



NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

Executive Committee Meeting Zoom Call on Sunday 27th March 2022

Meeting opened: 7.30pm

Attendees: Peter Jemmett (Chair), Tracy Voice, Jan and Stuart Abernethy, Charlotte Brown, Susi White, Leann Schlepers, Pauline Livesey

Apologies:

1. **Minutes of the last Teleconference meeting 13th February** – no issues.
2. **Matters Arising** - Nil.
3. **Correspondence**
 - a) Soap & Skin Care – re membership certificate
 - b) Contact form – Setting up a new lavender farm
 - c) Other enquiries about lavender growing
4. **Financials** – Jan discussed the reports.

Moved: ALL

Profit and Loss from 1 July – 25th March 2022 shows income and expenditure to date. This shows us where the accounts are at since the beginning of the financial year.

Profit and Loss

**New Zealand Lavender Growers Association Inc.
For the period 1 July 2021 to 25 March 2022**

1 JUL 2021-25 MAR
2022

Trading Income	
Advertising Income	10.00
Books & Library Income	100.00
Conference	125.00
Interest Income	8.53
Oil Analysis / Competition	2,461.10
Subscriptions Income	8,358.10
Total Trading Income	11,062.73
Gross Profit	
	11,062.73
Operating Expenses	
Administration	166.75
Bank Fees	16.60
Consulting & Accounting	155.25
Oil Awards Expenses	4,808.43
Oil GC Analysys	234.92
Total Operating Expenses	5,381.95
Net Profit	5,680.78



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Profit & Loss from 12 February 2022 – 25 March 2022 shows the movement of income and expenditure since our last meeting.

Profit and Loss

**New Zealand Lavender Growers Association Inc.
For the period 12 February 2022 to 25 March 2022**

12 FEB-25 MAR
2022

Trading Income	
Books & Library Income	20.00
Interest Income	4.32
Subscriptions Income	332.50
Total Trading Income	356.82
Gross Profit	
	356.82
Operating Expenses	
Administration	42.55
Oil Awards Expenses	150.04
Total Operating Expenses	192.59
Net Profit	164.23

Since our last meeting (Feb) we have received:

Income:

Interest income of \$4.32

Library income – 1 x growers book - \$20.00

Subscriptions of \$332.50 – made up of 2 new members and 1 existing

Total subs received to date \$8,358.10

Expenses:

Xero fees to 16 Apr 2022 - \$42.55

Courier trophy to Sally - \$20.33

Purchase box for Alspach trophy - \$129.71

To be approved:

NIL

Balance sheet shows balances of the bank accounts, term deposit and assets as at 25th March 2022.



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Balance Sheet

New Zealand Lavender Growers Association Inc.

As at 25 March 2022

25 MAR 2022

Assets	
Bank	
Conference Account	254.26
Main Account	19,443.04
Oil Awards	247.76
Savings Account	1,572.34
Total Bank	21,517.40
Fixed Assets	
Office	668.24
Plant	9,015.51
Total Fixed Assets	9,683.75
Non-current Assets	
Library Stock	970.00
Term Deposit BNZ	20,253.54
Total Non-current Assets	21,223.54
Total Assets	52,424.69
Net Assets	52,424.69
Equity	
Current Year Earnings	5,680.78
Retained Earnings	46,743.91
Total Equity	52,424.69

Approved: ALL

Moved: Jan, seconded Charlotte

5. **Membership** – Jan commented on the subscription transactions. Jan to remove the non paid members to a second page in the excel spreadsheet. Charlotte commented on the fact we had two new members and one renewal this month.

Members paid to date

- Full members: 45
- Partner members: 19
- Associate members: 12
- Life members: 4
- Friends: 2

6. **Library** – Nothing to report.

7. **Website** – Nothing further to report. Need to test the library email.



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8. **Oil Awards** – Planning. Stu sent a note around to all the judges to suggest dates end of July and two in August. Just organising the oil awards committee to talk about any changes etc.
9. **Specific Projects:**
- a) **Food Act Section 40** – Following earlier update on the progress of our application for a s.40 Food Control Plan template for the New Zealand Lavender Growers Association (NZLGA). Chris is pleased to inform us that our evaluation report is ready to undergo a public consultation. Chris has made a recommendation that MPI's Chief Executive approves our application as a template or model Food Control Plan, based on the information they have received.
- Evaluation reports are finalised at the end of the consultation period. All responses received from consultation will be reviewed and a summary of submissions report prepared if needed. NZLGA will have some time to provide clarifications for matters raised in the report. MPI Approvals and Compliance will also be notified of the consultation specifics.
- Once all approved, will update the website to indicate member benefits.
- b) **Add manufacturers list to the website** – work in progress.
10. **Other Business:**
- a) Suggestion from a member (Soap and Skincare) to have a membership certificate. Executive thought this was a great ideal as it represents a sense of belonging. Charlotte to send through old certificate. Tracy will draft one.
- b) Newby Lavender Growers to do list Leann suggested would be really useful. Reference guide over a 12 month period. Potentially a calendar. Content for the North Island and South Island may be slightly different. Charlotte prepared to write. Jan happy to create the Calander.
- c) Lavender Snippets sent to Peter for review, Charlotte to resend.

Future meeting: Next meeting to be Sunday 8th May 7.30pm.

Meeting closed at 8.17pm.

Accepted Minutes

Dated

Peter Jemmett
Chairperson