

**Minutes of the
Annual General Meeting**

of

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

Friday 4th November 2022

Held on Friday 4th November 2022 in Alexandra, Central Otago at 1.30pm

Welcome

President – On behalf of the Executive Committee it is a privilege to welcome all delegates and observers to the 36th Annual General Meeting of the New Zealand Cake Decorators Guild Incorporated. Of our 32 branches we are represented here today by delegates from 24 branches, 5 represented by proxy, and 5 branches are not represented.

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

Thank you.

Apologies

I now call for apologies.

Secretary – Apologies have been received from:

Shelley Hughes, Waitakere,
Faye King, South Canterbury,
South Canterbury Cake Decorators Guild
Gay Truman, Canterbury,
Fay Wells, Canterbury,
Ann Elliot, Hillmorton,
Rosemary Ballard, Napier,
Sandra Angove, Napier,
Rayma Szucs, Hillmorton,
Libby Revely, Redwood,
Maureen McNamara, Redwood,
Beth Regnault, Wairarapa,
Erin Wright, Hillmorton.

President – Are there any other apologies please?

May I have a mover for apologies be to accepted? Central Otago, Judith Crosland

All those in favour please say aye, those to the contrary please say no. Any abstain?

Carried.

Selection of Scrutineers

Three scrutineers are needed from among our observers to count and check votes. I now call for two volunteers from the North Island and one from the South Island please.

May I have a mover that Bev Hartly of Hillmorton, Joyce Raynel of Taupo, Florinda Pereira of Waitakere are accepted as scrutineers? Diana Clark, Canterbury

All those in favour say aye. Thank you, scrutineers can you please go with Shona and she will explain what you will need to do.

Minutes

The 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 2021 be taken as read.

President - Can we have a seconder please?

Sharlene Fraser, Secretary / Carol Wadams, Franklin / Carried

Are there any matters amendments required to these minutes? - No - Thank you.

Secretary - I move that the Minutes of the meeting held on Friday the 6th of November 2021 be approved and adopted as a true and correct record.

Sharlene Fraser, Secretary / Julie Ede, Redwood / Carried

Are there any matters arising from the minutes? No.

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

Secretary –

Correspondence since November 2021

Inwards

President	Approved AGM Minutes 2021
Nominations & Profiles	Executive 2023 Nominations & Profiles
Remit	Executive – Revised Constitution
NZCDG Inc. President	Annual Report
Magazine Editor	Annual Report
Judges Co-ordinator	Annual Report

Outwards

President	AGM Minutes 2021 for approval
All Exec, Branch Secretaries	2022 AGM Agenda, Executive Nominations, Treasurer's Report & Guidelines for Delegates, EOY Financial Accounts
Lone Members	AGM Agenda & EOY Financial Accounts

I move that the Outwards Correspondence be confirmed, and the Inwards Correspondence be received.
Sharlene Fraser, Secretary / Jo Vivier, Tauranga / 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 2022 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 2022 be adopted.

Helen Corder, Treasurer / Coral Sherrard, Taupo / Carried

President - Branches wishing to ask questions at the AGM regarding the Financial Reports were requested to pre-advise these before the 15th of October 2022. No questions have been received. Are there any questions? No.

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

President- The Exec Committee has recommended to all branches that Subscriptions for the year commencing 1 April 2023 be increased from \$41 to \$46 for general and lone members, and \$66 for overseas members.

Would any branch like to comment before we vote? No

I move that the increase from \$41 to \$46 be accepted.

We will vote with our cards. All those in favour please raise your green cards. 24

Those against please raise your red card. 2

Any abstentions? 1

Carried

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

Presidents Report, 2022

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

Michele Barnett, President / Mieka Conner, Taieri / Carried

Election of Officers

You have been emailed the names of those nominated for each position.

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 say aye,

Anybody against?

Carried

Vice President – I now declare the position of President to be vacant. There is one nomination for President, Michele Barnett, Tauranga. As there are no other nominations, I declare Michele Barnett, President of the NZCDG Inc for 2023.

With the meetings permission I will now hand the chair back to Michele.

