

Annual General Meeting

Agenda

Birkenhead Town Centre Association Inc.
Trading as Birkenhead Village Association

Meeting to be held The Good Home
83 Birkenhead Avenue Birkenhead Auckland

Wednesday 25th September 2024 at 5:30 pm for 6 pm start

1. Present

2. Apologies:

Resolution 1: *That the Birkenhead Town Centre Association Inc. accept the apologies.*

Move:

Second:

CARRIED:

3. Minutes (available at meeting)

The Minutes of the previous AGM held on Wednesday 13th September 2023 to be confirmed as a true and correct record of the business transacted.

Resolution 2: *That the Birkenhead Town Centre Association Inc. receive and confirm the 2023 AGM Minutes of the Birkenhead Town Centre Association Inc held at 5:30 pm on Wednesday 13th September.*

Move:

Second:

CARRIED:

4. Executive Committee Reports

4.a) Chairperson's written report

Resolution 3: *That the Birkenhead Town Centre Association Inc. receive the 2023/2024 Executive Committee Reports (being the report of the Executive Committee on activities for the 1 July 2023 to 30 June 2024 financial year).*

Move:

Second:

CARRIED:

4.b) Manager's written report

Resolution 4: *That the Birkenhead Town Centre Association Inc. receive the 2023/2024 Manager's Report (covering the objectives/achievements for the 1 July 2023 to 30 June 2024 financial year).*

Move:

Second:

CARRIED:

5.a) Treasurer's end of year report (*Treasurer Adrienne Leslie of The Hive Accounting*)

Resolution 5: *That the Birkenhead Town Centre Association Inc. receive and accept the Treasurer's AGM 2024 report.*

Move:

Second:

CARRIED:

5.b) End of year financial statements, performance report and audit to 30 June 2024.

Resolution 6: *That the Birkenhead Town Centre Association Inc. receive and approve the Annual Financial Statements for the Financial Year 1 July 2023 to 30 June 2024.*

Move:

Second:

CARRIED:

5.c) Proposed Income & Expenditure Budget for 1 July 2025 to 30 June 2026 No increase to the Targeted Rate

Budget [click here](#)

Resolution 7: *That Birkenhead Town Centre Association Inc. receive and approve the proposed income and expenditure budget for the 1 July 2025 to 30 June 2026 Financial Year. That the Association note that there will be no increase in the Association's BID targeted rate grant for 2025/2026, resulting in a BID targeted rate amount of \$229,027. Further ask the Kaipatiki Local Board recommend to the governing body the amount of \$229,027 be included in the Auckland Council draft 2025/2026 annual budget consultation process.*

Move:

Second:

CARRIED:

5.d) Business Plan for 1 July 2025 to 30 June 2026.

Plan [Click here](#)

Resolution 8: *That Birkenhead Town Centre Association Inc. approves the Business Plan for the period 1 July 2025 to 30 June 2026. That the Association note that the Executive Committee has authority under the Rules of the Association to make changes to the Business Plan as necessary through the period.*

Move:

Second:

CARRIED:

6. Election of Members to Executive Committee

14.1 The Executive Committee shall consist of:

14.1.1 A Chairperson and

14.1.2 not less than four persons but no more than nine persons who are full members of the Association

6.a) Committee Nominations

Rule 15. Nominations of candidates for election as members of the Executive Committee:

15.1.1. Shall be made in writing signed by two Full Members of the Association and accompanied by the written consent of the candidate and

15.1.2 shall be delivered to the Secretary of the Association not less than seven days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.

The nominations for the Executive Committee will be announced at the AGM.

An election of members for the Executive Committee shall be carried out in accordance with 15.1.1 as set out above.

Resolution 9: *That the Birkenhead Town Centre Association Inc. approves the election of [Names of Elected Member] to the Executive Committee for 2024/2025.*

Move:

Second:

CARRIED:

6.b) Chairperson Nominations

6.b.i) Chairperson

16.1 The Chairperson shall be elected to that position in accordance with rule 15.

The nominations for Chairperson are [nominees to be announced at the AGM].
An election for the appointment of the Chairperson shall be carried out.

Chairperson Nomination Form [Click here](#)

Resolution 10: *That the Birkenhead Town Centre Association Inc. appoints [Name] as the Chairperson for 2024/2025.*

Move:

Second:

CARRIED:

Rule 15. Nominations of candidates for election as members of the Executive committee:

15.1.1. Shall be made in writing signed by two Full Members of the Association and accompanied by the written consent of the candidate and

15.1.2 shall be delivered to the Secretary of the Association not less than seven days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.

Executive Nomination Form [Click Here](#)

6.b.ii) Treasurer

The appointment of the Treasurer shall be carried out in accordance with Rule 17.1 as set out below.

17.1 The Treasurer shall be appointed to that position by the Executive Committee.

6.b.iii) Secretary

The appointment of the Secretary shall be carried out in accordance with Rule 16.2 as set out below.

16.2 The Secretary shall be appointed to that position by the Executive committee.

7. Appointment of Auditor

18. Auditor

18.1 The Auditor shall be appointed by the Association on an annual basis to carry out the functions set out in the rule.

Resolution 11: *That the Birkenhead Town Centre Association Inc appoint Hart & Co as Auditor for the Birkenhead Town Centre Association Inc. for the 2024/2025 financial year.*

Move:

Second:

CARRIED:

8. General Business

5 Year Strategic Plan [click here](#)

Meeting Closed:
