

LEAP AGM MEETING
MINUTES 2018 – 06

Wednesday 27th June 2018, at 7.00 p.m.

Present:

Chair
Helen King

Deputy Chair

Treasurer
Phil Stevens

Secretary (minute taker)
Beth Jones

Member:

Anne
Harvey Jones
Ian Stark
Beth Jones

Public:

Miri
Sharon Stevens
Jazz
Nicky Walker
Julie

06.1

WELCOME

06.1.(i)

HelenKing welcomed the Board Members
& Public

06.2

APOLOGIES

Jo Beazer for absence

06.3

CONFIRMATION OF MINUTES

06.3.(i)

Resolved: that the minutes of the 2018-05 LEAP Meeting held Wednesday 23rd May be confirmed

Moved from the Chair: Helen King
Carried. Sharon Stevens

CORRESPONDENCE

Inward

Bruce happy to do annual review of accounts

Outward

Outward email

Resolved: That the inwards correspondence for June be received and the outwards confirmed.

Moved: Helen King Seconded: Anne

Carried

LEAP ANNUAL REPORT

Helen read her report

Moved: Helen Seconded: Sharon

Carried

TREASURERS REPORT

Phil & Sharon read report

- Meridian grant still has some left to spend
- \$4200 in accounts at close of year
- only \$2000 discretionary funds, other funds tagged

Resolved: That the Treasurers Report for June be accepted

Moved: Phil Stevens Seconded: Ian Stark

Carried

ELECTION OF OFFICES

-Helen King stepping down as Chairperson and Market Co-ordinator

-appointment of offices

Chairperson & Market Co-ordinator

Nomination: Beth Jones

Moved. Anne. Seconded. Phil Stevens

Accepted

Secretary (Minutes - this could be rotated?)

Nomination: Phil Stevens

Moved. Sharon Stevens Seconded. Ian Stark

Accepted

Treasurer:

Nomination : Phil Stevens

Moved. Phil Stevens. Seconded. Beth Jones

Accepted

Board Nominations:

Harvey Jones

Moved Helen King Seconded Ann

Accepted

Ann

Moved. Ian Stark. Seconded Helen King

Accepted

Ian Stark

Moved. Ann. Seconded. Harvey Jones

Accepted

Helen King

Moved. Helen. Seconded. Phil Stevens

Accepted

Jo Beazer

Moved. Ann. Seconded

Carried

Ann asked if there was a quota on the number of board members?

Meetings open for all to come along to

The Quorum set for meetings is currently 3

-Responsibility of the Board

Due diligence

Health & safety

Sharon highlighted the need to make sure of support for both the Coordinator & Chairperson

AGM GENERAL MINUTES

Stall holder fees discussed

- currently \$10 outdoor market \$20 indoor market (covers costs of VVC)
- Sharon suggested raising fees to cover costs of the co-ordinator
- Nicky offered a comparison of cost etc with the Feilding ATC market
- Miri talked about foot traffic and generating income
- Jade talked about venue - vixen & vvc & the issues around venues
- Setting the fees - the incoming needs to cover our out goings. The current fees cover these
- If we reduced fees we might need to look at other ways to generate income

Motion for fees to remain at \$10 for outdoor markets and \$20 for indoor for 2018 and review in December / Ann would like to review at the end of 2018-2019 market season

Moved Helen King. Seconded Ann

Carried

Discussion around the Market Future

-proposed reduced number of markets

October; November; December; March; June

We can look at having a night Market and some pop-up markets and maybe some street markets also

- May is Mothers Day so this could make a theme to work with
- Motion for reduced markets for 2018-2019 market session

Moved Helen King. Seconded. Phil Stevens

Carried

Signatories

Phil being a US resident is noticing difficulties with holding financial positions

He doesn't want to be a liability & has fully disclosed that we could potentially risk our accounts being frozen

Phil suggested stepping down temporarily ?
No one supported this motion
All were happy for Phil to stay Signatory

Current Signatories for LEAP

- Helen king
- Ann
- Phil Stevens

Discussion around the benefits of a 4th signatory

Motion for Beth Jones to be added as a signatory
Moved. Harvey Jones. Seconded. Ann

Carried

Action - send minutes to kiwi bank to advise of new signatory

Thank You

Sharon presented Helen King a gift and card from the LEAP committee to give thanks and appreciation

Ian also expressed thanks

AGM closed 7.57pm

LEAP General business

Venue discussion

- visibility

The village Triangle is great for being in the township

Need to make LEAP more visible - noticeboards - promote what's happening in the community

Jazz commented on how she enjoys the Ashhurst Market - wondered if fundraising and having music & groups to get people to come along

Phil talked about the music and groups

Talked about opportunities for young groups

Miri - getting local community clubs doing demonstrations

Fire brigade / scouts

The markets focus is local business - changes have had to be made with mix of local

Consistency is important

We don't have a cancellation fee

Considerations we have around food sellers registration and our obligations & the law

Actions

- advertising
- Website - email Sharon to keep up to date

Funding

- lions funding on behalf of local directory declined
- Cost of actually getting information updated - send DataBase stuff to Phil

As it promotes business it is not so easy to get funding for the directory

- some of the bigger business might be prepared to pay for advertising or sponsorship
- Directory cost about \$2500 - equity

- Approach PNCC - Yulia?
- Need someone to spend about 5 hours
- LEAP about visibility & connecting people

Action - connect PNCC about community fusing for directory

Payments and Bills

- \$150 cash
- \$. 50 loaves
- \$. 15 cheeseboard
- Card
- \$218 TOTAL

Sharon to be paid / Reimburse Harvey

Moved Ann. Seconded Harvey

VVC payments 2 x \$75.00
Helens invoice for June Market
Reviewers Koha \$40

- tax due 7 July

Carried

Ann shared her thoughts

- push for money for the role of Market Coordinator
- Push for sponsorship for directory

Discussion around

PNCC - no neighbourhood support group - all local community groups are separate
Tourism or umbrella groups

Village Vision Planning
Ashhurst Community Trust -Hoskin
Small braiding structure

Merge groups - structure would help with funding

Meeting ended 8.46pm

Next meeting Wednesday 22 August 2018

