

Rangiora Promotions Association (RPA Inc.)

2018 Annual General Meeting - MINUTES

Time: Drinks & Nibbles: 5:30pm | AGM started: 6:05pm

Date: Tuesday 12 June 2018

Venue: Rangiora RSA | Spitfire on Victoria Restaurant

Attendees: 27 (2017 = 34)

1. Welcome: Chairperson Ross Ditmer welcomed everyone present.

2. Apologies: Jim Palmer (Waimakariri District Council), Matt Doocey (MP for Waimakariri)

Moved to be accepted: Ross Ditmer/Jim Gerard

3. Minutes of last meeting It was stated that these have been available on our website and circulated to members.

Moved to be accepted: Dan Gordon/ Bev Wright

Matters arising: None noted.

4. Correspondence:

4.1. Nominations for the Management Board.

5. Financial Reports:

5.1. Ross talked to the Financial Report ending 31 March 2018. He noted that approximately half our retained earnings from 2017 had been spent on projects that were planned by the Board and we are comfortable with the result. We are in a good position, and have a plan in place to help reduce the deficit that we have seen this year.

5.2. John Wright asked how we will decrease the deficit this year. Ross advised that we will be announcing something shortly that will assist with this, and will also be seeking more funding and sponsorship.

5.3. Ross reminded attendees that the Financial Report is available via email upon request. rangiorasecretary@gmail.com

Moved to be accepted: Ross Ditmer/Jim Gerard

6. Chairperson's Report:

6.1. Ross thanked Belinda Topp and Chelsea Anderson for their work over the past year. Ross thanked the 2017/18 Board – everyone has their own role within the Board through the sub-committees which works very well. Thank you to Dan Gordon who has continued as our Council Appointee, our strong relationship with the Waimakariri District Council is made even stronger thanks to Dan.

6.2. It was announced that RPA have just secured funding from the Rata Foundation to appoint a new position of Business Liaison Contractor who will assist us with seeking and securing sponsorship for our events.

6.3. Ross also thanked Matt Doocey for his continued support of Rangiora and Waimakariri, Heather Warwick of Enterprise North Canterbury and Visit Waimakariri, Jim Palmer and the Waimakariri District Council staff with all their assistance throughout the year, and our Mayor David Ayers for his ongoing support.

6.4. Ross specially thanked Board Members Raelene Rees, as well as Dean Rees for providing their professional services.

6.5. The Events that Rangiora Promotions have run over the past year were summarized and a thank you was extended to all those businesses who have supported these events over the past year. He spoke about the upcoming Events scheduled to take place over the coming year; and also summarised Rangiora Promotions key activities, community engagement and accomplishments to date, and spoke about the strategic planning sessions now happening biennially. Ross also mentioned that our Facebook following has more than doubled in the past year, and grew significantly around the Muscle Car Madness Downtown Street Party and Eats & Beats events.

6.6. Ross also spoke about the Last Wednesday Club, consistently attracting 50 plus members each month.

6.7. A new event open to all North Canterbury Businesses coming up in September – North Canterbury Business Expo. More information will be coming soon.

- 6.8. Thank you to all of the sponsors and supporters of Rangiora Promotions for the past year. We look forward to working with them all again this year.

Matters Arising:

Sarah Broughton asked about how the event signs work, what are we looking at doing when they are empty, and who pays for the signage. Belinda advised that the advertiser pays for the signage to go up on the Board. Bookings are made through Belinda, and we are seeing more and more bookings coming in now. Belinda also mentioned that the sub-committee does have some ideas on how to fill these when they are empty, however we are allowing some time before committing to this project as we are seeing bookings building, and there will be costs associated which will aim to avoid if bookings increase. RPA are open to suggestions on what to do when they are empty.

Jim Gerard spoke on behalf of all members present. He thanks Ross for his role as chairperson. Jim has been involved with Rangiora Promotions over 16 years and it has never been as strong as it is now, which is thanks to Ross, he is a respected member of our community. Also thank you to Chelsea and Belinda, as well as Dan Gordon as our Councillor and Council Representative.

Ross thanks Jim for his kind words.

Moved to be accepted: Dan Gordon/Jim Gerard

7. Nominations:

7.1. The following people were nominated:

- 7.1.1. Ross Ditmer – Chairperson
- 7.1.2. Raelene Rees – Treasurer
- 7.1.3. Nikita McCartin
- 7.1.4. Karen Dugdale
- 7.1.5. Tessa Keeling
- 7.1.6. Tamara Herd
- 7.1.7. Bev Wright
- 7.1.8. Chris Boivin
- 7.1.9. Jo Hawley-Smith
- 7.1.10. Jim Gerard
- 7.1.11. Katrina Green
- 7.1.12. Margo Hutcheon
- 7.1.13. Richard Peter

7.2. Nominations called for, and received from the floor: None

7.3. **The new Management Board for term of 2018/19** confirmed as above.

7.4. **Motion to approve Management Board** (including Chairperson and Treasurer Appointment) **for term 2018/19.**

Moved to be accepted: Dan Gordon/Nikita McCartin

8. General Business:

8.1. Membership Fee Increase

A membership fee increase of \$10.00 (excl. GST) across all membership types is proposed for the 2019 Membership year. It was mentioned from the floor that it is still very cheap and should be at least \$100.00. This is something we will look into next year.

8.2. Motion to approve the Membership Fee Increase

Moved to be accepted by: Bev Wright/Ian Mackintosh

8.3. Amendment to Constitution

Section I Management Board – 4.0 Motion to approve the removal of “further oral nominations may be received at the AGM.”

- 8.4.** Jim Gerard spoke to the amendment. Stating it is a move to provide consistency and stability. Anyone can nominate another RPA Member prior to the meeting. Jo Hawley-Smith added that the way the Board works so well is with our portfolios/sub-committees, and if we have gaps prior to the AGM we can actively look to nominate members who have the skills that may be required.
- 8.5.** Discussion from the floor commenced. Questions around how this sits with incorporated society and the notice given. This was all done within the rules of the RPA Constitution. Another mentioned that we may get more people along to the AGM without this section so they are not scared they will be nominated onto the Board. Another comment was that you get excited seeing all we have done at the AGM so this may deter people from joining. We can still co-opt anyone onto the Board throughout the year should there be space available.
- 8.6. Motion to approve the removal of Section I Management Board 4.0 “further oral nominations may be received at the AGM” from the Constitution.**

Moved to be accepted by: Jim Gerard/Nikita McCartin

The Motion went to vote. Voting by a show of hands was required. The Motion was carried.

- 8.7.** Mayor. David Ayers – on behalf of Waimakariri District Council thanked Rangiora Promotions for all the work done around Rangiora and the Events that promote Rangiora and bring the whole district together.
- 9. Final note from the Chairperson:** Ross Ditmer thanked everyone for attending and invited all to stay on to listen to our Guest Speaker Tom McBrearty, and join us for a drink and networking.
- 10. The meeting was declared closed at 6:45pm**