

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 November 2015 at 1.00pm
Directors:	David McConnell Norm Thompson Franceska Banga Richard Jeffery Danny Chan
Board Intern:	Daniel Mussett
Apologies:	Helen Robinson Stuart McCutcheon
In Attendance:	Brett O'Riley (Chief Executive) Martin Fairweather (Chief Operating Officer) Barbara Imlach (Chief Financial Officer) Laura Fayerman (Executive Manager) Libby Nuth (Company Secretary)
Public & Media Attendance:	N/A

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

Apologies were received from Helen Robinson and Stuart McCutcheon.

2. Minutes of Previous Meetings and Open Action Tracker

The draft minutes of the meeting held on 18 September 2015 and the Open Action Tracker were discussed. The Board were advised that there had been a health and safety visit to the Diwali Festival site.

Following the conclusion of discussions, the Board resolved that the minutes of the ATEED meeting held on 18 September 2015 be confirmed as a true and correct record.

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

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 events.

4. Chief Executive Review of November 2015

Brett O'Riley spoke to the Report. The Board noted the Health and Safety scorecard and discussed the work underway on hotels in the city and attendance at the 2015 ITM 500 Auckland V8 Supercars event.

Following the conclusion of discussions, the Board resolved to receive the Chief Executive Review of November 2015.

5. Finance Report, October 2015

Barbara Imlach spoke to the Report. The Board discussed the operational income and expenditure for the iSites.

Following the conclusion of discussions, the Board resolved to note the Finance Report for the period ended October 2015.

6. Report to Council for the Quarter Ending 30 September 2015

The Board noted the Report to Council for the Quarter Ending 30 September 2015 which had previously been approved and provided to Council.

7. 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.

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 noted the open part of the meeting concluded at 1.10pm.

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

Chairman

Date