



## NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

### Executive Committee Meeting

Zoom Call on Sunday 28<sup>th</sup> August 2022

Meeting opened: 7.30pm

**Attendees:** Peter Jemmett (Chair), Tracy Voice, Stuart and Jan Abernethy, Charlotte and Keith Brown, Pauline Livesey.

#### Apologies:

1. **Minutes of the last Teleconference meeting 24<sup>th</sup> July** – accepted  
**Moved: Peter. Seconded: Charlotte**
2. **Matters Arising** - Nil.
3. **Correspondence** – 2 enquires from the website contact form. One for researching setting up a new farm. One new member enquiry. Both referred to Charlotte for action.  
**Food Safety Template** – confirmation of the Food Safety Template  
**EDiy – Payment options**  
**Talga Enews**
4. **Financials** – Jan updated the committee on the reports.

Profit & Loss from 1 July 2022 – 24 Aug 2022 shows income and expenditure to date, from beginning of the new financial year 1 July 2022.

## Profit and Loss

New Zealand Lavender Growers Association Inc.  
For the period 1 July 2022 to 24 August 2022

1 JUL-24 AUG 2022

<b>Trading Income</b>	
Interest Income	0.37
Oil Analysis / Competition	2,942.06
Subscriptions Income	160.00
<b>Total Trading Income</b>	<b>3,102.43</b>
<b>Gross Profit</b>	
<b>3,102.43</b>	
<b>Operating Expenses</b>	
Administration	44.85
Consulting & Accounting	1,086.75
Website Expense	33.35
<b>Total Operating Expenses</b>	<b>1,164.95</b>
<b>Net Profit</b>	<b>1,937.48</b>

Profit & Loss from 28 July – 24 August 2022 shows the movement of income and expenditure since our last meeting.



## NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

**Profit & Loss from 18 June – 28 July 2022** shows the movement of income and expenditure since our last meeting.

### Profit and Loss

**New Zealand Lavender Growers Association Inc.  
For the period 29 July 2022 to 24 August 2022**

29 JUL-24 AUG  
2022

<b>Trading Income</b>	
Interest Income	0.37
Subscriptions Income	160.00
<b>Total Trading Income</b>	<b>160.37</b>
<b>Gross Profit</b>	
	<b>160.37</b>
<b>Operating Expenses</b>	
Consulting & Accounting	1,086.75
<b>Total Operating Expenses</b>	<b>1,086.75</b>
<b>Net Profit</b>	<b>(926.38)</b>

Balance sheet shows balances of the bank accounts, term deposit and assets as of 24 August 2022.

### Balance Sheet

**New Zealand Lavender Growers Association Inc.  
As at 24 August 2022**

24 AUG 2022

<b>Assets</b>	
<b>Bank</b>	
Conference Account	254.26
Main Account	16,064.72
Oil Awards	4,892.98
Savings Account	1,573.37
<b>Total Bank</b>	<b>22,785.33</b>
<b>Fixed Assets</b>	
Office	668.24
Plant	9,015.51
<b>Total Fixed Assets</b>	<b>9,683.75</b>
<b>Non-current Assets</b>	
Library Stock	810.00
Term Deposit BNZ	20,366.74
<b>Total Non-current Assets</b>	<b>21,176.74</b>
<b>Total Assets</b>	<b>53,645.82</b>
<b>Net Assets</b>	
	<b>53,645.82</b>
<b>Equity</b>	
Current Year Earnings	1,937.48
Retained Earnings	51,708.34
<b>Total Equity</b>	<b>53,645.82</b>



## NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

Since our last meeting (28 July) we have received:

**Income:**

Interest income of \$.37

one new full member sub \$160 (Tanja Benthien - Matafarm)

**Expenses paid:**

MPI Food template (final payment) \$1086.75

**Payments to be approved:**

As per list sent to the committee 27/8/22

NZLGA oil judging reimbursements \$2838.55

Dalefield Hall \$280

**Moved: Peter. Seconded: Tracy**

Reviewer of end of year accounts been away sick but expect them to come through tomorrow to send for the AGM.

