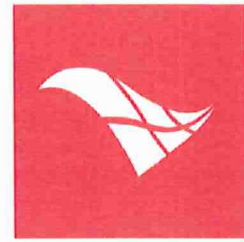


CONFIRMED MINUTES

MAINSTREET TAURANGA INC BOARD MEETING



At the **Mainstreet Tauranga Inc Board Meeting** on **17 Jun 2026** these minutes were confirmed as presented.

Name:	Mainstreet Tauranga
Date:	Wednesday, 20 May 2026
Time:	7:30 am to 9:00 am (NZST)
Location:	Basestation, 148 Durham Street, Tauranga
Board Members:	Brooke Courtney, Liam Jackson, Margaret Cowey - Rodger, Ralph Ward, Richard Faire, Stephen Hahn, Susan Taylor, Tom Beswick
Attendees:	Genevieve Whitson, Info@ Downtown Tauranga
Apologies:	Naden Tamihere

1. Opening Meeting

1.1 Welcome & apologies

Apologies were received from Naden

1.2 Confirm previous minutes

Mainstreet Tauranga Inc Board Meeting 15 Apr 2026, the minutes were confirmed as presented.



Confirm previous minutes from April 2026

The April 2026 minutes were approved as an accurate and true account of the meeting

Decision Date:	20 May 2026
Mover:	Richard Faire
Seconder:	Liam Jackson
Outcome:	Approved

1.3 Interests Register

No new interests were declared

2. Management Reports

2.1 Co-Chair Report & update

The Co-chairs provided a verbal update on the meeting attended in April with Tauranga City Councillors Rod Taylor, Jen Scoular and Marten Rozeboom. The meeting focused on the Mainstreet review and included discussion on how the current Mainstreet structure operates.

Co-chair Brooke provided an update on a meeting attended with The Manager and businessman Tony Snow from Shared Workspaces to discuss ideas for city centre activations.

2.2 Finance Report



Approve the Financials

The Financials were approved

Decision Date:	20 May 2026
Mover:	Liam Jackson
Seconder:	Brooke Courtney
Outcome:	Approved

The Finance report was taken as read. 10 months into the financial year things are tracking well. The Manager noted there will be a full spend of the advertising budget this year.

2.3 Managers report

The Managers report was taken as read.

The Manager provided an overview of highlights for Downtown Tauranga (DT) including the arrival of the Kaimai Express Train in the city centre organized by Glenbrook Vintage Railway. This resulted in increased awareness and promotion for DT. There was discussion on whether businesses noticed an increase in business activity on the day with some feedback indicating no extra business was noted. There was general discussion regarding effectiveness of events on the waterfront and the limited railway crossing accessibility to The Strand. The Manager will seek clarification with Tauranga City Council (TCC) on plans for the crossing.

There was a question raised around the creation of a landlord database and the purpose/value of this to DT members. This needs to be considered further.

Data shows April was a tough month for hospitality, believed to be caused by increased fuel prices. The upcoming DT advertising campaign for winter will help support struggling businesses.



Clarification on pedestrian access to The Strand from the waterfront

The Manager to seek clarification from TCC on the status of pedestrian access plans from the playground and waterfront to The Strand.

Due Date:	17 Jun 2026
Owner:	Genevieve Whitson



Managers Report

Managers Report Approved

Decision Date:	20 May 2026
Mover:	Stephen Hahn
Seconder:	Susan Taylor
Outcome:	Approved

3. Major Decisions and Discussions

3.1 CCDIF discussion

Co-chair Brooke provided an overview and history of the City Centre Development Incentive Fund (CCDIF) proposal and referred to the email received from Gareth Wallis, Head of Community Hubs, Arts, Heritage and Events at TCC, containing a budget outline and schedule of events currently funded by the CCDIF. There was general discussion on this matter. No board members opposed accepting the CCDIF fund however agreed it would be accepted with specific conditions. The Manager to draft the response that Co-chairs and Treasurer will review before being sent back to TCC, advising DT will take the fund with conditions.



CCDIF Acceptance Letter and Terms

The Manager to send Co-chairs and Treasurer draft CCDIF acceptance letter

Due Date: 22 May 2026
Owner: Genevieve Whitson



Acceptance of CCDIF Funds with Conditions

It was agreed DT will accept the CCDIF funds with conditions to be sent back to TCC

Decision Date: 20 May 2026
Mover: Tom Beswick
Seconder: Brooke Courtney
Outcome: Approved

3.2 Reporting against Strategic Objectives

The Manager provided an overview of scoring progress against strategic objectives, noting overall DT is sitting around 70%. The Manager will include this information in the next report to TCC and will continue reporting to the board every three months.



DT scoring against strategic objectives provided to TCC

The Manager to provide strategic objectives scoring results in next TCC report.

