

MINUTES

Parnell Inc. October 13, 2010



Venue 4.30pm at 92 Parnell Road, MacDonald Pilcher offices

**Actions
Required**

1. **Welcome: Present at the meeting:**

Rory MacDonald (Chair), Carrick Graham (Deputy Chair), Chris Swasbrook (Treasurer), Cyril Dominikovitch, Kent Hutchings, Kylie Sanderson, Fleur Denning, Debbie Harkness

2. **Apologies:** Athol MacQuilkan and Miles Nathan

3. **Confirmation of Minutes from previous meeting**

Motion: That the Minutes from the September meeting be taken as a true account of the meeting.

Moved/Seconded: Carrick/Chris **Carried:** All

4. **Matters arising from previous meeting**

Chris raised actions outstanding from the September Minutes:

- Parnell Wireless: the service has been finished and members notified via the Parnell News, email newsletter on 17 September.
- DH to contact Automation Associates to disengage Pedestrian Traffic Counter ready for sale.
- Carrick to write master plan for public art strategy, to include Fraser Park
- Xmas garlands: DH yet to make offer of garlands as gift to Bledisloe Trust
- Familiarisation visit from iSite staffers yet to be organised.

Debbie
Carrick
Debbie
Debbie

5. **New Parnell Inc Committee positions**

Committee members voted on positions to be held on the newly elected committee

Motion: That Carrick Graham be appointed Chair

Moved/Seconded: Rory/Chris **Carried:** All

Motion: That Chris Swasbrook be appointed Deputy Chair

Moved/Seconded: Rory/Cyril **Carried:** All

Motion: That Chris Swasbrook be appointed Treasurer

Moved/Seconded: Rory/Chris **Carried:** All

Motion: That Debbie Harkness be appointed Secretary

Moved/Seconded: Chris/Kylie **Carried:** All

Motion: That Parnell Inc Associate Member, Fleur Denning, join Parnell Inc Committee

Moved/Seconded: Chris/Carrick **Carried:** All

6. **Committee processes**

Committee members to receive from DH:

- website link to reports from previous meetings, all posted online at www.parnell.net.nz
- September accounts for Parnell Inc.
- 2010/11 Budget

Debbie

Future committee meetings

Best day and time for committee members is the second Wednesday of the month, from 4.30pm - 6pm. There is no committee meeting in January 2011.

Parnell Inc. Committee Folders

New Committee members will be given a folder of information on Parnell Inc, which includes Parnell Inc Rules, information on BIDs, Parnell Inc Boundary Area, meeting schedule etc. (Returning committee members to get updated information.)

Debbie

Disclosure of Interest forms were given to committee members. These should be completed and returned to DH. (Kylie's form returned.)

All
(except
Kylie)

Committee Briefing Paper form

Carrick explained the use of this form to capture ideas for presentation at future committee meetings.

7. Creative Quarter Manager's Report

Matters covered from the Manager's Report

Business after Five

Continued disappointing attendance. Format or alternative events to be reviewed at Committee's Strategy Meeting.

Mountain Fountain Celebration

DH's recommendation to engage PR person, to improve Parnell publicity to be reviewed at Strategy Meeting

Celebrating Business Longevity in Parnell

Certificates ready to be printed week beginning 18 October. Suitable celebration function to be discussed at Strategy Meeting.

Parnell Rose Festival Marketing Day

DH's recommendation to return to previous advertising coverage for this event to be discussed at Strategy Meeting.

Auckland Art Week November 4 – 14

Chris questioned Parnell's last-minute involvement in Auckland Art Week. Committee members had decided earlier not to participate, following receipt of a proposal from the event organisers. However, as Kylie said, as Auckland's creative quarter, and as a major art gallery precinct within Auckland, Parnell could not be left out of this event. Chris raised the disproportionately high budget spend to this Parnell business sector over the last year, through support of Late Night Art. However Kylie sees this monthly event having benefits for Parnell's nightlife and restaurant scene.

In future, groups wanting financial commitment from Parnell Inc. will need to present their proposal face to face to the committee.

Christmas decorations

Debbie to contact John Bullen at Bledisloe Trust re gifting garlands for the Foundation and Jubilee Building.

Marketing & Promotion

Communications plan (to include social media, blogging etc) to be developed as part of Strategy review

Rugby World Cup 2011

Some avenues for participation in RWC2011 have already been explored. Plan needs to be developed of how Parnell Inc. will take advantage of the opportunity presented by RWC2011.

Security issues

Property owners advised of specific recommendations made in Parnell Town Centre Strategic Safety Audit.

If Vanilla Bar departs from Parnell, Parnell Inc. could cut Wednesday night security patrol and either leave Friday patrol (funding received from Council Security Grant) or shift patrol to another night.

Parnell Train Station lobbying

Parnell Inc. to determine level of involvement in lobbying for train station and the future of the site at Strategy Meeting.

Parnell Wayfinding Signage

New signage could be in place in November. Currently in final stages of drafting signage content.

Office Accommodation

Committee interested in gaining greater visibility for Parnell Inc. by shifting premises to street level premises. Premises under Shoubu Japanese Restaurant might be a possibility. To be discussed with City Construction.

8. General Business

Function for various groups within the Parnell Community

Fleur is organising a function for various Parnell groups to meet each other and share information. This will be held in conjunction with the Parnell Community Committee's AGM in November (date yet to be set), at the Jubilee Building.

All

Waitemata Local Board's inaugural meeting

Debbie has arranged tickets for Carrick and Cyril to attend the inaugural meeting of the new local board from 6.30 - 8.30pm Wednesday November 3, at Council Chambers, Auckland Town Hall.

Carrick
Cyril

The meeting finished at 6.10pm
Taken as a true account of the meeting.

Signed Date:

Future Parnell Inc Meetings

Strategy Meeting: Wednesday, October 20, 5:30 -7:00 PM. Facilitate Communications, Lvl 3, 86 Parnell Road

November Meeting: Wednesday 10th November, 4.30 - 6PM, (Rory's offices* - TBC)

December Meeting: Wednesday 8th December, 4.30 - 6PM, (Rory's offices* - TBC)

* MacDonald Pilcher Partnership, Ground floor, 92 Parnell Rd