



## Business Kapiti Horowhenua Annual General Meeting Minutes

Tuesday 27 March 2018

Held in the BNZ branch, Coastlands, Paraparaumu.

The meeting was chaired by Mark Ternent, Chair of BKH Inc. Meeting opened 7.05pm

### **Attendees:**

Mark Ternent  
Craig Bardell  
Tim Brown  
Ross Leggett  
Heather Hutchings  
Helen Beban  
Angela Buswell  
Steve Gregan  
Chris Barber  
Brendan Duffy  
Adrian Gregory  
Cliff Daly  
Carmel Leonard

### **Apologies**

Suzanne Snively, Gerry McCullough, Steph Dyhrberg and Helene Judge.

Moved: Chris Barber, seconded Craig Bardell  
Passed

### **Quorum**

We have the quorum of 10 people required to continue the AGM.

### **2017 Meeting Minutes**

Motion: That the 2017 minutes be accepted.

Moved: Heather Hutchings, seconded Chris Barber  
Passed

### **Chair's Annual Report - Mark Ternent**

Read out by Mark Ternent and will be available online at [www.bkh.org.nz/about-bkh](http://www.bkh.org.nz/about-bkh)

Motion: That the report be accepted.

Moved: Adrian Gregory, seconded Ross Leggett  
Passed

Steve Gregan acknowledged the contribution Mark Ternent has made as chair of the board. He also stated it was great that Mark will continue on the board this year.

### **Adoption of the 2017 Financial Accounts**

Financial statements prepared by Finman Services Paraparaumu Ltd (free of charge).  
Steve Gregan delivered a financial summary about the accounts.

“In 2017 BKH made a slight loss of \$1,863 which was a good result considering we went into the year with a loss of \$15,067. It was noted that the Nature Coast Enterprises fund was now \$33,922 and is referred to as a ‘donation in advance’ in the balance sheet. We are in a much stronger position heading into 2018 with 3 year commitment from Electra and continued commitments from both Councils. Thank you to Brendan for building on those partnerships.”

Mark Ternent confirmed that the Nature Coast fund is not used for the everyday running of the organisation but allocated to areas that drive the programme longer term.

The accounts will be available online at [www.bkh.org.nz/about-bkh](http://www.bkh.org.nz/about-bkh)

Motion: That the 2017 accounts be accepted.

Moved: Ross Leggett, seconded Helen Beban

Passed

Thanks to Finman for their support in creating the accounts.

### **Appointment of Officers 2018/2019**

Treasurer – two-year term and will not be filled at this AGM. Steve Gregan will continue in this role.

Secretary - The position of Secretary until the end of 2018 has been filled by commercial arrangement with Carmel Leonard and hence election is not required.

The position of Chair is a two-year term and Mark Ternent will be stepping down this year.

One nomination has been received for the position of Chair: Brendan Duffy.

Motion: Nomination of Brendan Duffy as Chair.

Moved: Cliff Daly seconded Adrian Gregory

Passed

Congratulations and thank you to Brendan Duffy.

Nominations for the position of officers have been received for:

- Ross Leggett
- Angela Buswell
- Helen Beban
- Steve Gregan
- Brendan Duffy
- Chris Barber
- Mark Ternent

Motion: That all nominations be accepted.

Moved: Craig Bardell, seconded Heather Hutchings

Passed

### **Membership Fee**

Motion: That the annual BKH membership fee continues to be set at \$0. Mark commented that as BKH look to diversify their income it may relook at the membership fee.

Moved: Cliff Daly seconded Helen Beban

Passed

### **Auditor for 2017 Accounts**

Motion: That Angela Hobden be reappointed to review the 2017 accounts.

Moved: Mark Ternent, seconded Adrian Gregory

Passed

### **General Business**

No general business had been received prior to the meeting.

Chris acknowledged Mark's contribution to the role of Chair and that he has played a key role in getting the organisation into a much better position.

In response Mark acknowledges that Brendan will be a great asset as chair, bringing his own unique style to the role.

Ross acknowledged the real rigour that Mark has brought to the assessment process and that is what we are really benefitting from now. He also acknowledged the huge amount of voluntary hours he has given to the role and that we are grateful he is staying on the board.

Motion: Acknowledgement of Mark's commitment to the role of Chair.

Moved: Chris Barber, seconded Ross Leggett

Passed

Chris also wanted to raise and recognise the loss of Graham Smellie. He was a fundamental part of the award's and to the Kapiti and Horowhenua community. He was also Chair of Nature Coast and of course through their support of the awards his legacy continues to live on.

Mark acknowledged Graham's contribution and that he was the best assessing partner.

Heather acknowledged that she learnt so much from Graham when she started out assessing.

Motion: Acknowledgement of the late Graham Smellie

Moved: Mark Ternent, seconded Angela Buswell

Passed

Meeting closed 7.22pm