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**MINUTES OF ENTERPRISING TAUMARUNUI INCORPORATED MEETING HELD ON THURSDAY 20<sup>th</sup> July 2017 AT THE REAP OFFICE,  
TAUMARUNUI AT 5.30pm**

No.	Agenda Item	Commentary/Decisions	Action
1	Present:	Aroha Rudkin (Chairperson), Peggy Veen (Secretary) Karen Ngatai, Tharaen Fearon	
2	Apologies	June Nevin, Kaye Kidd	
3	Confirmation of Minutes – June 2017	<b>Resolved:</b> <i>That the minutes of the last meeting be confirmed as a true and correct record.</i> <div style="text-align: right;"><i>Karen/Tharaen</i></div>	
3.1	Matters arising/Previous Minutes	Letters to Reap are done	
5	Financial Report	Balance of Accounts: refer attached Financial Report below <b>Resolved:</b> <div style="text-align: right;"><i>Aroha/Karen</i></div>	

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6	Inwards Correspondence	<ul style="list-style-type: none"> <li>• Received form RDC: Social Policy Submission 25<sup>th</sup> July</li> <li>• RDC letter to Karen re: grant</li> </ul> <p><i>It was resolved that all inward correspondence be received</i></p> <p style="text-align: right;"><i>Aroha/Peggy</i></p>	
7	Outgoing Correspondence	<ul style="list-style-type: none"> <li>• 26 letter of thanks to all the supporters etc of the Winter Festival</li> <li>• Letter Wayne Termatt re: laptop thank you</li> </ul> <p><i>That the outgoing correspondence be received.</i></p> <p style="text-align: right;"><i>Aroha/Peggy</i></p>	
9	Reports	<p><u>Chairpersons report attached below:</u>  Note: committee delegations discussed and allocated:</p> <p>Aroha: Winter Festival/Xmas Parade/Newsletter/Submission planning  Peggy: Biz Mentoring/Biz Awards/Biz Workshops/Funding  Karen: Revitalisation/Facebook/Funding  Trevor: Xmas Parade/Winter Fest  June: Biz Workshops/Xmas Parade  Kay: Xmas Parade/Biz Workshops  Tharaen: BA5/Xmas/Facebook/Xmas Parade/Biz Awards/Winter Fest  Baraq: Submission planning/Biz Workshops/Newsletter</p> <p>In addition also appointed:  Nicholas Levilee: Website  Hiraina Tarawa: Historical info for web page  Terri Smyth: creative director</p> <p><u>Website</u>  NB: 2 domain names approved:  <a href="http://www.adventure_highway.co.nz">www.adventure_highway.co.nz</a>  <a href="http://www.forgottenworldexperience.co.nz">www.forgottenworldexperience.co.nz</a></p> <p><u>Memberships:</u> Motion that membership fees be reinstated at \$50.00 +GST  Mov: A.R</p>	

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		<p>Sec: T.F Carried Membership form with Bank account details to be put on the website</p> <p><u>Billboards:</u> Recommendation from Chairpersons report not accepted: the process will remain the same with an additional letter outlining requirement that Billboards to be kept clean and fresh. Invoices to be sent. Mov: P.V Sec: A.R Carried</p> <p><u>Karens Report:</u> Weather issues holding things back but all things running smoothly</p>	Aroha/Dianne
	General Business	<ul style="list-style-type: none"> <li>• Xmas Parade: date is 02/12/2017 with the theme “Xmas on the beach” with the same route as usual. Council needs to be notified.</li> <li>• Business After 5: CEDA (Central Economic Development Agency) wish to come up to the district: would be good guest speakers: Peg to arrange with a date suggested for 29<sup>th</sup> August depending on availability.</li> <li>• Submission planning for 2018 and the RDC Long term plan: need to get a schedule.</li> <li>• Grandstand update: progressing nicely: sponsorship through signs with a price yet to be determined.</li> <li>• Business Owners and Staff Parking on the Main Street: ETI to work with Council to encourage business owners and staff who take up valuable customer carparks on the main street: with increasing traffic and the township being busier than ever, we need to keep carparks available for customers.</li> <li>• Business Awards: Draft awards form sent: need to work out details, dates,etc. Peg to work with CEDA: as a group may need to tweak the categories</li> </ul>	<p>Peg/Aroha</p> <p>Peg</p> <p>Peg</p> <p>Peg</p>
		<p>There being no further business the meeting closed at 6.40pm Next meeting August the 17th</p>	

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Minutes verified as true and accurate by: Chairwoman \_\_\_\_\_ on this date: \_\_\_\_

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**Enterprising Taumarunui Financial Report as at 30 June 2017**

**#1 Account:**

	<u>Debit</u>	<u>Credit</u>	<u>Balance:</u>
Opening Credit balance 31 March			12,204.66
Donations – donation box		181.40	
Trust Waikato – Heritage boards		1,500.00	
IRD – GST Refund		22.83	
Credit Interest		2.04	
Matariki Dinner		280.00	
Matariki Movies		1,580.00	
Membership donations		13.00	
K. Ngatai – Remembrance Lane	17.48		
- Revitalisation	116.03		
Fairfax Media – AGM +	484.61		
Ron Cooke – Heritage Boards	3,277.50		
D. Crowe – mowing Rhodos	300.00		
Balance Accountants – Annuals	762.94		
	4,958.56	3,579.27	

