



New Zealand Wool Classers Association

NZWCA BOARD MEETING

Via Zoom

Thursday, 14th May 2026 – Started 6.56pm

Present: Marg Forde, Bill Dowle, Tracy Paterson, Cassie Johnston, Don Urquhart, Terry Mulcahy, Pip McConway, Sonya Johansen, Ratapu Moore, Allan Frazer, Mitchell Young & Kevin Waldron

Absent: None

Guest: Janet Smith A1477

1. **Welcome and Roll Call**
2. **Apologies:** None
3. **Minutes from last Board Meeting 17th February 2026** – Circulated and taken as read.

Called that the previous Meeting minutes 17/02/2026 be accepted as true & accurate.

Moved: Bill Dowle
Second: Don Urquhart
CARRIED ALL

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4. Matters Arising

	Actions from Meeting 17 th February 2026	ASSIGNED TOO
Create a template for an Agreement between classers & growers. Needs to be one page, bullet pointed with simple language.	Unfortunately, did not meet deadline of end of June. Comments in Registrar's report 29 th July. Marg to speak with Contractors Tracy & Marg to finalise – No rush	Tracy & Marg WIP 14/5/26 Still WIP
Store classer inspection documents	Create wording/documents for website	Marg Let Annette know what forms you require in word Marg to update and send back to Annette to change on website WIP Check if done completed 14/5/26 COMPLETED
Classer winner at Wanaka Show to receive 1 years free NZWCA membership, credit to be issued if Classer has already paid. Presentation of certificate at show.	Create generic certificate for show to be completed by end of year	Annette Certificate needed by March 26 COMPLETED
Sponsorships moving forward	Re distribute list of sponsors	Annette - COMPLETED
WRONZ Scholarships	Discuss current requirements around administration of scholarship. Main point should we have a timeframe on completion of certificate	Tracy & Marg WIP discussed – case by case COMPLETED check in on her end of year Marg 14/5/26 Discussed that the letter will remain unchanged. Any individual situations that arise will be managed on a case-by-case basis.
You Tube Industry Day Videos	Ask website provider if they can see how many times the videos have been viewed	Annette COMPLETED • Tracy Paterson video: 16 • Mark Patterson video: 15 • Marcus Fowler video: 14 • MPI Peter & Lucy video: 29
AGM/Industry Day	Discuss what needs to happen to ensure everything is prepared for the day in Annette's absence	Annette & Marg - COMPLETED

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The Registrar reported that in December 2025, NZWCA Board members were invited to provide feedback on a proposal from Wool Impact regarding co-funding for IWTO activities in 2025	Board agreed we will still send feedback even though date has passed	Tracy and Marg to draft and send the endorsement letter. Mitchell to review and approve the draft for context. The Chair will formally send the response to Wool Impact/National Council. 14/5/26 COMPLETED
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5. Financial report, EOY Financials & Investment Reports Finance (Appendage a)
- all circulated, taken as read

Moved: Bill Dowle
Second: Don Urquhart
CARRIED ALL

Approval required for EOY financials to be presented at the AGM

Moved: Bill Dowle
Second: Don Urquhart
CARRIED ALL

Massey Wool Association Funds –

The Secretary presented investment options for the Massey Wool Association funds. Discussion was held around the possibility of using some of the funds to support a North Island Classer Day. The Board considered what benefits such an event would provide to classer members and whether NZWCA should partner with another organisation to deliver the day.

Marg noted that organising these events requires significant effort and that attendance has generally included more contractors and wool handlers than classers. It was suggested that any future event could have a stronger crossbred wool focus, with October identified as the preferred timing. Marg also noted she had previously suggested partnering with NZM (Zentera) for such an event, though the Board had not supported the idea at that time.

Ratapu suggested approaching the Shearing Contractors Association to explore running a course NZWCA could support, with a focus on “bringing classing back to crossbred.”

Action: Tracy to confirm with Laurie Boniface the intended use of the gifted Massey Wool Association funds. Should this differ from the wording currently recorded, an update will be required for the 2026 EOY accounts.

Money gifted from MWA to NZWCA

The Massey Wool Association of New Zealand (Inc) has gifted the proceeds of their final funds, \$11,699.69 to the New Zealand Wool Classer's Association and envisage that these funds be used for Wool Training (Q Course/ Level 4 Wool Handling Courses) and cover Administration Expenses.

Signed:

Laurie J Boniface

Laurie Boniface (Executive Member MWA)

Motion: Subject to clarification of the funding purpose, the Board supports holding a North Island Day in partnership with another organisation.

Moved: Allan Frazer
Second: Don Urquhart
CARRIED ALL

Motion: The Board authorises the Chair to approve the investment of the funds.

Moved: Bill Dowle
Second: Allan Frazer
CARRIED ALL

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6. Chairman's Report to be presented at AGM - circulated, taken as read

Moved to be tabled at AGM: Tracy Paterson

Second: Terry Mulcahy

CARRIED ALL

7. Registrar's Report to be presented at AGM - circulated, taken as read

Moved to be tabled at AGM: Tracy Paterson

Second: Terry Mulcahy

CARRIED ALL

8. Setting of Classer fees for 2027

Board voted for all Association fees to remain the same. \$150 Full Classer, Q-stencil \$80, Associate member \$120, Wool Harvester \$40 all prices are including GST.

