

Howick Village Association Inc
Annual General Meeting - Notice/Agenda



You are cordially invited to attend the Annual General Meeting
of the Howick Village Association Inc
to be held at the Greenroom, Uxbridge Creative Leisure Centre, 35 Uxbridge Rd, Howick
Wednesday 21 October 2026 at 5.45 pm

Please preregister and RSVP by Friday, 16 October 2026.

1. Welcome
2. Apologies
3. Confirmation of Minutes of AGM held on 22 October 2025
4. Matters arising from minutes
5. HVA Chairperson's written report – Sam Dalzell
6. HVA Manager's written report – Katie Treneman
7. HVA Treasurer's written report – Gerald Patterson
 - a) Approval of the audited accounts for 2025/2026.
 - b) Resolution: Move to approve the following financial year 2027/2028 draft budget which includes a BID targeted rate grant amount of \$223,420.91 including a 3% increase or \$6,507.40 to the targeted rate grant, for 2027/2028 financial year.
 - c) Howick Village Association requests Howick Local Board recommend to the governing body the amount of \$223,420.91 to be included in the Auckland Council draft 2027/2028 annual budget consultation process.
 - d) Register of Interest
8. Election of Executive Committee and officers:
 - a) Number of members
 - b) Election of members. Please read information below for nomination procedure. Nomination form is attached and completed nominations close with Howick Village Association Inc at 5.00 pm on Wednesday 14 October 2026.
9. Resolution for appointment of auditor for 2026/2027 financial year – Shawn Yuan of Murray Audit.
10. Resolution for approval of Howick Village Association business plan for 2027/2028.
11. **Special Resolution** adoption of changes to our Rules/Constitution as follows:

Add below Clause 3.7 -

As a not-for-profit organisation, the officers and members may not receive any distributions of profit or income from it. This does not prevent officers or members:

 - receiving reimbursement of actual and reasonable expenses incurred, or
 - entering into any transactions with the organisation for goods or services supplied to or from them, which are at arm's length, relative to what would occur between unrelated parties.

Provided no officer or member is allowed to influence any such decision made by the organisation in respect of payments or transactions between it and them, their direct family or any associated entity.

Howick Village Association Inc – Constitution and Rules

Footnotes:

1. Nominations for Executive Committee are now open.

- **Rule 5: A person must be a Full Member of the Association to vote and stand for election to the Executive Committee.** The qualification to be a **Full Member** as detailed under Rule 5 of the constitution is as follows:
- Owns one or more commercially rated properties within the Howick Village economic development rated area; or
- Occupies or is the tenant of one or more premises (with floor space of not less than 10sqm) of a commercially rated property within the Howick Village economic development rated area and who operates a business from those premises for not less than 50 business days a year.
- AND provide current details of their name, occupation, business and contact information to the Howick Village Association Inc – Katie Treneman (Manager) for the purpose of this AGM.

2. Rule 15: Election of members to the Executive Committee of Howick Village Association Inc:

The procedure for nominations as detailed in Rule 15 of the constitution is as follows:

- **Nomination of candidates for election** - Shall be made in writing, signed by two Full Members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination attached) and shall be delivered to the Manager of the Association - (Katie Treneman) not less than seven days before the dated fixed for the AGM (5 pm on Wednesday 14 October 2026)
- **Nomination form and support documentation** is attached. We have 6 vacancies. Completed nominations must be received by 5 pm on Wednesday 14 October 2026. Please email to manager@howickvillage.co.nz.

Alternatively, deliver or mail to:

Howick Village Association Inc
6/1 Central Terrace
Howick
Auckland 2014

Additional Information:

- Copies of the Business Improvement (BID) Area Map, HVA Constitution, Auckland Council BID Targeted Rate Agreement, and **AGM documentation** are available at **www.howickvillage.co.nz**. Accounts and reports will be uploaded by 7 October 2026.
- For any enquiries, and to RSVP/register attendance, please email **manager@howickvillage.co.nz**.

HOWICK VILLAGE ASSOCIATION INCORPORATED

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