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The May meeting of the Council of the New Zealand Groundspread Fertilisers Association was held in the Eagle Room, Miramar Golf Club, Wellington, on Wednesday 29 May commencing at 9-00am.

PRESENT: Dean Brooks President; John Schultz, Lee Cooper; Grant Anderson; Kevin Geddes; Lisa Carruthers; Stephanie Laird; Nadine Parata; Abigail Cane.

WELCOME: President Dean Brooks welcomed councillors and guests to the meeting.

APOLOGIES: Graeme Martin; Howard Pedersen. *That the apologies be received.* Moved Dean Brooks seconded John Schultz. Carried.

MINUTES – Council 14 March 2019. That the minutes be accepted. Moved John Schultz, seconded Grant Anderson. Carried.

Matters Arising.

- 1 Spreadmark Driver Training. John Shultz advised that Mark Wren from Synlait who require a practical content to Farmer Spreadmark training, notified Phil Johnston to delay the Farmer Spreadmark training until August when Phil will run trail course using material already approved by NZGFA.
- 2 Professional Development. Held over until Nadine Parata, Ballance joined the meeting.
- 3 Spreadmark audit frequency extended as proposed by Central Districts. This is a matter for FQC and JAS NZ auditors. There is a potential for a Desk Top audit for companies that are fully compliant, with a 10% random audit each year. Resolved that John Schultz lead a discussion on Company Spreadmark audit at the Conference AGM.
- 4 Fire liability for spreaders. This matter be covered in the June President`s Newsletter. Note Mercedes trucks `clean burn` mufflers. The Nelson fire showed the risk to contractors working on farms and the potential cost should a fire be started. Action Kevin Geddes & Lisa Carruthers write up the subject for the June Presidents Newsletter.
- 5 NZGFA Driver Safety Manual sponsorship. Iveco Lee Cooper reported an approach to Keith Tuffery from Iveco. Action Lee Cooper to follow up.

FINANCE: Kevin Geddes presented the draft Annual Financial Statement to 31 March 2019. Points to be clarified before the final presentation to the AGM. Page 9 of 11 'Other Expenses' increased from \$463 to \$13,285. Cash loss of \$13,950 but Assessable income tax double last year. Action Kevin Geddes to contact Vikki Johnson for explanation.

REPORTS: Northland Branch. Dean Brooks attended the Northland AGM and reported they had a good positive meeting. The Northland Branch are 60 years old this year. Nobody is willing to lead the Branch yet. Getting printed shirts for Conference. Good season in Northland. Action. Lisa Carruthers to contact Northland about an article of Groundspread news concerning 60 of groundspreading in Northland.

Waikato: Dean Brooks reported the Waikato Branch have had their AGM and the Branch is running well.

Taranaki: Lee Cooper reported Dean Brooks also attended the Taranaki AGM. Issues; the quality of fertiliser mixes. Branch secretary is retiring. Branch succession. Future of Branch

Central Districts: Dean reported, the Branch is happy, and their season has gone well

Nelson/Marlborough: Dean Brooks said following the Nelson fires some issues of liability have not been resolved. The Nelson season has gone from dry to good then dry again until relieved by recent rains.

Canterbury: John Schultz reported a good spreading season. There are young people in Branch who have taken over the planning of the 2020 Canterbury Conference. They are talking to Waikato and Southland for advice. Lead person to help.

Otago/Southland. Grant Anderson reported great supply of fertiliser through the season, with some issues of product quality. Fertiliser sown in April. Branch membership is down because of amalgamation of companies.

COMMITTEES:

Lime & Fertiliser: Grant Anderson After talking to fellow Spreader Operators around the Country about how their Season has gone, the first two words were "Fertiliser Quality", I know myself we have struggled to be able to spread at distances over 20 metres with the amount of fines in Superten and 090. Poor quality is creating a lot of build-up on spinners affecting spread patterns. Incompatible blends causing drivers to check densities more frequently. These blends creating a lot of spread pattern issues. Lime demand has been huge across the country and there has been very good supply. There is still an issue with fines. Planes have refused to sow from a lime Company because they don't meet their Health & Safety requirements. In general, supply of all products has been ok, but some Companies do need to sort their transport infrastructure issue.

