



EXECUTIVE COMMITTEE MEETING

**Skype Teleconference
Monday 8th July 2018 7pm**

A G E N D A

Meeting opened 7:10pm

Present – Peter (Chair), Blake, Tracy, Pauline, Mike, Susi, and Myra Joined 7:25pm

1. **Apologies** : Russell
2. **Minutes of last teleconference meeting** (attached)
Recorded as a true and accurate summary
3. **Matters arising**
Pauline still to Contact Noel regarding missing Research Papers
4. **Secretary's** position: Still Vacant. Peter J filling in. ☹️
Peter requested that Exec contact likely candidates in their regions. None had further ideas. Myra asked if job can be split. There is provision to have a membership secretary which Pauline currently fulfills. Peter will look into this further.
5. **Correspondence:**
Letter from Trust House declining funding for the Conference.
No other correspondence
6. **Financial**
 - Bill paid (to be approved)
 - Life Style Block \$14.80 (on auto-payment)
 - NZ Gardener \$39.00 (on auto-payment)
 - Refund of Conference expenses to Tracy \$25.99
 - Dynamic Gift NZ Ltd \$189.75 for Conference bags

 - Statements
 - Main Account (00) \$18,786.00
 - Conference Acc (01) \$13,117.87
 - Oil Awards Acc (02) \$5,170.28
 - Savings Acc (68) \$1,568.71
 - Term Deposit \$18,560.83

7. Reports from Members of Executive

Membership

- New members

April Badley from Bombay
Derek Cookson from Bombay
Kaye Hollister from Fielding
Julie and Warwick Hide from Christchurch

Library

- 3 new books ordered. One is titled making herbal dream pillows. Other two titles Pauline will review to see if suitable for the library.

Website:

- Peter talked about the website needs updating with additional functions to handle Membership subscriptions, Oil awards payments, PayPal interface, Forms capability, advertising provisions. Presently Subscriptions, and Oil awards payments are setup but only with internet banking as there is no PayPal interface. The response from EDIY is now too long for some of the specialist coding required. It is felt that the CMS platform is now too restricting. A review committee will need to be formed after the AGM to develop the specifications and explore options. Tracy volunteered to head and suggested Jason Delamore as another candidate. Both have extensive IT experience. Myra also volunteered and has a degree in IT. This will be left for the new incoming committee to progress.

8 General Business

- Conference 2018 update

- Tracy gave an update on the Conference planning. Day 1 Speakers and dinner menu now finalized. Day 2 program also now finalised. Program will be published in the Link. There are 44 registrations. 19 of the 20 rooms at the Martinborough Hotel now booked. Peter to check with Talga if any others are planning to come.

- AGM Planning

- Subscriptions to set and approve at AGM
The executive agreed to recommend at the AGM that the Annual subscription for all categories remained the same.

- Anything else.

With no other business the meeting closed at 7:40pm