

OLIVES NEW ZEALAND  
MINUTES SYNOPSIS OF EXECUTIVE MEETING  
WEDNESDAY 18 APRIL 2012  
TELEPHONE CONFERENCE 7PM – 8.15PM

**1. Present**

Andrew Taylor (President), John Arthur (Vice President), Bob Marshall, David Walshaw, Chris Moore, Gayle Sheridan (Executive Officer)

**2. Apologies**

Craig Leaf-Wright, Roger Armstrong, Allan Frazer, John Dunlop

**3. Minutes of the March Meeting**

Matters Arising

Auckland Branch – There had been interest expressed at Conference in re-establishing the Auckland branch. Andrew suggested he convene a meeting of interested members in the Auckland area during harvest, with a view to reconstituting that branch. Chris said that a standard branch constitution was required and David agreed to review the ones supplied and develop a new template.

Other Awards – Gayle advised that she had contacted the three other Awards; Royal Easter, Gourmet Oils and Hawke's Bay Branch. Royal Easter had responded that they were aware of the Olives NZ OliveMark as Lawrence Evers oversaw their judging panel.

**4. Financial Report**

The Financial Reports as at 31 March from the Treasurer showed finances were on track.

**5. Executive Officer Report**

Andrew emphasised that the role of Executive Officer was requiring more expertise and time than had been envisaged. Membership needs to be made aware that they now have an excellent organisation and Executive Officer and will have to pay for this at some point.

Conference 2013 was confirmed to be held in Auckland on Saturday 16 March followed by a National Field Day on Sunday 17 March. Auckland was an easy accessible location for attendees with good airfares available.

Fair Go – Gayle reported that Fair Go were looking to do a programme on imported olive oils no longer being EVOO (if in fact they ever were) and thus not having the health benefits. They will look to put a selection of supermarket oils through the chemical and sensory analysis as part of their investigation and Margaret Edwards had been contacted in regards to the latter.

The Orchardist- Gayle reported that she had been approached by Lesley Wilson who was doing an article for the Orchardist magazine about certification analysis moving to Australia.

Training Courses – Gayle said that formalising training courses was probably going to medium term because of the review of industry training organisations. Gayle said she would be conducting a training request survey to determine what members wanted, when, where and duration.

## **6. Business Plan**

### 6.1 Communications – Andrew

Andrew reported that he had started discussions in Auckland and had preliminary discussion with Waiheke Island members.

### 6.2 2012 Certification Programme – John and Gayle

The Purpose and Procedures, Request for Certification and Licence Agreement had been circulated and were approved.

### 6.3 Sponsorship - Chris

Chris said that Gayle had signed up 5 Silver Sponsors and it was hoped that some of these would be upgraded to Gold for 2013.

### 6.4 Constitution – David

David acknowledged that much of the work had been done when he took over the Constitution project, and that he had only received good feedback.

### 6.5 Field Days – Bob

Andrew said this was a work in progress and reminded Regional Chairs that they needed to communicate planned activities to Gayle so she could promote to the wider membership and sponsors. Bob agreed that improved communications was required.

### 6.6 Grove Census – Allan and Gayle

Gayle said that the response rate generally was really good (80-100%). The under-represented regions (Waiheke Island, Auckland and Marlborough) had received reminder emails with sample charts and advising how many responses had been received from their specific region. This had resulted in more forms being sent in.

### 6.7 Awards – Allan and Gayle

An updated budget including entry into international competitions plus a draft Entry Pack had been circulated. Gayle said that the final Entry Pack including the profiles for the recommended Judges and Scrutineer would be sent out in May for approval at the May meeting. An email to previous judges and the sensory panel requesting Expressions of Interest in being judges had been sent out. This had also been sent to several Australian judges. Kay McMath had indicated her availability to act as Facilitator again, which met with support given her experience as a professional awards facilitator. Kay had suggested that all entrants should receive a copy of their overall judging assessment so they could see how they had scored and where they could strive for improvement. This was supported and needs to be added into the Information pack.

John said that the points for medals should be shown to one decimal place to avoid any confusion. Gayle had the detail to show this.

### 6.8 Food Safety – John

Ten templates had been sold this year. Gayle suggested the template could do with minor updating as there was now only one CD left and she would attend to this.

## **7. General Business**

### Minutes of Extraordinary General Meeting

It was agreed that the draft minutes as circulated be approved for loading on to the website for member information. Chris said that a 20 minute EGM showed that the motion must have been clearly presented and explained. John said we now need to look at categories of membership and fees. He agreed to work on this in conjunction with Craig and Gayle.

### New Members

The following returning members were approved:  
Michael and Siena Chung, Copia Olives, Wairarapa.

### Executive Officer Leave

Gayle advised that she would be overseas from 20 August to 5 September. She had arranged with Arataki Honey Centre in Havelock North to be the delivery point for Awards entries. She would process those received before she went away and then the balance on her return. All administration associated with the AGM (notice of meeting, call for remits, call for nominations) would be completed before she went away.

### Focus Groves

It was agreed that Roger be requested to provide a status report for the May meeting.

There being no further business the meeting closed at 8.15pm.

**NEXT MEETING – WEDNESDAY 23 May 2012**