



OUR TOWN RANGIORA MANAGEMENT BOARD MEETING
HELD AT HORTON SIGNS, 85 IVORY STREET, RANGIORA
ON 8th February 2011, AT 5.45 PM

Present: Andrea Dempsey, Ally Fussell, Charles Bennett, Gaylis Penter, Gerald Horton,
Sharon Kennedy, Nerida Ramsay, Sandra Grant

1. Apologies:

Jim Gerard, Steve Denny, Jan Burns (will arrive later for the xmas events workshop)

2. Conflict of Interest:

None

3. Minutes of Last Meeting:

- 3.1 Matters arising from the last meeting
 - a. OTR website deferred to March meeting
 - b. Asset register -Andrea will continue setting this up, deferred to March meeting.
 - c.

C Bennett / A Dempsey: Moved that the minutes of the previous meeting be acceptedCarried

4. Correspondence:

- a. Inward correspondence –
Letter from Drucilla - re events she is organising and Nerida will look at any opportunities.
Membership from McDonalds received.
- b. Outward correspondence – none

5. Finances:

Approval of Accounts		
6th December to 3rd February 2011		
Account From	Payment	
NC Net (Warwick)	Refund Santa Parade Float	\$40.00
Brett Johnson Joinery	Santa Parade Float First Prize	\$100
Lions Club (Puff the Magic Dragon)	Santa Parade Float Second Prize	\$50
Wee Kiwi & Others	Santa Parade Float Third Prize	\$25
Nerida Ramsay	Reimbursements -Associated Xmas costs	\$175.14
Nerida Ramsay	Reimbursements -Associated Xmas costs	\$135.42
Impact Publicity	Celebration Night & Santa Parade	\$437
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Swift Type	Printing - \$97.00 C Night, rest across 3 events	\$180.10
Horton Signs	Late night signage	\$251.33
Callie Sandford	Makeup Artist - Party In Park	\$200
Callie Sandford	Makeup Artists x 2- Celebration night	\$400
R.I Hancox	Security - Party in the Park	\$162.50
The Star	Santa Parade	\$793.50
The Star	Santa Parade/Celebration night	\$810.75
Fairfax Media	Santa Parade	\$282.90
Fairfax Media	Santa Parade/Celebration night	\$1,951.55
Lance Keen	Compare - Party Park & Celebration Night	\$250
Fi's Flowers	Bereavement - Robbies	\$58
McAlpines	Fence post steel for xmas billboard	\$16.11
IC Firth	Insurance- Public Liability/Legal Defence	\$575
Mount Campbell Radio Hire	Radios for Santa Parade	\$92
New World	Gift Chocs for Linda - Balloon drop celebration night	\$15.94
Dick Strachan	Santa - In Gables & Xmas Parade	\$670.00
Karaoke Kronicles	DJ - Party park & Celebration Night	\$600.00
LW & SJ Grant	Speaker System Maintenance	\$191.19
TOTAL		\$8,900.43

S Grant / C Bennett moved that the accounts be acceptedCarried

6. Chairpersons report - Sharon written resignation:

Sharon tendered her resignation as Chairperson of Our Town Rangiora effective from 8th February 2011. Sharon advised that she would remain on the management board until the next AGM.

After discussions whilst Gaylis agreed to take on the role as Chairperson not all board members were present, and we did not actually call for nominations or put it to a vote. There may have been a board member not present that may have wished to put their name forward.

I would like to suggest at the next meeting that we then carry this out formally to ensure we are following our own rules.

Sandra expressed her gratitude to Sharon for having performed in the role since we re-established OTR, and it was acknowledged and agreed by all the members how much we appreciated her having taken on the role and the good work that she had done. It was pleasing to have her remain on the management board.

7. General Business

❖ Gerald – Message from Murray Clarke (RTC2020)

Murray wanted to put to the board his concerns regarding the options that had been put forward for the possible change of traffic/parking in the High St.

There was a general discussion from around the table and it was mentioned that there are business's in the High Street who now have a concern as to what may happen.

Having thought about this and whilst there were ideas that we should be active and do something.

I would have to say that there was due process for RTC 2020 and the website, which has the strategy reports on it, is www.rtc2020.co.nz

It is important to remember that there were surveys for the business's and options to make submissions and all of that data is on the strategy reports.

The attachment I sent with the February agenda outlines the next steps in the process. Please note #5

As it relates to what will be in the annual plan for 2011/2012.

It will be important to view the draft annual plan, which will allow for submissions then.

I am more than happy to talk with anyone about this.

❖ Gerald – Rangiora signage

The group who is looking at welcome signage for Rangiora has contacted Gerald.

Gerald has agreed to be a member of that group not just as a business who can submit ideas but also as a representative of Our Town Rangiora.

❖ Jan – Stevens new store

Jan was able to update us with details of the new Stevens retail store coming to Rangiora.

This will be a concept store, which will be within the Farmers store and will be placed where currently the baby/infants section is. Looking to open 17th March 2011. Although Stevens is within the Farmers store it is run independently and they have their own recruitment etc.

❖ Gaylis – Thank you to Steve

I think it is important to acknowledge and thank Steve for his contribution to assisting with Santa's Grotto. Not only did he organise and have photos taken, Steve was also proactive in ensuring the Grotto remained in one piece. It was only in taking down and removing the Grotto from the Gables that I realised how much work he had done to ensure the chimney held together and remained stable and safe. Thanks Steve for the handy work.

Meeting closed at 6.30pm

Next meeting Tuesday, 8th March 2011

Time 5.45pm

Signed Chairperson:

Date:

Xmas Events Meeting:

Nerida gave us a copy and talked us through the budget summary from the Christmas events.

This includes a budget for this year 2011.

Nerida has compiled and had available spreadsheets for each event with all of the data income/expenses to back up the summary budget.

There was a lively and very healthy discussion/debate on the events, with many ideas and opportunities presented. The objective is to take our Xmas events to the next level.

The enthusiasm from around the table clearly shows that we can achieve this.

It was decided to work through each event and start on the celebration night after the March meeting.