



## DISTILLED SPIRITS AOTEAROA (NZ) INCORPORATED

### Minutes - DSA Board

<b>Date:</b>	Friday 20 August 2024	
<b>Time:</b>	9.30am	
<b>Location:</b>	Zoom	
<b>Attendees:</b>	<p>Richard Wilson (RW), Sandymount Distillery – <b>Chair</b>            Antony Michalik (AM), The Spirits Workshop – <b>Committee</b>            Soren Crabb (SC), 1919 Distilling – <b>Secretary</b>            Angela Davis (AD) – <b>Committee</b></p> <p><b>Apologies:</b>            David Hawk, Parched – <b>Committee</b>            Matt Bridge (MB), Lunatic &amp; Lover – <b>Committee</b>            Henry Caulton, Cardrona Distillery – <b>Treasurer</b></p> <p><b>Minutes by Lynda Booth (LB)</b></p>	
<b>ITEM</b>	<b>AGENDA ITEM</b>	
1B	<b>Conflicts of Interest</b> <ul style="list-style-type: none"><li>○ NIL</li></ul>	
1C	<b>Previous Minutes</b> <ul style="list-style-type: none"><li>○ All agreed Motion AM, Seconded AD</li></ul>	
1D	<b>Electronics Approvals</b> <ul style="list-style-type: none"><li>○ SC finance trip to New Plymouth</li></ul>	
<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
	<p><b>Strategic Focus</b>  <b>DSA Conference 2024</b></p> <p>The Budget for the conference is projected to breakeven (by a slim margin). However, any profit (if any) will be used to pay back the deficit of the 2023 conference (to Avenues). The Association will need to pay any remaining loss from the 2023 from the current year income.</p> <p>There has been disappointment with the registrations received by members which have now stagnated. Day registrations are available for those who would like one and an email has been sent to members who have registered for the dinner, but not the conference.</p> <p>The pre-conference tour programme has been well received and has a good number of participants. The finals details are being made.</p> <p>The programme now has one position available due to the withdrawal of the 'What is a NZ spirit' panel discussion. Robert Brewer has been approached, and a response is being chased.</p> <p>The current Board will be allocated into the role of session chairs. Session Chairs.</p>	



