

Minutes of NZ Chambers of Commerce Northland
meeting of The Executive Board
held 4.00pm 28th October 2014

The President welcomed the Board

PRESENT: Tony Collins, Janette Dobbs, Rob Meadows, Richard Cranenburgh, Jeremy Tauri, Cr Paul Dimery, Paul Dunn, Ryan Welsh, Annie Johnston, Tim Robinson, Daryl Small.

APOLOGIES: Cr Tricia Cutforth, Terry Sage, Jeroen Jongejans **Moved/Seconded
Tim/Annie**

LATE ARRIVALS: Murray Broadbelt 4.05pm, Laura Burns 4.10pm, Vince Cocurullo 4.35pm

EARLY LEAVERS:

Murray arrived
4.05pm

**PREVIOUS
MINUTES:** **Moved/Seconded
Jeremy/Tim**

FINANCE REPORT: Daryl spoke to the Finance KPI report for September 2014
Daryl advised that as requested another column has been added to the KPI to include the Total YTD budget amount, plus another column that show's actual percentage of budget has been achieved.

Revenue

- \$22k actual versus \$48k budget (difference is timing of Awards money coming through).
- Awards income \$99.2 versus budget of \$102 which will be close by then end.

Laura arrived
4.10pm

Cost of Sales

- \$86.6K versus budget of \$87 - only a slight difference..

Expenses

- Slightly down \$142 versus budget \$149.

Maximum Funds available

- \$160K

Debtors

- Most debtors are in 30 days, 90 days includes members who pay membership by AP and one Awards sponsor who has yet to pay the balance of sponsorship.

Membership

- Total 398, 2 new members, 1 resigned member.

Moved/Seconded

Ryan/Tim

CEO REPORT:

Awards

- Awards will be covered in next month's meeting after Judges and Sponsors debriefs and Awards Event Manager report is through.
- Tony outlined date restrictions for Awards Gala dinner
- Potential new sponsor for Awards and Chamber, Tony suggested a committee to review the proposal

A/P: Finance committee to review proposal

CRM

- Auckland Chamber has a comprehensive CRM that will be available to the smaller Chambers. ACT CRM which is currently used has passed its use by date.

A/P: Tony to go to Auckland to look at its potential and what costs will be involved.

- Tony advised that he will be away from 11th November and will be back at the Chamber 10th December.

Moved/Seconded

Laura/Murray

TEAM RECOMMENDATIONS/REPORTS:

Ease of Business:

Ongoing progress next scheduled meeting 4th November 5pm

Advocacy and Transformational Issues Action Group:

Tim spoke on behalf of Advocacy

Advocacy is about key issues – business as usual is what Tony does every day. Advocacy can be via the Board as a discussion forum rather than a monthly meeting.

Tony advised that the board they are welcome to bring items to him directly and that the last part of the Board meetings now has the same action as the Advocacy meeting had in discussing upcoming items and issues.

A/P: Need to look over the proposals for the Harbour Board Building, these are going to be discussed at the full WD Council meeting on 12th November.

Moved/Seconded

Tim/Murray

COUNCIL

REPRESENTATIVE

REPORTS:

NRC: Cr Paul Dimery highlighted the following:

- Not a very exciting time at present.
- Sadly Cr Dennis Bowman from Te Hiku Constituency passed away. This means a by election will be required.
- Harbour Board Building – discussions at NRC at present
- NRC is behind Northland INC proposal to bring a new business to Northland which will \create a few more jobs.
- LTP – focus on financing Bio Security and roading. Also working with Central Government on these issues.
- Risk commitment meeting – 120% guarantee required, but need to take risks to attract business to Northland

A/P: Paul will give an update to the Board at the next meeting and details how they helped.

Paul told the Board that anyone who has any questions they would like answered at the Board meeting they can contact him directly.

Vince arrived

4.35pm

A/P: Janette to email Paul's contact details to the Board

- Tutukaka Coast Cycleway – Paul advised that there is a proposal in the Transport Group Committee at present to go from Town Basin to Whananaki

FNDC: Cr Di Maxwell was not present so no report presented

WDC: Cr Tricia Cutforth was not present so no report presented

GENERAL BUSINESS:

Item 1

Strategic plan

Annie asked about measures for the strategic plan – Tony advised that it would be updated 6 monthly, but would remain a live document.

A/P: Strategic plan will have measures included ready for the new Board from the AGM onwards

Item 2

3000 jobs in Whangarei – Shane Reti will probably mention in his maiden speech at 5pm on ...

Item 3

Congratulations to Paul Dunn on Marine North’s winning the Supreme Business of the Year Award at Friday night’s Gala dinner.

Item 4

Council Representatives

Need to bring good news stories and upcoming business initiatives to board meetings and take back info about the Chamber to the councils.

A/P: Tony to have a conversation with council reps about what their role is on the Chamber Board

A/P: Janette to set up a template for council reports.

Item 5

Business to Business Publication

Richard gave an update saying that 98 businesses had taken up the advertising offer and the Chamber is likely to make \$4.7K from the publication.

The Board thanked Richard for all his work helping to put this initiative together.

Item 6

Awards

- Cr Paul Dimery thanked the Chamber for an awesome night.
- Vince advised that it was the smoothest Awards event he had been to.

Motion: That Kate Blundell of Collective Concepts be Thanked on behalf of the Board.

Moved/Seconded

Vince/Tim

Meeting closed: 4.41 pm

Meeting was followed by discussion about Board nominations and AGM

NEXT MEETING: Tuesday 25th November 2014

President **Date.....**