

**Minutes of the
Annual General Meeting**

of

***The New Zealand
Cake Decorators Guild
Incorporated***

Friday 6th November 2020

Held on Friday 6th November 2020 1.30pm Online via Zoom

President -

I now please request that all mobile phones be turned off. All Observers will remain Muted. All Delegates will now be unmuted. As Zoom is very sensitive do not speak unnecessarily.

When Delegates wish to speak, please hold up your hand, as this meeting is recorded through Zoom, we ask that to assist in collating the minutes you give your Branch name first, then your own name before continuing to speak.

Welcome

Welcome on behalf of the Executive Committee it is a pleasure to welcome all delegates and observers to the 34th Annual General Meeting of the New Zealand Cake Decorators Guild Incorporated. Of our 36 branches we are represented here today from 19 branches, 17 branches are not represented.

I now ask that we observe a few moments silence to acknowledge those who have suffered illness and bereavement this year.

Thank you.

Apologies

I now call for apologies

Secretary – Foveaux, Beth Fuge and Beth Regnault

President – Do I have a mover for apologies be to accepted?

Sandra Wales, Upper Hutt / Linda Partridge, Kotuku / Carried

Selection of Scrutineers.

As we have no remits or discussion points raised this year, we have no need to call for Scrutineers.

Minutes

Minutes of the previous AGM have been distributed to all members.

Secretary - I move that the Minutes of the AGM of NZCDG Inc held on the 1st November 2019 be taken as read.

President - Can we have a seconder please?

Sharlene Fraser, Secretary / Frances Dalton-Hayward, Marlborough / Carried

Are there any amendments to last year's AGM minutes? - No - Thank you.

Secretary - I move that the Minutes of the meeting held on the 1st of November 2019 be approved and adopted as a true and correct record.

Sharlene Fraser, Secretary / Gaye Seymour, Tauranga / Carried

Are there any matters arising out of those minutes? No.

President – Sharlene, will you please read the correspondence.

Correspondence since 1st November 2019

Inwards

President

Nominations & Profiles

Margaret Gunderson

NZCDG Inc. President

Approved AGM Minutes 2019

Executive 2020 Nominations & Profiles

Thank you letter

Annual Report

Magazine Editor
Judges Co-ordinator

Annual Report
Annual Report

Outwards

President
All Exec, Branch Secretaries
& Treasurers
Lone Members

AGM Minutes 2019 for approval
2020 AGM Agenda, Executive Nominations,
& Guidelines for Delegates, EOY Financial Accounts
AGM Agenda & EOY Financial Accounts

I move that the Outwards Correspondence be confirmed, and the Inwards Correspondence be received.
Sharlene Fraser, Secretary / Linda Bunt, Nelson / Carried

Matters arising from the correspondence.

President - Are there any matters arising from the correspondence? No.

Financial Report

The reviewed Financial Report for the year to the 30th of June 2020 has been distributed to all branches.

Treasurer - I move that the Financial Report of the New Zealand Cake Decorators Guild Inc for the 12 months to 30th June 2020 be adopted.

Debbie Turner, Treasurer / Linda Bunt, Nelson / Carried

President - Branches wishing to ask questions at the AGM regarding the Financial Reports were requested to pre-advise our treasurer before the 20th of October 2020.

One letter was received from Napier Cake Decorators Guild. Debbie can you please read the letter and your reply.

Treasurer – *Recommended Subscription Rise*

Yesterday the Napier members discussed the recommendation to raise the National Guild subscriptions for 2021.

Please, what is the rationale for raising the Overseas subscription by \$5 when it was raised from \$49 to \$60 last year?

Your letter dated 30th September 2020 states:

.. the Overseas members receive their magazines digitally. If a hard copy is requested, postage is now added to their subscription.

...magazine costs are projected to be \$25.26 per person per year.

We realise that costing is a magazine of fewer pages, however, even working on \$30 per year, the present subscription of \$60 more than covers the cost of a digital magazine. The rise of \$5 seems unfair and more than what is needed, thus the reason for questioning the recommendation.

The members agree with raising the national subscription and suggest it be raised by \$2 to make the subscription \$40. However, it is realized there may be an intention to raise the subscriptions by \$1 per year for the foreseeable future.

