

Newsletter

STAY IN THE LOOP WITH UPDATES AND ANNOUNCEMENTS!

AT A GLANCE

- What's new at KUMA this month
- Introducing you our 2023 Board Members
- Recent events that have been happening across our Southern region
- Chair's diary for the month
- Take a look at upcoming events KUMA has planned
- Introducing you Admin South - KUMA's members of the month
- KUMA Community

What's New



KUMA's most recent members

We want to extend a warm welcome to our new members who have joined recently. We are thrilled to have you on board and look forward to getting to know you better.



www.hekate.nz



www.facebook.com/Shemeanzbusiness



kjgrowth.com



plumbsouth.co.nz



www.southernbuilding.co.nz

Board Members



Introducing you to KUMA's 2023 Board Members



Claire Porima Chair (Ōtepoti)
Director: Claire Porima Life Coaching



Karen Roos Treasurer (Ōtepoti)
Senior Advisor: Te Puni Kōkiri



Amber Bridgeman (Ōtepoti)
Director: Kahawai Clothing Ltd



Ronda Tokona (Ōtepoti)
Senior Solicitor: Business South Inc



Corey Ford (Ōtepoti)
Director: Laser Plumbing Ltd



Karmela Rapata (Tāhuna)
Director: Check In Ltd



Maria Rapata (Tāhuna)
Director: Check In Ltd



Celia Crosbie (Wānaka)
Director: Scope Media NZ Ltd



Janice Lee (Murihiku)
Director: Timata Technologies Ltd
Founder: Koha Kai

Recent Events



Check out what the KUMA community has been up to recently

Digital Boost - Digital boost is your FREE one-stop shop for information on Digital Tools. Whether you're new to digital tools or wanting to take them a step further, there's something for you.

KUMA's Digital Boost Facilitation Program is FREE and still has spaces available.

Contact: mel@kuma.co.nz for more information



Kōrero and Kai - Hauora event in Tāhuna



Claire & Ronda checking out the new Ōtepoti hospital site.



Tāhuna breakfast hui 10 May 2023



Otago Business School breakfast hui in Ōtepoti 19 May 2023

Community News



Check out what the KUMA community has achieved recently

Congratulations to Heidi from Innov8HQ and Jade Reigning Downs-Hauora Centre on their outstanding achievement at the ACE Annual awards. Ka rewe!



Redeveloped Murihiku Marae has reopened - Ka pai to everyone who was involved in the process



Chair's diary for the month:



Wednesday 26 April: Otago Regional Skills Leadership Group (RSLG). There are 15 RSLGs nationally, set up to identify and support better ways of meeting current and future workforce and skills needed in the region. The membership includes regional leaders who have diverse insights, experience and networks to champion regional solutions to regional challenges. Please let Claire know if you have any interests or contribution you want to make in this area.

Thursday 27 April: Workforce Central Dunedin (WFCD) Advisory Board hui. KUMA has a seat on the Board along with the MBIE Dunedin Hospital Build Project Manager, the Chair of the Dunedin Hospital, key new hospital build contractors (CPB, Southbase) and community representatives. An excellent opportunity for KUMA to speak for our regional Māori businesses interests.

Tuesday 2 May: KUMA monthly Board meeting. In future, pānui we will provide a summary of Board discussions.

Tuesday 9 May: Meeting with DCC Enterprise Unit's head, Des Adamson to discuss working with the DCC to support better outcomes for Māori enterprises.

Thursday 11 May: Hui with WFCD and Chase Hayley to plan out video profiling some of our local trades businesses. Coming soon.

Thursday 11 May: Otago RSLG Māori Collaboration and Participation Group: a sub group of ORSLG to discuss and plans for matters relating to mana whenua and tangata whenua workforce aspirations.

Thursday 11 May: Hui with CPB with their head project managers Ruth Jellyman, Alastair Loomes, and Gavin DeMarinis, to discuss partnerships for the new hospital inpatients and diary building construction, potential internships for students, and part-time work experience opportunities.

Friday 19 May: KUMA member breakfast hosted by the Otago Business School and Māori students Te Tai Tuarā.

