



The secretary made the following notes:

- The secretary provided an update to the committee on consultation periods and a suggested process to ensure SBA are aware of any policies that they would like to provide feedback on to advocate for the business community. Prior to each meeting the secretary will check in with the SDC communications team to get ahead of any consultation documents that will be coming up within the next month.
- The committee had a discussion around Prospero place and would like to know more about the proposed development and timeframes for this space. The committee would like to ask if a council representative can come along to an upcoming meeting to discuss.
- Steve Roberts sent in an email resignation for the Stratford Business Association committee on Monday 10 July which has been noted and received.

### 3. **FINANCIAL REPORT**

#### 3.1 **Current**

Account balance as of 30 June 2023 - **\$ 61,178.49**

Visa balance as of 28 June 2023 – **\$138.48**

#### 3.2 **Financial report**

The Xero reports for June are attached.

#### 3.3 **Paid:**

##### **General Expenses**

CMK	Xero fee for May	\$75.90
Stadium	Workshop catering	\$120.00
NZME	Advertising	\$477.25
Stratford A&P	May BA5	\$300.00

##### **Voucher Reimbursements**

Forgotten 43 Brewing	Voucher reimbursement	\$50.00
Stratford New World	Voucher reimbursement	\$150.00
Five Star Liq	Voucher reimbursement	\$300.00
Family Butchery	Voucher reimbursement	\$550.00
Stratford Pharmacy	Voucher reimbursement	\$50.00
Pioneer Village	Voucher reimbursement	\$50.00

##### **Workshops**

Be Well Good	2 x workshops	\$1725.00
Be Well Good	Workshop prep	\$287.50
SDC	New World	\$35.59
SDC	Venue Hire	\$84.00

**Total paid: \$4255.24**

**3.4 To be paid:**

**General Expenses**

CMK	Xero fee for June	\$75.90
Mediaworks	Stratford Shop & Win	\$1150.00
TGM	Website charges	\$276.00
SDC	Americarna – TMP	\$442.75

*Prepare and submit (Fulton Hogan)*

**Voucher Reimbursements**

Forgotten 43 Brewing	Voucher reimbursement	\$40.00
Colonel Malones	Voucher reimbursement	\$50.00
Five Star Liq	Voucher reimbursement	\$250.00
Masters Ltd.	Voucher reimbursement	\$130.00

**Workshops**

NZRC	Essential First Aid 29/6	\$1650.02
Stadium	Workshop catering 29/6	\$150.00
SDC	Venue Hire 29/6	\$252.00
SDC	Venue Hire 6/6	\$84.00

**Total to pay: \$4550.67**

THAT the financial report is received and the payments approved.

MCDONALD /DIMOCK  
Carried

The secretary made the following notes:

- The committee discussed the Red Cross First Aid course and attendance levels. The secretary had noted that more were originally registered to attend but numbers dropped the week of the event. Moving forward for workshops and or training the secretary will send out invoices upon registration which adds more accountability.
- Moving forward the committee would like voucher reimbursements listed separately within financials so that committee members whose business' have had vouchers redeemed can still approve payments as voucher reimbursements don't need approval.

4. **REPORTS**

4.1 Secretary's Report attached.

The secretary made the following notes:

- The secretary discussed the Spend up in Stratford with MoreFm. In the next financial year SBA will consider and look at ways they can run their own shop and win (rather than through a media outlet) to encourage spending locally during quiet periods.
- Favour the Brave sent through a proposal for the HOT website work. The committee were happy with the proposal and cost. Comments to note were to make sure there is at least 3-4 business that are showcased on the main page each month and that the committee is happy to use a still image rather than investing in a new video for the home page.

THAT Favour the Brave can go ahead with the website proposal at the cost of \$1400.00 +gst

DIMOCK/ MCDONALD  
Carried

THAT the secretary's report be received.

MACKIE-LANGTON /DIMOCK  
Carried

5. **GENERAL BUSINESS**

5.1 **BA5's**

Wednesday 26 July – Chessco digger park.

Wednesday 16 August – Team Hope

Wednesday 20 September – Lions Den – *pencilled*

Wednesday 18 October – NZME

Wednesday 14 November – Meet the committee (SBA)

5.2 **Membership**

	<b>New</b>	<b>YTD 2021/ 2022</b>
<b>Members</b>	1	146

- *Jacki Berry Tall Poppy*
- *Removed: Sportzmassage – no longer in business*

5.3 **Romeo Awards 2024**  
Ongoing discussion

<i>Complete</i>	<i>To do</i>
Date booked: Saturday 10 August 2024	Update quotes and budget
Meeting: 22 May	Confirm Sponsorship value and tiers

The secretary made the following notes:

- Bigger items are now able to be booked in and quotes secured.
- The secretary will obtain a quote from The Slacks.
- The committee discussed asking Aaron Moore to be MC.
- The committee discussed sponsorship and adding on a general sponsorship tier to ensure there is enough funding for the event. It is also a way that more businesses can be involved in the event.
  - o \$200+gst
  - o A business supporting this tier will receive digital marketing in the lead up to the event and printed acknowledgment at the event.
  - o Pre-sale ticket options.
- The secretary will draft a sponsorship letter for expressions of interest.

5.4 **TET funding application 2023**  
Discussion

The secretary made the following notes:

- The committee discussed their 2023/24 TET application. This will be in line with what the committee has previously applied for.
- The secretary will draft an application.

5.5 **Workshops**

The secretary made the following notes:

- The secretary will investigate options for staff de-escalation training and will report back to the committee at the next committee meeting.
- The secretary will also look at options for their security workshop previously discussed including placement of cameras and what you can and cannot do as a business.

5.6 **Committee Meeting**

The next committee Meeting will be held on Monday 14 August 2023.

*The meeting concluded at 7:39*

Matthew Dimock  
**CHAIRPERSON**