Thanking you,

*Bonnie Henry,
Secretary.*

Treasurers reply - Thank you for your letter regarding the increase of overseas membership. The overseas members like yourselves enjoy the hard copy of our magazine these have been postage at their request. The breakdown of the magazines and international postage is as follows:

Postage

\$8.61 per magazine

Magazine Print & Wrap \$6.31 per magazine
Yearly Total comes to \$59.68

These amounts are dependant on the number of pages going to print, with the last magazine due to there being no conference this year was less than usual. Postage this year did go up around June/July of this year. We have put a lot of thought into increasing New Zealand members subscription due to Covid and our decreasing numbers, we think it's best to keep the fees affordable and hopefully generate some new member interest.

Kind regards
Debbie

President – Would anyone like to discuss matters arising from this report please. Raise your hand.

Bonnie Henry, Napier – I did reply to Debbie's letter wondering, the letter covering the end of year financials dated 30th September 2020 states 'overseas members receive their magazines digitally, if a hard copy is requested postage is now added to their subscription. Magazine costs are projected to be \$25 – 26 per person per year' The understanding then is that an overseas member pays a \$60 subscription receiving the magazine digitally, if they wish a hard copy they pay postage over and above the subscription, however dated the 4th November in reply to our letter 18th October states the overseas members like ourselves enjoy the hard copy of our magazine. These have been posted at their request. The breakdown for international postage with printing and wrap for 1 year is estimated as \$59.68 as per present magazine printing. These are conflicting statements, which one do we follow? The overseas member pays the sub of \$60 which includes a digital magazine copy but pays extra for hard copy? Or the overseas member pays the sub of \$60 which includes a magazine hard copy?

Treasurer – Thank you, Bonnie. The overseas members receive their magazines digitally and if a hard copy is requested postage is now added to their subscription. I should have taken it out of my report.

Bonnie Henry, Napier – Thank you.

President – Would anyone else like to comment on these increases? Please raise your hand.

No?

The Executive Committee has recommended to all branches that the subscription for this year commencing February 2021 be increased by \$1 for general members and lone members, and overseas members to be increased from \$60 to \$65. Would anyone like to comment on these increases?

Bonnie Henry, Napier – Thank you. Napier delegates recommend that the overseas subscription not be raised, we feel it is unfair.

President – Thank you Bonnie. Would anyone else like to comment?
No?

Frances Dalton-Hayward, Marlborough – I would like to agree with Bonnie and say that I don't think if the overseas members are going to pay for the postage of each hard copy magazine that they receive then I don't understand why they have an increase in their fees.

President – Sorry, can you explain that again, what are your thoughts?

Frances Dalton-Hayward, Marlborough – I agree that the increase for the overseas members from \$60 to \$65 is unjustified when they are covering the cost of a printed magazine at their request.

President – Thank you Frances. They were sent digital copies, just to make it very clear, and they came back to us and requested that they would prefer to pay the extra postage so that they could have a copy

posted, a hard copy in preference to the digital copy. Which is why our Treasurer was looking at the increase. Our magazine yearly total cost at the moment is \$59.68. The international sub is \$60, are you happy to make 30c or less than 30c profit on international people receiving our magazine? If prices go up during the year then the Guild will be covering that cost. So, at the moment the total for 4 magazines to send to international members is \$59.68, we are asking for a sub of \$65 against \$60. So back to the floor, if you can give us some feedback again as to what you would like.

Gaye Seymour, Tauranga – We feel that the overseas should be contributing also to the running of the Guild which is what the extra \$5 will cost and as it turns out we possibly won't even be getting the \$5.30 this year because of the increased costs in the magazine. So, all in all they are not contributing much at all to the Guild itself.

President – Thank you Gaye. Would anyone else like to respond to that?

Margaret Smith, Hillmorton – Should we not be looking then at cutting our costs in the printing, should we not be looking at another printer if it's costing us that much to print? It seems like a lot of money to print a small magazine.

President – Thank you Margaret. It is a lot of money, it's a worrying lot of money. Last year we looked and had quotes from about 4 different printers from around New Zealand and the one we use Kale Print from Tauranga is still the cheapest.

Margaret Smith, Hillmorton – Ok.

President – The incoming Exec might want to do that exercise again, that's something that will be out of our hands this year.

Margaret Smith, Hillmorton – Thank you.

President – Anyone else like to comment? Sandra McSherry.

Sandra McSherry, Redwood – Can I just some clarification that the \$60 is for digital copy that you are sending out now? And it will be raised to \$65 for a digital copy now?

President – This price is for our 3 international members who have requested hard copies. We only have 3 international members now, so that's the \$60 that we are asking to be moved to \$65, or making a suggestion that that fee is raised to \$65. Now it's an interesting point Sandra if we suddenly get another 4 members internationally they might be happy with digital copies with the magazine.

