

NEW ZEALAND LAVENDER GROWERS ASSOCIATION Inc.

EXECUTIVE MEETING (via Zoom)

18 September 2022

Meeting commenced at 7.35pm

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

1. Apologies: Allan Bligh

Stuart welcomed the new executive members, Mark and Alan.

2. Minutes of the last Zoom meeting held 28 August: Noted that Susi White was present at this meeting. Minutes accepted.

Moved: Pauline. Seconded: Peter

3. Matters Arising: None

4. Correspondence: The latest TALGA e-news received and now in the Library

5. Finance:

- a) Jan presented **the Financial Reports**. These were sent to each member of the Executive via email. Thank you Jan for a clear explanation of the accounts.

Moved: Jan. Seconded: Pauline

- b) **Bills Payable.** \$51 for engraving the Oil Award Trophies

Moved: Tracy. Seconded: Susi

- c) **Subscriptions:** Paid for this financial year 20 full voting, 10 Partner, 2 Associate, 4 Life, 3 Friend, 1 Affiliate. \$3117.55 received

- d) **Confirm Signatories:** Peter, Keith, Jan (2 needed). Jan to set up payments.

6. Membership: Charlotte spoke to this and a full discussion followed.

- a) **Fee Structure:** The structure has been changed on the application form to reflect the following

If a new member applies to join the Association part way through the financial year they must pay the full membership fee for the year (currently \$160). If they make an application in the last quarter of the year it will be at the discretion of the executive whether membership will begin immediately or at the beginning of the next financial year – payment to reflect this decision.

- b) **Approval Process:** Importance of consistency when implementing approval/non approval stressed. Pertinent issues discussed : What is the aim of the Association? – to grow membership, to grow revenue, to grow the industry?
Should new members be planning to farm a minimum number of plants?

Executive to approve membership applications

Aim is not to turn new growers away but to encourage commitment and forward planning.

To ensure new members are applying for the correct membership category

Amendments to draft application/questionnaire

Subscriptions can now be paid by Credit Card via PayPal

Have you considered a business plan?

Do you have skills/qualifications that may assist in the running of the Association

Charlotte to action - Forward amended form to Stuart. Once approved send to Peter to put on website

- c) **Welcome Packs:** As a relatively new member Mark gave feedback on the Welcome Pack. The complimentary Growers' book (McGimpsey & Porter) particularly helpful. Other positives - the Facebook Page, reading papers from previous conferences, opportunity to have oils tested.
Suggestions - more videos in the library section, more news and information
- d) **Off boarding.** One member resigned this financial year.
Pauline to action – follow up with a phone call
- e) **Voting Rules:** Charlotte clarified only 1 full voting member is allowed per business.
Charlotte to follow up query from Alpine Lavender

7. Library Update: Loans sent to 2 members during past month. Library not received loan request from Mark Froude. Pauline to purchase additional books for the Library and checkout You Tube for relevant videos. Links can be put on the Facebook page and website.

Pauline to action

8. Oil Awards:

- a) **Election of new committee** – Noel Porter, Stuart Abernethy, Peter Jemmett, Keith Brown, Charlotte Brown, Tracy Voice (co-opted for Judging Workshop 2023)
Moved: Stuart. Seconded: Susi
- b) **Judging Workshop 2023** – plans afoot for this and likely candidates identified

9. Website: New PayPal payment option available. Ex members now deleted from Lavender Trail. Webmaster email needed. **Peter to action**

10. Specific Projects:

- a) **Membership Certificates.** Stuart's and Charlotte's signatures to go on these.
- b) **Quality Mark.** Tracy is working on this. She is also following up on members' queries regarding Food Safety.
- c) **GC Relocation.** Plans are afoot to relocate the GC machine, possibly to Wairarapa region. Thanks go to Hebe Botanicals, Otaki, for housing the GC machine. Although there will be a cost involved in the relocation it will be more convenient for Peter to access in Wairarapa

d) GC Headspace. Peter explained that analysing the gas in the headspace area will better represent what the judges sniff. He is on the lookout for a Headspace Analysis Sampler. Peter alerted the executive to the need to replace the GC column next year. He reported interesting differences between Pacific Blue compounds from the South and North Islands.

e) Conference. Deferred until the next meeting

11. AOB Susi volunteered to update the Plant Database. Pauline to send the most recent information to Susi.

3. Date of next meeting. **16 October 2022 at 7.30pm**

Meeting closed at 9.15pm