



Distilled Spirits Aotearoa (NZ) Incorporated

New Zealand Business Number (NZBN): 9429047031708

Certificate of Incorporation: 2716891

Registered office: 16d Sunley Street, Westown, New Plymouth 4312, New Zealand

Telephone: +64(0)21 222 9881 email: chair@distilledspiritsaotearoa.org.nz

DistilledSpiritsAotearoa.org.nz

DISTILLED SPIRITS AOTEAROA (NZ) INCORPORATED

Minutes - DSA Committee

Date: Monday 11 April 2022

Time: 9:05am

Where: Zoom

Attendees on the call

Sue James, Juno Gin - **Chair**
Soren Crabb, 1919 Distilling - **Secretary**
Antony Michalik, The Spirits Workshop – **Committee**
Rob Auld, Auld Distillery - **Committee**
Richard Wilson – **Committee**
Jamel Barbar, Cardrona Distillery – **Committee**
Matt Bridge - **Committee**

Apologies:

Previous Minutes

- Minutes previously circulated.

Matters Arising (from last minutes and any actions)

1. Incorporation and Constitution

- Chair nominations Richard Wilson has volunteered to take on the Chair position from the 2022 AGM.
- Review of Incorporated Societies Act : Has moved forward, a new bill coming into effect by the end of the year, means that every incorporated society needs to de-register and re-register, and update constitution accordingly. Needs to be completed by 2025.



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2. Membership

- Update on Membership numbers:
- Approval of new Membership applications: **Prior approval** by Committee by email vote (Link to background on Membership file: [here](#)):
 - New Member – Ruin Distillery Limited (11/3/22)
 - New Member – KJ&co Distillery (11/3/22)
 - New Member – Barlovska Craft Liqueurs (11/3/22)
 - New Member – Zoa Liquor (31/3/22)
 - Upgrade Associate Member - Taupo Distilling Limited
 - New Associate Member - The Bluff Distillery Ltd (17/3/22)
 - New Associate Member - Cambridge Distillery Company Ltd (31/3/22)
 - New Associate Member - Pacific Coast Beverages (31/3/22)
 - New Associate Member - Karori Drinks Company

Member Resignations:

- 6/4/22 The Pokeno Whisky Company
- 6/4/22 Lemon Fellows
- 6/4/22 Sovrano limoncello

Associate Member Resignations:

- 7/4/22 Kings Seeds (NZ) Ltd
- 7/4/22 Industrial Gaber
- 7/4/22 Eddyline Brewery NZ Limited
- 8/4/22 Jacques Botes

Correspondence (tabled)

3. Inward

- (from 17/3/21) Sue attended multiple Zoom meetings with New Zealand Alcohol Beverage Council (NZABC) members on the proposed NZ Container Deposit Return Scheme.

4. Outward

- (17/3/22) DSA and Spirits NZ are signatories to a letter to Hon Meka Whaitiri Minister of Customs, and Hon Grant Robertson Deputy Prime Minister and Minister of Finance, from the trade associations representing the majority of the New Zealand spirits industry to ask for considerations of our arguments regarding the annual CPI-linked adjustment to alcohol excise. (Sue)
- (18/3/22) Article in The Shout March edition: Excise and Distilling [The Shout NZ March 2022](#)
- (24/3/22) Interview with Jo Bates, InkMedia - story in the Australian Financial Review, travel & luxury on NZ distilled spirits industry (Sue)

5. Internal

- (10/3/22) – Newsletter to members (Sue)
- (14/3/22) Government Consultation document for Transforming recycling (Sue, sent to members) [Transforming recycling](#)
- (21/3/22) Update to Committee on meeting with Gin Events - Australia (Soren)
- (22/3/22) Update to Committee on (i) media releases around the NZIER Alcohol Beverage report, and (ii) a wider alcohol industry group (producers, recyclers and hospitality) looking at the new proposed Container Recycling Scheme. (Sue)
- (29/3/22) Reminder of 2 weeks left for entries into the NZ Spirits Awards, sent to DSA members (Sue)

Moved: Richard

Second: Matt

Carried



Financial Statements (tabled)

- Previous Month income/expenses in Appendix 1
- Tax return needed this year (IR9 filed by 7 July 2022) – Agreed to engage an Accountant
- Soren has been reimbursed for DSA delegate at ADA April conference (7 night accommodation \$700)

Moved: Antony Second: Rob Carried

Committee Reports

6. Online presence

- Website:

| | Still to upload |
|-----------------------|-----------------|
| Member logos | 14 |
| Assoc Member logos | 17 |
| Assoc Member profiles | 21 |

- Facebook page: All ok.
- Google Workspace: Still waiting on transition from G Suite to Google Workspace in Jan 2022 & Implications for cost

7. NZ Spirits Awards (Antony/ Sue)

- Judges with any category conflict, will be put into a category where they have no conflict.
- Reassurance it is a blind tasting.
- Entries have now closed.