Sandra McSherry, Redwood – Thank you.

Desiree Thiar, Nelson – I want to find out why can't the magazines be sent in bulk to each guild, and then they, the Secretary hand them out to the members. Wouldn't that cut the cost down?

President – Thank you Desiree. Goodness, this is turning the clock back, that's the way is used to be many years ago and these magazines would arrive for the Secretary to send on or to be collected when members came to the club. It was the members choice that this didn't work. And that's why they are individually wrapped and posted directly to members. There might be a life member or somebody who can answer that better than I have for you, and we are certainly open to suggestions. Thank you, Sandra.

Sandra Angove, Napier – The magazines were bulk posted and a lot of members who failed to attend 2 or 3 meetings were missing out. It was also a huge job for those who packed and sorted the magazines into boxes for bulk posting and then transported them to the post office and put them into the post. The economics were done and it saved considerable money by individually posting them. The Exec do get a special rate of postage which is lower than the general person pays. Two of our life members spent many

hours packaging and boxing the magazines. This puts a huge stress on those doing it. But really it was straight economics, it was much cheaper to individually post than it was to bulk post.

President – Thank you Sandra for that explanation.

Sandra Angove, Napier – Bonnie has just handed me a note – The lower rates are provided all postal codes are correct. I know that Debbie said this last year “Please make sure you provide your correct postal code when registering your members”. Thank you.

President – Thank you Sandra. We have listened to For’s and Against’s, is there anyone else before we close this and move on who would like to speak to it? Kelly?

Kelly Burdon, Petone – I just thought I’d just make a comment. I know that printers will package things up for you and send them out for you. I know this purely from, I used to be in the marketing team at ACC and I had printers do that for me, to 31 site NZ wide. I didn’t know if you knew that, or if it’s something you wanted to add to your quote to see if they would do it for you.

President – Thank you Kelly. Anyone else who would like to speak on that? You’ve heard the comments for and against. All those in favour that the international sub is moved from \$60 to \$65 for the coming year, please raise your hands.

For 15 Against 9 - Carried

Our fees for the international magazine for international members, to send their magazine will now rise from \$60 per year to \$65, just for the overseas members to have hard copies of the magazine sent to them.

Now for our fee, for the members fee for New Zealand, it was suggested by Napier that the fee be raised another \$2 to bring it to \$40, it was our Treasurers recommendation was that it be raised by \$1. Which was what was suggested in about 2012 (I think) that was the national fee be raised by \$1 each year. Can I have a discussion on that please? \$2 against \$1. Is anyone objecting to the fee being raised to \$40 from \$38, could you please raise your hands? Claire Adams, thank you.

Claire Adams, Hillmorton – Earlier I believe that it was mentioned there was a lot of thought put into the increases of the membership. It might be good to hear what some of the reasoning was, particularly the plan to continue to raise the membership by \$1 a year, because it sounds like the \$2 increase, I could have this wrong maybe the Napier Guild could correct me, but it sounded like it was a one-off suggestion. Whereas the \$1 per year was regular. I am just curious to know the reasoning.

Treasurer – So the reason why is because A. there was a remit, sometime ago that the fees would go up by \$1 each year. So, keeping in line with that remit we have put it up a dollar but also with Covid we did think that rather than putting it up to \$40 that we would keep it to the \$1 to, keep the members we have got without it being too expensive. But, would love the \$2 because it would make it easier or it would give the new committee a wee bit more money to spend. Not much but a little bit.

Margaret Smith, Hillmorton – So, can you just clarify that again for me, are you going to put it up just \$2 this year or \$2 every year?

President - No, it would be \$2 this year. We can’t look for next year at all. So the indication from our Treasurer was \$1 and the suggestion came through from Napier that it be \$2, instead of the \$1, that would be just for this financial year.

Margaret Smith, Hillmorton – Thank you.

President – Anyone else like to comment? Bonnie would you like to make a comment from Napier?

Bonnie Henry, Napier – The overseas subs just been raised by \$5, what’s to stop our sub being raised by \$2?

President – There's nothing to stop that at all. It's over to the members and the way you are feeling about our present subs, keeping in mind that you have your own branch subs on top of the association subs. That's where we were coming from.

Dorothy White, Whangarei – Whangarei would be happy for the subs to go up another \$2 to round it off at \$40 for this year.

President – Thank you Dorothy. Anyone else would like to comment? No. Thank you. We have heard your comments For and Against for the fees being raised from \$38 to \$40. I'd like to move that our subscription for this coming year, now be raised to \$40.