All those in favour please say yes

Anybody against?

Carried

Vice President / Secretary / Treasurer

President – I now declare the positions of Vice President, Secretary and Treasurer to be vacant.

There is one nomination for Vice President, Frances Dalton-Hayward, Marlborough. As there are no other nominations, I declare that Frances Dalton-Hayward elected Vice President of the NZCDG Inc for 2023.

There is one nomination for Secretary, Sharlene Fraser, Tauranga. As there are no other nominations, I declare that Sharlene Fraser elected Secretary of the NZCDG Inc for 2023.

We have received advice of a nomination from the floor for Treasurer from Maria Moreno, Eastern Southland. Nominated by Avis Fenton and seconded by Jill Youngson. Maria, are you here? Would you come up and read your profile and introduce yourself to us? That would be lovely.

Maria – Hello everyone, my name is Maria, I am originally from the Philippines. I would like to thank Avis and Jill for encouraging me to stand for this position. When Sharlene messaged me the other night and asked me to do my profile, I had lost it, couldn't find it anymore. As far as I can remember what I wrote was, I am originally from the Philippines, worked for a bank there for 20 years as an accountant. When I moved to Australia 2009 and ended up working Westpac as well. In 2012 moved to NZ with my partner who is Kiwi and stayed here and been working at New World as an office manager. So that's my career background.

I started cake decorating in Australia when I enrolled myself in some lessons during the weekends, and help in some bake sales, fundraising and stuff. And from then on I just started baking cakes for friends and some colleagues and kids parties. After that in NZ I joined the Eastern Southland branch 2016 which they entrusted me the Secretarial position 2018, which was lucky. And with their help and encouragement I attended some of the conference in that made me decide this was going to be my passion not a hobby anymore aside from obviously my work. Further develop myself and try to be of service and share my expertise, if I have any. Thank You

President – Thank you Maria.

Are there any other nominations? No

As there are no other nominations, I declare Maria Moreno elected as Treasurer of the NZCDG Inc for 2023.

Committee

President – I now declare the 3 Executive Committee positions to be vacant.

The nominations for Executive Committee are Sandra McSherry, Redwood, Sue White-Parsons, Tauranga.

As there are no other nominations, I declare that Sandra McSherry and Sue White-Parsons are elected to the Committee positions for 2023.

There is one committee position vacant are there any nominations from the floor?

Member – May I ask a question?

President – Yes you may.

Member – What is the time commitment?

President – We meet 4 times a year, if we are travelling it usually involves Friday, Saturday, home Sunday. If we do it by Zoom it is usually a weekend, one day Saturday or Sunday, the whole day. We do have a few Zoom meetings in-between, often during the week for a couple of hours at night. For a committee member, for most of the year, depending on what job you have got there isn't too much to do. Treasurer and Secretary have a lot more to do. Closer to conference there is a lot more to do. Would you like to be nominated?

Member – No, I have three young children and it would be too much.

President – If anybody is interested or you know of someone who you think would be good at the job come and see us later, even after conference. Thank you to everybody who has made themselves available for election.

Magazine Editors' Report

President – I'd like to call on your Magazine Editor, Christine Cecil, to present her Magazine Editor's report.

Christine Cecil presented her report and moved her report be accepted. *(Included at the end of these minutes)*.
Christine Cecil, Magazine Editor / Julie Ede, Redwood / Carried

President - Are there any questions for Christine. No.

Judges Co-ordinator's Report

President – I'd now like to call on Frances Dalton-Hayward the Judges' Liaison to stand in for the Judges Co-Ordinator, Rosemary Ballard and present Rosemary's Report.

Frances read the report and moved that the Judges' Co-Ordinator's report for 2022 be adopted. *(Included at the end of these minutes)*.

Frances Dalton-Hayward, Judges Liaison / Mary Humphries, Petone / Carried

President - Your Judges' Co-Ordinator for 2023 is Marilyn Curnow.

Are there any questions for Frances to pass to the Judge's Co-Ordinator?

