



Business North Harbour Incorporated
ANNUAL GENERAL MEETING
23 October 2025, 4:30pm
Held at Business North Harbour, 322 Rosedale Road, Rosedale,
Auckland 0632

Present NHBID Members:

First Name	Last Name	Company Name
Janet	Marshall	PJCK Holdings Ltd (Executive Committee Chairperson)
Greg	Cramond	Cramond Electrical
Lisa	Hill	Eclipse Recruitment
Hamish	Coupe	McVeagh Fleming Lawyers
Sarah	Bruce	Edible Blooms
Vikas	Jain	Sout IT Limited (associate member)
Jacqui	Cheal	Ramada Suites
Greg	Innes	Volkner Properties Ltd
Mike	Renner	Mike Renner & Associates
Richard	Todd	Parkland Products Ltd
David	Storey	Auto Supershoppe Academy Ltd
Geoff	Ashenden	Chaucer Communications Ltd
Paul	Marshall	PJCK Holdings Ltd

Business North Harbour Personnel:

Kevin O’Leary, General Manager
Kate Greene, Office Manager / Board Secretary
Sandra Craze, Transport/Stakeholder Liaison / Event Support / BNH Ambassador
Ben Yang, Digital Marketer / BNH Ambassador

Associate Members & Interested parties:

First Name	Last Name	Business Name
Michael	Wood	William Buck Ltd
Tracey	Begovic	Project Support Contractor

1. Welcome and Confirmation of Quorum

Chairperson Janet Marshall declared the meeting open at 1638 and confirmed that a quorum of members was present. She welcomed attendees to the AGM and thanked them for their support.

A small, handwritten signature in blue ink, located in the bottom right corner of the page.

2. Apologies

Members:

First Name	Last Name	Company or Property Owner Name
Trevor	Walsh	TI Walsh & PM Lambert & KR O'Halloran
Nicola	Smee	My Solutions
Andrew	Moffat	Matchbox Consulting
Claudette	Wilson	North Harbour Budgeting
Garth	Magnussen	Oxygen8 Consulting
Aaron	Beard	Swift Construction Hire Ltd

3. Confirmation of Minutes of the Annual General Meeting Held on 24 October 2024 at Business North Harbour Offices

The Chairperson requested that the minutes of the Business North Harbour 2024 Annual General Meeting, having been circulated, be accepted as read.

Motion: That the Minutes of the Annual General Meeting of Business North Harbour Incorporated, held on 24 October 2024, be confirmed as a true and correct record.

Moved: Janet Marshall Seconded: Lisa Hill Result: Agreed

No matters were arising from those minutes.

4. Annual Report for the Year to 30 June 2025

• Chairperson's Report

The Chairperson spoke to her written report from the Annual Report, her first as Chair. She thanked the Partners for their support and ongoing commitment which enables us to achieve our shared goals.

Reflecting on the year

Members feedback continues to guide our direction, with insights directly influencing the development of our programmes and services.

The Chairperson summarised the year's programmes and events which helped the business community connect, communicate & collaborate.

Highlights

- Purple Ink Business North Harbour Business Excellence Awards
- Mad Hatters Pink Tea Party – Huge event with 370 attendees.
- Expanding education and talent pipeline.
- Investment in crime prevention & safety initiatives
- Enhancing member awareness
- Advancing our corporate social responsibility initiatives.

Looking ahead

With the launch of BNH's new four year strategic plan priorities for the coming year include:

- Continuing to focus on financial and operational sustainability for members
- Rolling out programmes and services tailored to needs
- Delivering another impactful charity partnership event
- Launching the new BNH website
- Progressing the feasibility of a BID expansion
- Strengthening ties with key stakeholders.

Priorities over the next two years include:

- Complete the BID Expansion process into Albany Village.
- Organise and host world-class events including focusing on Networking functions as our members have indicated these are important to them.
- Review member feedback and implement any necessary changes.
- Review organisational resilience, maintain an effective governance group and review year 2 of the four-year strategic plan including reviewing the relevance of the strategic plan.

Specific Event KPIs include:

- Host and deliver the annual One Day Sale in December 2025.
- Pop-up Business School – a one-off programme where BNH is assisting MSD & Upper Harbour Local Board in developing a programme to empower aspiring entrepreneurs within our BID and the UHLB area.
- Plan and host a half day AI Conference designed to equip businesses with practical tools, strategies and insights for leveraging AI to drive success.
- Secure and increase Event Category Partnerships.
- Expand the B2B networking through our Business Showcase event.

Grow and develop all other ways we communicate & collaborate in line with member feedback.

6. Business North Harbour Financial Budgets – the draft budget for the financial year ending 30 June 2027

The Chairperson referred those present to the budgets as presented in the Annual Report and Business Plan documentation.