Please raise your hand if you agree with the fee increase of \$2. We only need one per delegate we can't count two hands.

Marrian McGonigal - Can only the delegates put up their hands.

For 15 Against 4

All those in favour please say Aye - Carried

Thank you. We will now move on to the President's Report.

Presidents Report, 2019

Bev Carter presented her report and moved it be accepted (*included at the end of these minutes*).

Bev Carter, President / Jenny Griffin, Whangarei / Carried

Election of Officers

President

President – As I am not standing for re-election, is it in order for me to now declare the position of President to be vacant. All those in favour please raise your hand. And to the contrary please raise your hand. Thank you. There is one nomination for President, Michele Barnett, Tauranga. There being no other nominations, I declare Michele Barnett has been elected President of the NZCDG Inc for 2021. Michele would you like to give us a big wave, thank you.

Vice President

President – I now declare the position of Vice President to be vacant. There is one nomination for Vice President, Shona Ross, Christchurch. There being no other nominations, I declare that Shona Ross has been elected Vice President of the NZCDG Inc for 2021. Shona is sitting to my left but she is not in front of a computer at the moment.

Secretary

President – I now declare the position of Secretary to be vacant. There is one nomination for Secretary, Sharlene Fraser, Tauranga. There being no other nominations, I declare that Sharlene Fraser has been elected Secretary of the NZCDG Inc for 2021.

Treasurer

President – I now declare the position of Treasurer to be vacant. There is one nomination for Treasurer, Helen Corder, Tauranga. There being no other nominations, I declare that Helen Corder has been elected Treasurer of the NZCDG Inc for 2021.

Committee

President – I now declare the Executive Committee positions to be vacant. As Shona Ross has been re-elected to the position of Vice President, 3 positions remain vacant for the Committee position. Nominations have been received for Frances Dalton-Hayward, Marlborough and for Margaret Smith, Christchurch. There being one other nomination required, do I have an expression of interest from the floor to fill this position please?

Sandra McSherry is putting her name forward as a third member. We need a nominator for Sandra please?

Sandra Wales, Upper Hutt – Yes, I'd like to nominate Sandra McSherry.

President – Do we have a seconder?

Marilyn Curnow, Franklin – Yes, I would like to second that.

President – Thank you Marilyn. All those in favour? Thank you. Carried. Do we have any other expression of interest from the floor please? No other expressions of interest to fill that third position? I therefore, declare that Sandra McSherry has been nominated to take that third position.

Nominations have been received now from Frances Dalton-Hayward, Marlborough, Margaret Smith, Christchurch and Sandra McSherry from Christchurch. These three have now been elected to the Executive Committee of the NZCDG Inc for 2021. Thank you. Could our three new committee members please give a wave? Frances. Sandra and Margaret. Thank you very much. We thank you very much for putting your names forward. I must say it's lovely to have some Christchurch and South Island people this year.

I would like the new committee members to say a few words, Frances could we ask you first. Just come onto the screen and introduce yourself.

Frances Dalton-Hayward, Marlborough – Hello. Well it's going to be an interesting year ahead and hopefully 2021 will be somewhat more normal than it's been this year.

Margaret Smith, Christchurch – Yes, good luck with that! Hopefully we are going to have a good year, yeah. And it is nice to have someone from the South Island and having three is very special.

President - Thank you Margaret. And Sandra.

Sandra McSherry, Christchurch – My sentiments exactly, lets hope it all goes well for us this year.

President - Thank you Sandra. Michele, as the incoming president would you like to say a few words as well?

Michele Barnett, Tauranga – Thank you everybody for your support. Onwards and upwards, it's fantastic to see four representatives from the South Island. Fabulous. Thanks guys.

President - Thank you Michele. Helen, is coming in as new Treasurer.

Helen Corder, Tauranga – Yes, this is an interesting one for me as, along with Michele we have worked on the Executive Committee before and we know we can work well as a team and we look forward to working with all of our other new members on the Committee. I'm going to get to know Zoom very well I suspect.

President – Thank you Helen.

Magazine Editors' Report

President – Now I ask the Magazine Editor, Bonnie Henry, to read her report please.