Due Date: 17 Jun 2026
Owner: Genevieve Whitson

3.3 Sub-Advocacy Committee update

Liam provided an update on The Advocacy Sub-committee and thanked members for participating in the meetings to get the project off the ground. Margaret enquired into homelessness which was agreed to tie into advocacy. The Manager will provide Margaret with details of the Homeless contacts at TCC. The Sub-committee will provide the board with an update and paper at the June board meeting.



Advocacy Sub-committee to provide paper

Advocacy Sub-committee to provide paper

Due Date: 17 Jun 2026
Owner: Liam Jackson



Provide TCC Homeless Committee details

The Manager to provide contact details for the TCC Homeless Committee to Margaret

Due Date: 17 Jun 2026
Owner: Genevieve Whitson

3.4 Business Case Recommendation - UNO Magazine



UNO Magazine Contract Approval

The business case was taken as read. The Board agreed to renew the UNO Magazine Contract for the 26-27 financial year.

Decision Date: 20 May 2026
Mover: Ralph Ward
Seconder: Margaret Cowey - Rodger
Outcome: Approved

3.5 Surplus Money Consideration

It was agreed to defer the use of surplus funds to the next meeting when the outcome of the CCDIF funds should be decided.



Defer Surplus Money Consideration to June Agenda

To be included in June board meeting agenda

Due Date: 17 Jun 2026
Owner: Info@ Downtown Tauranga

3.6 Member Co-Sponsorship of Events

Co-chair Stephen discussed encouraging DT member businesses to sponsor events in the city centre. The board was in agreement. Pilates Loft will start by sponsoring the next Morning Rhythm Rave in July.

4. Actions from Previous Meetings

4.1 Action Lists - follow up

Due Date	Action Title	Owner(s)
31 May 2025	Consult with Border businesses Status: On Hold	Genevieve Whitson
6 Jun 2025	Follow up on rate boundaries with city centre specialist Status: In Progress	Genevieve Whitson
13 Jun 2025	Send New business free business support/advisory information Status: In Progress	Genevieve Whitson
9 Jul 2025	Further research on manageability of website promotions and member interest & capability Status: In Progress	Genevieve Whitson
16 Jul 2025	Follow up - city centre shuttle Status: In Progress	Genevieve Whitson
14 Sept 2025	Exhibition stands Status: On Hold	Genevieve Whitson
31 Oct 2025	Mainstreet vacancy report benchmark Status: Completed on 11 May 2026	Genevieve Whitson
18 Feb 2026	Parking increase survey Status: On Hold	Genevieve Whitson
15 Apr 2026	TCC Representatives at board meetings Status: Completed on 8 Jun 2026	Genevieve Whitson

Due Date	Action Title	Owner(s)
20 May 2026	Manager to obtain quotes for Shop Local advertising campaign Status: Completed on 8 Jun 2026	Genevieve Whitson
20 May 2026	Information on alternative practices caring for the unhoused in the city centre Status: Completed on 11 May 2026	Stephen Hahn
17 Jun 2026	Review of activities verses DT strategy and objectives Status: In Progress	Info@ Downtown Tauranga

5. Other Business

5.1 Invitation to TCC to attend meeting

There was a suggestion to invite Gareth Wallis from TCC to part of the June board meeting regarding the CCDIF. The manager advised the Board TCC have confirmed availability in the new financial year. The manager will follow up with Gareth.



Invitation to Gareth Wallis to attend future Board Meeting

The Manager will invite Gareth Wallis to a board meeting in the next financial year.

Due Date: 1 Jul 2026
Owner: Genevieve Whitson

6. Close Meeting

6.1 Close the meeting

Next meeting: Mainstreet Tauranga Inc Board Meeting - 17 Jun 2026, 7:30 am

New Actions raised in this meeting

Item	Action Title	Owner(s)
2.3	Clarification on pedestrian access to The Strand from the waterfront Due Date: 17 Jun 2026	Genevieve Whitson
3.1	CCDIF Acceptance Letter and Terms Due Date: 22 May 2026	Genevieve Whitson
3.2	DT scoring against strategic objectives provided to TCC Due Date: 17 Jun 2026	Genevieve Whitson
3.3	Advocacy Sub-committee to provide paper Due Date: 17 Jun 2026	Liam Jackson
3.3	Provide TCC Homeless Committee details Due Date: 17 Jun 2026	Genevieve Whitson
3.5	Defer Surplus Money Consideration to June Agenda Due Date: 17 Jun 2026	Info@ Downtown Tauranga
5.1	Invitation to Gareth Wallis to attend future Board Meeting Due Date: 1 Jul 2026	Genevieve Whitson

Signature: _____

Date: _____