

**Minutes of the
Annual General Meeting**

of

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

Saturday 6th November 2021

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

Welcome

President – Welcome on behalf of the Executive Committee it is a privilege to welcome all delegates and observers to the 35th Annual General Meeting of the New Zealand Cake Decorators Guild Incorporated. Of our 34 branches we are represented here today from 24 branches, 10 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 – Greg Corbitt, Canterbury,
Faye King, South Canterbury,
Eastern Southland, apologies from the branch,
Glenn Nicholson, Whangarei

President – Are there any other apologies please?

May I have a mover for apologies be to accepted?

Aoraki, Ellie Stewart / Redwood, Julie Ede / Carried

Selection of Scrutineers.

As we are using the Zoom polling function this year we have no need to call for Scrutineers.

Minutes

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

Secretary - I move that the Minutes of the AGM of NZCDG Inc held on the 6th November 2020 be taken as read.

President - Can we have a seconder please?

Sharlene Fraser, Secretary / Jane Sparnon, Waitakere / 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 6th of November 2020 be approved and adopted as a true and correct record.

Sharlene Fraser, Secretary / Jane Sparnon, Waitakere / Carried

Are there any matters arising from the minutes? No.

President – Sharlene, would you present the correspondence, please?

Correspondence since November 2020

Inwards

President	Approved AGM Minutes 2020
Nominations & Profiles	Executive Nominations & Profiles
Napier	Discussion Point
NZCDG Inc. President	Annual Report
Magazine Editor	Annual Report
Judges Co-ordinator	Annual Report

Outwards

President	AGM Minutes 2020 for approval
All Exec, Branch Secretaries	2021 AGM Agenda, Executive Nominations, Treasurer's Report & Guidelines for Delegates, EOY Financial Accounts
Lone Members	AGM Agenda & EOY Financial Accounts
All Exec, Branch Secretaries	Change of AGM to Zoom
All Exec, Branch Secretaries	Change of AGM from Friday to Saturday morning

I move that the Outwards Correspondence be confirmed, and the Inwards Correspondence be received.
Sharlene Fraser, Secretary / Julie Ede, Redwood / Carried

Matters arising from the correspondence.

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

Financial Report

The reviewed Financial Report for the year to the 30th of June 2021 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 2021 be adopted.

Helen Corder, Treasurer / Julie Ede, Redwood / 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 2021. No questions have been received. Are there any questions? No.

President – Are there any other matters arising from the Financial Report? No.

Redwood, Julie Ede – I would just like to thank Helen for a really great job she has done this year. It was really appreciated by everybody.

Helen – Thank you very much.

President - Thank you Julie.

The Executive Committee has recommended to all branches that the Subscription for the year commencing 1 April 2022 be increased from \$40 to \$45 for general members and lone members, and overseas members to be increased from \$65. Would anyone like to comment before we vote?

Horowhenua, Judy Brunning – Against – We have discussed this at our meeting and are against any more rises, we are losing members now because of financial constraints. So that's just Horowhenua's opinion.

Franklin, Debbie Turner – Against – We would actually agree with Horowhenua. We don't think we should put it up any further with members declining. We would like to keep things for this year to see if we can consolidate what we have got before anything goes up and with lockdown, we haven't seen anyone since August, July.

Highland, Kay Raw – Against – We don't support the raise in the subs because in view of the economy at the moment we have a lot of people struggling and we don't want to lose any members.

New Plymouth, Glenys Hargraves – Against – We also don't support the rise because of the cost and with members being with Covid at the moment and the unemployment rates. It is hitting down here quite badly and our members are declining as well. Thank you.

North Shore, Nadeen Harbuz – on the fence – I, in principle don't have an objection and I am happy to personally pay more but I know that some of our members are really aging and really struggling and I don't know how well it would go down. I don't know, there are some, two or three that would be fine with it but I

think that some would really struggle. So, I don't know what to say about that, I do believe that the Guild needs the money. That's my opinion.

North Canterbury, Sheryl Cridge – Against – We don't support it either we have got dwindling memberships and most of them are older ladies they are struggling as it is.

President – Is there anybody that would like to speak for the increase? Ok. We will put it to the vote, you will be doing this on your screen.

Not everyone able voted before the polling disappeared from the screen. Helen relaunched the polling, all votes were cleared and everyone had another vote.

44% in favour, 48% Against, 8% Abstained.
Not Carried.

Central Otago, Judith Crosland – What is the current subs at the moment?