Bonnie Henry presented her report and moved the report be accepted. *(Included at the end of these minutes)*.
Bonnie Henry, Magazine Editor / Margaret Smith, Hillmorton / Carried

President - Are there any questions for Bonnie please. No hands going up, thank you. At this stage I would like to record our thanks for Heidi Dunning as webmaster and IT support, Christine Cecil as Heidi's assistant, and Helen Corder with financial matters, reports and advice, and to the many others who have supported myself and the committee in so many different ways. Please join me, oh, we can't have an applause can we. I thank them for their wonderful service to all members. And I'm sure you are all getting a wave, thank you so much.

It's been quite interesting trying to run this via Zoom.

Judges Co-ordinator's Report

President – Our Judges' Co-ordinator Report please, do we have Rosemary Ballard with us?

Rosemary Ballard presented her report and moved the report be accepted. *(Included at the end of these minutes).* Rosemary Ballard, Judges Co-ordinator / Linda Partridge, Kotuku / Carried

President – Rosemary, I guess at this stage we usually say who next year's Judges' Co-ordinator is going to be, you may not have had time to have a meeting and do that?

Rosemary – No

President – Thank you. We will wait for you to announce that. Are there any questions for Rosemary? No questions? Thank you.

General Business:

President – We now move on to General Business. Is there any General Business before we go to an open forum for discussion? No?

Open Forum:

President – Open Forum for discussion, is anyone sitting here with us today that would like to bring anything up for discussion that we may be able to answer, if not we might be able to hand it over to the incoming Exec?

Kelly Burdon - I'm Kelly. I'm from Petone. So, can I just quickly introduce myself, I am relatively new to this, I just do cake decorating as a hobby.

President – Sorry Kelly, we just can't hear you at the moment.

Kelly - I'm from Petone, and I'm relatively new to cake decorating, I do it as a hobby. So, I suppose, one thing that I have been thinking about, mainly because my background is working in communications and marketing. Is what is the New Zealand guild and all the guilds across New Zealand trying to achieve? I've heard different things of what each guild is trying to achieve. So I suppose where I am coming from with this, is have our members ever received a survey to actually find out ways to promote what we actually do, to get new members? Because obviously growing our membership is a big thing for us. So, I guess my question is, has a survey ever been sent out to everyone? To find out how they are feeling with how things are going, have they got any great ideas on how to grow membership, just anything like that really?

President – I am sure if questions were asked and put into the magazine Bonnie would be most interested to have a discussion point, page set up in the magazine so that members could come back and ask questions like that and have answers.

Kelly – I suppose, for example, we, I know not everyone is doing things digitally these days, which is fine but there is different free software for example where you can actually send out survey that can be anonymous, I do know that people do feel more comfortable when, more inclined to open up and sort of speak their piece. If we did not example send out a survey, just with a few questions to gauge what people think, and also great ideas to grow our membership. And by I mean, what people think, obviously things are great at the moment it's more how can we grow our membership, what's missing and all that. Because it's always good to test the waters to know if you are going 'the right direction' so to speak.

President – Thank you Kelly. The other thing maybe that you are not aware of is that occasionally a survey is arranged for members attending conference. We have discussed a survey and suggested that a survey sheet could go into each conference attendees bag. That is something the incoming Exec could look at again and of course you could have questions along those lines.

Kelly – That's awesome to know.

President - Everybody works hard towards getting new members. Some branches are very pro-active and others aren't so pro-active. We do need to keep that interest growing. Would anyone else like to make a comment?

No? We will leave that to the incoming committee and I am sure that they will be delighted to pick up on your suggestion and comment. Thank you.

Kelly – By the way, I'm more than happy to help out with anything like that too, as it's what I do in my job. I'm more than happy to help.

President – Thank you Kelly. Anyone else like to bring anything up please? No? If no-one else wishes to speak I would like to thank you all for joining us on Zoom this afternoon. I trust this new experience for many of you will now go down in history as a once only event. May 2021 see members extending hands of friendship in person once again.

I would like to declare the 34th Annual General Meeting of the New Zealand Cake Decorators Guild Inc closed at 3.03pm.

The next Annual General Meeting will be held at Wairakei Resort, in Taupo on Friday the 5th November, 2021.

Thank you all for your attendance.

These Minutes are yet to be confirmed. Approval for distribution is given.



Bev Carter
President
New Zealand Cake Decorators Guild Inc.

Presidents Report, 2020

2020 posed obvious challenges due to the Covid-19 Pandemic reaching all parts of the world.

