

CONFIRMED MINUTES

AGM



At the **Board meeting** on **20 Nov 2025** these minutes were **confirmed as presented**.

Name:	Retail NZ
Date:	Wednesday, 17 September 2025
Time:	3:00 pm to 3:09 pm (NZST)
Location:	Zoom/teams, teams
Board Members:	Liz Wheadon (Chair), Carolyn Young, Jenny Epke, Mr John Warwick, Jules Lloyd-Jones, Lesley Francis-Ziogas, Paul Divers, Renee Rowland, Sir Richard Allin, Lord Scott McMillan

1. Opening Meeting

1.1 Welcome and roll call

Attendees of the AGM were as follows:

- Liz Wheadon - Normanby Fine Wines (President)
- Jules Lloyd-Jones - Mitre 10 (Vice-President)
- Jenny Epke - The Warehouse Group
- Renee Rowlands - Booksellers
- Lesley Frances-Ziogas - Ngahuia Group
- Scott McMillan - Tea Pea
- Richard Allin - Pushbikes
- John Warwick - Foodstuffs NZ
- Paul Divers - Lotto NZ

The attendees met the rules of Retail NZ to have five financial members attending.

There were no apologies or proxies received.

1.2 Report from the President

The Presidents report was taken as read. Liz additionally took time to acknowledge the challenging retail environment over the last 12 months and how difficult it has been for retailers. It was pleasing to see the progress we have made as an organisation to support and grow our membership. Special thanks were pass on to the Board Directors, CEO and staff for their work.

1.3 Report from the Chief Executive

The CEO report was taken as read. Carolyn went on to acknowledge the challenging environment and hard work undertaken by the staff to ensure we were supporting retailers. We continued to have a high level of engagement with media representing our members, the CEO was also appointed to a Ministerial Advisory Group on retail crime by the Minister of Justice, the Advice Line

continued to provide ongoing valuable support to our members and our regular research through Retail Radar, annual crime report and wages survey provide valuable insight into the retail sector. In addition, we continue to have a high level of engagement with parliament, both through individual meetings with Ministers and through submissions on proposed legislation and in front of Select Committee.

2. Major Decisions and Discussions

2.1 Confirm Minutes



2024 AGM minutes to be approved

The board approved the minutes from the 2024 AGM as presented.

Decision Date: 17 Sept 2025
Mover: Liz Wheadon
Seconders: Lord Scott McMillan
Outcome: Approved

2.2 Financial Accounts and Annual Report



Adoption of the Financial Accounts and Annual Report for 2024/25

The Board approved the 2024/25 Financial Accounts and Annual Report.

Decision Date: 17 Sept 2025
Mover: Liz Wheadon
Seconders: Paul Divers
Outcome: Approved

2.3 Appointment of Auditor



Appointment of Auditor

The Board approved the appointment of Moore Markham as the Retail NZ Auditor for 2025/26.

Decision Date: 17 Sept 2025
Mover: Liz Wheadon
Seconders: Sir Richard Allin
Outcome: Approved

2.4 Confirmation of the Board Directors Election

The Chair confirmed the Board appointments following the 2025 Board elections as follows:

- Richard Allin
- Lesley Francis-Ziogas
- Jules Lloyd-Jones (Vice-President)
- John Warwick

The full Board also includes:

- Liz Wheadon (President)
- Paul Divers
- Jenny Epke
- Scott McMillan

- Renee Rowland

3. Other Business

4. Close Meeting

4.1 Close the meeting

Next meeting: Board meeting - 20 Nov 2025, 10:00 am

There was no general business raised and the meeting closed at 3.09pm.

Signature:_____

Date:_____