
MINUTES OF THE STRATFORD BUSINESS ASSOCIATION MEETING HELD AT TET SPORTS MULITI CENTRE, FENTON STREET, STRATFORD ON MONDAY 12 JULY 2021 AT 5.30PM.

PRESENT

Chairperson: Matthew Dimock **Committee Members:** Min McKay, Tracey Scheliin, Sharon Mackie-Langton, John Whittington, Stan Chesswas, Caleb Robinson, Gavin Cox, Amy Kingston (secretary) and Chade Julie (Stratford District Council).

APOLOGIES

Craig Burrows, Tracey Scheliin

1. **CONFIRMATION OF MINUTES**

1.1 **Ordinary Meeting – Monday 14 June 2021**

Stratford Business Association Meeting – Monday 14 June 2021

THAT the minutes of the Stratford Business Association meeting held on Monday 14 June 2021 are accepted.

WHITTINGTON/MCKAY
Carried

The secretary made the following notes:

- The secretary is to send out an email to all members regarding the voucher scheme to clarify the invoicing process.
- The strategic meeting was discussed: Committee member Min McKay will update the committee at the next committee meeting with a draft work plan and hours for the secretary's role.

2. **CORRESPONDENCE**

Inward:

SDC	Payment remittance
Velocite	Workshop opportunities
SDC	Long Term Plan
Smokeylemon	Workshop confirmation

Outward:

No outwards correspondence

MILLARD/COX
Carried

The secretary made the following notes

- The committee discussed the proposal from Velocite and were happy to look into this further. The secretary is to send out the PowerPoint provided to committee members and committee members can come back with any further questions. The secretary is to find out more and possible dates.
- The secretary is to send out a workshop reminder for the upcoming digital series highlighting the value to members. Event to be added to Facebook.

3. **FINANCIAL REPORT**

3.1 **Current**

Account balance as of 30 June 2021 - **\$39,456.14** - statement attached.

Visa balance as of 28 June 2021 - **\$19.53** - statement attached.

3.2 **Financial report**

The Xero reports for June 2021 are attached.

3.3 **Paid:**

Voucher reimbursements

Masters Ltd.	Voucher Reimbursement	\$350.00
Stratford New World	Voucher Reimbursement	\$420.00
Five Star	Voucher Reimbursement	\$140.00
Paper Plus	Voucher Reimbursement	\$320.00
Five Star	Caltex	\$600.00
Stratford New World	Voucher Reimbursement	\$250.00
Colonel Malones	Voucher Reimbursement	\$380.00
Five Star	Voucher Reimbursement	\$400.00
Masters Ltd.	Voucher Reimbursement	\$100.00

General Expenses

CMK	Accounting	\$862.50
CMK	Xero fees for the month of May	\$69.00
NZME	Advertising	\$759.00
Merco	POLi fees	\$0.58
SDC	Long term plan meeting	\$9.35
SDC	Long term plan meeting	\$9.35
SDC	Shakespeare window comp	\$54.80
Tara Rural Support Trust	Wellness workshop koha	\$100.00
Wellness from within	Guest speaker – wellness	\$120.00

Women in Business

Williams	Non-member refund	\$10.00
BakerTilly	Non-member refund	\$20.00
Stadium Bar & Bistro	Catering	\$575.00

Total paid \$3,765.00

3.4 To be paid:

General Expenses

CMK	Xero subscription for June	\$69.00
TGM	Annual website charge	\$276.00
NZME	Advertising	\$948.75
Tutaki	Wellness workshop	\$120.00
The Wheelhouse	June BA5	\$345.00
SDC	Prospero market money back	\$20.00
Stratford New World	Gift baskets	\$200.00

Total to pay \$1,978.75

THAT the financial reports are received and the payments are approved.

CHESSWAS /WHITTINGTON
Carried

The secretary made the following notes:

- Abstract Signs invoice for \$236.90 is to be included in the July payments.
Invoice to be included in the August agenda.

4. SECRETARY'S REPORT

Secretary's Report attached

THAT the secretary's report be received

MACKIE-LANGTON /MILLARD

The secretary made the following notes:

- Americarna was discussed. When conversations start re the 2022 event – include the chairman and a representative from Toko Lions around the table for discussion.

5. **GENERAL BUSINESS**

5.1 **BA5's**

Wednesday 28 July	<i>Tutaki</i>
Tuesday 17 August	<i>Establishment 60</i>

5.2 **Membership**

	New	YTD 2020/ 2021
Members	2	144

- TET Kings Theatre
- Velocite – *business advisors*

5.3 **Stratford Business Association Romeo Awards**

An update from the subcommittee.

The secretary made the following notes:

- Committee member Min McKay shared an update on the Romeo Awards. It was asked if the committee would like to see a band at this year's event. The consensus was yes, if budget allows. Band suggestions included:
 - On ye bike
 - Jo Jo Rabbit
 - Rusty As
- There is now only one sponsorship spot available – Excellence in Not for Profit. The subcommittee is waiting to hear back from BDO this week. If it is a no, other options will be explored.

5.4 **Women in Business**

Deputy Chair Min McKay to discuss.

- The next Women in Business event has been scheduled in for Wednesday 25 August at Shakee Pear. Guest speaker Lisa Tamati has been re booked.

5.5 **New event ideas**

1. Monthly coffee catch ups – fostering a space for small business owners to network, meet others locally, and to share knowledge.
2. Tradies event opportunities.

The secretary made the following notes:

- Facilitating a monthly coffee catch up was discussed for start-ups and those who work from home as a space to network and share ideas. A similar event occurs weekly in Hawera and has been successful with local business owners. An initial meeting will be facilitated to see how it goes and what the uptake is. To have in spring. Contact Dan Thurston Crow and Graham Nelson to see if they could help pull people in and if they would be interested in attending. Budget can be allocated to cover one hot beverage for attendees.
- Trades is such a big part of Stratford and an area where the committee would like to reach. How can they help this market more? A suggestion of facilitating an after work event at Forgotten 43 where the committee can shoulder tap local tradespeople to start the ball rolling. The idea would be to share knowledge and create a space where our tradies could learn from each other, share knowledge and network with others.
- The secretary is to email asking each committee member for names of local tradespeople to bring to the next committee meeting for further discussion.
- A suggestion of contacting Venture Taranaki to see if they could help with this area: what are the key areas the committee could be tapping into with their provided workshops and training to ensure they are aligned with current needs.
- A new Mediaworks contract was brought to the table for discussion. The committee thought it was best to leave for now and instead align with the next funding round and calendar of events.

5.6 **Committee Meeting**

The next committee meeting will be held on Monday 9 August 2021, 5.30pm at the TET Multisports Centre, Portia Street, Stratford.

The meeting concluded at 7:08

Matthew Dimock
CHAIRPERSON