Moved: Tracy Paterson

Second: Terry Mulcahy

CARRIED ALL

Motion: The Board supports introducing a new membership category, **Retired Classers**, from the 2027 year. This category is intended to encourage former classers to remain involved in and support the Association after they cease classing. Members in this category will no longer be permitted to use their stencil for classing activities. Fee was agreed at \$60.00 p.a

Moved: Tracy Paterson

Second: Cassie Johnston

CARRIED ALL

MOTION: Put and agreed unanimously that the board will not receive any fees for 2024

Moved: Don Urquhart

Seconded: Sonya Johansen CARRIED ALL

9. Board fees 2026

Board Fees are \$200 p.a & Chair is \$1,000 p.a

Motion: All Board-related expenses associated with attending Board meetings, Classer Days, and the AGM are to be submitted to the Secretary for payment. Where individual Board members or the Chair wish to seek reimbursement for the annual Board payment, requests may be made to the Secretary on a confidential basis.

Moved: Don Urquhart

Second: Allan Frazer

CARRIED ALL

10. Nominations for New Board Members – 2 vacant positions

We have received 1 board member nomination which is valid: Janet Smith A1477

Moved to accept this nomination: Marg Forde

Second: Tracy Paterson

Thank you to Sonya for your past years of service on the Board

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11. Replacement Board member for Shearing Association Rep (Ratapu Moore)

The Shearing Contractors Association is responsible for appointing this position. Ratapu advised she will ask their Chair to appoint a replacement representative following her resignation. It was noted that the appointee does not need to be a classer, although the Board acknowledged the value of Ratapu holding both roles.

Action: Chair to follow this up

12. End of Day Board Meeting to elect Chair & Vice Chair (5 min at A/T or EOD)

In the absence of the Secretary, a template is required to be completed for the election of the Chair and Vice Chair. It was agreed this process will be undertaken at Afternoon Tea.

A query was raised as to whether a non-classer can hold the position of Vice Chair. Tracy advised the Constitution would need to be checked. Allan confirmed that, as an independent member, he has previously held the role of Vice Chair.

13. Industry Day/AGM – Distribution of days tasks tomorrow

Discussed and list was distributed last night via email, this includes speaker acknowledgment roster.

14. . General

- **Marg** advised that the recipient of the NZWCA Perpetual Cup, Ngahua Wilson, the top 2025 completion wool student, will not be attending. Marg noted she had not previously been informed of this and will ensure recipients are advised and aware of attendance expectations in future.
- **Cassie** raised concerns regarding the clash of industry AGMs occurring this week. Marg noted that NZWCA had advised the date of its AGM in October last year.

Action: Tracy to write to Zentera regarding the importance of better coordination across the industry to avoid future event clashes. The letter will note that NZWCA had provided advance notice of its event date, and that greater consideration around scheduling would be appreciated going forward.

- The Secretary formally gave notice of her intention to resign at the 2027 AGM. She advised that while she has greatly enjoyed her time in the role, the demands of her primary employment now mean she can no longer dedicate the time required to support the Association in the way it deserves.

15. Next Board Meeting – July and try for 6.30 start

MEETING CLOSED 8.54pm



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Tracy to confirm with Laurie Boniface the intended use of the gifted Massey Wool Association funds.	1. Confirm finding back to board 2. Should this differ from the wording currently recorded, an update will be required for the 2026 EOY accounts. 3. Confirm Investment	Tracy
New Retired Classer Category	Add to Website	Marg – to write Annette – to add to website By Dec 2026
Confirm NZSCA Representative	Liase with Ratapu as to the new shearing contractors rep for the board	Tracy
Letter to Zentera	Tracy to write to Zentera regarding the importance of better coordination across the industry to avoid future event clashes. The letter will note that NZWCA had provided advance notice of its event date, and that greater consideration around scheduling would be appreciated going forward.	Tracy
Letter to Schneider - Helen Cameron	In recognition of what was said, thank you from the Association	Tracy

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NZWCA BOARD MEETING, contd...

Friday, 15th May 2026

Peter Lyon Shearing

Started 5.00pm

Present: Marg Forde, Bill Dowle, Tracy Paterson, Cassie Johnston, Don Urquhart, Pip McConway, Allan Frazer, Janet Smith & Mitchell Young

Guest: Sonya Johansen & Ratapu Moore

Apologies: Terry Mulcahy & Kevin Waldron

Not Present:

1. **Tracy welcomed Janet as our newest Board member** – The Registrar will send you welcome information and advise who your Board Buddy will be for your first few months.
2. **Call for Nominations for position of Chair for the Association**

Don Urquhart nominated Tracy Paterson
Seconded: Pip McConway
MOVED & CARRIED ALL

3. **Call for Nominations for position of Vice Chair for the Association**

Tracy Paterson nominated Cassie Johnston
Seconded: Don Urquhart
MOVED & CARRIED ALL

MEETING CLOSED 5.11pm