
MINUTES OF THE STRATFORD BUSINESS ASSOCIATION MEETING HELD AT TET STADIUM BAR & BISTRO, ON MONDAY 13 NOVEMBER AT 5.30PM.

PRESENT

Chair: Matthew Dimock. Deputy Chair: Matthew McDonald. Committee: Sharon Mackie-Langton, Mike Radich, Glenn Adams and Amy Kingston (secretary)

APOLOGIES

Maureen Tunnicliff, Trevor Tunnicliff and Richard Williams.

1. **CONFIRMATION OF MINUTES**

1.1 Stratford Business Association Meeting – Tuesday 24 October 2023. The minutes are attached.

THAT the minutes of the Stratford Business Association meeting held on Tuesday 24 October be confirmed.

ADAMS/MACKIE-LANGTON
Carried

2. **CORRESPONDENCE**

Inward:

Speakers along Broadway
Stratford Park
Strategy Collective
Venture Taranaki
SDC

Quote received
Seeking raffle donations
Workshop proposal for 2024
Taranaki Business Survey
2023 Mayoral Reception

Outward:

No outwards communication.

THAT the correspondence be accepted and received.

RADICH/ADAMS
Carried

The secretary made the following notes:

- The committee discussed the Strategy collective proposal and will re visit in the new year when planning workshops for 2024.
- Mike Radich will attend the Stratford District Council Mayoral Reception on behalf of the committee.

THAT the committee have approved a donation of \$200 worth of Stratford Business Association vouchers to Stratford Park for their raffle at the 2023 Stratford A&P Show.

3. **FINANCIAL REPORT**

3.1 **Current**

Account balance as of 31 Oct 2023 - **\$55,480.96**

Visa balance as of 31 Oct 2023 – **\$26.21**

3.2 **Financial report**

The Xero reports for October are attached.

3.3 **Paid:**

General Expenses

CMK	Accounting fees	\$81.65
CMK	Annual Accounts	\$983.25
Stadium	AGM	\$392.50
NZME	Advertising	\$477.25
Stratford Knit and Sew	Over payment reimbursed 25/9	\$57.50
IANZ Trust Account	Insurance	\$1,230.72

Voucher Reimbursements

Masters Ltd.	Voucher reimbursement	\$100.00
Paper Plus Stratford	Voucher reimbursement	\$630.00
Taranaki Veterinary	Voucher reimbursement	\$50.00
Forgotten 43 Brewing	Voucher reimbursement	\$100.00

Workshops

Stadium	Workshop venue & catering 19/9	\$250.00
Stadium	Workshop venue & catering 17/10	\$217.00
Implement Limited	Workshop	\$747.50

Total paid: \$5,317.07

3.4 **To pay:**

General Expenses

CMK	Accounting fees	\$81.65
Stratford Community House	Room hire (Oct)	\$28.75
Mountain Motors	October Ba5	\$300.00

Voucher Reimbursements

Masters Ltd.	Voucher reimbursement	\$150.00
Five Star Liquor	Voucher reimbursement	\$350.00
Stratford New world	Voucher reimbursement	\$20.00
Colonel Malones	Voucher reimbursement	\$50.00

Workshops

Idyllic	Workshop final payment	\$6670.00
Stadium	Workshop venue & catering 24/10	\$288.00
Stadium	Workshop venue & catering 1/11	\$217.00

Christmas

Lowkeel Collective	Christmas design collateral	\$ 920.00
Abstract Signs	Printing of signs	\$701.50

Total to pay: \$9776.90

THAT the financial report is received and the payments approved.

ADAMS/DIMOCK
Carried

4. **REPORTS**

4.1 Secretary's Report attached.

THAT the secretary's report be received.

MCDONALD/ADAMS
Carried

The secretary made the following notes:

- Committee members available to help at the Christmas Parade: Richard, Matthew, Mike and Glenn. Matthew McDonald and Sharon will confirm.
- Taranaki Star Shop & Win – Amy will send out through SBA channels.
- Amy confirmed that an online submission was made in favour of the TET King's Theatre being on the NZ Heritage List on behalf of the Stratford Business Association committee.

5. **GENERAL BUSINESS**

5.1 **BA5's**

Te Wera – Wednesday 6 December

The secretary made the following notes:

- Te Wera are confirming this week if the December Ba5 is a go ahead.
- SBA will put on a return bus if there is a minimum of 10 looking to use that service.
- The Ba5 will start at 6pm allowing time to get there after work.

THAT the Stratford Business Association will contribute up to \$300 extra for a Christmas Ba5 if the Ba5 is expected to be larger than normal.

DIMOCK/MCDONALD
Carried

5.2 **Membership**

	New	YTD 2022/23
Members	3	150

- Bee and Flow
- The Foundry Coworking
- Your Home, Naturally

5.3 **TET Application 2023**

Breakdown of Americarna event sent. The committee meet again on Wednesday 15 November.

- The 2023 TET application has not yet been approved. Americarna has been a topic of interest. Amy has sent through a further breakdown of event costs to the TET Trust. An answer following their November meeting is expected. Planning for Americarna 2024 is still going ahead at this stage.
- The committee discussed looking at projects to increase their 2023 application to the full 99,000.

5.4 **Romeo Awards 2024**

Ongoing discussion. Parked until we re group in 2024.

<i>Complete</i>	<i>To do</i>
Date booked: Saturday 17 August 2024	Update quotes and budget
Meeting: 22 May	Send out sponsorship expressions of interest.
Band booked: The Slacks	Create subcommittee.

5.5 **TSB Signatories**

The current signatories are:

- Matthew Dimock
- Caleb Robison

RECOMMENDED

THAT Matthew Dimock is confirmed as an existing signatory and that Caleb Robinson be removed and replaced by Glenn Adams.

DIMOCK/RADICH
Carried

General business discussion:

- Mike Radich discussed how the committee could facilitate willing community groups to tidy up the CBD. The Stratford Shakespeare Trust (SST) is looking into how they could assist in this area – is this something SBA can support with? SST would need to bring any ideas and plans to the table for SBA to consider if and how they could support.
- Mathew Dimock received a quote to upgrade the Broadway sound system including the speakers and wiring. Costs include;
 - o Outdoor speakers: \$140.00 per speaker (22 required) making a total of \$3080.00
 - o Electrical quote: \$10,308.60
- The committee agreed that this is a project they are wanting to progress.

RECOMMENDED

THAT the Broadway sound system upgrade to be completed. Proposed quotes approved.

MCDONALD/ADAMS
Carried

- Amy will check the current SBA/SDC memorandum of understanding for the ownership and upkeep of the speakers along Broadway.
- Amy will also check previous TET funding applications to check if this project has been applied for in the past.
- Amy will also investigate the music licensing that would be required.

5.6 **Committee Meeting**

The next committee Meeting will be held on Monday 11 December 2023.

The meeting concluded at 6:22pm.

Matthew Dimock
CHAIRPERSON