8. Excise Rebate (Soren)

- Still waiting on a response from Grant Robinson & Meka Whitiri
- Meeting with Act MP - Act in principle is in support of an excise rebate and raising it in parliament / with relevant MP's
- Inflation figures announced and it looks like exercise will increase by 6.9% - Response to reducing or holding excise as it stands from Grant Robinsons office has been sent out to all DSA members.

9. Establish Industry Standards

Distillery Safety Standards (Antony):

- Intro at the start of each section highlighting the key points.
- First section completed and reviewed by the DSA Committee.
- ADA will co share their safety booklet with the DSA

Working group for Rum classifications (Matt)

- Awaiting date for next meeting.



10. Any other matters

ADA April conference update (Soren)

- Overall theme for the conference was safety with the key takeaways:
 - Ensure all electrical equipment and still are grounded including tanks.
 - Ensure the still is completely cooled before charging. (Last year Adams Distillery filled their still while the heat source was on - this resulted in the vaporising of ethanol and ultimately the explosion that landed one person in hospital and caused \$2 million in damage)
 - The above acts as a good reminder to check safety procedures and staff training.

Government Consultation document for Transforming recycling (Sue)

All NZ glass beverage producers are working on a combined strategy

1. Container Recovery Scheme not Container Deposit Scheme
2. Standardise kerbside first – if this is done right (with associated infrastructure for CRS) it may negate the business case for a CDS scheme
3. Glass is managed by a separate scheme (the hybrid model) – If a CDS is introduced, then follow the England and Northern Ireland example and take glass out
4. Deposit rate of 10c not 20c - If a CDS is introduced, match the Australian rate
5. Scheme is industry-led and not for profit – details to work through depending on CRS or CDS

DSA Annual General Meeting

Annual general meeting will be held prior to the Awards Dinner 10 June 2022.

- DSA is finding out pricing from the Adina Hotel & Hilton for use of a meeting room.
 - There will be no seminar by Super Liquor this year so costs of meeting room will be covered by the DSA.

Next Meeting

- Next committee meeting – May 12th



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Appendix 1 – Previous Month Financials Balances – End of 2021/2022 financial year:

| Income | Expenses | Current Bank Acc |
|---------------|---------------|------------------|
| Running total | Running total | Total |
| \$ 70,744.88 | \$ 24,487.75 | \$ 46,257.13 |

| \$ INCOME BY MONTH | | | | | | | | | | | | | | | | |
|-------------------------|-----------------|------------------|------------------|------------------|-----------------|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|---------------|---------------|--------------|---------------|-----------------|
| Bank Acc opened 1/10/18 | F18/19 final | F19/20 final | F20/21 final | 2021 Apr | 2021 May | 2021 Jun | 2021 Jul | 2021 Aug | 2021 Sep | 2021 Oct | 2021 Nov | 2021 Dec | 2022 Jan | 2022 Feb | 2022 Mar | F21/22 final |
| Advertising sales | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | 450.00 | 0.00 | 750.00 | 50.00 | 100.00 | 50.00 | 850.00 | 2350.00 |
| Donations received | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fees - Associate Member | 1112.50 | 2420.50 | 3749.65 | 2,410.11 | 1,017.34 | 600.00 | 100.00 | 100.00 | 383.33 | 233.34 | 0.00 | 91.63 | 33.33 | 0.00 | 0.00 | 4969.08 |
| Fees - Full Member | 7750.00 | 12180.00 | 14813.12 | 8,062.51 | 4,187.50 | 4,925.00 | 1,500.00 | 225 | 500 | 1125.01 | 500 | 229.16 | 104.2 | 41.67 | 0.00 | 21400.03 |
| Bank Interest Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Merchandise sales | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Income | 8,862.50 | 14,600.50 | 18,562.77 | 10,472.62 | 5,204.84 | 5,525.00 | 1,700.00 | 325.01 | 1,333.33 | 1,358.35 | 1,250.00 | 370.79 | 237.50 | 91.67 | 850.00 | 28719.11 |

