

TEKAPO PROMOTIONS & BUSINESS ASSN INC.
Meeting held 31 March 2026 at 9am, Prue Blake Residence

Present: Martina Schaefer, Jo Bradford, Prue Blake, Natasha Boyd, Carmen Rhodes, Emily Murray
Sarah Haywood (Administration)

Apologies: Tanya Izard, Steve Burge, Jessie Frewan
Meeting opened:9.04am

Matters Arising from the previous minutes:

- Look into getting a debit card for subscriptions and other expenses - Natasha looking into.
- What do businesses want? Gather feedback from members - events, promotion, online advertising - Sarah has done questions, will send to Jo for sign off and put into the newsletter for April.
- Tekapo App, Survey in next newsletter. Look at how much an increase in membership would be needed to facilitate cost of app. - Jo looking into cost of app and how that will look for businesses. Gather stats on who will download and use the app. - Jo
- Before new memberships in March, \$150 for first business \$50 thereafter for subsequent businesses. Individual membership \$30. (100 paying memberships total). (\$11'640.00 in membership fees 2025)
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Minutes from the previous meeting Feb 10th 2026 - Approved Jo, , seconded Tash

Financial Report

Balance Sheet

Tekapo Promotions and Business Association Inc.
As at 28 February 2026

28 FEB 2026

Assets

Bank

Tekapo Promotion & Business Ass	6,165.67
TPBA - Savings	12,966.12
Total Bank	19,131.79

Current Assets

Accounts Receivable	630.00
Total Current Assets	630.00

Total Assets

19,761.79

Liabilities

Current Liabilities

Accounts Payable	700.00
Funds held on account for fete	3,188.00
Total Current Liabilities	3,888.00

Total Liabilities

3,888.00

Net Assets

15,873.79

Equity

Current Year Earnings	3,174.35
Owner A Funds Introduced	216.00
Retained Earnings	12,483.44
Total Equity	15,873.79

Profit and Loss

Tekapo Promotions and Business Association Inc.
For the month ended 28 February 2026

FEB 2026

Trading Income	
Interest Income	0.27
Sales of maps	57.80
Total Trading Income	58.07
Gross Profit	
	58.07
Operating Expenses	
Administration Contractor	700.00
Subscriptions	90.68
Total Operating Expenses	790.68
Net Profit	(732.61)

Community Board Update

- Looking for a replacement for Anna, open for 30 days with no opposition.

General Business:

- Mailchimp NZ\$17/month* Sarah has subscribed and will add onto her monthly invoice. - approved: Em, Seconded, Tash.
- May have less meetings per year and 'zoom in'
- Look into getting a debit card for subscriptions and other expenses - Natasha looking into.
- Invite a community board member each meeting - Sarah to email invite
- Payment Plans? - not necessary
- Reinvented Fete to be talked about in Winter months - Tash to look into
- Brad Olsen Event Feedback - will be invoiced for either accommodation or travel from Timaru to Tekapo, Lydia will be in touch to let us know for what.
- Funds for fete (approx. \$3000). Event grant (\$500) to be used for local event. - move into general account - Tash once bank access sorted
- New Chair - PB's Resignation. -JB - Temp. Nominations on Whatsapp Group
- EM resigned from committee
- New committee members? Call out? Survey - step forward
- Penny Wilson Breathe Tekapo Funding application - approved - Carmen, seconded - Em. Sarah to reply to email, Invoice to be sent to treasurer.
- Tanya Izard resigned from committee
- What do businesses want? Gather feedback from members - events, promotion, online advertising
- Air BNB ambassador - event - TASH reaching out to company for more info
- Newsletter Proof reader - Martina
- Update on socials
- Membership list being worked on with Prue and Sarah
- Prue sorting Xero for annual membership
- Consent and Certificate of Officer signed form for Companies Office. Jo will sign.

Next meeting: ?

Meeting closed: 10.02am

Signed: Prue Blake, Chairwoman