CONFIRMED MINUTES

MAINSTREET TAURANGA INC BOARD MEETING

At the **Mainstreet Tauranga Inc Board Meeting** on **15 Jul 2026** these minutes were **confirmed as presented.**

Name:	Mainstreet Tauranga
Date:	Wednesday, 17 June 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, Naden Tamihere, Ralph Ward, Richard Faire, Stephen Hahn, Susan Taylor, Tom Beswick
Attendees:	Genevieve Whitson, Info@ Downtown Tauranga

1. Opening Meeting

1.1 Welcome & apologies

Co-chair Stephen welcomed attendees noting The Manager was attending via teams for the budget and annual plan agenda items.

1.2 Confirm previous minutes

Mainstreet Tauranga Inc Board Meeting 20 May 2026, the minutes were confirmed as presented.

Confirm previous minutes from May 2026

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

Decision Date:	17 Jun 2026
Mover:	Stephen Hahn
Seconder:	Susan Taylor
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, including feedback from a meeting attended with Councillor Rod Taylor and the Manager regarding concerns about negativity in the WhatsApp group. It was noted that the group is important and should continue to provide a forum for members to share information and raise concerns, while encouraging constructive and positive discussion where possible.

There was general discussion regarding the WhatsApp group. It was noted that Downtown Tauranga (DT) are not required to source information that is readily available to members through publicly accessible channels.

2.2 Finance Report

The finance report was taken as read. 11 months into the year, the budget is on track with no dramatic changes. A savings account has now been opened for Downtown Tauranga.

Approve the Financials

The Financials were approved

Decision Date:	17 Jun 2026
Mover:	Stephen Hahn
Seconder:	Liam Jackson
Outcome:	Approved

2.3 Managers report

The Managers report was taken as read.

It was noted Kendyl Sullivan and Paula Naude from Tauranga City Council (TCC) and Councillor Rod Taylor will be attending the July board meeting. There was discussion regarding the Agenda for the July meeting to include introductions around the table, city centre boundary expansion, CCDIF plans. DT to add to agenda for circulation prior to the meeting.

Managers Report

Managers Report Approved

Decision Date:	17 Jun 2026
Mover:	Richard Faire
Seconder:	Ralph Ward
Outcome:	Approved

Items for July agenda

Add to July board meeting agenda
- Boundary expansion
- CCDIF plans

DT to ask Kendyl if they have any items they would like to discuss at the meeting

Due Date:	8 Jul 2026
Owners:	Genevieve Whitson, Info@ Downtown Tauranga

3. Major Decisions and Discussions

3.1 Draft Annual Plan & Budget for approval

Draft Budget Approved

The draft budget was approved

Decision Date: 17 Jun 2026
Mover: Tom Beswick
Seconder: Brooke Courtney
Outcome: Approved

The board approved the budget and Annual Plan for the 26-27 year. It was noted that Downtown Tauranga has taken good steps to engage with iwi/Maori, however a strategy for engagement is yet to be done and will take time. The need to focus on the CRM to talk to landlords and Property Owners was also noted. The budget was approved to run at a small loss for the next financial year, due to the surplus available. The extra spend ensures two full time staff members to support the members as well as bringing more activations and events to the city centre.

There was discussion regarding social media spend allocation. It was noted there are also agencies based in the city centre that should be considered. The Manager will obtain quotes from city centre agencies.

The potential for a city centre border expansion was raised. The Manager provided some background and information around the process requirements. It was agreed this project will be added to the Excess Money Consideration paper for discussion.

The Manager to obtain quotes from city centre social media agencies

The Manager to obtain quotes from city centre social media agencies

Due Date: 15 Jul 2026
Owner: Genevieve Whitson

Border expansion add to Excess Money Consideration

The Manager to add Border Expansion costs to the Excess Monday Consideration paper

Due Date: 15 Jul 2026
Owner: Genevieve Whitson

Draft Annual Plan Approved

The Draft Annual Plan was approved.