Chair's diary for the month cont.

Tuesday 23 May: Meeting with graphic designer to scope out a refresh of KUMA trades book publication. Catch up hui with new TPK Procurement Manager, Lloyd Maole.

Thursday 25 May: Governance for Growth workshop supported by StartUp Dunedin and facilitated by Angel Investors, attended by Claire and other Dunedin Board member, Ronda.

Tuesday 30 May: KUMA Board Hui

Wednesday 31 May: Otago RSLG Hui



Southbase hui in Ōtepoti regarding trades opportunities

What's Next



Upcoming events at KUMA

KUMA warmly invites you to attend the following events we have planned below, keep an eye out in your emails for more information.

- Ōtepoti Breakfast Hui Starfish Cafe 07/07/2023 7:15am-8:30am

Member of the Month



Introducing Admin South

ABOUT

My name is Sharne, I live in Invercargill, Southland with my husband and our four children. My husband and I own a plumbing company here in Invercargill, so I understand first hand how busy it gets establishing your business and working those long hours. The admin work can sometimes feel like a bit of a drag at the end of a long day, and week - I can help with that! With my administrative services I can look after your day to day admin requirements so you can stay customer focused, get stuck in on the tools, and most importantly have more time for you! I would love to have a chat with you to see how I can help you with your business. Get in touch with me for more information about my online admin service.



SERVICES

Services I can provide include, but are not limited to:

- Business start up support
- Xero set up
- Customer management
- Day to day administration
- Email management
- Bank reconciliation
- Accounts payable - preparing supplier bills for payment
- Accounts receivable - send invoices to your clients
- GST filing
- Quotes
- Payroll
- Overdue account management
- Monthly business reporting

EXPERIENCE

Over 14 years experience in various administrative/management roles across different industries. Xero Advisor Certified - my knowledge of Xero has allowed me to efficiently manage invoicing, payroll, and other financial tasks. Proficient with Microsoft Office to create spreadsheets, documents and presentations that are clear, concise and visually appealing. Implementation of job management, inventory, safety and leasing applications. In addition to these technical skills, I am an excellent communicator and have a proven ability to work collaboratively with colleagues at all levels of an organisation.

CONTACT

- 027 245 5741
- sharne.smith@outlook.com
- 7 Ethel Street, Invercargill

KUMA is honoured to introduce our Murihiku coordinator Sharne Smith's business Admin South.

Sharne is an experienced businesswomen in administrative services. Her vision is to assist with your day-to-day operations and help you stay on top of the admin side of your business.

For any further enquiries or questions get in touch with Sharne via 027 425 5741 or sharne.smith@outlook.com.

Reach Out



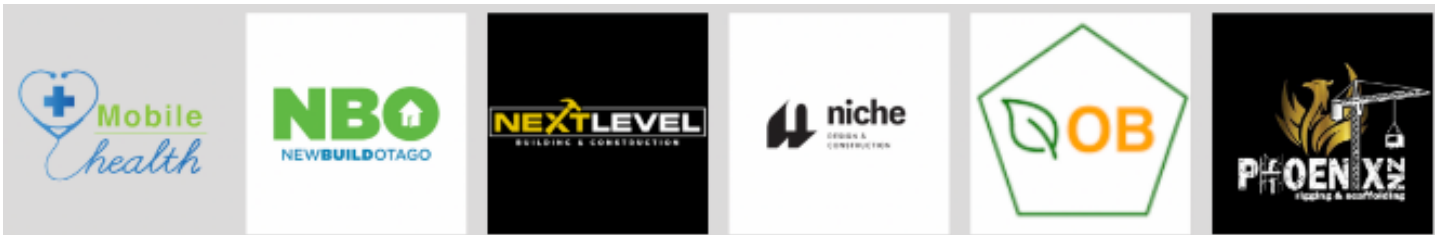
We are here to listen

For questions, feedback, article ideas, or story contributions, email kuma@kuma.co.nz, and we'll be in touch.

Our Community

"Kia Tipua Tahi Ai"
Let Us Grow Together

Find out more about KUMA's business community



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