



## MINUTES: Parnell Business Association Monthly Committee Meeting

4pm, 30 Oct 2018

Quality Hotel, Gladstone Road, Parnell

---

### 1. Welcome – Paul van Dorsten

Paul welcomed all the new committee members to the board. He also advised that Councillor Desley Simpson would shortly be joining the meeting

Apologies: Andrew Luxmoore, Lisa Caughey, Richard Lees, Ricky Reddy, Vernon Tava

Attendees: Brendan Drury, Hamish Boyd, Jason Galea, John Bardebes, John Coutts, Lisa Stone, Martyn Hamilton, Nick Healy

Parnell Business Association: Cheryl Adamson, Carolyn Keep

Approval of circulated minutes from meeting 25 Sept

Moved by: Lisa Stone                      Seconded by: Martyn Hamilton

### 2. Health and Safety - nothing additional to update

### 3. AGM Feedback

- Paul advised that induction of two of the new board members had taken place and we would catch up with Richard Lees in due course.
- Cheryl circulated the Board Charter for signature
- Cheryl advised we had an Accountability Agreement with Auckland Council which needed completion every year and the Board Charter was part of that
- Appointment 2 x non-voting members -

Resolution to confirm the appointment of Andrew Luxmoore from Auckland Museum and John Coutts as non-voting members of the executive committee for the next year

Moved by: Martyn Hamilton Seconded by: Jason Galea, all in favour

- Cheryl advised that the November committee meeting would include a quarterly review.
- General feedback discussions AGM  
Martyn said he felt that Cheryl's presentation was outstanding and had covered off many of the PBA initiatives and achievements. Items raised in the general business section of the AGM were discussed, including an appropriate response. Several ideas were tabled and would be taken for further discussion, but all agreed it is not the responsibility of the PBA to market individual businesses who may be struggling.
- A request from one of the members for detailed expenditure reports was tabled as well as the response from Paul – with which the committee agreed.
- AGM 2019, suggested date was Thurs 26<sup>th</sup> Sept.

Desley Simpson joined the meeting



#### **4. Update on Ward Boundary changes – Councillor Desley Simpson**

- Desley gave the board an update on the recommendation of the Governing Body to Wellington re the changes to Electoral ward Boundaries. Parts of Grafton along with the Domain, Parnell and Newmarket would be moved to the Ōrākei Ward. Desley explained what challenges in particular she thought she could assist with and reassured the board she was aware of the Parnell Plan and other aspirations for the area.

#### **5. Security**

- First Security contract – John Bardebes gave feedback on the recent meeting, including the fact that First Security had said it was costing them to service the night patrols component of the contract. It had been agreed to have a meeting with the sales team to see how they could get more business in the area. We were still awaiting a meeting time.
- Cheryl tabled the feedback on an email alert on suspicious characters raised by some of the galleries. Paul noted what the response had been and all agreed this was appropriate.
- CCTV owners – 112 Parnell Road would soon be installed. 11 Cheshire was awaiting quote.

#### **6. Marketing and Promotions**

- Paws in Parnell 4<sup>th</sup> Nov – Carolyn noted this would be taking place with Poochi Sushi
- Waiter's Race 18<sup>th</sup> November (Rose Festival same day) – Carolyn noted the entry response had been fabulous with over 50 waiters participating. A shuttle had been arranged to ferry people between the Rose Festival and Waiter's Race. Carolyn mentioned the inclusion of Renault had made a big difference.
- Christmas - Cheryl said she was expecting the installations to take place in the last week of Nov, and also gave an update on the Christmas market as well as the event at Holy Trinity.
- Chinese New Year – Carolyn gave feedback on the artists including a well-known Chinese artist to whom we have couriered a pig.

#### **7. Business meetings**

- The last event of the year would take place on the 14<sup>th</sup> Nov at Orsini

#### **8. Financial & Staff/Housekeeping – nothing additional to report**

#### **9. Other business**

**Next meeting 27<sup>th</sup> Nov, venue to be advised**