While many were safely tucked away in their bubble, the Executive work behind the scenes ramped up. This resulted in having to Postpone Conference 2020, due to be hosted by Taupo Cake Decorating & Sugar Art Club. Marrian and I met at the Wairakei Resort, with members of the Taupo Branch, when the probability of a lockdown was muted. This visit was to ensure all avenues, should Conference 2020 be postponed, could be rebooked for 2021. Rescheduling the Wairakei conference venue, and re-establishing a new Contract for 2021, proved a long drawn out procedure, as we negotiated to ensure the deposit already paid, which was non-refundable, was to our satisfaction, held in safe hands.

Demonstrators for 2020 were released from their contracts, to be re-established in 2021 if still available. International Demonstrators booked for 2021 then had to have their contracts pushed out to 2022 dependant on availability. Taupo members and Central Otago Cake Decorating Club were also having to cope with changed venue plans and halting all planning arrangements for another year. We are grateful to all concerned for their understanding and willingness to change. Not once did we hear a grumble.

Our visit in February this year to Central Otago was to finalise venues and arrangements for Conference, 2021, now pushed out to 2022. All Executive meetings from here on were via zoom. Thank you, Central Otago, for your superb hospitality.

Having sort legal advice, we were assured, that only in the case of uncertainty, due to Covid-19, could we switch to a virtual AGM, as our constitution did not allow for this scenario. Our paramount decision was the safety of members. With many members feeling vulnerable and uneasy about travel, along with unstable lockdown scenarios, a late decision was made for the AGM to be virtual through ZOOM.

A Sub Committee was formed this year to begin the re-write of the constitution, which over the years has become very outdated. This is well underway with good progress being made. Many thanks to Helen Corder, Bonnie Henry, Jane Sparnon and Dorothy White for your sterling efforts. When a draft is passed onto Branches for reviewing, please give it your utmost attention, as all comments will be considered and commented on within a given time frame, keeping in mind the new rules of the law are clearly set out.

International Demonstrators are currently on hold while boarder restrictions remain uncertain.

This year, a master's class for the conference flower was to have been introduced, with Alan Dunn agreeing to judge this section, and Greg Cleary offering to donate the Trophy. It was our intention to also include a short session for Alan to spend time with the judges as an informal Question and Answer session. We hope these exciting enhancements can be implemented in 2021.

Introducing the Intermediate class in Nelson last year proved a great success that all participants can be proud of. Greg Cleary, our International Demonstrator at National Conference in Nelson, was so impressed with the standard of work presented in the Gloriosa lily section, stating that it was world class. What an honour to have bestowed on all who entered. Congratulations.

Our membership stands at 565 paying members, 10 Life Members and 3 International members. This year we have 19 out of the 38 Branches who have registered Delegates for the virtual AGM. Three Branches have closed this year, Cake Art Taranaki, Northern Wairoa & Tamaki. Whereas we understand your departure from the Guild, we are certainly sad to see you go, and wish your members well.

Due to financial restraints during these difficult months we also lost three of our long-term advertisers to our Magazine. This came as a huge disappointment as our magazine had provided much discussion during the year. We all love our magazine in its present format and hope, for it to continue, for many years to come.

We are indebted to our magazine advertisers who support members by continuing to source stock, in return, please continue to support them.

At this point Special thanks must go to our Magazine editor, Bonnie Henry for her tireless dedication in producing a very professional magazine. With so much knowledge at her fingertips she looks after us well. To you, the members who contribute Branch activities, articles, and photos of high-quality work, thank you. This makes Bonnies job so much more enjoyable, not having to scramble for articles at the last minute. Keep

them coming we love hearing and seeing what you are up to. We also extend our gratitude to the proof-readers for their part in producing the magazine.

Heidi Dunning continues to support the IT and Web-site with Christine Cecil assisting Heidi with updating membership registrations to the Web and Face Book updates, Thank you Heidi and Christine.

Promotional funding was reduced this year from \$5,000 to \$3,000. This assists Branches with funding for NZ demonstrators and Advertising for open workshops and demonstrations. It is pleasing to see Branches reaching out for this assistance.

While funding remains an ongoing issue, the balance between rising costs and maintaining fee structures to suit every scenario, will be an ongoing challenge for the Incoming Executive. It is not our prerogative to assume everyone is able to cope with an increased structure.

During the year we had two Executive members leave the committee. To Elaine Goldthorpe and Julie Ede, we thank you for your contributions and wish you well. We were grateful to Judith Crosland for stepping forward to fill Elaine's position. Julies position was not filled due to Covid-19.

To this very capable and supportive team with me today, I thank you sincerely for your hard work, enthusiasm, and dedication. The huge number of hours you spend working for your fellow Guild members, is very much appreciated.