President - \$40

According to the way you have voted the subs remain the same at \$40.

Redwood, Julie Ede - Michele, will they not go up \$1 this year anyway because was that not what decided at a previous conference that it went up \$1 every year anyway?

President – Shall we put that to the vote to put the subs up to \$41 from \$40?

Redwood, Julie Ede – That's what was agreed upon at previous ones.

New Plymouth, Glenys Hargraves – I though that had already been voted through. So if it has already been voted through we can't vote on it again.

Redwood, Julie Ede – So they just automatically put it up a \$1.

Treasurer – The AGM does need to actually confirm the increase each year even though it was a proposal many years ago. So, we will need to put the proposal that the subs be \$41 for the next year. I don't have a poll prepared for that so could people please vote by a show of hands.

President – Could you please raise your hand if you are in favour of raising the fees to \$41 for the coming year?

Please lower your hand.

Those not in favour please raise your hand.

Carried.

The subs for the next year will be \$41.

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

Presidents Report, 2021

Michele Barnett presented her report and moved it be adopted (*included at the end of these minutes*).

Michele Barnett, President / Jane Sparnon, Waitakere / Carried

Election of Officers

President

President – As I am standing for President with the permission of the meeting I will now hand the Chair to Vice President Shona Ross.

All those in favour please raise hand

those to the Contrary please raise hand

President – The plaque title options for Alexandra 2022 are:

Gold Mining
Blossom Festival
Rail Trail

Could the designated voting delegate only, please vote for branch choice when the box appears on your screen by clicking in the appropriate box and then click submit. Thank you.

I must say it is quite funny watching the polls on the screen while you are all voting.

The results are 33% for each of the three options, we have a 3-way tie. In cases like this the President has the casting vote. I declare that the Plaque Title for 2022 will be Rail Trail.

Discussion Point:

President – Napier, could you please present your Discussion Point.

Marrian McGonigal, Napier – The Napier members suggest, following the 2021 NZCDG Inc. Confer4ence, prizes for competitions be discontinued. Presentation of trophies to continue and competitors to be given a certificate to acknowledge their placing.

Rationale: with the present financial constraints it is very difficult to obtain sponsorship. This puts an added strain on the Executive.

This could also be applied to other competitions should the organising committees so choose.

President – Please think carefully before speaking as each Delegate (apart from the presenting Delegate) will be given the opportunity to speak only once to a discussion point, unless they are presenting new material.

We will hear from 3 for and 3 against.

For:

Redwood, Julie Ede – We wholeheartedly as a group agree with the discussion point. We think it is a good idea because this prize thing is getting a little out of hand.

Central Otago, Judith Crosland – We agree that there was just too many prizes and it was getting harder and harder to deal with.

President – Is there anyone else that would like to speak 'For' the discussion point? No.

Against

Marlborough, Melva Robb – We felt that it should be the choice of the individual who donated the trophy or the cup if they wished to donate a prize to go to that trophy. It should be up to the individual and not just say no to everything.

Franklin, Debbie Turner – We support Marlborough with that. It should be up to the person or the club who has donated the cup to say whether they have a prize for that or not.

President – May the Executive Committee make a comment at this point?

May we suggest an addition to Annex D of the Constitution, Policies and Practices under the Conference heading:

“That the presentation of prizes for the NZCDG Inc Conference competitions be at the discretion of the NZCDG Inc Executive Committee.”

Rationale: Even with the financial constraints at the present time the Executive Committee did not find it difficult to obtain sponsorship this year. This may not be the case in the future therefore it should be at the discretion of the Executive at the time.

Right of Reply – Would Napier like to say anything further?

Waitakere, Jane Sparnon – We would go along with that, if there was sponsorship available at the time then obviously to make use of that.

President – Anybody else like to say anything, if not, we will put it to a poll on the screen.

Petone, Kelly Burton – We are against it, we would like to put forward a suggestion that each guild throughout NZ donates a prize to go toward a section. So that there is an even spread so each guild only needs to come up with one or two prizes for each section and obviously come up with some sort of cap, of how much money you spend, or is sponsored from that area. Does that make sense?

Wairarapa, Karen Roper – We totally support what Petone just said, we believe that guilds could come up with prizes, it would definitely need to be capped.

Franklin, Debbie Turner – We would agree with that, what Petone has said and Wairarapa have said. Franklin would definitely agree with that.

