

Rangiora Promotions Association (RPA Inc.)

2021 Annual General Meeting - MINUTES

Time: Drinks & Nibbles: 5:30pm | AGM started: 6:00pm
Date: Tuesday 8th June 2021
Venue: Rangiora RSA CLUB
Attendees: 29 (2020 = 43)

- 1. Welcome:** Chairperson Ross Ditmer welcomed everyone present – special welcome to Mayor Dan Gordon
- 2. Guest Speakers** Heather Warwick (Chief Executive Enterprise North Canterbury) and Janine Rogers (Product Development, Visit Waimakariri)
- 3. AGM declared Open**
- 4. Apologies:** Beverley Wright, Chris Boivin, Belinda Topp, Stephanie Henderson Grant, Raelene Rees, Tamara Herd
- Moved to be accepted:** Jim Gerard/Graeme McCartin and carried
- 5. Minutes of last meeting** It was stated that these have been available on our website and circulated to members.
- Moved to be accepted:** Ross Ditmer/Grant Edmundson and carried
- Matters arising:** None noted.

6. Correspondence:

- 6.1. Nominations for the Management Board - 12
- 6.2. Resignations from the Management Board – 4
- 6.3. Presentations of appreciation of thanks to outgoing board members: Beverley Wright, Margo Hutcheon, Chris Boivin and Graeme McCartin

7. Financial Reports:

- 7.1. Ross talked to the Financial Report ending 31 March 2021.
- 7.2. Ross reminded attendees that the Financial Report is available on our website and via email upon request.
rangiorasecretary@gmail.com
- 7.3. Ross opened the financial report for discussion: no matters arising.

Moved to be accepted: Ross Ditmer/Jim Gerard and carried

8. Chairperson's Report:

- 8.1. Staff: Ross thanked Belinda Topp, Lauren Lincoln and Karen Dugdale for their work over the past year and special mention was made to Karen for securing multi-year sponsorship agreements for sponsors, thus allowing the Association to operate with future security. He acknowledged the resignation of Tamara Herd from the Business Liaison Role and wished her well for the future.
- 8.2. Management Board: Ross summarized the changes to the Board from the 2020 AGM
- 8.3. Events: The Events which Rangiora Promotions have run over the past 12 months were summarised and a thank you was extended to all those businesses who have supported these events over this time.
- 8.4. The Big Splash was cancelled in 2020 due to Covid-19, however it is returning for 2021 and is already shaping up to be very successful.

- 8.5. Ross outlined the Pop-Up Business Expo from September 2020 and the changes that were made. Following feedback from exhibitors and attendees, this event will evolve again this year to cater to more niche and artisan vendors and will also be open to the public.
- 8.6. The Christmas events: Christmas Celebration Night, The Santa Parade and the Party in the Park were also summarized. . Ross talked about the cancellation of the Christchurch Santa Parade which has motivated the Association to expand the Christmas Party in the Park to Percival St. This was very successful and saw a record turnout. We intend to build upon this further for this year's event. Ross also acknowledged the extended fire works display, and the feedback received from the public around the events.
- 8.7. Eats & Beats in March 2021 was discussed, and the funding challenges the Association faces whilst planning this event were acknowledged. However, despite this the event was booked out and we have had strong feedback from the public.
- 8.8. Ross announced two new events coming to Rangiora in the coming months: an evening with Nigel Latta, which will take place on the 27th of July, and an Outdoor Family Cinema event, which is in the early stages of planning and will take place in the Spring/Summer.
- 8.9. Ross spoke about the upcoming Events scheduled to take place over the coming year, and summarised Rangiora Promotions key activities, community engagement and accomplishments to date. He also reminded those in attendance that the Contracting team are always available for mentoring and events advice.
- 8.10. Ross spoke about our membership and how it is growing year upon year. He emphasized that members need to see the value in their membership and he outlined all the ways that members could take more advantage of the promotional services we offer to them.
- 8.11. Ross spoke about the continued success and growth of our Last Wednesday Club, consistently attracting up to 70 members each month. We are fully booked for this year and well into 2022. The team at RPA are currently in the process of reviewing the LWC, following feedback from members, and some small changes will be rolled out in the coming months following this review.
- 8.12. Thank you to all the sponsors and supporters of Rangiora Promotions for the past year. We simply could not run the events and activities we do without you and we have an increasing number of businesses, as well as community groups who are signing up to support us each year, we are so grateful for this support. We look forward to working with them all again this year.

Matters Arising:

Jim Gerard seconded Ross's motion to accept his report and exercised his right to speak to the motion 'that his report be adopted'. He spoke briefly and thanked Ross for his excellent report. He wished to acknowledge (on behalf of all in attendance) Ross and the strong leadership and excellent services he provides as Chairperson. Ross, in return, extended special thanks to the Board and the sub-committees for all of their hard work and success in running events.

Moved to be accepted: Ross Ditmer/Jim Gerard and carried

9. Nominations:

9.1. The following people were nominated:

- 9.1.1. Ross Ditmer – Chairperson
- 9.1.2. Raelene Rees – Treasurer
- 9.1.3. Fi Sidey
- 9.1.4. Karen Dugdale
- 9.1.5. Tessa Keeling
- 9.1.6. Tamara Herd
- 9.1.7. Debs Taylor-Hayhurst
- 9.1.8. Padi Nistala
- 9.1.9. Grant Edmundson
- 9.1.10. Jim Gerard

9.1.11. Katrina Green

9.1.12. Bernard Lee

9.2. The new Management Board for term of 2021/2022 confirmed as above.

9.3. Ross thanked and sadly fare welled Bev Wright, who is one of our long standing and heavily involved Board Members, Margo Hutcheon, Graeme McCartin and Chris Boivin. He also welcomed Fi Sidey, Debs Taylor-Hayhurst and Padi Nistala as newcomers to the Management Board.

9.4. Motion to approve the Management Board (including Chairperson and Treasurer Appointment) **for term 2021/2022**

Moved to be accepted: Ross Ditmer/Karen Dugdale and carried.

10. General Business:

10.1. None noted.

11. Final note from the Chairperson: Ross Ditmer thanked everyone for attending and invited everyone to stay and join us for a drink and networking. The raffle for the Spitfire Restaurant voucher – kindly donated by the Rangiora RSA - was drawn and Ross thanked the RSA for their generosity and support.

12. The meeting was declared closed at 6.40pm