This year we say farewell to Debbie Turner, having spent two years on the committee before taking on the role of Treasurer for the past two years. Debbie introduced the Xero accounting package, which has saved endless hrs with accountancy reviews, invoicing, receipting, and record keeping. We also farewell Marrian McGonigal, who has worked tirelessly on the committee over the past three years. Marrian successfully put together the recipe books taken from many years of magazines, as well as collating the magazines into indexed book form. She has been a willing member to take on more than was ever asked of her. Judith, thank you for stepping into a temporary last-minute role, taking on the Judges and Conference Liaison portfolios both of which turned into low volume projects again due to this pesky virus.

It certainly has been my pleasure to have worked with you all, thank you.

As I now retire, I feel privileged to have served four years on the Executive, with the last three years as your President. At times, these years have been tumultuous, but with the superb support of the Executive with me today, advisors, and the special support from you the members I sincerely thank you all.

To this end I wish the incoming Executive the absolute best and thank you for making yourselves available.

May we all emerge with a stronger sense of appreciation for **our** people and our Guild.

Best wishes for a Happy Christmas and may 2021 bring good health and happiness.

Thank you.

Bev Carter
President NZCDG Inc

Magazine Editor report

Good afternoon.

Another interesting year 2020 has been, the influence of which points to the world-wide Covid-9 virus. As is known the lockdown on March 25th for many necessitated thinking outside the square. The Executive Committee and I included. The completion of compiling the April magazine was delayed to enable inclusion of the rearrangements for the 2020 AGM, Conference and 2021 Conference.

Rather than be without a magazine it was issued digitally, early in May, to all branch Presidents and Secretaries with the request it be passed onto their members. The digital copy was issued to lone members with digital means and for those without, copies were printed on a home printer and posted late in May. No commercial hard copies were printed.

There is a more even spread of branch submissions for issues this past year. I've no doubt you all peruse the news and pick up on ideas of what other branches are attempting and achieving.

I trust I am not sounding like a broken record, but I do thank everyone who submits material. This coming year extra material is needed as there will be no 2020 Conference photos, information or demonstrators' notes. I have on file notes from years gone by, but notes from more recent years will also be of interest. Also of interest are the challenges and triumphs of the Everyday Member, please remember to submit writings of Everyday Members in your branch.

If there are any doubts as to the material you would like to submit contact me or the Magazine Liaison, we are happy to help you.

Proofreading continues to be valuable. When one works continuously with the same document, it is easy to miss that which should not be. Thank you, Lois Diaper and Sandra Angove for your contribution to the magazines.

Thank you also to Shona Ross, the Magazine Liaison, with so many things new, it has been an interesting working year.

I look forward to the continuation of receiving news, articles, photos, demonstration notes for your cake decorating magazines.

Bonnie Henry
Magazine Editor

NZCDG Inc. Judges Coordinators Report November 2020

To all members I would like to take this opportunity to present my Judges' Co-ordinators Annual Report for 2020. After a very strange year with the disturbances of cake competitions, club meetings, demo's there is very little to report, haha.

After a very successful conference competition at last year's conference at Nelson I thought the standard entry in the competition very high. Thank you to all my fellow judges that assisted in bringing this competition together, those who also entered it was just amazing. We would love more and more people to enter.

Sadly, we could not hold a Stewards course this year in Wellington, that was planned for the 28th March just before lockdown. There was a cancellation of the Wellington show, sadly the Judges were unable to get together for their mid-year meeting. And also, we had an upskilling planned as well. In these strange times we look forward to a new start this year. Because of Covid and all the years program being cancelled these were to include Stewards course, Wellington Show, upskilling for the Judges, the National Conference in Taupo, and club demo days. We are hoping with the current alert levels around the country, in that they stay as they are for next, next years events will be up and running. Stewards course will be definitely in March, Judges meeting at the Wellington show which is at the end of July. Upskilling for the Judges which will be included in that weekend, with some very new and exciting techniques. Conference in November for our competition which will all these events include all the Judges. All dates to be confirmed and included in the magazines. Hopefully with lockdown we have used our time wisely to improve our skills and techniques. On a sad note, we lost one of our Judges to the 'cake decorating guild in heaven', Doreen Watkins from Horowhenua Sugarcraft Group. Doreen was an amazing cake decorator and was always willing to share her skill. She had a beautiful flower arrangement up on the table with her ashes and included her very vast account of all of her nozzles. I have never seen so many nozzles in all my life. Over the months of lockdown and restrictions within the Judges it is sad to learn of sickness, family problems, loss of a grandchild and just the whole situation of Covid made us feel very disjointed. From all the Judges and Stewards I would like to wish everyone a very Merry Christmas, Happy New Year and stay safe.