Tauranga, Jenny Thomas – Hi, the Tauranga club would agree with that also. We already give a contribution towards one of the prizes.

President – I know for this year, the various clubs and individuals that donated trophies over the years were more than happy to provide some kind of sponsorship as a prize. That was no problem. And there was the odd club that is quite happy to do that as well. So, the idea is quite feasible.

Highland, Kay Raw – We are not in support of clubs providing prizes and that. We have to consider the distance that we have to fly and also a lot of the things that the prizewinner's have got are not that useful to that person. We have had a few comments about that within our club.

Redwood, Julie Ede – May we clarify this part or maybe you can clarify. Are we talking about the prizes just for the trophies or for the trophies and the competition.

President – We are talking about the competition, conference competition no other competition.

Redwood, Julie Ede – Prizes for if you enter the flower and all the rest of it. Or is it just the prizes for the cups and trophies?

President – It's the 1st, 2nd and 3rd prizes in each section of the competition.

Redwood, Julie Ede – Righto, that's clarified it a wee bit, thanks Michele. I find the fact that maybe just the 1st prize should get something not 2nd and 3rd. As people have said there are lots that people don't want that they are getting. And for the competition for the flowers and the cakes they don't pay an entry fee or anything so really why do you expect a prize back for it? A certificate and a trophy is fine. Everywhere else you pay an entry fee to get into a competition and therefore you expect to get something for 1st, 2nd and 3rd. But we don't charge. I just think that sometimes those extra costs are actually putting people off. That's just the opinion of myself and my group, I wouldn't talk on my own. It is my personal and my groups decision. Thank you for listening.

Whangarei, Dorothy White – I am just going to comment about what the prizes are, I realise that some things are not useful. They could just be a voucher and then people could go and get what they want with it. It doesn't have to be anything huge.

President – Correct. And, in reality, that was what was going to happen this year. It was going to be money or vouchers.

Does anybody else wish to speak, and we will put this to a vote.

Helen will put the poll up, it will be Status Quo, Agree with Napier or Addition to the Annex (which is up to the discretion of the Committee at the time).

79% Addition to Annex D, at the discretion of the Executive Committee.

Carried

Conference Venue 2023

President – Are there any branches wishing to host Conference in 2023? Don't all hold you hands up at once.

Treasurer - North Island remember.

Napier, Marrian McGonigal – Yes, we would like to, we have had an extensive talk about it with our club and we would like to put our hands forward and say we would like to with the Executive's input and everybody else and we think we can do it. Napier would like to host 2023 in Napier.

President – Would anybody else like to put their hand up? Napier it is! Thank you Napier, that was easy.

Napier, Bonnie Henry – Oh gosh, we've got some hard work ahead of us.

Napier, Marrian McGonigal – We have.

Open Forum for discussion:

President – Any financial member, or any member of the NZCDG may speak at this time. It doesn't just have to be your delegate. As long as it is new material presented on any subject.

Whangarei, Dorothy White – I am just wondering why the Exec didn't replace the Exec member that had stood, that was voted on and then stood down? Why did they not replace that person as the Constitution that we should have had 3 committee members and we didn't have 3 committee members?

President – We didn't feel we needed another committee member at the time. So, we just left it with who we had.

Whangarei, Dorothy White – Why should that be when legally you know, according to the rules, we should have had another person. Should that not have gone the members?

President – I don't believe that legally we have to have 7.

Whangarei, Dorothy White – I think you'll find the constitution does say that we should have, it does list all of the Exec, like the President, Secretary, Treasurer, Vice President and then it says 3 committee members. And we have only had two. I'm just coming from the point of view of I'm involved with another group and they have had, and they were supposed to have 3 members and they only had 2. No sorry, they were supposed to have 4 members and they only had 3. And it's turned to custard because there wasn't another voice. And I am not saying our Exec has turned to custard, I'm just meaning this is what can happen. And it's like those who were the 3 of them that all banded together and made some very bad decisions. And I would hate that to happen because people got over-ruled. The more voices we have the better it is.

President – I'm just reading the Constitution at the moment.

Frances Dalton-Hayward, Exec member – Can I comment Michele?

President – Yes

Frances Dalton-Hayward, Exec member – From a practical point of view the committee were able to redistribute the tasks that were involved and we managed in the first instance, with that.

President – That is correct Frances. But also, looking at this Dorothy and I do apologise, you are correct there isn't or doesn't appear to be any provision in there.