Training: John Schultz reported that MITO have finally transferred the NZGFA fertiliser spreader Unit standards to SIT (Southland Institute of Technology) Peter Herrick is optimistic that a course can be developed. Action. Kevin Geddes to produce an A4 certificate which will be produced by NZGFA, the cost to be part of the Farmer Spreadmark training cost. The certificate to have a 5 years life. Noted. The FQC online course is theoretical.

FQC: Dean Brooks reported there had been a Conference Call to discuss research on particle sizes of fertiliser

Promotion & Membership: Graeme Martin (apology)

Magazine: Mandy Ryan. The magazine continues to be supported by a few key advertisers: Iveco, Precision Tracking, TRS, Ace Equipment, Glasgow Engineering, McMaster Engineering, Multispares, TRT, JWE Ltd, Landex, Tracmap, Graymont. However, Cable Price and Mercedes are no longer advertising. GoAhead Networks and Southlands Truck Wreckers are no longer advertising as there were no fruitful enquiries from members. We have regular editorial contributions from Ballance AgriNutrients, Ravensdown, FQC, and Safe Business Solutions. Ken Bell is writing a business profile for each magazine. There are no changes to printing/distribution. Distribution to AFSA. Hard copies of magazine are posted to Craig Swan, Neil Henry, Krysteen McElroy, AFSA office-holders are emailed a low-resolution copy of the magazine. Krysteen McElroy shares the magazine website link with all AFSA members.

Transport: Lee Cooper reported H sticker for overlength trucks. NZTA are looking at a Class 2 to 5 review – proposed to Drop Class 3? ALP accelerated Licence Process. 60 hours of supervised driving. Work 8 hours/day After 60 hours take driving test. Then 140 of unsupervised driving. Report every day. Work no more than 8 hours / no hours of darkness driving. CVST name change.

RTA Careers Bus. Dean Brooks reported on the initiative to attract drivers into the industry. A kiosk detailing options where individual companies may advertise. To promote groundspreading would cost \$2k to NZGFA.

Promotion Lisa Carruthers. **NZGFA Conference & Awards**

Assisting Graeme and Abi with the national conference and the awards programme. Tasks undertaken include:

- Helping devise the programme.
- Liaison with speakers; collating biographies and photographs.
- Working with designer on layout (and costs) for printed programme, lanyards and folders.
- Sending out conference reminders and information via mailchimp.
- Publicising the awards, the deadlines, via media release, social media posts, mailchimp reminders and creating a video to generate interest.

- Collating entries, liaising with the judges, collating decisions and announcing the finalists – in Groundspread and via media release (currently being drafted).
- Liaison with sponsors re: awards prize packages.
- Working with web designers on the NZGFA App.
- Next task is to go over every details with Abi.

ED Job Description

Working with Kevin on the suite of documents for the role of Executive Director. Liaison with graphic designer who will format the docs, give them uniformity and make them professional.

NZGFA Website

Updating the website following training session with Dani. Main areas include: home page, conference pages, awards pages, latest news as well as contact details for Kevin and updating branch contact information.

Newsletter Creation

Using mailchimp to create a series of professional-looking member newsletters promoting the conference and the awards. A total of six newsletters have gone out to members since February – each achieving an open rate of 40 – 50%. Updating the membership master database.

NZGFA Strategic Review

In attendance at both strategic review days.

Spreadmark Promotion

Working on an opportunity to promote Spreadmark in Business Rural in September. It has been suggested that the angle for an editorial article is the Spreadmark 25 year anniversary.

2019 Communications/Promotions Plan:

With the main focus on the conference and the awards programme, the comms/promotion plan has been updated:

2019	Story Ideas/Activity
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January	<ul style="list-style-type: none"> • Spreadmark now recognised by JAS-ANZ, media release ✓ • Spreadmark advert in Southern Rural Life. ✓ • Work on the NZGFA Awards. ✓
February	<ul style="list-style-type: none"> • Launch of NZGFA awards, media release, social media, sponsors. ✓
March	<ul style="list-style-type: none"> • Additional push on awards before entries close. • FQC Fertmark/Spreadmark advert in fert feature in Southern Rural Life. ✓ • Create mailchimp newsletter (and monthly plan) for members/stakeholders. ✓ • Meet with Dani for website training ✓ • Start work on conference communications, inc. planning ✓
April	<ul style="list-style-type: none"> • Finalise all awards material and promote. ✓
May	<ul style="list-style-type: none"> • Work on conference programme ✓ • Announce award finalists via Groundspread & media release (WIP) ✓
June	<ul style="list-style-type: none"> • Pre-conference media release. • Finalise all conference details. • Launch conference App.
July	<ul style="list-style-type: none"> • Post conference media release inc. awards winners and any other news.
August	<ul style="list-style-type: none"> • Groundspreaders update accident reporting process– if any update here. • Why Spreadmark, media release outlining benefits. • Driver Training Manual now out (dates tba).

