

**LAKE TEKAPO PROMOTIONS & BUSINESS ASSN INC.**  
**Meeting held Lake Tekapo Primary School, 6 June 2023 at 5:30pm**

**Present:** Hollie Woodhouse, Julie Macdonald, Tanya Izard, Penny Wilson, Jenny Koberstein

**Meeting opened:** 5:33pm

**Apologies:** Prue Blake, Alex Gualter, Ann-Maree Grant, Emily Murray

Previous Minutes read and approved - Julie Macdonald and Hollie Morton

**Matters Arising from the previous minutes:**

- Pull up sign board been ordered? Look at more church image options, Hollie to email to committee so we can get it printers earlier.. Run by Church committee (Andy Scrase) before we send to printers
- Hollie emailed re Mackenzie Matarki - has there been any response? No email reply. Will email again? Could potentially do an international/multicultural coffee and cake / potluck dinner after the church service? Julie will see if the hall is available. Could apply for funding? Lions could do a sausage sizzle?

**Inwards Correspondence:**

- Armand & Marie email with request for pizza truck to be put on map. They are already on the digital map, and will be on the new printed map
- Michi Speck - ice hockey flyer for distribution to our database and to put on events calendar
- Kerry Uren hadn't received the invoice, forwarded to Jenny. Jenny hasn't received email. Will follow up invoice
- Another enquiry re best time to see lupins - very popular despite DOC!
- New Member - Steve Robertson / ArtHouse Botanic - has paid, needs to go on website and map. I have asked him to complete the form with photos etc - not sure if you have received yet Hollie?

**Outwards Correspondence:**

- Responded to above
- Advised MTIA that we are not members (had received an invoice)
- Advised Penny Wilson and William Beauchamp of funding opportunities. Please see general business for response from Penny.

**Financial Report**

YTD to March 2023:

- Total Sales \$8,467 – Interest \$75, Map sales \$1,722/ Subs \$6,670

- Expenses \$6,265 – Adv & website fees \$1,096/Xmas shipping function \$402/Donation \$50 – St Johns/GX \$14, (AGM advert)/Maps & design \$3,225/xero subs \$891/TPBA B2B costs \$582 (Aldorie/Petronells/Ranginui & St Johns)
- Profit is \$2,207

Backed up by Balance sheet:

- Cash in bank \$17,743 – trading \$14,903 & Savings \$2,840
- Liabilities from the cash in bank is
  - Funds on hold for Fete or similar event \$4,688
  - Suspense of \$90, which is allocated to Reflections subs April 2023
- Equity is \$12,965

April & May 2023:

- Total Sales \$6,884 - Interest is \$35.33/map sales \$329/Memberships \$6,520
- Total expenses \$144.20 (xero)
- Profit \$6,740

Backed up by Balance Sheet:

- Cash in bank \$23,334
- Accounts receivable \$1,060, which is 6 members remain unpaid:
  - Tailor-made
  - Peppers
  - Lake Tekapo Cottages
  - Doughboys Bakery
  - Binns Property
  - Tekapo Auto Services
- Liabilities continue to be funds held on account for fete \$4,688
- Equity is \$19,705

## Bills to pay:

- Bill Beauchamp \$452.90 for market lights
  - Hollie Woodhouse will need to pay for website – invoice to be sent
- Year end accounts and April/May accounts approved - Julie Macdonald. Seconded Hollie Morton