Redwood, Julie Ede – Michele, Item G

President – Item G

Redwood, Julie Ede – Under Administration, The Exec committee shall have the power to fill any vacancy. Any officer so appointed shall hold office only until the next AGM, when the normal nomination procedure can be applied. So, if one does step down you can or you cannot. You don't have to do it.

President – I suppose you can read that both ways.

Redwood, Julie Ede – That's what it was intended while it was put in there.

Napier, Sandra Angove – Can I please go back in history, we have had the situation in the past of a committee member resigning at about the April meeting and they were not replaced because we were able to redistribute the responsibilities. We also had a committee member die and again was not replaced. Any vote for anything on any committee must be half plus one. So, if you have 4 votes it's legally carried. And that's the way it's been in the past, we have chosen not to get somebody on, especially when it was after the June meeting and really only had 2 more meetings before conference. The responsibilities were set out amongst the 6 of us and the conference ran perfectly well. So, you are quite within your legal rights not to appoint somebody.

President – Thank you. Maybe this is something that can be readdressed in the rewrite of the constitution so it is very very clear. Rest assured that if we had voting issues on the committee, we would have filled that position very very quickly and if we did require somebody else, we would also have filled that position quickly. Thank you, Dorothy.

Yes, Debbie.

Franklin, Debbie Turner – Franklin would like to know if the competition flower, if you can confirm that the according to the Constitution for the 2022 conference, we will be returning to having a single flower as per the constitution that says a single flower, Annex C?

President – I have actually went back and researched right from day dot on the flowers and it is, I suppose it is open to interpretation. It is a single variety of flower but yes I can confirm for next year it will just be one single flower.

Ok. Thank you, Debbie. Any other questions, comments? No. Thank you for raising of those points ladies. I beg your pardon, Kelly of Petone.

Petone, Kelly Burton – Hi, so I was thinking, one thing I have been hearing in today's meeting is in regards to dwindling numbers of members and I am wondering if this is a good time now to check in with our members, there is over 500, doing some sort of survey, just to A; check in with what they think the direction of the NZ Guild could be going, what things they need on their website, because the reality is it's quite a different world now, when it comes to cake decorating, because we're up against things like YouTube videos and all sorts of things on social media were its really easy for them look into cake decorating. So, it's a matter of trying to work out how we can sell ourselves against those things. And obviously I've got quite a few ideas in regards to that, purely because my background is communications/marketing. I think it might be timely maybe the NZ Guild to perhaps look at surveys and methods to find out what they think and their peers and their friends need, what's holding people back from coming along to Guild nights. I know a lot of us probably haven't got strong ideas on that so it's a matter of working out how we can help each other really.

President - Thank you Kelly. And I will certainly be in contact to discuss some of your ideas and same with anybody else that has any ideas that we can pass on to guilds, please contact either myself or anybody on the national exec and we can distribute everybody's ideas to keep our organization going.

Are there any other questions? Comments that anybody would like to put forward? No.

If there is no further business, I now declare the 25th Annual Meeting of the New Zealand Cake Decorators Guild Incorporated closed at 11.35am.

The next Annual General Meeting will be held in Alexandra, Central Otago on Friday 4th November 2022.

Thank you all for your attendance.

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

Michele Barnett
President
New Zealand Cake Decorators Guild Inc.

Presidents Report 2021

Once again Covid-19 has posed us some problems. Due to the level and travel restrictions Taupo 2021 Conference has had to be cancelled and here we are on zoom. Many thanks to everyone present agreeing to change the day and time. Hopefully we were correct in thinking this might be more suitable for the majority under the circumstances.

The previous Executive worked hard with Wairakei Resort to secure a contract for 2021 that protected our organisation. On behalf of all members we wish to thank you for your efforts and can report that we have been refunded the total deposit amounts paid to Wairakei. No cancellation fees were paid by our members for accommodation either and we thank Wairakei for working with us to achieve this.

Taupo branch, it has been a pleasure to work with you, thank you for all your hard work over the last two years (in reality it has probably been three). Who would of thought we would be in this situation again, your Conference would have been a fabulous, fun weekend for all.

2021 Demonstrators, Penny Trim, Florinda Pereira, Christine Cecil, Sarah Sare and Sharon Wee. Thank you, ladies for the time and energy you will have put into your demonstrations. We all know how much work goes into a single demonstration let alone multiple demos at a Conference. It saddens me that we have not been able to see your demos this year as I'm pretty confident they will have been awesome. All is not lost though as the 2023 demonstrator option will be offered to you in the first instance.

