
MINUTES OF THE STRATFORD BUSINESS ASSOCIATION MEETING HELD AT TET STADIUM BAR & BISTRO, ON MONDAY 17 APRIL 2025 AT 5.30PM.

PRESENT

Chair: Matthew Dimock. Committee: Glenn Adams, Allen Juffermans, Maureen Tunnicliff, Trevor Tunnicliff, Mike Radich, Amy Spencer and Lynne Mackenzie Brown (minute taker).

IN ATTENDANCE

Kate Whareaitu and Saba Afzal

APOLOGIES

None Received

**Juffermans/Dimock
Carried**

1. CONFIRMATION OF MINUTES

- 1.1 Stratford Business Association Meeting – Monday 17 March. The minutes are attached.
Matters Arising: None

RECOMMENDATION

THAT the minutes of the Stratford Business Association meeting held on Monday 17 March be confirmed.

**Dimock/McDonald
Carried**

2. CORRESPONDENCE

Inward: TET Grant, Invitation to debrief regarding Americarna – I declined politely.

Outward: Mailchimp information on Secretary Position, BA5 and Phone Photography Workshop.
TET Grant acknowledgement

RECOMMENDATION

THAT the correspondence be accepted and received

**Dimock/Adams
Carried**

3. FINANCIAL REPORT

- | | | |
|-----|--|-------------|
| 3.1 | Current Account balance as of 9 April 25 | \$56,950.03 |
| | Visa balance as of 9 April 25 | -\$89.01 |

- 3.2 Financial report
The Xero Reports for March are attached

3.3 Paid:

Vouchers

Cottage Lane	\$100
New World	\$350
The Bead Hold	\$150
ITM	\$50

VOUCHER TOTAL \$650

CMK	Stripe Set Up	\$92
TLL Events	Americarna	\$4639.12
Stratford Press	Recruitment Advertising (2 adverts)	\$687.70
Idyllic	50% deposit – workshop	\$2242.50
Mediaworks	Americarna	\$1800.40
NZME	Americarna	\$1110.90
TET Stadium	BA5	\$839.00
TET Stadium	Workshop	\$354.50
Missed GST	Americarna Flags and Bunting	\$269.94
Idyllic	Balance of workshop	\$2242.50

Total PAID \$14,278.56

RECOMMENDATION

THAT the financial report is received, and the payments approved.

M Tunnicliffe/Juffermans
Carried

4. REPORTS

4.3 Secretary's Report attached

Lynne spoke to her report.

Any further feedback on website – please provide to Lynne by Wednesday

Lynne will arrange a few changes and get the new website live, Lynne will then work on some appearance issues ongoing.

BA5 – if Stratford Press cannot do June, can we have someone in reserve – Glenn mentioned TSB keen so we will reach out to them.

June First Aid workshops – it was agreed to subsidise each SBA member by \$100, maximum for the comprehensive first aid course via St John – only 2 people per course from the same organization.

Lynne spoke about getting the new person started asap to allow for a really good handover.

Discussion around digital and physical SBA assets and handing these over.

RECOMMENDATION

THAT the secretary's report be accepted and received

Dimock/Adams
Carried

5. GENERAL BUSINESS

5.1 Prior to the meeting starting Kate and Saba spoke to the committee about the relationship going forward, and what that may look like. It was advised that SBA would get as much support and advice as any other community organization holding an event, and it was agreed that the committees preferred option was to have for the first year a designated point of contact/liaison person in the community development team, to provide advice as necessary to the new admin person.

Beyond events it was suggested that the relationship moving forward could do with a reset. There was some discussion regarding terminology – the word partnership does not apply in this context, and the word relationship better describes the path moving forward, the word support indicated a financial element to some, but not to others. Kate, Saba and Lynne advised that the role including event management could be done within 20 hours and that the handover and training provided would be thorough (how thorough is dependent on how quickly someone could be recruited). All files would be available, including previous years project plans and How To Guides. It was confirmed that everyone wanted to see the Christmas Parade succeed, and it was also confirmed that AmeriCARna was under review by funders, and may not go ahead.

5.2. Romeos will not go ahead this year to allow for the new person to settle in.

5.3 Amy said she would like to be involved in the shortlisting – Lynne to distribute applications for committee members to supply feedback – a meeting will be held at the TET Stadium Bar on Wednesday 16th April to do the shortlisting.

6. AOCB

None

The next meeting will be held on Monday 12 May 2025.

The meeting concluded at 8pm

Matthew Dimock
CHAIRPERSON