Trying to keep pace with inflation and keep the standard of events and programmes high means increasing the targeted rate. The proposed increase will increase costs to businesses by around \$10. This raise would be applicable from July 2026.

Indicative budget and proposed BID targeted rate grant increase for the 2026/2027 financial year. *Move to approve the 2026/2027 draft budget which includes a BID targeted rate grant amount of \$872,149 including a 3.0% increase or \$25,402 to the BID targeted rate grant for the 2025/2026 financial year. Further ask the Upper Harbour Local Board recommend to the Governing Body the amount of \$872,149 be included in the Auckland Council draft 2026/2027 annual budget consultation process.*

Moved: Janet Marshall Seconded: Linda Kirk Result: Agreed

7. Special Resolutions:

7.1: As per clause 12.2.5 of the Business North Harbour Inc. Constitution, as adopted 24th October 2024, to approve at the 2025 AGM a payment of an honorarium to the Chairperson of \$5000 and Deputy Chairperson of \$2500, valid until the 2026 AGM.

*Proposed: Sarah Bruce
Moved: Greg Cramond
Result: Agreed*



The Chair highlighted the progress of BNH and thanked KO and the team for their hard work. The Chair thanked the Executive Committee particularly to the outgoing members, Chris Todd, Lance Manins & Jenny Chen.

Executive Summary

The General Manager spoke to the AGM Slideshow and points made in his Executive Summary printed in the Annual Report 2024/25.

The General Manager confirmed there were no organisational changes in 2024/25.

Events, programmes and services delivered by BNH throughout the year continued to focus on priorities identified by the members survey and aligned with our 3C's (Connect, Communicate & Collaborate).

Outcomes

BNH was able to achieve successful outcomes against its identified priorities through the delivery of member events, programmes and services, those highlighted:

- \$18.5K raised and given to Breast Cancer Foundation through the very successful event held in March 2025. Including 3 other stand-out events one of which was the Purple Ink Business North Harbour Business Awards
- Continued improvement & development of member engagement, crime prevention, collaboration, sustainability, special interest groups, BID expansion & more.

The General Manager reiterated the BNH Ambassadors success connecting with our members over the year. Visiting over 1900 members. Ambassadors do an amazing job with engagement being an important part of what we do.

Crime Prevention – Dave Loader is an unsung hero with what he does in this capacity. He only works 25 hours per week but through his work provides information and security services to our members along with his sustainability programmes & initiatives.

• Annual Financial Statements

The Chairperson presented the financial statements and Auditor's Report for the 12 months ended 30 June 2025, previously uploaded for review on the Business North Harbour website and provided in hard copy as part of the 2025 Annual Report.

Motion: That the Annual Financial Statements of Business North Harbour Incorporated for the 12 months ended 30 June 2025 be approved.

Moved: Janet Marshall Seconded: Jacqui Cheal Result: Agreed

5. Business North Harbour Business Plan for financial years ending 30 June 2026–30 June 2028

Priorities for the coming years were summarised, highlighting that supporting BNH members was the main focus and to do so we need to continue engaging with them so they know who we are and what we do. The General Manager outlined our events programme, communication plan, sustainability, advocacy and crime prevention.



8. Executive Committee Nominations

The Chairperson and General Manager expressed thanks to the current Executive Committee members for their service. The General Manager thanked Lance Manins, Chris Todd & Jenny Chen for their time and commitment serving on the Executive Committee.

Under the current Business North Harbour Constitution, there are eight positions on the board, plus the Chair. The General Manager confirmed that there are currently 4 vacancies for positions on the Executive Committee.

We have received four nominations, those being for Linda Kirk, Mike Renner, Jacqui Cheal & Greg Carmond and as to point 15.4 of the Constitution 'If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.'. On behalf of the Executive Committee and the members in attendance the General Manager welcomed Linda, Mike, Jacqui and Greg to the Executive Committee.

Janet moved that the nominations be accepted as per the constitution. Hamish Coupe Seconded.

9. Appointment of an Auditor

Motion: That William Buck be appointed as auditor for Business North Harbour Incorporated for the year ending 30 June 2026.

Moved: Janet Marshall Seconded: Sarah Bruce Result: Agreed

10. Association Interest Register

Conflicts of interest since 2024 AGM. None were identified.

11. General Business

BID Expansion

The GM outlined progress regarding the proposed BID Expansion including the new proposed map outline from the BID Team. Members approved continuing with the project with a show of hands.

The General Manager acknowledged the excellent outcomes achieved by all the team at BNH and thanked them for their outstanding work.

The Chairperson and General Manager thanked everyone for attending and wished them all the best for the coming year. All attendees were invited to remain and enjoy some refreshments and the opportunity to network.

The Annual General Meeting closed at 1727 hrs.

A handwritten signature in black ink, appearing to be 'J. Marshall', written in a cursive style.