

**TEKAPO PROMOTIONS & BUSINESS ASSN INC.**  
**Meeting held 13 August, August 2024 at 9:30am**

**Present:** Hollie Morton, Jenny Koberstein, Alex Gualter, Tanya Izard, Emily Murray

**Apologies:** Prue Blake, Julie McDonald

Meeting opened: 9:39am

**Matters Arising from the previous minutes:**

- Jenny to stay on as treasurer.. Manage next meeting date with jenny to confirm.
- Minutes from the previous meeting July 2024 - Approved Alex., seconded Tanya

**Inwards Correspondence:**

- Hollie is meeting with Georgia Woodward from Southern Pictures on Wednesday about a new television series with Miriam Margolyes (UK/Aus) in New Zealand and opportunities with Lake Tekapo. I have spoken with Lydie from Mackenzie Tourism, and she is coming to the meeting as well.
- NZ Companies office Annual return is due. Prue to follow up.
- Julie is resigning from TPBA. Apologies she is in Dunedin this week so can't make the meeting/AGM
- Payment discrepancy with Corporate print. Hollie has emailed to get the correct balance owing. Been received.
- Bayleys updated their online listing

**Outwards Correspondence:**

- X

**General Correspondence:**

- Xmas evening - delegate roles. Tanya and Alex to co-ordinate. December 4th. Tanya to contact Brad for music, LTS, business's for prizes, food trucks etc. We will compile a list of jobs that need done.

**Financial Report**

- Approval of 2 invoices to be paid - Hollie and Corporate Print. Moved Alex, Seconded Tanya.

## Profit and Loss

### Tekapo Promotions and Business Association Inc. For the Period ended 31 Jul 2024

<u>Jul 2024 - COMBINED</u>				<u>YTD 01 Apr 2024 - 30 Jul 2024</u>		
<b>Account</b>	<b>Tekapo Wellness</b>	<b>Promotions</b>	<b>Total</b>	<b>Tekapo Wellness</b>	<b>Promotions</b>	<b>Total</b>
<b>Trading Income</b>						
Interest Income	0	43	43	0	166	166
Other Revenue			0	0	0	0
Sales of maps	0	87	87	0	465	465
Sponsorship Received	0	0	0	5,000		5,000
Subs / Membership fees		0	0	0	12,020	12,020
Ticket Sales - Event			0	10,504		10,504
<b>Total Trading Income</b>	<b>0</b>	<b>130</b>	<b>130</b>	<b>15,504</b>	<b>12,650</b>	<b>28,154</b>
<b>Gross Profit</b>	<b>0</b>	<b>130</b>	<b>130</b>	<b>15,504</b>	<b>12,650</b>	<b>28,154</b>
<b>Other Income</b>						
Grants received	0	0	0	17,500	0	17,500
<b>Total Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,500</b>	<b>0</b>	<b>17,500</b>
<b>Operating Expenses</b>						
Adminstration contractor	0	1,610	1,610	0	3,220	3,220
Advertising. Promotion. We	0	490	490	9,913	490	10,403
Christmas shopping / funct	0	0	0	0	0	0
Donation	0	0	0	0	0	0
Entertainment	0	0	0	0	0	0
Event Management	0	0	0	11,500	0	11,500
Insurance	0		0	2,331		2,331
MAPS - printing and design	0	17	17	0	3,346	3,346
Speaker Fee	0	0	0	24,017	0	24,017
Sponsorship	0	575	575	0	575	575
Subscriptions	0	78	78	0	310	310
Tekapo Markets	0	0	0	0	0	0
Venue Hire	0		0	440		440
<b>Total Operating Expenses</b>	<b>0.00</b>	<b>2,770.06</b>	<b>2,770.06</b>	<b>48,200.79</b>	<b>7,940.87</b>	<b>56,141.66</b>
<b>Net Profit</b>	<b>0</b>	<b>-2,640</b>	<b>-2,640</b>	<b>#####</b>	<b>4,709</b>	<b>-10,487</b>

**Notes on Profit & Loss for Jul 24**

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**Income:**

Promotions Subscriptions/membshps invoiced out is \$12,020, still to be paid are \$180, which is Hana Loh & Tekapo Adventure - should I reverse these? Income for July is interest and sale of maps

Tekapo Wellness all completed so no more income & has a bank balance of \$2.02

**Expenses:**

Promotions is zero subscription & Administration contractor work, which is 2 months as missed a month, one paid in July and one to pay in Aug. Sponsorship is phot competition.

Tekapo Wellness no expenses as all completed.

**Bills to be paid:**

Hollie Woodhouse - contractor administrator - approved in last meeting for monthly payment	\$805
Corporate Print freight owed on a previous invoice	\$17.49
<b>total to be approved in meeting for TBPA</b>	<b>\$822</b>

<b>Bank Balance for Tekapo Wellness</b>	
Opening Balance from May 24	27078.16
Deposits received in July 24	8750
Bills paid in July 24	-35826.1
<b>Cash in Bank 31st May 2024</b>	<b>2.02</b>

<b>Check to balance P&amp;L back to Cash in Bank</b>	
YTD P&L Profit to Jun 24 including	2.02
Deposits still to receive	0
Bills still to be paid	0
<b>Closing Back balance</b>	<b>2.02</b>
	0.00

## Balance Sheet

Tekapo Promotions and Business Association Inc.  
As at 31 July 2024

<b>Account</b>	<b>31 Jul 2024</b>
<b>Assets</b>	
<b>Bank</b>	
Tekapo Promotion & Business Ass	20,254.64
TPBA - Savings	2,895.73
<b>Total Bank</b>	<b>23,150.37</b>
<b>Current Assets</b>	
Accounts Receivable	180.00
<b>Total Current Assets</b>	<b>180.00</b>
<b>Total Assets</b>	<b>23,330.37</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	822.49
Funds held on account for Events	3,188.00
<b>Total Current Liabilities</b>	<b>4,010.49</b>
<b>Total Liabilities</b>	<b>4,010.49</b>
<b>Net Assets</b>	<b>19,319.88</b>
<b>Equity</b>	
Current Year Earnings	(10,487.38)
Retained Earnings	29,807.26
<b>Total Equity</b>	<b>19,319.88</b>

Notes:

\$2.02 is owed to Tekapo Wellness

Hannah Loh & Tekapo 4wd tours - subs

Corporate Print \$17.49, Mountain House \$805

Surplus funds after all the above commitments

## Community Board Update

- X

## General Business:

- X

Next meeting: Hollie to confirm

Meeting closed: 9.56am

Signed: Emily Murray, Secretary.