General Business:

Plaque Title for 2023

President – The plaque title options for Napier 2023 are:

Pania on the Reef
Gannet Safari

Picnic in the Vines

In your packs you have some paper, could you please write which plaque title you wish to vote for and hand your vote to the scrutineers.

Remit

We, the members of the NZCDG Inc Executive Committee wish to submit the following remit for consideration by the delegates at the NZCDG Inc AGM on 4 November 2022.

We move that the current constitution be repealed and replaced with the new version as circulated with the AGM documentation.

Do we have a Seconder please? Seconder: Denise Laird, Central Otago

Secretary - Our reasons for submitting the remit are:

There is a new Incorporated Societies Act and to meet the requirements of this a revision of our entire constitution was needed. A sub-committee has worked hard over the last few years to put this together.

President - This new constitution has been circulated in draft and finished form during the year with opportunity for feedback and discussion at those times.

Are there any comment but bear in mind that this replacement is to comply with legal requirements. Are there any comments? No

We will now put the remit to a vote that the NZCDG Inc current constitution be repealed and replaced with the new constitution as circulated.

Could I please call on the scrutineers to come forward and count the votes. We are just waiting for the scrutineers to come back into the room.

President – Do we have a question?

Member – Yes. Do we, does each guild have to change our constitution or do we adopt you one?

President – Has your guild got a constitution?

Member – Not very well done, but we have been using yours.

President – Most guilds will use the national guild constitution but I do know there is the odd guild that does have one and yes, they probably do need to revise it.

Treasurer – Only if they are an incorporated society in their own right. Very few of our branches are. If any branch is an incorporated society, you may well be advised to forget about being an incorporated society and just let yourselves lapse and become an informal group. There is quite a lot of requirements that will now be imposed on incorporated societies.

Someone speaking from the floor – unable to decipher.

Treasurer – And that's what most branches would do, present the NZ Guild constitution and you are a part of it. That's what we have done in Tauranga and it fits the bill.

President – The scrutineers are back. Can we please have the scrutineers up to count the votes please. I will read it again - We will now put the remit to a vote that the NZCDG Inc current constitution be repealed and replaced with the new constitution as circulated.

Carried

President – I would actually like to thank the Constitution Committee, they did a fabulous job, a big job, it's taken a long time and I think the fact that there has been very little feedback shows that they have done an excellent job.

The result of the vote for the plaque choice for 2023 is 'Picnic in the Vines'.

Conference Venue 2024

President – Are there any branches wishing to host Conference in 2024?

Dunedin, along with help from Taieri Plains and Highland – Yvonne Mahy, Cathy Burt and Karen Gill

Yvonne Mahy, Dunedin – Ok, we just decided that it's about time that Dunedin does this. And that's what it amounts to really. So it's taking the three clubs to work together. So welcome to Dunedin in 2024. Please come and please enter.

President – Thank you Yvonne. I declare that the 2024 Conference is in Dunedin.

Voting Papers

President - May I have someone to move that all voting papers be destroyed by the scrutineers at the conclusion of the plaque selection following the AGM.

Mover – Julie Ede, Redwood

Seconder – Coral Sherrard, Taupo

Carried.

Open Forum for discussion:

President – Any financial 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.

Thank you to the microphone operators and scrutineers for your services.

At the conclusion of this meeting, would delegates please proceed to the library area for plaque selection, take the pink voting slip for Branch Plaque Selection from your pack with you.

Please allow any delegate that are Judges to make their selection first to enable them to return to the judging. Delegates may have two circuits if required to view the plaques before you make your selection and remember only one vote per branch.

Delegates from branches with plaques entered must move their branch plaque at the conclusion of voting to the Exhibition at the Central Stories Museum.

If there is no further business, I now declare the 36th annual Meeting of the New Zealand Cake Decorators Guild Incorporated closed at 2.22pm.

The next Annual General Meeting will be held in Napier on Friday 3rd November 2023.

Reminder: please return the voting cards to the pack and leave on the table for collection with the branch name holder on top.

I would like to thank you all for taking the time to join us today and we look forward to having a fabulous weekend.

Approval for distribution is given.



Michele Barnett

President

New Zealand Cake Decorators Guild Inc.