## Community Board Update

- Sharron Binns is away

## General Business:

- Zita requested we remove the table near the dog statue from the map. Table has already been moved closer to the other one further around. Hollie to update on the map.
- Also Zita, has been advised by Spark (I think) that copper lines are going in October this year which I gather will mean we don't have landlines. Need to take into consideration for map info (- how many use landlines ) and quantity of maps we order.
- Wix website yearly hosting due - OK for hollie to pay and invoice promotions?
- Funding application from William Beauchamp for lights for markets. Hollie has a copy of the application. My recommendation is that we accept this so if there is a vote - am a yes, thanks, Prue. Yes, all approved. Hollie to email Jenny with invoice and she will sort payment. Julie to apply \$3000 for koha to William, and signage for Night Markets from Genesis Community Fund under Mackenzie Community Development.
- AM - to discuss Wanaka info board and busker
- **Penny Wilson, Tekapo Wellness Festival** – Raising visibility of Tekapo as a wellness destination. Chatted to us about her concept for her festival, asking if Promotions acts as a committee to hold the festival (like the Fete used to be). Invest in professional resources to make sure it is a done correctly from the beginning eg. branding, website, event management etc. Early days in terms of concept but looking to get initial seed funding to get it off the ground. Thinking along the lines of local committee working alongside an event management company. Support of Promotions - on a committee, or further involvement. Looking at last few weekends in May (3-5th or 17-19th) Friday evening – sunday lunch time. Holding fund while in a seed fund stage. Working alongside. Hollie to email Penny back and ask for more info on funding. General consensus is we are super keen to support this event, and more than our \$500 limit. But what is Penny needing from us?
- Promotions AGM - August 8th at Reflections. Promotions meeting Prior at 5:30. AGM at 7pm. Promotions to pay for platters. Hollie has emailed Reflections to see if they are OK with having it there.

Hi Prue,

- thanks for your feedback and great to have some general support. The next step is to get a core group to start putting some bones to the idea! I'm definitely keen to build

something sustainable and do it once and well - so hopefully we can get a great team with the passion and skills to make it happen.

If you are able to please forward my email to those in the group who were keen to be involved, I'll try and co-ordinate some communication and get the ball rolling. The REF process will likely be opening in the next month or so, for events in 2024 so we will aim for that in the first instance and get back to the promotions committee once we have a proposal together.

I wonder if it is worth amalgamating ideas - just a thought - Create/Music in the Mountains - celebrating the arts, Wellness/Walking/Ebiking - celebrating health and the great outdoors?

Or maybe it is better for accommodation/restaurants to have smaller bespoke events throughout the year? Conscious of the number of people in town to pull things together with limited resources! Anyway - just thinking out loud.... let's see how it all progresses. Happy to have conversations with those involved in walking/biking concepts though just to flag ideas.

Thanks!

Regards,

`Penny

#### FOR NEWSLETTER

We missed promotion of skifield early bird passes so let's promote their opening dates. RH - 23 June. Mt Dobson July school holidays - 1 July I think. We have decided not to promote the opening of the skifields as they haven't contacted us. Will make a big note in newsletter asking for business to provide any info in advance hey have

- Big thank you to amazing community.....Pink Rlbbon raised nearly \$10,000, outstanding community effort. A huge thank to all our donors, purchasers, Ian Hayman the amazing auctioneer.
- Ice Hockey flyer from michi Speck (forwarded to you Hollie)
- Tekapo Trails - new Willow Bay track and other new track - have forwarded to you Hollie

#### **Community Development - Julie**

- Keeping the community warm, asking the community for warm clothes etc. Very well received with up to 30 individuals receiving items
- Working on a grant for Genesis - Save our heritage Fruit Trees - creating pockets of fruit trees around the community that grow well here
- Kindergarten was looking for mittens for the kids so connected the lions to use funds from the wishing well. Julie organising a photo tomorrow with the lions and kids from the kindergarten
- Working Lions - sponsored Odette Tocker to go on the Berwick Outdoor Experience
- Suggested Church open for Kings birthday weekend. So well received and tourists so pleased they were open.

- Promotions to promote the
  - food bank - available to anyone in the community needing extra support
  - The wise ones - coffee and board games for 65+ to get together

Next meeting: 4th July

Meeting closed: 7:27pm

Signed: Prue Blake, Chairwoman

Signed: Hollie Woodhouse, vice Chairwoman