	<p>Speaker gifts have previously been provided by the Board. We again ask for contributions.</p> <p>A sponsor has not be confirmed to provide the soft drinks for the Drinks at the end of the Thursday. DH has offered to provide Garnishes, LB/SC mixes be purchased.</p> <p><b>DSA Outstanding Contribution Award</b></p> <ul style="list-style-type: none"><li>- There have been three nominations received for 2 x members, 1 x non-member. The current terms of references state that any recipients need to be members of the association so unfortunately the non-member has been excluded from consideration.</li></ul> <p>The nominations received are credible and deserving recipients of the award and both are ACCEPTED by the Board.</p> <ul style="list-style-type: none"><li>- The awards will be presented at the end of the day of the DSA Conference (Thursday 12 September) by David Hawk and Soren Crabb.</li></ul> <p>Looking towards the future... Possible Distillery and Distiller of the Year in 2025, Outstanding Retailer of the year Awards to be considered.</p> <p><b>Spirits Awards</b></p> <p>The Judging of the submission was a successful event. However, there could be further improvements suggested for the future:</p> <ul style="list-style-type: none"><li>- Reduce event to a day.</li><li>- App needs further develop around scaling. A fixed policy around scaling/medalling to be developed. In 2024, only 2-3 categories had scaling.</li></ul> <p>An anonymous survey will be sent to judges to evaluate the event.</p> <p>The finalists for the Spirits awards have been announced.</p> <p>The development and hosting of the APP continues to be problematic with instructions and downloading capability of information not being received in a timely manner and APP having costly annual hosting and incidentals charges - around \$1200-1400. There may be a possibility of having the registration via the APP in 2025.</p> <p><b>Excise Campaign</b></p> <p>SC joined a meeting with Dave and Jo James (Juno Gin) and the MP Small business and MP of New Plymouth (both National Party) and discussed the industry in general, the challenges and possible initiatives that would help both the industry and government. The ministers indicated that one of the reasons that the industry don't currently and will continue to struggle with engagement with NZTE is that NZTE follow the example of Government and Government aren't aware (in general terms) of the industry and its current status and potential growth.</p>	<p>DH LB/SC</p>
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	<p>The advice given for future conversations with government is to avoid terms like ‘support package’ and ‘help’. Focus needs to be on how the government can be an investor in the industry through targeted data and case studies e.g focus on the benefits of growth through staffing (PAYE), and tourism.</p> <p>DSA needs to put together a business case for the industry and present to Government.</p> <p><b>MOTION:</b> DSA to fund research and put forward a business case. E.g Icehouse. They have work with other emerging industry’s to help put a case to government.</p> <p><b>ACTION:</b> LB/SC + Sarah Bonoma &amp; Jo James (JJ) to scope the project and then reach out to a couple companies for quote.</p> <p><b>ACTION:</b> SC speak to ADA about what happened in Australia, what is the situation now.</p> <p><b>ACTION:</b> JJ to access government information</p> <p><b>Industry Standards Policy</b> Marcel has agreed to write the next version. Will speak to Wayne about what has happened in the past and will come back to Board with scope. <b>ACTION:</b> LB to follow up with Marcel regarding progress</p> <p><b>Submissions &amp; Notifications</b> There has been no submissions since the last meeting</p> <p><b>Member Engagement Events &amp; Women in DSA</b> There has been one webinar held since the last meeting. There was approximately 20 attendees. The Investment in Growth Webinar is the next. However there are currently low registrations.</p> <p>An Employsure/Peninsula webinar on HR is proposed for October and they have been approached.</p> <p><b>AGM</b> The AGM will be held at the conference again this year (12 September).</p> <p><b>Deadlines</b></p> <ul style="list-style-type: none"> <li>- Accountant for review: COMPLETED</li> <li>- Submit Accounts to HC for Review (and any discussion): COMPLETED</li> <li>- Submit Chairs report to RW for Review (and any discussion): COMPLETED</li> <li>- Approval of Accounts by Board (Remote/Virtual approval): COMPLETED</li> <li>- Submit accounts to the Incorporated Societies Office (as per legal requirement) Deferred to post AGM</li> <li>- Approval of Chairs report by Board (Remote/Virtual approval): COMPLETED</li> <li>- Notice of AGM to Members and Publish of Accounts and Chairs Report: COMPLETED</li> <li>- Publish AGM documentation – Accounts, Chairs report etc – 27 August 2024</li> </ul>	
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	<ul style="list-style-type: none"> <li>- AGM: 11 September 2024</li> </ul> <p><b>Board Elections – three seats need for election/re-election</b></p> <ul style="list-style-type: none"> <li>- 3 resignations – RW, AD &amp; MB</li> <li>- AM is up for re-election. AM will be submitting a nomination for re-election.</li> </ul> <p><b>DSA Board Dinner</b></p> <ul style="list-style-type: none"> <li>- A DSA Board Dinner is proposed for Thursday 12 September @ Oyster &amp; Chop after the first day of the conference. Paul from ADA is to be invited to attend.</li> </ul> <p><b>ACTION:</b> LB to confirm a booking at the restaurant.</p> <p><b>What is a NZ Spirit Working Group</b> No update available</p> <p><b>Member Benefits</b> No update available</p> <p><b>Breach in Standards</b> AD &amp; MB to send out emails to two Distilleries, with concerns about labelling or distilling process.</p>	
	<p><b>Management Focus</b></p> <p><b>Financial Statements and Matters</b> DSA Management Accounts submitted and as taken as read Forecast for DSA membership income approximately \$62K Conference Forecast to be breakeven for the 2024 event, though there is still</p> <p><b>Outstanding Membership payments</b> Outstanding membership income: \$4,722.63 Incl GST (as at 240819) X4 part payments received X4 last chance email sent X1 follow up X2 New members</p> <ul style="list-style-type: none"> <li>- Currently likely to write off an additional \$1840.00 Incl GST of the outstanding fees and cancel membership due to non-payment.</li> </ul> <p><b>Business</b> DSA has been re-registered as required under the new law</p> <p>ICIB (insurance) policy renewal. APPROVED: All committee approved for payment</p> <p>Zoom – Renewal due early September, costs will be increasing slightly. APPROVED: all committee approved for payment.</p> <p><b>Membership</b></p>	



## Distilled Spirits Aotearoa (NZ) Incorporated

New Zealand Business Number (NZBN): 9429047031708

Certificate of Incorporation: 2716891

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

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DistilledSpiritsAotearoa.org.nz

	<p><b>Commercial members:</b> 84 (down from 90)</p> <ul style="list-style-type: none"> <li>• Small: 61</li> <li>• Medium: 19</li> <li>• Large: 4</li> </ul> <p><b>Pre-Commercial Members:</b> 21 (up from 17)</p> <p><b>Associate Members:</b> 43 (down from 48 previously)</p> <ul style="list-style-type: none"> <li>• Corporate: 34</li> <li>• Individual: 9</li> <li>• Other Assoc: 2 (complimentary)</li> </ul> <p><b>New Applications:</b> No new applications</p> <p><b>Resignations from last meeting</b> (All memberships cancelled due to nonpayment of fees)</p> <ul style="list-style-type: none"> <li>- Kim Clifford Distilling Limited</li> <li>- Lammermoor Distillery Ltd</li> <li>- Mutts Nuts LTD</li> <li>- Arrowtown Distillery</li> <li>- Yen Gin Ltd</li> <li>- Duo Distilleries Ltd</li> </ul> <p><b>Associate Members</b></p> <ul style="list-style-type: none"> <li>- Zoran Barbalich</li> </ul> <p><b>Pre-Commercial Members</b></p> <ul style="list-style-type: none"> <li>- Guala Closures New Zealand Limited</li> <li>- South Botanicals Ltd</li> <li>- NPCork</li> <li>- The First Word Ltd</li> <li>- Brunswick Aces NZ</li> <li>- Claire Filer (currently residing in the UK. will join again when in NZ)</li> </ul>	
	<p><b>Any Other Business</b></p> <p><b>Email received from Sapere</b></p> <ul style="list-style-type: none"> <li>- Inquiry regarding this this company can help with research and background to help develop an export strategy. Though interesting the cost is prohibitive from using Sapere.</li> </ul>	
	<p><b>Meeting Concluded</b></p> <p>11.05am</p>	
	<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>- Via Zoom, 9.30am (90 Minutes), 1 October 2024</li> </ul>	