President's Report 2022

Here we are in lovely Central Otago, finally an AGM and conference in person, it feels like an eternity.

Your Executive Committee have had all meetings this year via Zoom and we're all pretty excited to be here working face to face. Zoom is great but I for one have struggled with not being together and especially not being able to visit conference venues. From here on in I hope we'll be able to have two meetings a year to at least visit the following years venue and the current venue at the meeting before conference.

It was lovely to be able to attend the Wellington Regional Sugarcraft Competition in July which signalled the start of the return to Sugarcraft normal. I was blown away by the standard of workmanship and the incredible entries, in particular some of the outstanding new talent.

Our membership stands at 467, including 8 life members and 1 international member. Petone is our largest branch with 43 members, then Waitakere with 38, followed by Nelson with 33 and Tauranga 30.

We need to grow our membership and promoting ourselves to a wider audience is key. We have been providing more information in our advertising and we encourage all branches to do the same. So don't be surprised if we continue to ask you for more information when sending in your ads for our website or social media page.

Thanks again the Tauranga members who dropped by and helped to pack our magazines. They're happy to continue to do this to reduce our expenses but once again the day will come when we have to seriously looking at making our magazine digital. Thank you to Christine Cecil for taking on the magazine editor position.

In regards to our online presence, thanks to Heidi Dunning, Kelly Burdon and Christine Cecil for looking after our website and facebook. Thanks Kelly, for introducing us to targeted social media advertising.

Executive Committee Shona Ross, Sharlene Fraser, Helen Corder, Frances Dalton-Hayward, Sandra McSherry and Kelly Burdon – you are still 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 and am sad to see Shona, Helen and Kelly leave the committee.

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.

Michele Barnett
President

Magazine Editor Report 2022

Good afternoon.

Though we seem to be over the worst of covid we now are faced with stronger flu bugs out there, along with an economy that will continue to struggle for years to come. All I can say is thankfully our subs aren't the same as the local Golf course and our tools and icing aren't the same price as a new club and all those lost balls.

I would like to firstly take my hat off to Bonnie who carried this position for five years. I'm amazed and in awe as this has been no easy task. Thank goodness it is only a quarterly magazine as filling those pages has at time been really difficult.

I ask all members to keep in mind that it is your magazine so please send in those notes and photos when you make a new flower, write a short blurb when you try a new product or discover something online that would be interesting to others. A single paragraph would just help to fill a blank space.

The branch reports continue to be shared. (I must add that I do sometimes send out an SOS to the secretaries) Thank you to those who respond. Thank you for the photos that have been coming in along with the reports.

I can always count on Sue Cross from Horowhenua for her monthly report and always the first one in!! Maybe I could suggestion to the branches to appoint someone to write a report and who pops it into their diary a week before the 1st of the month that its due.

My thanks to Sandra McSherry for her work this year as Magazine Liaison and to Lois Diaper, Sandra Angove and Kelly Burton for proof reading.

Also, my heart felt gratitude to Michele Barnett for being on the end of the phone when I can't make publisher do what I want it to. I have learnt so much over the last year producing these magazine issues for you all. I have lost some sleep, pulled out some hair, turned grey, uttered some profanities (actually there have been many).

But all in all I have enjoyed the experience and it has only got to get easier!
I look forward to my editor's inbox brimming with articles in the coming months.

Thank you
Christine Cecil
Magazine Editor.

Judges Co-Ordinator's Report 2022

What an interesting year we have had.

It was really lovely seeing the quantity of people's work in the Guild magazine and the demonstration notes that are shared.

Gratitude must be shown to the Wellington show organizers that in these difficult times they are continuing to provide a platform that cake decorators can show off their creativity.

This year the Judges were very impressed with the continuing raising of the standard of the exhibits. Well done to everyone. Thank you to the magazine editor for publishing the photos in the magazine so all can see and enjoy.

Please everybody supports the cake competitions as this is a great opportunity for you as a cake decorator to have personal growth and for us as a guild to grow our numbers. Seeing what we produce is a great draw card.

Due to the venue quadrupling their cost the judges have not been able to hold an upskilling weekend this year, we are currently researching a suitable venue.