On behalf of all members thank you to those who offered sponsorship for Taupo Conference, it is very much appreciated and hopefully this can be transferred to next Conference. A big thank you to Sandra Boston from Kiwi Cakes, your support year in and year out for our club is unwavering. Hopefully our members will show their support by supporting your business.

Also, a big thank you to those who were able and chose to donate a portion of their conference registration to the Guild. A special thank you to the member who donated their entire registration fee. All the donations are very much appreciated.

Your Executive Committee have had all meetings this year via Zoom. This has worked well for us and we are happy to continue holding the majority of meetings this way but ideally at least one meeting, preferably in Central Otago, would be extremely helpful next year. There is something to be said for doing things face to face.

Our membership stands at 528, including 8 life members and 3 international members. Waitakere is our largest branch with 51 members followed by Nelson with 37. Tauranga and Petone are not far behind with 35 and 32 respectively. If you wish to grow your branch, have a chat to their committee members and see if they are doing something that your branch may be able to replicate, maybe invite them to demonstrate. Promotional funding is still available, although greatly reduced.

Thanks to the Tauranga members (and a couple of Napier members on one occasion) who dropped by and helped to pack our magazines. A fun time has been had by all helped along with a wine or two, plenty of gossip and a load of laughs. We're happy to continue to do this to reduce our expenses but the day will come when we have to seriously look at digitising our magazine.

Many thanks to Bonnie Henry, our magazine editor. Bonnie you are amazing, your dedication, professionalism and calmness, it doesn't seem matter what is going on in your life you manage to get our magazine to the printers pretty much on time. Members keep the articles and photos coming so we can continue to keep up with what you are doing. Another integral part of the team are our proof readers, thank you for the wonderful job you do.

Continuing to look after our IT needs, website and facebook are Heidi Dunning and Christine Cecil. Thank you for your support and last minute updates on the web and facebook. Covid has given us all a fair amount of last minute stress and Heidi and Christine have very quickly put up information to try and keep you all informed.

The Constitution Sub-Committee hopes to have a draft Constitution and report to the Executive Committee later this year and in early 2022 have a draft circulated to all branches for feedback. Bonnie Henry, Helen Corder, Jane Sparnon, Dorothy White and Bev Carter, many thanks for fitting this task into your busy lives and we look forward to seeing the first draft.

Executive Committee Shona Ross, Sharlene Fraser, Helen Corder, Frances Dalton-Hayward, Sandra McSherry – you are the most amazing group of people I've ever worked with. I thank you sincerely for supporting me, I truly could not have done this job without you, I'm excited to have Marrian McGonigal join us and look forward to working with you all again for the next year.

On behalf of the Executive Committee, I would also like to thank all members for supporting us over the last year and giving us your continued support for the next.

Have a Happy Christmas everyone, stay safe and I look forward to a new 'normal' and a Conference in 2022.

Magazine Editor Report 2021

Good morning.

Fortunately, in this another Covid-19 challenging year, each magazine issue has been distributed to members as hard copy, the method favoured by many members.

Cost cutting reduced each magazine to 44 pages. It might be thought to be not too difficult a task to fill the magazine, but fewer pages still present a challenge.

With no demonstration notes from the cancelled 2020 conference, fewer demonstration days and few contributions from members, blank pages remain to be filled. Please keep this in mind when working on your projects; think about how you can share the information with others, no matter how simple you feel it to be.

On a positive note, the branch news continues to be shared. Two or three branches have contributed regularly with Horowhenua being the most consistent contributor with news for each of the four issues. Thank you, Horowhenua.

Thank you, Frances Dalton-Hayward, the Magazine Liaison, Lois Diaper and Sandra Angove the proofreaders, for your valued work with the magazine.

Thank you, members. It is appreciated when you forward your news, articles, photos, everyday member and demonstration notes for the magazine, not just any magazine, but **your** magazine.

Thank you

Bonnie Henry
Magazine Editor

NZCDG Inc. Judges Coordinators Report November 2021

This year has had a lot of lows but also some highs. Planned Judges upskilling booked for September has had to be postponed due to our dear not friend Covid. Also, the planned Stewards course has been postponed again.

I feel it is better to train the Stewards immediately prior to a competition so they are able to put their training to practical use. This would serve to lock the theory and practical into place for them.

We have left the deposit with the venue for the Judges Upskilling so we can confirm a booking with them in the New Year.

