



Annual General Meeting

Notice has hereby been given that the Annual General Meeting of the Business North Harbour Incorporated will be held at Business North Harbour, 12 Parkway Drive, Albany, on Thursday 19 October 2017, commencing at 11.00am via the following: Business North Harbour publications – FYI magazine – September 2017, *Your Business North Harbour* e-newsletter, first distributed 26 September and weekly thereafter, via our www.businessnh.org.nz/AGM2017 and social media portals, via Business North Harbour street signage from 26 September 2017, via postal advice (28 September 2017) and in the North Shore Times – Public Notices 26 September 2017, and North Harbour News – Public Notices 26 September 2017.

ELIGIBILITY

Whilst any interested party is welcome to attend, the Association's constitution stipulates the following:

Membership Criteria/Voting Rights

The membership of the Association shall consist of Full Members. A person shall be entitled to be a Full Member of the Association if that person:

- Owns, occupies or is a tenant of one or more premises (with a floor space of not less than 10 square metres) of a commercially rated property within the BID Targeted Rating Area and who operates a business from those premises for not less than 50 business days a year; and

Has not previously been expelled from the Association, unless the Executive Committee has resolved to readmit that person under Rule 11.5

Has fully paid up all fees, subscriptions levied by the Association pursuant to Rule 9.

- Any person entitled to be a **Full Member** of the Association and who wishes to become a member shall provide details of their name, business identity, contact details and business to the Secretary.
- Each Member which is not an individual shall designate an individual representative to act on its behalf in all matters relating to the Association, and shall notify the Secretary of that representative's details as required.

5.7: The rights of the Members of the Association shall be as follows:

- Each Full Member shall be entitled to one vote.

5.8: Proxy votes are permitted for Members entitled to Full Membership under Rule 5.1 at any Annual General Meeting of the Association, provided that the proxy vote forms are signed by both parties and presented at each voting time and that no Member shall represent more than three proxies at any one voting time.

To be eligible to vote you must have completed the necessary membership forms and forwarded them to arrive with the Association prior to the date for the Annual General Meeting.

For members wishing to stand for election as an Executive Committee Member, you must complete and submit a Nomination Form no later than 7 days prior to the date for the Annual General Meeting.

- The following forms are available on our website –www.businessnh.org.nz/AGM2017:
- Minutes from the AGM held on 26 October 2016
- Business North Harbour Inc. Financial Audited Statements, FE 30 June 2017
- Business North Harbour Incorporated’s Constitution as adopted at the 2016 AGM.
- Business North Harbour Annual Report: 30 June 2017, Business Plan 1 July 2017 – 30 June 2020
- Proxy Voting Form – AGM 2017
- Nomination forms for Executive Committee members for 2017/19
- Business North Harbour Membership Forms

Should you have any further questions please do not hesitate to contact our **General Manager Janine Brinsdon** e: janine@businessnh.org.nz or by telephone (09) 968 2222, mobile 021 212 4942.



Annual General Meeting

AGENDA

19 October 2017

1. Welcome and confirmation of Quorum

2. Apologies

3. Confirmation of the Minutes of the Annual General Meeting held on 27 October 2016

4. Annual Report for the year to 30 June 2017 financial year:

Chairman's Report – Greg Frittelli

General Manager's Report – Janine Brinsdon

Annual Financial Statements

Financial statements and reports for year ending 30 June 2017.

5. Business North Harbour Business Plan for financial years ending 30 June 2018 – 30 June 2020

6. Business North Harbour Financial Budgets for the financial year ending 30 June 2018, and the DRAFT 30 June 2019 budget which includes a proposed 5% increase in member targeted rate levy, subject to confirmation of projects requiring the additional funding.

7. Special Resolutions:

7.1: That Business North Harbour Inc. resigns the Auckland Council Business Improvement District (BID) Policy (2016) Programme Agreement, valid until 15 December 2018.

7.2: Business North Harbour Inc. Constitutional Rules be altered as shown in the new rules presented at the AGM 2016, and that such alterations be affected by replacing the existing rules with those new rules.

Current constitution as at AGM 2016:

14.1.1 A Chairperson; and

14.1.2 Not less than five persons as voting members, but not more than twelve persons who are Full Members of the Association, and who have been elected at the Annual General Meeting of the Association pursuant to Rule 15.

Proposed changes to be adopted at AGM 2017:

14.1.1 A Chairperson; and

14.1.2 Not less than five (5) persons as voting members, but not more than eight (8) persons who are Full members of the Association, and who have been elected at the Annual General meeting of the Association pursuant to Rule 15.

Current Constitution as at AGM 2016:

14.2 Each member of the Executive Committee shall, subject to these Rules, hold office until the conclusion of the Annual General Meeting following the date of the member's election, but is eligible for re-election, provided they have not served more than six consecutive years.

Proposed changes to be adopted at AGM 2017:

14.2 Each member of the Executive Committee shall, subject to these Rules, hold office for two (2) years or until the conclusion of the 2nd Annual General Meeting following the date of the member's election (whichever is the later), but is eligible for re-election, provided they have not served more than six consecutive years.

7.3: As per clause 12.2.5 of the Business North Harbour Inc. Constitution, as adopted at the AGM 23 October 2014, to approve at this 2017 AGM a payment of an honorarium to the Chairperson of \$5000, and Deputy Chairperson of \$2500, valid until the 2018 AGM.

8. Executive Committee Nominations

9. Appointment of an Auditor

10. General Business