After two postponements Sandra and I went to Wellington at the end of September to run a stewards training school. After a day of open discussion and both practical and written exams we are proud to announce that,

Josie Durney

Heidi Dunning

Mary Humphreys

Charne' Labotsky

Florinda Pereira

Mary Clare Speyer

Have all passed, it would be nice to see some interest from some members from the South Island. Also thank you Bonnie for all her administrative skills.

Please remember the judges are always happy to talk to you about your entries or queries at anytime. I wish everyone an informative weekend with new and old friends and look forward to greeting you with your competition pieces in Napier 2023.

Rosemary Ballard

Judges Coordinator 2022

New Zealand Cake Decorators Guild Inc.

Treasurer:

Helen Corder
40 Kelly Road
RD 1
Waihi 3681

email: treasurer@nzcakeguild.org.nz
phone: 027 4247960 or
07 8638360



18th September 2022

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 2022, 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.

The Financial Report shows a surplus of receipts over payment of \$23,000, this was primarily because of the refund of the deposit paid to Wairakei in 2019 of \$11,000, plus at balance date we were holding nearly \$8,500 in pre-payments for the Serdar Yener workshops.

A more accurate guide to where we need to be with subs is to compare Receipts, on p.4, (excluding conference related items and the donation from the sale of Mary Parker's books) \$16,275 with Payments, on P.2, \$13,371. This small surplus arose from the fact that there was no Judges competition travel claims in 2021, nor were any Executive Committee meetings held in person. Neither of these savings will be repeated in this current financial year. It should also be noted that magazine postage went up by the equivalent of \$1 per year per member from July 2022, and NZ Post have advised that a further increase of at least that amount will come into effect in July 2023.

As with most organisations and businesses, Zoom meetings have been a wonderful tool, but the time has come to return to at least one or two in-person meetings a year, and although as always costs will be kept to a minimum, it is necessary to allow for travel, even if only \$2,000 p.a.

The Executive Committee recommend that the Membership subscription for the 2023/2024 year be \$46, and the Overseas subscription be \$66. We realise that branches might not be happy with a \$5 increase, however we invite those who are not inclined to support the Executive Committee in this recommendation to present information on how savings could be achieved.

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 15th October, this will ensure that I can undertake any necessary research so that a comprehensive answer can be provided at the AGM.

As at date of writing there had been no nominations for the position of Treasurer for the coming year, please give consideration to taking on this important and rewarding role for the Guild. As I did in the past, I will be more than willing to support the new Treasurer with guidance and advice where needed.

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 that reads "Helen Corder".

Helen Corder, Treasurer.

NEW ZEALAND CAKE DECORATORS GUILD INCORPORATED

FINANCIAL STATEMENTS FOR THE 12 MONTHS ENDED 30 JUNE 2022

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Notes to the Financial Statements	Pages 7 - 8

Purpose of Guild	To work for the improvement of the standards of cake decorating and of continued growth of it's members in order to promote recognition of the of cake decorating in the community.
Nature of activities	-To encourage and promote the establishment of branches of the Guild. -To assist and improve the judging of cake decorating. -To arrange and promote conferences, exhibitions and demonstrations. -To foster exchange of ideas between cake decorators on national and international levels.
Registered Office	216 No3 Road RD3 Te Puke 3183
Reviewer	Tony Gibbs CPA Ltd 190 Te Hono Street Maungatapu Tauranga
Bankers	Westpac Banking Corporation
Members of Executive Committee	President: Michele Barnett Vice President: Shona Ross Secretary: Sharlene Fraser Treasurer: Helen Corder Committee: Frances Dalton-Hayward Sandra McSherry Kelly Burdon

