

**MINUTES TO THE ANNUAL GENERAL MEETING OF THE
NEW ZEALAND TANNERS ASSOCIATION (INC) HELD AT THE
ANCHORAGE MOTOR LODGE, NAPIER ON 15 MAY 2003,
COMMENCING AT 10.00AM**

1. ATTENDANCE

1.1 Present

Steve Randal (In the chair)	Lowe Corporation
Neil Dickson	New Zealand Light Leathers Ltd
Julian McKenzie	Graeme Lowe Tanneries
Kevin McGrath	AFFCO (Hawkes Bay)
Ted Hulbert	Wallace Corporation
Hunter Tait	Tasman Tanning Ltd
Rhys Flack	Richmond Leathers Ltd
Tony Passman	LASRA
Rex Baynes	Executive Director

1.2 By Invitation (part of meeting only)

Milana Haakman	Richmond Leathers Ltd
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1.3 Apologies

Chris Port	GL Bowron Ltd
Noel Consedine	GL Bowron Ltd
John Poulter	Chemcolour NZ Ltd

2. CHAIRMAN'S WELCOME

The Chairman extended a warm welcome to those in attendance thanking members who had travelled from outside of the Hawkes Bay.

3. CONFIRMATION OF MINUTES

It was moved :

“ THAT the minutes to the 2002 Annual General Meeting held in Napier on 9 May having been previously circulated be taken as a true and correct record of the meeting”

McGrath/McKenzie
(Carried)

4. MATTERS ARISING

Nil

5. ANNUAL REPORT

The Chairman spoke to his report as contained in the meeting papers.

It was moved:

“ THAT the annual report be adopted”

Randal/Tait
(Carried)

6. TRADE FAIRS

Members discussed at length the earlier decision by Asia Pacific Leather Fair 2003 organisers to defer the fair until June.

It was agreed that the Executive Director would convene a teleconference meeting of participants to decide on what action to be taken.

7. STATISTICS

Following a background report from the Chairman detailing the charges for producing the statistics by Business New Zealand discussion followed.

It was moved:

“THAT the NZTA request that the statistics be made available on an annual basis using the same format as in past years”

McGrath/Hulbert
(Carried)

Action Required

Steve Randal to advise Business New Zealand (Marcia Dunnett) Accordingly.

Executive Director to discuss LASRA membership status with Steve Randal and Rhys Flack.

8. ACCIDENT COMPENSATION CORPORATION

The Executive Director tabled a collection of statistics for the 2001 / 2002 year.

Discussion followed with members noting that soft tissue injuries remain an ongoing problem.

Action Required

Executive Director to obtain updated statistical data based on the same format as obtained in 2001.

9. HSNO

The Chairman back grounded the government's decision to delay the introduction of HSNO.

Tony Passman reported that that LASRA was committed to the development of an industry code of practice, however this task is proving a major undertaking.

It was noted that ERMA is currently in the process of confirming a number of codes that have been developed by The New Zealand Chemical Industry Council.(NZCIC)

Discussion followed.

Action Required

Tony Passman to advise the NZTA on progress with regard discussions with NZCIC.

10. OCCUPATIONAL SAFETY AND HEALTH AMENDMENT BILL

The Chairman provided the meeting with a background report on recent changes stemming from the introduction of the Bill.

Discussion then centred on what policies members have in place covering drug and alcohol use while on the job.

Action Required

The Executive Director to obtain from members their respective drug and alcohol policies.

11. EXOTIC DISEASE RESPONSE EXERCISE – GUEST MURRAY SMITH

The Chairman welcomed Murray Smith from Agriquality to the meeting who in turn opened discussions on the Exotic Disease Response Project.

Murray then went onto to provide a summary of progress with industry response planning and an overview of the proposed MAF BA/AgriQuality services for 2003/04 and beyond.

Murray reported that he was pleased with the response from the tanning sector with Hunter Tait questioning if there were problems with diversity within the industry.

Tony Passman confirmed interest in the practice exercise held in November 2002 and suggested future involvement as appropriate.

It was noted that another full scale exercise was planned for June 2004.

12. EMPLOYMENT RELATIONS ACT

A brief discussion centred on union involvement as a result of the new Legislation and their powers when entering the workplace.

13. LASRA REPORT

Tony Passman referred the meeting to the recently released LASRA Report.

A brief discussion followed.

14. REVIEW OF CONSTITUTION

It was moved:
“THAT the draft constitution be adopted with a suitable amendment being made to clause (19b).

Randal/McGrath
(Carried)

15. APPLICATION FOR MEMBERSHIP

The Executive Director referred members to the letter from Slink Skins Ltd seeking membership of NZTA.

It was moved:
“THAT application for membership from Slink Skins Ltd be confirmed”

Randal/Tait
(Carried)

16. RESEARCH AND DEVELOPMENT DOCUMENT

Action Required

Executive Director to ensure the Research and Development Document is on the member’s secure of the Tanners website.

17. HOLIDAYS BILL

It was moved:
“THAT New Zealand Tanners Association align themselves with the Business New Zealand Submission.

Randal/Tait
(Carried)

18. RON GLASGOW MEMORIAL AWARD

The meeting was advised that Brian Cunliffe from Lowe Corpration Is the 2003 recipient of the Ron Glasgow award for 2003.

19. FINANCIAL

Confirmation of 2002/03 Audited Accounts

It was moved:
“ THAT the statement of Income and Expenditure and Balance Sheet for the year ended 28 February 2003 be confirmed and the NZTA investments be noted”

Dickson/Tait
(Carried)

Action Required

Executive Director to research the possibility of placing Asia Pacific Leather Fair funds in a separate account so as not to confuse the NZTA accounts with the overlap of end of year dates.

Budget Confirmation

It was moved:
“THAT the budget as tabled be confirmed”

Dickson/Flack
(Carried)

Subscriptions Confirmation

It was moved:
“THAT the following subscription charging regime be confirmed for the financial year 2003/2004.

One Site Only	\$2800.00 plus GST
Two Sites Only	\$3500.00 plus GST
Three or more Sites	\$4000.00 plus GST
Associate	\$600.00 plus GST

Appointment of Auditor

It was moved:
“THAT the company Gillingham Horne be reappointed the NZTA’s Auditor.

Dickson/Flack
(Carried)

20. ELECTION OF OFFICERS

It was moved:
“THAT Rhys Flack be appointed President in accordance with the constitution and rules”

Randal/McGrath
(Carried)

It was moved:
“THAT Ted Hulbert be appointed Vice President in accordance with constitution and rules.

Flack/Dickson
(Carried)

The Executive Director then expressed a vote of special thanks to Steve Randal for his contribution as President and for his support.

21 SUB SECTOR REPORTS

It was agreed that sector reports would no longer form part of future Agendas.

22 SECRETARIAL SERVICING

Members discussed the ongoing secretarial fee requirements with the decision taken to review it in a years time.

Action Required

Executive Director to refer a copy of the servicing contract to the Chairman.

23 CLOSURE

There being no further business the Chairman declared the meeting closed at 2.40 pm.