Decision Date: 17 Jun 2026
Mover: Naden Tamihere
Seconder: Stephen Hahn
Outcome: Approved

3.2 Sub-Advocacy Committee update

Liam provided an update on the Advocacy Sub-committee's work to date. The sub-committee sought feedback from the Board on the draft position statements. Following approval of the position statements, the Terms of Reference will be developed and presented to the Board.

The Board approved the draft paper with the following amendments:

1. Transport Access

- Amend the title from "Transport Challenges" to "Transport Access".

- Include reference to walking and cycling.
- Include a position statement supporting opportunities for private entities to trial public transport services (e.g. ferry services).

4. Events & Activations

- Include positive references to working in partnership with TCC on events and activations.

General Feedback

- Reduce the length of the document and prepare a summary version for circulation to members.
- Use more general language where appropriate to maintain a neutral tone and avoid attributing responsibility to specific individuals or groups.

The Board discussed residential and commercial occupancy, landlord incentives, and initiatives to support increased foot traffic and improved street appeal.

Co-Chair Stephen suggested inviting Fiona McTavish from Bay of Plenty Regional Council (BOPRC) to attend a future Board meeting to strengthen the relationship between the organisations. The Manager will follow up on this.

Invite Fiona McTavish to meeting

The Manager to invite Fiona McTavish to a future board meeting as a BOPRC representative.

Due Date:	15 Jul 2026
Owner:	Genevieve Whitson

Advocacy Paper Approved subject to ammendments

The board approved the draft Advocacy paper subject to the amendments and changes discussed.

Decision Date:	17 Jun 2026
Mover:	Naden Tamihere
Seconder:	Ralph Ward
Outcome:	Approved

3.3 Surplus Money Consideration

This will be discussed at the July board meeting.

The board agreed to add border expansion costs as a consideration for the use of the surplus funds.

3.4 Draft Sub-regional Commercial Centre Strategy - Stakeholder engagement

The Manager will draft a response to be reviewed at the July board meeting.

Draft response to Sub-regional Commercial Centre Strategy

The Manager to draft response to this.

Due Date:	15 Jul 2026
Owner:	Genevieve Whitson

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
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
20 May 2026	Manager to obtain quotes for Shop Local advertising campaign **Status:** Completed on 8 Jun 2026	Genevieve Whitson
22 May 2026	CCDIF Acceptance Letter and Terms **Status:** Completed on 8 Jun 2026	Genevieve Whitson
17 Jun 2026	Review of activities verses DT strategy and objectives **Status:** In Progress	Info@ Downtown Tauranga
17 Jun 2026	Clarification on pedestrian access to The Strand from the waterfront **Status:** In Progress	Genevieve Whitson
17 Jun 2026	DT scoring against strategic objectives provided to TCC **Status:** Completed on 8 Jun 2026	Genevieve Whitson
17 Jun 2026	Advocacy Sub-committee to provide paper **Status:** In Progress	Liam Jackson
17 Jun 2026	Provide TCC Homeless Committee details **Status:** Completed on 8 Jun 2026	Genevieve Whitson
17 Jun 2026	Defer Surplus Money Consideration to June Agenda **Status:** Completed on 8 Jun 2026	Info@ Downtown Tauranga
1 Jul 2026	Invitation to Gareth Wallis to attend future Board Meeting **Status:** Completed on 8 Jun 2026	Genevieve Whitson

5. Other Business

5.1 Invitation to TCC to attend meeting

5.2 Board Meeting Conduct

The issue of Board meeting conduct was discussed to ensure all members have the opportunity to contribute to discussions. The Board agreed that, for future meetings, members wishing to speak on a matter should indicate this to the Chair by raising their hand.

6. Close Meeting

6.1 Close the meeting

Next meeting: Mainstreet Tauranga Inc Board Meeting - 15 Jul 2026, 7:30 am

Signature: BT Courtney **Date:** 20 July 2026