NEW ZEALAND CAKE DECORATORS GUILD INCORPORATED
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 30 JUNE 2022

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PAYMENTS	2022	2021
Magazine Publication		
Magazine Printing	7,108.02	7,623.50
Postage	2,276.23	2,444.30
Magazine Expenses (envelopes)	792.99	1,965.00
Total Magazine Costs	10,177.24	12,032.80
Administration Costs		
Accountants Review Fee previous financial year	500.00	925.67
Postage & Courier	(14.87)	-
Xero Accounting Package 12 months	257.61	468.72
Total Administration Costs	742.74	1,394.39
Operating Costs		
Bank Charges	-	9.16
Computer Expenses	-	218.19
Depreciation	460.30	772.09
Loss on Disposal of Fixed Assets	12.74	-
Executive Meeting Expenses	234.34	188.04
Executive Travel Expenses	-	(112.12)
Promotional Funding Branches	130.43	521.72
Judges Competition Travel Support Funding	-	424.32
Membership Cards	67.82	51.53
Badges	15.13	12.17
Exec. Gifts (Retiring Exec 2020)	-	162.61
Guild Public Liability Insurance	530.40	530.00
Total Operating Costs	1,451.16	2,777.71
Total Expenses	12,371.14	16,204.90
GST Paid to IRD	7,087.56	2,418.07
GST Claimed on Expenses	8,303.02	2,921.00
NET PAYMENTS	27,761.72	21,543.97

NEW ZEALAND CAKE DECORATORS GUILD INCORPORATED
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 30 JUNE 2022

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	2022	2021
<u>2022 ALEXANDRA AGM & CONFERENCE</u>		
Registrations	1,992.20	-
Less Costs:		
Operating Expenses	(30.42)	-
Demonstrator Travel, Accommodation, Meals	(550.61)	-
Executive Travel, Accommodation, Meals	(424.35)	-
Venue Hire/ Meals /AV	(652.17)	-
Net 2022 Alexandra AGM & Conference	334.65	-
<u>2022 ALEXANDRA WORKSHOPS</u>		
Registrations	260.88	-
Net 2022 Alexandra Workshops	260.88	-
<u>2022 SERDAR YENER POST CONFERENCE TOUR</u>		
Registrations	7,286.96	-
Net 2022 Serdar Yener Post Conference Tour	7,286.96	-
<u>2021 TAUPO AGM & CONFERENCE</u>		
Registrations / Refund	(4,479.12)	4,779.13
Donation from Taupo refunded	(1,000.00)	1,015.00
Donations from refunds (net)	2,379.00	-
Demonstrators Travel	(43.48)	(150.96)
Executive Committee Travel	-	(329.52)
Operating Expenses	(199.65)	-
Venue Hire / Refund	13,043.48	(3,478.26)
Net 2021 Taupo AGM & Conference	9,700.23	1,835.39
<u>2021 TAUPO WORKSHOPS</u>		
Registrations (Refunds)	(1,095.68)	1,095.70
Net 2021 Taupo Workshops	(1,095.68)	1,095.70
<u>2020 AGM, via Zoom</u>		
Executive Committee Travel	-	(322.49)
TOTAL AGM / CONFERENCE / WORKSHOPS	16,487.04	2,608.60

NEW ZEALAND CAKE DECORATORS GUILD INCORPORATED
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 30 JUNE 2022

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RECEIPTS	2022	2021
Subscriptions	16,598.83	18,196.64
Interest Received		
- Cheque Account	16.83	3.95
- OnLine Saver Account	36.67	9.88
- Judges Fund	4.72	1.73
- Stuart Shield Account	2.39	0.78
- Term Deposit	68.14	210.57
Total Interest Received	128.75	226.91
Other Income		
Magazine Advertising	-	2,725.91
Guild Merchandise Profit / (Loss)	37.22	23.62
Judges Discretionary Fund	100.00	6.37
Hovercam Rental	50.00	200.00
Donations	1,500.00	40.00
	1,687.22	2,995.90
Conference		
2022 Alexandra AGM & Conference	334.65	-
2022 Alexandra Workshops	260.88	-
2022 Serdar Yener Workshop Tour	7,286.96	
2021 Taupo AGM & Conference	9,700.23	1,835.39
2021 Taupo Workshops	(1,095.68)	1,095.70
2021 AGM, Zoom	-	
2020 AGM, Zoom	-	(322.49)
	16,487.04	2,608.60
Suspense (overpaid subs 2020 refunded)	-	(213.04)
GST		
GST Refunded by IRD	4,606.22	1,268.54
GST Collected	11,332.12	4,022.96
NET RECEIPTS	50840.18	29,106.51
SUMMARY		
Net Receipts	50,840.18	29,106.51
Less: Net Payments	(27,761.72)	(21,543.97)
SURPLUS OF RECEIPTS OVER PAYMENTS	23,078.46	7,562.54