Rosemary Ballard
Judges' Co-ordinator

New Zealand Cake Decorators Guild Inc.

30 September 2020



To: Executive Committee Members, Branch Presidents, Secretaries, and Lone Members

I am pleased to be able to forward to you a copy of the Annual Financial report of the NZ Cake Decorators Guild Inc. for the financial year 1 July 2019 to 30 June 2020. Also included is the Reviewer's Report.

Please take time to discuss the report with your committee and members prior to AGM. Ensure that your delegates have a copy of this report with them at the AGM for reference.

You will note that the Conference at Nelson has made a profit. The executive worked hard and kept to a budget to ensure that once again this was self-funding.

The Guilds income from subscriptions, Interest and Magazine Advertising etc., has not been enough to cover the expenses to run our organisation. Last year we changed our accounting package to Xero. While there is a monthly charge this package allows more flexibility in record keeping, is recognised by accountants as a premium package, is user-friendly, with all data saved in the cloud. This package also allowed Helen Corder to be a checker by monthly at GST time. This has kept accountant fees down. Thank you, Helen, for all your help.

This year we have 579 members, ten of these being life members this is compared to 627 last year. Three Branch's have folded this year with our membership showing a decline over the last four years. Executive costs are continually monitored as are all other costs. The AGM Minutes along with as many reports as possible are now e-mailed as per the remit passed last year. With Covid-19 the executive has had to do things differently, zoom meetings, sending email receipts. All of this has helped with keeping costs down.

Magazine printing and distribution is now monitored closely to avoid wastage by over printing. Magazines are only printed for financial members as at the time the magazine is printed. When subscriptions are due it is important Branches on-pay them to the Treasurer for members to receive their magazine. Late payments will receive a digital copy after which they will receive the printed copy as normal.

Overseas members receive their magazines digitally. If a hard copy is requested postage is now added to their subscription. Our magazine costs have been paid solely by subscriptions as when Covid hit, no one knew what the future was going to look like, our advertisers declined to advertise. The shortfall is something the Executive will need to be looking at in the coming year as more advertisers would help immensely. Unfortunately, the more our membership drops the more our magazine cost rise. To print, wrap and post our last magazine was \$6.31 per member. This magazine did have a few less pages due to no conference. At this level of magazine costs are projected to be \$25.26 per person per year. Which leaves a little over \$7,000.00 to run the Guild.

In 2004 a remit was passed that subscriptions be increased by \$1.00 per year. Unfortunately, this was not carried through, partly due to a surplus of funds in the bank.

As Treasurer I recommend subscriptions be increased to \$39.00 and overseas to \$65.00. I feel that we need to keep fees at this level to try and keep the membership that we have and grow our organisation again.

With escalating costs, and previous conferences not paying their way. Conferences now must be self-supporting; this can only happen with the support of its members. However, Conference venues in many areas are fast becoming out of reach for non-profit organisations such as ourselves. Conference attendance traditionally is supported by approximately one third of our membership. Your 2019-2020 Executive have negotiated hard with Wairakei for the best value for money.

The books this year show an opening balance of \$48,823.19, with a closing balance of \$44,595.38. Which includes the Stuart Shield fund at \$1,579.17 and \$3,414.55 in the Judges Discretionary Fund. A deposit of \$11,000.00 paid to Wairakei in the 2019 year was required to secure this complex for conference 2020 which is now postponed to 2021. The ideal contingency plan needs to be a minimum of \$50,000 in the bank to cover deposits required for the following conference plus any shortfalls in running expenses. Managing finances within our financial year involves paying final accounts for the previous conference, paying up front costs for the current conference as well as paying deposits to hold venues for the following year. It really is a juggling act. More so this year as the Executive have worked hard to keep spending within the income received from subscriptions.

If your Branch has any queries relating to the Annual Financial Report, please contact me in writing or e-mail treasurer@nzcakeguild.org.nz by 15th October 2019. This will allow me to provide a full comprehensive answer at the AGM.

This is my last year on the committee. I would like to thank Bill, my home club Franklin, and the Executive Team for their support. I look forward to seeing many of you in Wairakei 2021 if Covid permits.

I wish the new incoming executive all the best for the future.

Kind regards

Debbie Turner
Treasurer
NZ Cake Decorators Guild Inc.