5. **Membership** – One new member - Tanja had trouble using the form on the website and spoke about data on the lavender trail being out of date. Charlotte spoke about the membership and the fact that the Executive need to sign off on new members. Also, members need to sign off on collecting their details based on the new privacy rules. ***Charlotte will look to redesign the membership form and the process around the application and submission for the Committee for approval.***

- Full members: 50
- Partner members: 21
- Associate members: 12
- Life members: 4
- Friends: 3

6. **Library** – Nothing new. Have not heard anything from the publishers of 'Willow and Sage'. Pauline little concerned about the library, as most members can research online now, only advantage is the research papers.
7. **Oil Awards** – All results completed. Cups being engraved this week, five gold and 30 silver. Record year of numbers. Six judges in total. Need to create an event to train others. Oil analysis took 3 days to run, flawless this year. Reports are due Tuesday and then will be emailed to Stuart. Have not done the research on headspace analysis. Looking to move the GC to a new location to make it more accessible. Peter has inspected Tracy and Eric's property which is possible. New Committee to sort through this.
8. **AGM** – Saturday 3<sup>rd</sup> September 9am – 1.30pm.
- 35 responses so far, of which 20 intend to attend.
  - Allan Bligh and Mark Froude willing to be a new member of committee.
  - Trish Delamore to be the new snippets editor.



## NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

- Remit to be discussed at AGM

**Remit for AGM - Proposed by Charlotte Brown Membership Secretary NZLGA and Seconded by Keith Brown. – member of Current Committee.**

*6.C Any person involved in the growing of lavender in New Zealand for the production of lavender oil and related products may apply to the Executive Committee for acceptance as a Full member of the Association. The Executive Committee may, at its absolute discretion, accept or reject any such application without being required to assign any reason therefor. A Full Member shall be entitled to such of the benefits and privileges and benefits of membership as may from time to time be specified in Bylaws made pursuant to Rule 47 of the Association's Rules.*

*6.D New Full Members who subscribe part way through the financial year will have a minimum subscription of 2 subscription periods, upon the payment in full of the current fees, including the part year thereof.*

### **Background to the above Remits**

*There has been for a long time this confusion and misunderstanding with the payment and renewal of full and associate subscriptions, in which very late paid subs may only pay a partial sub, when they have been members for a full year. It has been proposed over the years many solutions to this, none of which have been fully successful in mitigating the issue. We believe the above remits may remedy this issue once and for all.*

*By removing the Joining Form from the Website and its associated payment system and replacing it instead with an Application Form that is submitted to the Committee for approval and voting, this should help to identify genuine commercially orientated members that will continue to add value to our Association and give our Association a more professional presence in the future.*

*The Subscription Renewal Form would then only be available on the Members Only part of the website after the AGM has set the current year's subscription fees, all current members will have access to the form and can easily renew their full year's subscription.*

*Also by assessing and voting on all new or prospective members and asking for a commitment of 2 years minimum this should remedy the part payment and then leaving after a short period of time.*

Committee had a good discussion regarding this. Support putting forward the remit to AGM for discussion with subscriptions payments and potentially removing subscription breaks and reviewing the membership process. In the interim Peter will pull the payment option for now for membership.

**9. Website** – PayPal payment option setup, now active. Five percent transaction fee will be charged for any payments via online. Will review members.

### **10. Specific Projects:**

- a) Food Act Section 40** – CEO MPI approved the template. Now uploaded template and instructions on website for Association members under members' resource.

### **11. Other Business:**

Peter thanked everyone for the support over the past 8 years as Chairperson.

**Future meeting: AGM**

**Meeting closed at 8.16pm.**

Accepted Minutes

Dated

**Peter Jemmett**

**Chairperson**