NEW ZEALAND CAKE DECORATORS GUILD INCORPORATED
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2021

Page 5

	2022	2021
CURRENT ASSETS		
Westpac Banking Corporation - NZCDG Inc Cheque Account	9,955.48	16,587.90
Westpac Banking Corporation - Online Saver Account (Includes Equipment Reserve \$2,770.10)	29,965.71	19,929.04
Westpac Banking Corporation - Judges Discretionary Fund	3,527.37	3,422.65
Westpac Banking Corporation - Stuart Shield's Trust Fund	1,582.34	1,579.95
Westpac Banking Corporation - Term Deposit 0002	31,498.65	11,430.51
Stock of Merchandise	<u>564.73</u>	<u>592.73</u>
Total Current Assets	77,094.28	53,542.78
FIXED ASSETS		
Fixed Assets as per Schedule	692.38	1,165.42
TOTAL ASSETS	<u>77,786.66</u>	<u>54,708.20</u>
CURRENT LIABILITIES		
Nil	-	-
NET ASSETS	<u>77,786.66</u>	<u>54,708.20</u>
 REPRESENTED BY:		
MEMBERS ACCUMULATED FUNDS		
Opening Balance 1 July	53,648.20	46,085.66
Net Operating Surplus/(Deficit) For Year	<u>23,078.46</u>	<u>7,562.54</u>
	76,726.66	53,648.20
Contingency Fund - Stuart Shield's Trust Fund	1,060.00	1,060.00
TOTAL MEMBERS' FUNDS 30 JUNE	<u>77,786.66</u>	<u>54,708.20</u>

For and on behalf of the New Zealand Cake Decorators Guild Incorporated



Helen Corder
Treasurer
New Zealand Cake Decorators Guild Incorporated

12th July 2022

Date

NEW ZEALAND CAKE DECORATORS GUILD INCORPORATED
SCHEDULE OF FIXED ASSETS & DEPRECIATION
FOR THE YEAR ENDED 30 JUNE 2022

		Cost Price	Opening Value	Additions / (Disposals)	Loss On Disposal	Months Depn	Depn Rate	Depn Expense	Accum Depn	Closing Value
Furniture & Equipment										
Hovercam x 5	Oct-16	3,495.00	317.06			12	40.00%	126.82	3,304.76	190.24
Probook	Jan-17	1,083.00	112.28			12	40.00%	44.91	1,015.63	67.37
Probook	Jan-17	1,083.00	112.28			12	40.00%	44.91	1,015.63	67.37
Laptop - Secretary	May-16	1,306.95	94.84			12	40.00%	37.94	1,250.05	56.90
Lap Top - Treasurer	Jul-05	1,402.20	62.80			12	40.00%	25.12	1,364.52	37.68
Notebook	Jan-17	588.00	60.96			12	40.00%	24.38	551.42	36.58
Notebook	Jan-17	588.00	60.96			12	40.00%	24.38	551.42	36.58
Laptop Vice President	Jul-15	720.87	33.63			12	40.00%	13.45	700.69	20.18
Printer - Treasurer	2012	199.13	12.74	scrapped	12.74					
Printer - Secretary		579.00	7.71			12	30.00%	2.31	573.60	5.40
Laptop Computer - Editor	Jan-19	930.00	290.16			12	40.00%	116.06	755.90	174.10
		<u>11,975.15</u>	<u>1165.42</u>	<u>0.00</u>	<u>12.74</u>			<u>460.30</u>	<u>11,083.64</u>	<u>692.38</u>

1 STATEMENT OF ACCOUNTING POLICIES

Reporting Entity

The New Zealand Cake Decorators Guild Incorporated is a society incorporated in New Zealand and registered under the Incorporated Societies Act 1908.

