



## **Business Kapiti Horowhenua Annual General Meeting Minutes 2019**

Wednesday 3 April 2019

Held in Otaki Memorial Hall, Otaki

The meeting was chaired by Brendan Duffy, Chair of BKH Inc. Meeting opened at 9.50am

### **Attendees:**

Antony Young, Adrian Gregory, Jaime Bigwood, Brendan Duffy, Janine Sudbury, Llanwyn Smith, Jill Griggs, Ross Leggett, Angela Buswell, Chris Barber, Mark Ternent

### **Apologies**

Steve Gregan, Heather Hutchings, Roderick Weir, Cliff Daly, David Clapperton (HDC), KCDC

### **Quorum**

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

### **2018 Meeting Minutes**

Motion: That the 2018 minutes be accepted.

Moved: Ross Leggett

Seconded: Adrian Gregory

Passed

### **Chair's Annual Report – Brendan Duffy**

Appendix 1: Read out by Brendan Duffy and will be available online at [www.bkh.org.nz/about-bkh](http://www.bkh.org.nz/about-bkh)

Special thank you to people who volunteer their time for the betterment of business in the area.

Motion: That the report be accepted.

Moved: Mark Ternent

Seconded: Angela Buswell

Passed

Ross acknowledged that it was great that Barry was able to be at the awards and recognised in 2018.

## **Adoption of the 2018 Financial Accounts**

Appendix 2: Financial statements prepared by Finman Services Paraparaumu Ltd (free of charge).

Brendan Duffy delivered a financial summary about the accounts:

In 2018 BKH made a slight profit of \$1,874 which is an improvement on the 2017 loss of \$1,863 and the 2016 loss of \$15,067. It was noted that the Nature Coast Enterprises fund is now \$33,127 down from \$33,922 in 2017 and is referred to as a 'donation in advance' in the balance sheet. We are in a much stronger position heading into 2019 with 3-year commitment from Electra and continued commitments from both Councils.

The challenge is to run in the black and ideally re-invest into the Enterprise Kapiti fund. Mark added that one of the stipulations is that the Enterprise Kapiti 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 2018 accounts be accepted.

Moved: Adrian

Seconded: Chris Barber

Passed

Thanks to Finman for their support in creating the accounts.

## **Constitution Changes**

Motion: Clause 3) Membership a) Remove the apostrophe from "year's" to make it all encompassing for all entrants.

Moved: Mark Ternent

Seconded: Ross Leggett

Passed

Motion: Remove Clause 6) Officers point a) ii – the position of Vice President as there has not been one for a number of years.

Moved: Chris Barber

Seconded: Mark Ternent

Passed

## **Appointment of Officers 2019/2020**

**Chair** - The position of Chair is a two-year term and will not be filled at this AGM. Brendan Duffy will continue in this role.

**Treasurer** – the position of two-year term and will not be filled at this AGM. Steve Gregan will continue in this role (on the assumption that he will accept)

**Secretary** - The position of Secretary until the end of 2019 has been filled by commercial arrangement with Jaime Bigwood and hence election is not required.

**Officers:** Nominations for the position of officers have been received for:

- Heather Hutchings
- Antony Young
- Janine Sudbury
- Angela Buswell
- Chris Barber

Motion: That all nominations be accepted.

Moved: Brendan Duffy  
Seconded: Chris Barber  
Passed

### **Membership Fee**

Motion: That the annual BKH membership fee continues to be set at \$0.

Moved: Angela Buswell  
Seconded: Mark Ternent  
Passed

### **Auditor for 2018 Accounts**

Motion: That Angela Hobden be reappointed to review the 2018 accounts if she is available.

Moved: Mark Ternent  
Seconded: Ross Leggett  
Passed

### **General Business**

No general business had been received prior to the meeting.

**Chris:** Acknowledgement of losing 3 board members. Especially like to mention Ross & Mark for their effort and support to ensure that the organisation is here today. Need to acknowledge 25 years of Ross's support and Mark's many years. Would like to see life membership to be granted to them. Thanks for the Electra legacy.

**Mark:** Acknowledged Ross's huge contribution

**Ross:** acknowledged Mark for the forward movements he made with the organisation.

**Brendan:** Acknowledged the importance of the Electra employees who were also on the board for their support. Considerations will be put in place for the recognition of Ross and Suzanne who have been involved for 25 years.

**Ross:** what's good for business in Kapiti Horowhenua is good for Electra.

Meeting closed: 10.23am



## Appendix 1: Chair Report to Annual General Meeting 3 April 2019

This year we have chosen to hold this meeting to allow our major sponsors to all attend.

Yes, we are holding it in Otaki, some would say the centre of the universe! But most poignantly we hold this meeting the day before the funeral of the man who started the Business Awards here in Otaki 25 years ago, one Barry Lucinsky. I'm just so pleased we were able to acknowledge Barry at our 2018 awards, where he received a standing ovation.

At this AGM we see the board members change of guard occurring. Mark Ternent, Ross Leggett, and Helen Beban have all contributed to the delivery of an outstanding Business Awards programme.

- Ross leaves us following 25 years of involvement.
- Mark delivered 6 years as chair.
- Helen whose business was an awards winner over 20 years ago has been a solid stalwart.

These are the sort of people who volunteer their time to help make sure our Kapiti Horowhenua community remains vibrant viable and relevant. Our community says THANK YOU. I'm sure that later in this meeting we will welcome new fresh thinking motivated locals to BKH to continue the drive for business excellence.

This past year we welcomed Jaime Bigwood to the marketing and event managers roll following Carmel Leonard choosing to move to new adventures.

In the back room, we have judges and assessor who deliver at the coal face, and I especially want to thank them for the fantastic work that is delivered each and every year.

This past year we were supported by:

Assessors: Mark Ternent (Chief Assessor), Heather Hutchings, Richard Etherington, Chris Barber & Adrian Gregory

Judges: Suzanne Sniveley (Head Judge), Gerry McCullough, Steph Dhyrberg, Gus van de Roer, Tod Cooper

Like any business we at BKH have needed to refine and evaluate our objectives and consider our relevance. Following the awards dinner last year, we debriefed and challenged ourselves to determine if we were clearly enough focussed, and if we were delivering sufficiently well for our sponsors. We believe that we are!

Helene Judge is contracted annually to secure entrants into the various categories, it's an enormous challenge to stimulate business to see the value, and be prepared to be analysed by independent assessor, and I must say that without Helene's effort I'm not sure what level of entry's we would see.

Electra, along with Kapiti and Horowhenua District councils are the major contributors to funding the awards. Additional sponsorship from community minded business have been critical, and I want to acknowledge Coastlands, Makahika, Deans & Associates, G.J Gardner Homes, Beach FM, Horowhenua Mail, Kapiti Observer, Nikau Trust, Horowhenua Masonic Village, Kapiti Retirement Trust, Chamber of Commerce, Horowhenua Motor Co, The Perfect Angle, GTB IT Solutions and Finman Services for support in cash and kind.

As I mentioned earlier all businesses review their involvement in sponsorship, and this year a number of established supporters have chosen to conclude their involvement. This leaves us with a significant challenge and potential funding shortfall. Given that we are celebrating our 25th year I'm concerned to ensure that we can deliver, and we will!

Brendan J Duffy. ONZM. JP  
Chairman  
Business Kapiti Horowhenua Inc.