members.

Expenses

- In total expenses have remained relatively consistent to last year, increasing by \$6K. The major increase relates to a slight increase in wages during the year for inflationary adjustments, as well as travel and conference expenses through increased networking and promotional work undertaken during the year.

Financial Position

- The financial position remains in relative good shape.
- As at 31 December the chamber held \$54K of assets made up of:

| | |
|------------------------------------|--|
| Bank balances | \$28K |
| Debtors | \$15K |
| Plant and equipment | <u>\$11K</u> |
| Total assets | <u>\$54K</u> |
| Less Liabilities | <u>\$6K</u> – due to suppliers and IRD |
| Giving accumulated member funds of | \$48k |

- Of note this year the Chamber has upgraded it's website with a spend of approximately \$10K, with a pleasing result and a lot of good feedback from members and users as to it's new look and accessibility.

Future focus

- Continue to expand revenue streams, a focus on continuing to build membership and relevance to members.
- Look to other revenue stream opportunities as they arise.
- Utilise any surplus funds to further develop the Chamber's services.

Resolved

"That the financial statements be approved"

Moved: Paul Dunn / Laura Burns

All in favour/CARRIED

Appointment of Auditor

Motion: "to appoint an Auditor for 2014"

Resolved

"That Orbit Audits be appointed for 2014"

Moved: Ryan Welsh / Jeroen Jongejans

All in favour/CARRIED

Appointment of Honorary Solicitors

Motion: "That Webb Ross NcNab Kilpatrick be appointed as Honorary Solicitors"

Resolved

"That Webb Ross NcNab Kilpatrick be appointed Honorary Solicitors for 2014"

Moved: Jeremy Tauri / Annie Johnston

All in favour/ CARRIED

Tony Collins as the Returning officer conducted the election.

10. Appointment of Life member

Ryan Welsh read the bio for Alan Martin and stated that Alan is deserving of the acknowledgment of Life membership.

Motion: "That Alan Martin be appointed as Life Member to NZ Chambers of Commerce Northland"

Moved: Ryan Welsh / Cr Tricia Cutforth

All in favour/ CARRIED

Alan gave a brief speech, outlined that he sees the need to get young people into healthy work habits early and this only happens when they get employed from an early age.

11. Election of Officers

Clause 6 of the constitution reads - 6. The officers of the Chamber shall consist of a President, a Vice President, An immediate Past President and a Treasurer. The President, Vice President, and Treasurer shall be elected at each Annual Meeting with nominations closing 21 days prior to the Annual Meeting.

11.1 Election for President

As per the nominations received prior to the February 18th, 2014 closure date, the following person be nominated for the position of President.”

Motion – “That the following person be elected unopposed to the position of President”

| | | |
|------------|----------------------------|-----------|
| Ryan Welsh | Webb Ross NcNab Kilpatrick | President |
|------------|----------------------------|-----------|

Moved: Annie Johnston / Laura Burns

All in favour/CARRIED

11.2 Election for Vice President

“As per the nominations received prior to the February 18th, 2014 closure date, the following persons have been nominated for the position of Vice President.”

Motion – “That the following person be elected unopposed to the position of Vice President”

| | | |
|--------------|----------------------------|----------------|
| Jeremy Tauri | Plus Chartered Accountants | Vice President |
|--------------|----------------------------|----------------|

Moved: Brett Sawyers / Daryl Small

All in favour/CARRIED

11.3 Election for Treasurer

“As per the nominations received prior to the February 18th, 2014 closure date, the following person be elected nominated to the position of Treasurer.”

Motion – “That the following person be elected unopposed to the position of Treasurer”

| | | |
|-------------|---------------|-----------|
| Daryl Small | Gilmore Brown | Treasurer |
|-------------|---------------|-----------|

Moved: Brett Sawyers / Jeroen Jongejans

All in favour/CARRIED

Election of Board

11.4 Board of Directors

“As per the nominations received prior to the February 18th, 2014 closure date, the following persons have been nominated for the position of Board member”

The following current Board members will automatically keep their position on the Board as per the constitution.

Clause 7 (g) Board Members shall hold office for a period of 2 years at which time the board member shall automatically resign. At this time if the Board member wished to stay on the board they must be re-nominated by a financial member of the Chamber for re-election.

| | | |
|----------------|-------------------------------|--------------------|
| Laura Burns | C.H.A.R.T. Creative Northland | Board of Directors |
| Paul Dunn | Marine North | Board of Directors |
| Annie Johnston | Robinson Asphalts | Board of Directors |
| Talia Mana | Leo Industries | Board of Directors |
| Rob Meadows | NorthTec | Board of Directors |

Motion – “That as per the nominations received prior to the February 18th, 2014 closure date, the following six persons will be elected to the position of Board member unopposed.”

| | | |
|---------------------|-------------------------------|--------------------|
| Murray Broadbelt | Employer Services Ltd | Board of Directors |
| Vince Cocurullo | Cocurullo’s Ltd | Board of Directors |
| Jeroen Jongejans | Dive!Tutukaka | Board of Directors |
| Tim Robinson | Gen-i NZ Ltd | Board of Directors |
| Terry Sage | Business Coaching New Zealand | Board of Directors |
| Richard Cranenburgh | NDC New Media | Board of Directors |

Moved: Jeroen Jongejans / Jeremy Tauri

All in favour/ CARRIED

General Business

No general business.

Conclusion of Formal Meeting.

The meeting closed at 5.25 p.m.