| \$ EXPENSES BY MONTH | | | | | | | | | | | | | | | | |
|-------------------------------|-----------------|-----------------|-----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------|
| Bank Acc opened 1/10/18 | Total F18/19 | Total F19/20 | Total F20/21 | 2021 Apr | 2021 May | 2021 Jun | 2021 Jul | 2021 Aug | 2021 Sep | 2021 Oct | 2021 Nov | 2021 Dec | 2022 Jan | 2022 Feb | 2022 Mar | Final F21/22 |
| Admin and Research costs | 0.00 | 259.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 98 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 98.00 |
| Approved meeting costs | 0.00 | 394.86 | 1491.17 | 0.00 | 0.00 | 0.00 | 900.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 900.00 |
| Approved Travel Costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Bank Fees | 25.00 | 7.61 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Consulting & Accounting | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 828.00 | 0.00 | 0.00 | 5,727.86 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8034.48 | 14590.34 |
| Entertainment Food / Beverage | 0.00 | 136.80 | 0.00 | 0.00 | 0.00 | 0.00 | 148.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 148.75 |
| IT Platforms ongoing costs | 415.73 | 404.23 | 907.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 149.90 | 32.77 | 0.00 | 401.58 | 0.00 | 0.00 | 130.57 | 714.82 |
| IT Platforms set up costs | 1336.27 | 1222.04 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Legal expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Merchandise purchase | 0.00 | 0.00 | 1156.66 | 0.00 | 80.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 80.00 |
| Society set-up | 200.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fee Overpayment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -0.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -0.83 |
| | 1977.03 | 2424.59 | 3555.05 | 0.00 | 80.00 | 828.00 | 1048.75 | 0.00 | 5877.76 | 129.94 | 0.00 | 401.58 | 0.00 | 0.00 | 8165.05 | 16531.08 |

| Payment date | | | | Accrued Expenses | | |
|-------------------------|------|-------|-----|------------------|--|--|
| Category | Year | Month | Day | Approx Amount | Detail | Payment |
| Approved meeting costs | 2022 | March | | \$1,500.00 | NZ Rum Meetings facilitation - Tash McGill | |
| Consulting & Accounting | 2022 | April | | \$10,669.52 | Beca Industrial Standards - \$16,700 + GST (\$18704) | First installment paid \$8034.48 30/3/22 |

| For Budgeting - Future Income 2022/23 | | |
|---------------------------------------|------------------|--|
| Category | Amount | Detail |
| ASB Bank Account | - | No interest/ No fees |
| Invoiced - Member fee | 24250 | 97 x F22/23 payments not yet invoiced |
| Invoiced - Associate Member fee | 7100 | 71 x F22/23 payments not yet invoiced |
| New Members - in application | 0 | 0x New members |
| New Assoc Members - in applic. | 0 | 0x New Assoc. members (pro-rata discounts for partial year fees) |
| Total Income | \$ 31,350 | |

| Payment date | | | | For Budgeting - Future Payments | | |
|----------------------------|------|-------|-----|---------------------------------|---|---|
| Category | Year | Month | Day | Approx Amount | Detail | Payment |
| IT Platforms ongoing costs | 2022 | Sep | 7 | \$149.90 | Zoom subscription Standard Pro Annual US \$149.90 (07/09/22-06/09/23) | Annual - one forward payment by Sue \$149.90 |
| IT Platforms ongoing costs | 2022 | Dec | 19 | \$401.58 | WordPress hosting signup: WPNet - \$401.58/year | Annual |
| IT Platforms ongoing costs | 2022 | Dec | 20 | \$32.77 | DSA domain name: 1st domainz (website name) | Annual - one forward payment by Sue \$32.77 |
| IT Platforms ongoing costs | 2023 | Feb | 2 | \$130.00 | G Suite Basic approx \$US6.90/month from 2 Feb 2022 | Annual - one forward payment by Sue US\$85.00 |
| Consulting & Accounting | 2022 | June | 8 | \$855.60 | Xero \$71.30 / month Standard Plan. Pay 12 months in advance \$855.60 | Annual - one forward payment by Sue \$855.60 |
| Approved meeting costs | 2022 | June | 10 | \$400.00 | AGM Meeting room hire | |
| Approved meeting costs | 2022 | June | 10 | \$1,200.00 | Committee travel subsidy to AGM | |
| Approved meeting costs | 2022 | June | 10 | \$200.00 | Committee lunch pre AGM | |