The financial statements of the New Zealand Cake Decorators Guild Incorporated are not prepared for external users and accordingly are defined as special purpose reports.

Measurement Base

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a cash basis and are based on historical cost, with the exception of certain items for which specific accounting policies have been identified.

Changes in Accounting Policies

There have been no changes on accounting policies. All Policies have been applied on bases consistent with those used in previous years.

Specific Accounting Policies

In the preparation of these financial statements, the specific accounting policies are as follows:

- a. **Goods & Services Tax**
The financial statements have been prepared in a GST exclusive basis.
- b. **Fixed Assets**
Fixed Assets are stated at cost price, less accumulated depreciation.
Depreciation has been calculated at the maximum rates permitted by the Income Tax Act 1994.
- c. **Taxation**
No provision for income tax has been made as the New Zealand Cake Decorators Guild Incorporated holds an Income Tax Exemption.
- d. **Inventories / Merchandise**
Inventories are stated at the lower of cost and net realisable value.
Cost is determined using the first-in, first-out (FIFO) method.

2 CONTINGENT LIABILITIES

At balance date there are no known contingent liabilities. The New Zealand Cake Decorators Guild Incorporated has not granted any securities in respect of liabilities payable by any other party whatsoever.

3 MERCHANDISE TRADING ACCOUNTS

Guild Merchandise Profit / Loss	Recipe / Hints	Other	Total
Sales	65.22	-	65.22
<i>Less Cost of Merchandise Sold</i>			
Cost of Merchandise on Hand 1 July 2021	413.00	179.73	592.73
Purchases & Expenses	-	-	-
Cost of Merchandise on Hand 30 June 2022	392.00	172.73	564.73
	<u>21.00</u>	<u>7.00</u>	<u>28.00</u>
Net Profit (Loss) Guild Merchandise	44.22 -	7.00	37.22

4 MERCHANDISE ON HAND

Notepads A5	3	@	1.53	4.59
Judging Guidelines	11	@	3.50	38.50
Hints & Recipes Book	56	@	7.00	392.00
Luggage Tags	92	@	1.17	107.64
Magnets	44	@	0.50	22.00
				<u>564.73</u>

CPA.LTD

accounting services

INDEPENDENT REVIEW REPORT

25th July 2022

Report on the 2022 NZ Cake Decorators Guild Inc Financial Statements

We have reviewed the financial statements of the New Zealand Cake Decorators Guild Inc. for the year ended 30 June 2022 in accordance with the Review Engagement Standards issued by the Chartered Accountants Australia and New Zealand.

These financial statements include:

1. Statement of Receipts and Payments
2. Statement of Financial Position
3. Notes to the Financial Statements, including summary of significant accounting policies
4. Other explanatory information.

The Committee is responsible for preparation and fair presentation of the Financial Statements in accordance with PBE SFR-C (NFP) Public Benefit Simple Format Reporting Standard – Cash (Not for Profit) and for such internal control as they deem necessary to enable the presentation of financial statements that are free from material misstatement, whether from fraud or error.

A review is limited primarily to the analytical review of the procedures applied to financial data to complete the accounts and thus provides less assurance than an audit. We have not performed an audit and, accordingly, we do not express an audit opinion.

We acknowledge the following:

- The records were provided in a clean, tidy and organised manner.
- Receipts and correspondence are all filed tidily and easy to locate.
- Regular Treasurers Reports are presented and approved giving the Committee transparency.
- Regular bank reconciliations are completed.
- Use of Xero allows fast verification of Club financial position and performance.
- Cash takings appear to have been banked regularly and promptly however we have not reviewed these processes in detail.

Based on our review, nothing has come to our attention that causes us to believe that the accompanying Financial Statements do not give a true and fair view of, in all material aspects, the activities of the New Zealand Cake Decorators Guild Incorporated for the year ended 30 June 2021, in accordance with the PBE SFR-C (NFP) Public Benefit Simple Format Reporting Standard – Cash (Not for Profit).

25th July 2022



Tony Gibbs
Director CPA Limited