

TEKAPO PROMOTIONS & BUSINESS ASSN INC.
Meeting held 10 Feb 2026 at 9am, Godley Hotel

Present: Hollie Woodhouse, Sarah Haywood, Martina Sky, Jo Bradford, Jessie Frewan, Natasha Boyd

Apologies: Prue Blake, Emily Murray, Tanya Iazard, Carmen Rhodes, Steve Burge
Meeting opened:9.06am

Matters Arising from the previous minutes:

- Christmas event, chaotic, lighting, investing in decorations, more build up, schedule, Sponsoring businesses. Brainstorming session.
- Scavenger hunt too hard, half amount next time,
- Business stalls registered in advance (October) Continue to work alongside food market. Music was great will include again next Christmas.
- Better scheduling for next Christmas
- Tekapo App, Survey in next newsletter. Look at how much an increase in membership would be needed to facilitate cost of app.
- 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)

Minutes from the previous meeting December 2025 - Approved, Jo Bradford , seconded Jessie Frewan

Financial Report

Balance Sheet

Tekapo Promotions and Business Association Inc.
As at 31 January 2026

31 JAN 2026

Assets	
Bank	
Tekapo Promotion & Business Ass	6,898.55
TPBA - Savings	12,965.85
Total Bank	19,864.40
Current Assets	
Accounts Receivable	630.00
Total Current Assets	630.00
Total Assets	20,494.40
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	16,606.40
Equity	
Current Year Earnings	3,906.96
Owner A Funds Introduced	216.00
Retained Earnings	12,483.44
Total Equity	16,606.40

Profit and Loss

Tekapo Promotions and Business Association Inc.
For the month ended 31 January 2026

JAN 2026

Trading Income	
Interest Income	0.30
Sales of maps	271.97
Total Trading Income	272.27

Gross Profit	
	272.27

Operating Expenses	
Administration Contractor	700.00
Advertising, Promotion, Website	158.13
Christmas shopping / function	134.55
Subscriptions	90.68
Total Operating Expenses	1,083.36

Net Profit	
	(811.09)

Community Board Update

- Brent Swanson didn't turn up

General Business:

- Mailchimp are changing their free contact limit from 500 to 250. This means we will need to pay from now on to use Mailchimp as our email provider. Hollie has filtered out inactive subscribers, which leaves us with 292 active subscribers (have opened an email in the last 6 months). Upgrade to a paid monthly account will be NZ\$17/month*
- Look into getting a debit card for subscriptions and other expenses - Natasha looking into.
- Night owl is a new member - based upstairs above Bespoke Bikes. Prue approved they won't pay for Feb and March, and will start their subscription from April 2026. NO LONGER WANT TO BE A MEMBER
- Lilly from Roam lake Tekapo has applied to be a member. I am waiting for her to complete her membership form before adding her to our comms - Sarah to follow up
- Payment Plans?
- Marketing & Admin Role - Welcome Sarah. Hollie has emailed handover notes to Sarah
- Alex Gualter has resigned from TPBA
- Brad Olsen Event
- Funds for fete (approx. \$3000). Event grant (\$500) to be used for local event.
- Printed maps, enough until next membership run in May.
- Approval needed for - Xero \$26.91 Four Square – Lollies for Santa lollie scramble - Approved - Natasha, Seconded - Jo
- What do businesses want? Gather feedback from members - events, promotion, online advertising
- Air BNB ambassador - event

Next meeting: Tuesday 3rd March - 9am

Meeting closed: 9.40am

Signed: Prue Blake, Chairwoman