The highlight of the year was the Combined Wellington Guilds show in May. Once again beautifully presented by the Show Committee. The thing the Judges commented on was the very high standard of the entries. This makes our job harder but we enjoy a challenge. A large number in the Junior section with entries from a Palmerston North School was pleasing to see.

This year we sadly have accepted resignations from Jennifer Batcheldor and Beryl Madsen-Reis due to health problems. Thankyou both for your valuable contributions over the years.

You will be sorely missed. I hope you will continue your association with the Judges in an advisory capacity. A huge vote of thanks must go to Mel from Cake and Sugar Art, Invercargill for her continued support of the Judges. It is very much appreciated.

Thanks also to Bakels for donating product for our upskilling.

Sandra McSherry has been a good support as Judges Liaison. Her communication has been appreciated.

Having a Messenger Group has meant that the Judges have been able to keep in close contact through the year. This has been valuable to us all.

I look forward to next year being a positive one and we will be able to complete the training for the Stewards and the Judges upskilling.

We are sorry that Taupo has had to be cancelled but support the Executive decision. We look forward to lots of entries in Alexandra next year.

Have an enjoyable Christmas and a safe New Year.

Rosemary Ballard

New Zealand Cake Decorators Guild Inc.

**Treasurer:**

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11th September 2021

To: All Branches, Executive Committee & Lone Members

Included with this letter is a copy of the Annual Financial Report of the New Zealand Cake Decorators Guild Incorporated for the Financial Year ending 30th June 2021, which includes the Reviewer's Report.

Please take the time to discuss this report with your Committee and members prior to your delegates attending the AGM, and ensure that your delegates have a copy with them at the AGM for reference.

Expenses have been reviewed this year and savings made wherever possible, for example the magazines are no longer flow wrapped, as the cost for this had crept up over the years, instead a small group of Tauranga members envelope them for postage, the savings will amount to around \$1000 per year. The Guild's Xero Accounting package subscription has been changed, saving approx. \$450 per year, and this year's Review was also achieved at a significant saving. All Executive Committee Meetings have been held by Zoom and this will continue for the majority of meetings, however the Executive Committee believe that it would be preferable to meet in person occasionally.

On the Income side, we are no longer able to rely on advertiser support to contribute significantly to magazine costs. Membership has again declined in the Financial Year, meaning that Administrative and Operating costs are spread across a smaller number of members.

I have prepared an estimate of the expenses that the Subscriptions for the upcoming year will need to cover, amounts are GST Inclusive:

Magazine Print	9100	Current year +5%
Printed Envelopes	1325	Current year +5%
Magazine Postage	2600	Current year +5%
Accountant Annual Review	600	Current year +5%
Xero Accounting Programme 1 year	290	
Microsoft 360 Annual Software Fee	345	
Website Hosting Annual Fee	200	
Equipment Replacement Reserve	1000	
Executive Committee Meeting Travel	1850	1 in person meeting, rest by Zoom
Zoom Annual Licence Fee	250	
Promotional Funding, Branches	900	this is the cap set for 21/22 year
Promo Competitions (Judges Travel)	1200	this is the cap set for 21/22 year
Public Liability Insurance	650	Current year +5%
Sundry	670	Current year +5%
	<u>20,980</u>	
	\$ 20,980	

Dividing the total by an estimate of 500 members is \$42 per member. This however gives no margin for additional costs that might occur, or a shortfall in income, e.g. lower membership numbers. Therefore, the Executive Committee believe it is prudent to recommend that the Membership Subscription for the 2022/2023 year be \$45, and the Overseas Subscription be \$65.

I welcome your questions on the Financial Statements at any time. Should your Branch have a question that you wish to ask at the AGM, I would appreciate if you could pre-advise the question to me by 20th October, this will ensure that I can undertake any necessary research so that a comprehensive answer can be provided at the AGM.

This year has seen a major change for many of us with the ceasing of cheques, some Branches have struggled a little with changing to online Banking, but most seem to have achieved that, well done.

Next year's subscriptions will be the first year where all payments will be online, and I encourage all Branches to also try and send their member lists by email.

Although I have supported the Treasurers for several years where needed, I have been on a steep learning curve at times this year, but it has been an enjoyable one. Thank you to my fellow members of the Executive Committee, and to Branch Treasurers, for your support.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Helen Corder'. The signature is written in a cursive style with a large, looping 'H' and 'C'.

Helen Corder,
Treasurer.