



## NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

### Executive Committee Meeting

Zoom Call on Sunday 19<sup>th</sup> June 2022

Meeting opened: 7.30pm

**Attendees:** Peter Jemmett (Chair), Tracy Voice, Jan Abernethy, Leann Schlepers, Charlotte and Keith Brown, Susi White.

**Apologies:** Stuart Abernethy, Pauline Livesey.

1. **Minutes of the last Teleconference meeting 8<sup>th</sup> May** – accepted

**Moved: Peter. Seconded: Keith**

2. **Matters Arising** - Nil.

3. **Correspondence** - 7 enquires through the website contact form. Peter passed them on to committee members to reply. TALGA newsletter now on the website.

4. **Financials** – Jan discussed the reports. Summary of NZLGA financial accounts as of 17 June 2022 for Meeting on 19 June 2022.

**Profit and Loss from 1 July 2021 – 17 June 2022** shows income and expenditure to date, from beginning of fiscal year.

### Profit and Loss

New Zealand Lavender Growers Association Inc.  
For the period 1 July 2021 to 17 June 2022

|                                 | 1 JUL 2021-17 JUN<br>2022 |
|---------------------------------|---------------------------|
| <b>Trading Income</b>           |                           |
| Advertising Income              | 10.00                     |
| Books & Library Income          | 100.00                    |
| Conference                      | 125.00                    |
| Interest Income                 | 9.00                      |
| Oil Analysis / Competition      | 2,701.10                  |
| Subscriptions Income            | 8,720.60                  |
| <b>Total Trading Income</b>     | <b>11,665.70</b>          |
| <b>Gross Profit</b>             | <b>11,665.70</b>          |
| <b>Operating Expenses</b>       |                           |
| Administration                  | 166.75                    |
| Bank Fees                       | 16.60                     |
| Consulting & Accounting         | 155.25                    |
| Oil Awards Expenses             | 4,892.32                  |
| Oil GC Analysis                 | 234.92                    |
| Repairs and Maintenance         | 106.95                    |
| Subscriptions                   | 235.54                    |
| Website Expense                 | 553.38                    |
| <b>Total Operating Expenses</b> | <b>6,361.71</b>           |
| <b>Net Profit</b>               | <b>5,303.99</b>           |

**Profit & Loss from 7 May – 17 June 2022** shows the movement of income and expenditure since our last meeting.



## NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

### Profit and Loss

New Zealand Lavender Growers Association Inc.  
For the period 7 May 2022 to 17 June 2022

7 MAY-17 JUN 2022

|                                 |               |
|---------------------------------|---------------|
| <b>Trading Income</b>           |               |
| Interest Income                 | 0.21          |
| Oil Analysis / Competition      | 240.00        |
| Subscriptions Income            | 362.50        |
| <b>Total Trading Income</b>     | <b>602.71</b> |
| <b>Gross Profit</b>             | <b>602.71</b> |
| <b>Operating Expenses</b>       |               |
| Oil Awards Expenses             | 213.60        |
| Repairs and Maintenance         | 106.95        |
| Subscriptions                   | 235.54        |
| <b>Total Operating Expenses</b> | <b>556.09</b> |
| <b>Net Profit</b>               | <b>46.62</b>  |

Balance sheet shows balances of the bank accounts, term deposit and assets as of 17 June 2022.

### Balance Sheet

New Zealand Lavender Growers Association Inc.  
As at 17 June 2022

17 JUN 2022

|                                 |                  |
|---------------------------------|------------------|
| <b>Assets</b>                   |                  |
| <b>Bank</b>                     |                  |
| Conference Account              | 254.26           |
| Main Account                    | 18,909.67        |
| Oil Awards                      | 403.87           |
| Savings Account                 | 1,572.81         |
| <b>Total Bank</b>               | <b>21,140.61</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                   | 970.00           |
| Term Deposit BNZ                | 20,253.54        |
| <b>Total Non-current Assets</b> | <b>21,223.54</b> |
| <b>Total Assets</b>             | <b>52,047.90</b> |
| <b>Net Assets</b>               | <b>52,047.90</b> |
| <b>Equity</b>                   |                  |
| Current Year Earnings           | 5,303.99         |
| Retained Earnings               | 46,743.91        |
| <b>Total Equity</b>             | <b>52,047.90</b> |



## NEW ZEALAND LAVENDER GROWERS' ASSOCIATION INC

Since our last meeting (8 May) we have received:

### Income:

Interest income of \$.21

Two new full member subs (Athol Vivier, Kerryn Olsen) - subs received to date \$8,720.60.

### Expenses:

Reimbursed to Allan Blight for airfares for oil awards judging \$213.60

Reimbursed Peter for new vials for GC machine \$106.95

Reimbursed Tracy for Zoom subscription \$235.54

### To be approved:

Reimbursement to Clare Curnow \$206.75 for airfares for oil awards judging

Reimburse S&J Abernethy for airfares for Noel \$348.60, Eloise \$242.60 for oil awards judging

Transfer money across to the Oil awards account to make payments.

Approved: ALL

Moved: Tracy, seconded Peter

5. **Membership – Two** new full member. Sent welcome packs away. Certificate to be sorted.

#### Members paid to date

- Full members: 48
- Partner members: 21
- Associate members: 12
- Life members: 4
- Friends: 3

6. **Library** – Pauline has purchased the Sage and Willow magazine, which Peter can upload to the website.

7. **Oil Awards** – Dates selected **5<sup>th</sup> – 7<sup>th</sup> August** held in Carterton again this year. Three parcels come in so far. Stu has been in contact with all the judges, so everyone is available.

8. **AGM** – Saturday 3<sup>rd</sup> September 9am – 1.30pm, Peter to pop in the snippet. Tracy to sort paperwork and meetings. Peter will be retiring as Chairperson (been 8 years), happy to maintain website and lavender oils testing. Someone else to pick up snippets.

9. **Website** – 'Your profile section' in your profile has now fixed. Individuals can now update. Jan will put a link to lavender snippets in the Facebook page and give folk tips to ensure they receive the snippets.

#### 10. Specific Projects:

- a) **Food Act Section 40** – Tracy has worked with MPI to finalise the Food Control Plan. This is now with the working to provide final feedback. Due back to MPI on the 4<sup>th</sup> of July. Then it will be finalised and approved which means we can release to our members. Will need to work through communications approach.
- b) **Add manufacturers list to the website** – passed over to Leann and progressing. Display on website for members only via a pdf form. America's association site has a wholesalers



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suppliers list, and it is searchable inclusive of all categories. Charlotte to investigate whether NZLGA could join the America's association.

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

- a) **Members Certificate** – Awaiting a better signature from Peter, Tracy to send the original document to Peter.
- b) Snippet news did not manage to get any views on field days. Peter reached out to the Northern Group, reasonable number of members in Auckland now, great to get it up and running. Ideal if Field days are once or twice a year. Also need to think about another conference and location – Christchurch potentially.
- c) **Calendar** – not real feedback, so not sure if worth doing.

**Future meeting:** Next meeting to be July 24<sup>th</sup> 7.30pm.

**Meeting closed at 8.09pm.**

Accepted Minutes

Dated

**Peter Jemmett**

**Chairperson**