



**ANNUAL GENERAL MEETING MINUTES**  
**Saturday 29<sup>th</sup> September 2012**  
**3.00 – 4.00pm**  
**Brentwood Hotel, 16 Kemp St, Kilbirnie, Wellington**

Andrew Taylor, President, welcomed those present and declared the 2012 Annual General Meeting open. Andrew introduced Fernando Román Martínez, 2012 Award Head Judge from Spain, and said that Fernando had agreed to speak at the end of the AGM on his observations of the olive industry in New Zealand.

**1) Present**

Ruth & Craig Leaf-Wright, Annette & Chris Moore, Chris Penman, Stephen Penman, Nalini & Colin Baruch, Joy & Mike Cooper, Chris Crompton-Smith, Colin & Diane Hadley, Helen & David Walshaw, Ian Juno, Stephanie & Graham McMullan, Delyth & Andrew Taylor, Fernando Martínez, John Valentine, Ross Vintiner, Roger Armstrong, Julie Mays, Anne Marshall, Gail Powell, Gayle Sheridan, John Dunlop, Bob Marshall, Allan Frazer

**2) Apologies**

Mike & Margaret Hanson, Robert Macey, Peter & Ruth Graham, Andrew & Hilary Fenemor, John McCafferty, John & Simon Arthur, Pam & Grant O'Donnell, Colleen & Paul Harris, Sue & Trevor Lowe, Vaughan & Gillian Preece, John & Margaret Edwards, Karen Juno, Andrea Stewart, Helen Dunlop, Tony & Cynthia Millar, Helen Meehan

**3) Minutes of 2011 AGM**

Motion: That the Minutes of the 2011 AGM be approved as true and accurate.  
Moved Andrew Taylor    Seconded Craig Leaf-Wright    Carried  
There were no matters arising.

**4) Minutes of 2012 Extraordinary General Meeting**

Motion: That the Minutes of the 2012 EGM be approved as true and accurate.  
Moved Andrew Taylor    Seconded Allan Frazer    Carried  
There were no matters arising.

**5) President's Report**

Andrew Taylor read his President's Report. Key points were as follows.

- 2011/12 has been successful for Olives NZ in that the organisation is operating efficiently and effectively and is communicating well with its members. New systems have been put in place to ensure this will continue into the future. He attributed these gains to the appointment of Gayle Sheridan as Executive Officer.
- Conference 2012 had been very well attended with very good feedback. Conference 2013 is now being planned on how to achieve business goals.
- Certification 2012 underwent major change with being moved to Australia. However this has gone well and prevented a loss situation had the existing system been maintained.
- The 2012 NZ Extra Virgin Olive Awards have seen an international judge from Europe plus three from Australia and the other two being New Zealanders. The NZ EVOO Awards are seen as the most prestigious in New Zealand because all of the judges are trained to IOC standards and are internationally experienced. Also all oils entered into the Awards must have been certified prior to entry.
- The ongoing support of GEA Westfalia as principal sponsor, gave access to international guests at last year's field day and this year's Head Judge.
- There are three retiring Executive members; Chris Moore, Roger Armstrong and David Walshaw and one new member; Tony Millar. Thanks to the retiring and all other Executive members for their contributions.

Motion: That the President's Report be accepted.

Moved Andrew Taylor Seconded Chris Moore Carried

## 6) Treasurer's Report

Craig Leaf-Wright tabled his report and noted that the audited Financial Report from Parkers Business Solutions had been available to members on the Olives New Zealand website for several weeks. Craig said that the focus in 2011/12 had been on managing the finances to ensure that each activity or event either broke even or produced a small surplus. The only event that did not succeed in this was the Awards. Membership fell in 2012 but there has been a steady stream of new and returning members.

Total income was almost the same as for 2011 but expenditure had been reduced resulting in a surplus for the year of \$14,129. Accumulated funds have increased to \$17,077 and cash reserves increased to \$35,225 at year end.

Craig thanked Gayle for the work she does as this made his role as Treasurer much easier. He also said that fully using Xero accounting package had made a significant difference and audit had gone smoothly.

Motion: That the Treasurer's report be accepted.

Moved Craig leaf-Wright Seconded Andrew Taylor Carried

Appointment of Auditor – several quotes had been obtained with a view to moving the auditor to Hawke's Bay. However, these were more expensive than

the incumbent and there had been no problems working with them being based in Blenheim.

Motion: That Parkers Business Solutions be retained as Auditors for 2012/13.

Moved Craig Leaf-Wright Seconded David Walshaw Carried

## 7) **Election of Officers**

The position of President was the only election required. There had been two nominations; Nalini Baruch and Andrew Taylor. Postal voting had been counted and was supplemented by those at the meeting who not yet voted.

Outcome: Andrew Taylor was re-appointed for a further term.

Confirmation of other Executive:

Vice President – John Arthur

Treasurer – Craig Leaf-Wright

Branch Chairs

Hawke's Bay – Bob Marshall

Kapiti – Allan Frazer

Nelson – John Dunlop

Canterbury – Tony Miller

There will be one co-option by the Executive, as per the Constitution.

## 8) **Best Practice Manual**

Sandy Lang gave a presentation on the Best Practice Manual, which has been recently reloaded and made available to members. The Best Practice Manual had been an approximately \$200,000 project completed in 2004 and funded primarily with a grant from the Sustainable Farming Fund and balance from Olives NZ.

He commented that early decisions, particularly around technology used, had impacted on the e-manual. He had been appointed as key writer responsible for delivery but had contracted other authors with appropriate expertise and these were acknowledged in their respective chapters. An initial decision had been made that the e-manual should be password protected to ensure that it was only available to Olives NZ members as the organisation had commissioned and partially funded the project. This situation of password protection has been replicated in the reloading.

The e-manual has been reloaded under its own domain name to prevent the corruption that occurred in the past when the Olives New Zealand website had been redeveloped and moved to new servers. To access you can either go via the new url [www.olivesnz-emanual.org.nz](http://www.olivesnz-emanual.org.nz) or via the Members Section of the Olives NZ website from the Grower Manual page.

There are seven sections to the Best Practice Manual with 32 chapters totalling 575 pages as follows.

AIR Managing the grove's aerial environment including - frost, humidity and wind

EARTH Managing the grove's soil environment including - soil structure and condition, soil water and soil minerals

TREES Managing the olive trees themselves including - planting, pruning and harvest

BIOTA Managing **all** other living organisms in the grove including - birds, pests, diseases, grass and weeds. Also, how to spray

OFFICE Some thoughts on the New Zealand olive industry

PLANNING Some early key decisions for those entering the olive industry

BIOLOGY Topics of biology relevant to plants in general and to olives in particular

Sandy commented on the future of the e-manual. The e-manual required updating to fix some broken links and missing pictures, as well as updating dated information. The e-manual could also be extended to include new chapters relevant to the current and future environment. He suggested that Olives NZ look at applying for a new grant from the Sustainable Farming Fund in 2013 to carry out this work.

Andrew Taylor thanked Sandy for his presentation.

**9) Remits**

No remits had been received.

**10) General Business**

Allan Frazer noted the support of all of the Olives New Zealand sponsors and also asked for acclamation of the retiring Executive members. Andrew asked that appreciation to David, Chris and Roger be shown in the usual manner.

There being no further business, Andrew declared the meeting closed at 3pm.