**Balance as at 30 June 2017 statement # 637**

**\$ 10,825.37**

**Term Deposits**

Term Deposit #1 5,158.62

Term Deposit #2 11,370.98

**Total Term Deposits \$16,539.60****Tagged Funds:**(a) Rhodo Account **\$ 2,142.53**(b) Revitalisation Project:

ETI Contribution	2,400.00	
Womens Section RSA	1,000.00	
Council Contribution	3,450.00	
Donations	<u>2,596.90</u>	9,446.90

Less: Mural Design	8,250.00	
Other costs	<u>167.03</u>	<u>8,417.03</u>

**\$ 1,029.87**(c) Heritage Boards

Donation Received	\$ 5,100.00
X Trust Waikato	1,500.00
Ron Cooke – Invoice received	<u>3,277.50</u>
	<b>\$ 3,322.50</b>

**Accounts unrepresented:**

Nil

**Accounts to pay:**

Taum Bulletin – AGM notice	90.00	done
Maori Wardens	150.00	done
Regent Cinema Hire	1,100.00	done
Donations	60.00	done
Arcade Café	1,440.00	done
Window display prizes	1,000.00	done
N. Leveillee – website updates	120.00	
Hektor the clown	500.00	
Taum Bulletin	680.00	
New World	<u>247.56</u>	
	<b>\$5,387.56</b>	

**Funds Summary**

Total:		27,364.97
Less Accounts to pay	5,387.56	
Less tagged funds – projects balance	<u>6,494.90</u>	<u>11,882.46</u>

**Available funds** **\$15,482.51**

**Note:**

I have also banked \$2,400 Matariki income since 30 June.

## Enterprising Taumarunui Inc. Chairpersons Report for July 2017

### Executive Committee:

You have been given a Committee Member Folder to keep all your papers in.

- We will add the executive committee's contact details.
- A Strategic Plan was given at the AGM, please add this to your folder

I would like to discuss the committee taking on Portfolio's, please review

# Funding Application's	# Mentoring	#Business After 5
# Newsletters	#Business Awards	#Christmas Parade
# Website Database	#Business Workshops	

Chair	Aroha	Winter Festival/Christmas Parade/ Mentoring/Business Awards
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Secretary	Peggy	
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Treasurer	Dianne	<i>appointed role</i>
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Committee	Karen	Revitalisation / Face Book Page
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Trevor

June

Kay

Tharean

### Code of Conduct:

I have enclosed this for discussion. It has been adapted to meet Enterprising Taumarunui Inc. needs.

Please take time to read this and sign. You will be given a copy of your signed agreement.

### Membership:

Previous to the AGM, it was agreed to make Membership of ETI free. Last year we sought funding from the Len Reynolds Trust to cover our admin costs.

The issue was of concern and was stated in my Board Report at the AGM to be discussed at the next ETI Committee meeting.

Whilst we are top of mind, this is the ideal time to go out and seek membership. The money raised will offset administration costs. *Recommendation: We set ETI membership at \$50 + GST per annum.*

**Website:**

The report in the folder is an overview of the Website. Let's have a robust discussion on "where to from here".

**Bill Board's:**

These are due to be invoiced. I recommend we review the current agreement and set a time limit for advertisers.

*Recommendation: The Tool Shed, be advised to have the board they paid for, be upgraded with their advertisement a.s.a.p.*

There is one board that was asked to repair their board and have not. *Recommendation: They be informed they have breached their contract and the board be offered to the next business on the list.*

**Business After 5:**

The next BA5 is due. Who, When and Where?

**Newsletter:**

The next one is due now and I am happy to contribute

**Te Huapae O Matariki Winter Festival 2017:**

A resounding success and a wonderful platform for ETI to stand in collaboration with Te Waka Pu Whenua, King Country Energy and Ruapehu District Council. A Management Plan is being developed and a Funding Power Point Presentation is being formulated to look at funding this Festival for the first week in July 2018. The target to raise is \$23'000.

We did overspend by twice the \$500 we approved for this festival. We owe a debt of gratitude to CKC REAP and Dianne who involuntarily supported with administration hours and photocopying totalling est. \$2'250.

The Winter Festival Committee have acknowledged this support and agreed that funding be sought for 2018.

**Business Awards 2018:**



Peggy has done some background research and has a format that we can adapt to meet our needs.

In support of the Business Awards we should also be encouraging our businesses to take advantage of both Mentoring a Business and Workshops.

1. We need to set a date for the Business Awards
2. We need to identify the Workshops we want to run, with dates
3. We need to get the Mentoring Programme up and running

### **Submission Planning 2018**

If we are to act as the voice for our Business Community, we need to prepare submissions that they support.

1. We need 2018 Submission Hearing dates

Report Prepared by  
Aroha Rudkin  
Chairperson