



27th ANNUAL GENERAL MEETING NOTICE

You are cordially invited to attend the Annual General Meeting of the Pukekohe Business Association Incorporated to be held at the Engine Room (upstairs), 217 King Street, Pukekohe.
Tuesday, 30th October 2018, from 5.00pm for a 5.30pm start.

AGENDA

1. Welcome
2. Apologies
3. Confirmation of the minutes of the last AGM – 17th October 2017
4. Presidents Report
5. Managers' Report
6. Treasurers Report and Annual Accounts
 - a. Approval of Statement of Accounts and Audit
 - b. Special resolution – Proposal to increase the BID Targeted Rate by 5% each year of the financial years 2019/2020 and 2020/2021. (Committee Minutes August 2018)
Reason: Funds raised will support planned activity and expenses, within the strategic and promotional plans of the Pukekohe Business Association. The value of the increase in 2019/2020 will be \$22,000, increasing the rate to \$462,000.00 and the value of the increase in 2020/2021 will be \$23,100 which will increase the BID rate received to \$485,100.
 - c. Approval of the Income and Expenditure budget for the financial year 2019 /2020
 - d. Approval of the indicative income and expenditure budget for the following financial year 2020/2021
7. Election of Executive Committee
 - a. Please read below for information as required for the nomination procedure. The nomination form can be found on our website (www.pukekohe.org.nz) or from the Pukekohe Business Association Office.
 - b. Nominations close at 5pm, 23rd October 2018
8. Election of Officers (Chairperson and Treasurer) for 2018/2019
 - a. process for election of officers for 2018/2019
9. Appointment of Auditor
10. General Business

Procedure for Nomination to the Executive Committee

A person must be a full Member of the Association to vote and stand for election to the Executive Board/Committee

Election of members to the Executive Committee - The procedure for nominations as detailed in Rule 15 of the constitution is as follows: Nomination of candidates for election - shall be made in writing, signed by two Members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the nomination form); and shall be delivered to the Secretary of the Association (Wendy Dunn, for the purposes of this 2018 AGM) not less than seven days before the date fixed for the AGM being 5pm 23rd October 2018)

**For more information please contact the Pukekohe Business Association Office
Please RSVP your attendance by phoning 09 910 0137 or emailing info@pukekohe.org.nz**