

BOARD MINUTES

- What:** Minutes of a Meeting of Board of Directors of Auckland Tourism Events and Economic Development Limited
- Where:** Gulf Boardroom, ATEED Central Office, Level 8, 139 Quay Street
- When:** Friday, 27 September 2013 at 8.00am
- Directors:** David McConnell
Norm Thompson
Vivien Bridgwater
Richard Jeffery
Danny Chan
Franceska Banga
- In Attendance:** Brett O'Riley (Chief Executive)
Sarah Hamilton (Chief Financial Officer)
Joshua Ong (Board Secretary)
- Public & Media
Attendance:** N/A
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Background

- A. David McConnell was appointed as Chairperson for the meeting.
- B. It was noted that the quorum (12.9 of the Constitution) is a majority of the directors and there currently being 7 directors, a quorum of directors was present. It was noted that each director had been given proper notice of the meeting.

Meeting Business

1. Apologies

An apology was received from Helen Robinson and from Jennie Vickers.

2. Minutes of Previous Meetings and Open Action Tracker

The Meeting discussed the draft minutes of the meeting held on 30 August 2013.

The Minutes of the ATEED meeting held on 30 August 2013 be confirmed as a true and correct record.

Resolution passed

3. Register of Directors' Interests and Conflicts of Interests Declaration

Consequential amendments were received from David McConnell and from Norm Thompson to be noted in the Register of Directors' Interests.

The Chief Executive noted that he was not aware of any ATEED Management or Officers' having any undeclared Conflicts of Interests in relation to any ATEED activities and/or event.

4. Chief Executive's Activity Report

The Report tabled was noted and taken as read.

The Board requested the CE to pass on compliments to the team, particularly James Robinson, Manager Operational Strategy & Planning, for the good work done on the Conventions Plan.

Following the conclusion of discussions, the Board resolved that:

The Chief Executive's Activity Report be received.

Resolution passed

Action Points

CE to pass on compliments to the team, particularly James Robinson, Manager Operational Strategy & Planning, for the good work done on the Conventions Plan.

5. Finance Report

The Board invited Sarah Hamilton, Chief Financial Officer to speak to the report.

Sarah explained that the favourable timing differences relate mainly to major events.

Following the conclusion of discussions, the Board resolved that:

That the finance report be received.

Resolution passed

6. Closing the Meeting to the Public

It was resolved to exclude the public from the remainder of the meeting in accordance with paragraph 12.3 of the Company's constitution.

Resolution passed

Resolutions in relation to the discussions around confidential items are recorded in the confidential section of these minutes and are not publicly available.

The Chairperson declared the open section of the meeting closed at 8.35am.

SIGNED by the Chairperson as an accurate record of the meeting:

Chairman

Date

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Action Points

- a. CE to pass on compliments to the team, particularly James Robinson, Manager Operational Strategy & Planning, for the good work done on the Conventions Plan.

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