September	<ul style="list-style-type: none"> • Article in Business Rural re: Spreadmark 25 years • Driver recruitment – create angle, talk to Candrive, media release.
October	<ul style="list-style-type: none"> • Improvements to physical quality of fertiliser a positive for spreaders.
November	<ul style="list-style-type: none"> • More work for Spreadmark testers story, featuring case studies.
December	<ul style="list-style-type: none"> • Tbc

Health & Safety. Grant Anderson reported on Spotlight where members notify names to Grant to log on to Spotlight and test the process of logging accident incidents. This system will be set up prior to Conference. Grant needs phone number to get the Ap. Programme given, member logs in any incident with a comment added. Spotlight is confidential but other be people to be notified. Companies can use the Spotlight to monitor own incident / accident recording system. Spotlight help members in an accident with Worksafe inspection, as it stores timely photos. Action Grant to prepare a presentation for Conference

GENERAL BUSINESS:

Strategic Plan. The President reported all Branches have considered the Strategic Plan and given a positive response. Action. Jamie Fitzgerald will run a session at Conference.

Conference 2019 Abi Cane covered arrangements for Councillors. The Conference programme will be printed separately from the meeting papers. Registrations to date 90 delegates, 18 children, 30 partners, 40 sponsors. Awards Night. Sponsors will speak to awards. Members will be emailed AGM papers, the website will carry the papers and hard copies will be provided for the AGM . It is appropriate that with a Conference theme “Technology the Enabler” Conference papers should be emailed rather than posted. Action. Kevin Geddes to prepare advice to members about Conference processes in a President`s Newsletter to be produced and emailed to all members in mid-June. It is the 25th year of Spreadmark this year. Some positive publicity should be sought through a review of the history of Spreadmark. Action. Lisa Carruthers and Kevin Geddes to write up the early history of Spreadmark for publication.

Ravensdown Report. Stephanie Laird. The Autumn has been very steady, and with good ground conditions from reduced rainfall in April and May, and increased soil temperatures. Most companies have managed to complete Autumn applications without too many problems. The dry period over summer in the North Island has limited sales, but overall Ravensdown will be ending on a positive note. A \$15 per tonne rebate will be paid to shareholders in June, marking the fourth year running Ravensdown have achieved this. Along with a rebate, we have several projects on the go, such as asbestos removal, online tool development for farmers, and infrastructure enhancements. Over the last couple of months, there have been some issues with the curing time of sulphur super 30 in the South Island. This was related to a breakdown on site. We managed this by trying to utilise the oldest product first in the

despatch. However, some product didn't have the ideal curing time. I trust we communicated with you on this, however please let me know if there's anything further we could improve on. Some stock shortages in the North Island of flexi N were also breakdown related. Stephanie Laird left the meeting.

Ballance report. Nadine Parata joined the meeting. Ballance are keen to contribute to the 2019 Professional Development Workshops again. The suggested theme is Ownership and Responsibility, covering the management of fatigue in industry. Ballance has appointed a new GM Supply Chain (ex Greg Delaney) who will be GM Operations and Sales. Fert quality specifications is a major project. Nadine is keen to maximise opportunities within the supply chain to interact with spreaders, who link between Ballance and farmer/customers. Northland sites being updated at Whangarei. The Dargaville store has been closed. New Store to be constructed at Marsden Point. The Reporora build is underway. Asbestos reviews on old buildings are being carried out. Traffic management has become a priority. Nadine Parata left the meeting.

2019 NZGFA Professional Development Courses are to cover: Management of fatigue, stress, in yourself and your team, team management including identifying personal issues that cause work issues. How to build your team, lead your team and management of the team. Action. Kevin Geddes and Nadine Parata set up Courses be run in Hamilton, Palmerston North, Christchurch and Gore from 22 July.

Executive Officer Advertise from 1 June. Close 28 June. Send Council all applicants. Select short list 7 July. Action Kevin Geddes and Lisa Carruthers finalise the job profile and advertise widely. A short list of applicants to be developed 7 July.

CLOSURE: 4.00pm