

**Minutes for 53rd AGM of NZMSS**

**Waikato University, Hamilton, New Zealand**

**August 21st 2013 3.45pm – 5.15pm**

1. Attendees: Mary Livingston (chair), Helen Kettles (minutes), Helen Neil, Rochelle Constantine, Andrea C. Alfaro, Abby Smith, Paul Joutn, Stacie Lilley, Mike Hickford, Don Neale, Wendy Nelson, Kirsten Rodgers, Kareen Schnabel, Phil Ross, Drew Lohrer, Malcolm Francis, Kathy Walls, Lesley Bolton-Ritchie, Rich Ford, Michael Townsend, Rebecca Gladstone-Gallagher, Clarisse Niemand, Islay Marsden, Andrew Bell, Bob Hickman, Rachel Harris, Emily Douglas, Sarah Hailes, Kelly Carter, Natali Delorme, Mike Hudson, Leonardo Zamora, Hanieh Saeedi, Michelle Bentzhoff-Law, William Arlidge, Jeff Shima, Conrad Pilditch, Hilke Giles, Chris Conelisen, Chris Battershill.

2. Apologies – Will Rayment, Colin McLay, Nick Shears, Malcolm Clark.

3. Minutes of the 2012 AGM

A copy of the draft minutes are appended. Abby Smith moved they be accepted, Helen Neil seconded this and it was approved by members.

4. Matters arising from 2012 Minutes

No matters were raised.

5. Reports

 a. President - Mary Livingston (page 6)

 b. Treasurer - Chris Cornelisen (page 9)

 c. Membership Secretary - Kerry South (page 11)

 d. Website coordinator - Kerry South (page 11)

6. Matters arising from reports

It was noted that the 2013/14 budget was indicative. Chris thanked Abby for being able to authorise payments online.

Chris recommended an increase in the membership fee to $60.00 to account for an increase in fees associated with using on-line banking. Helen Neil moved that fees go up to $60 for professional membership, Rochelle Constantine seconded this and all present were in favour.

Abby strongly urged the Society to not elect as many as 26 people to Council but instead have a maximum of 16 (including 3 students). Conrad said he was happy to step down this year after long service to Council. He agreed with a leaner Council but encouraged Council to engage with the wider community via sub groups. Council members were reminded that they need to be committed to put time into the role. This year a number of important issues dropped through cracks and people should not be on Council if they are going to be away for blocks of time during the year.

It was suggested Council increase communication with members so they can raise issues to Council more. The new Council will be open to any suggestions for how to improve communications e.g. via listserve.

7. Election of Officers

1. President

Nominations received: Mary Livingston (MPI) - nominated by Richard Ford, seconded by Colin McLay.

There were no further nominations from the floor. Helen N. (Vice President) declared Mary elected unopposed.

1. Vice President
* Nominations received: Helen Neil (NIWA) - nominated by Scott Nodder, seconded by Alison MacDiarmid.

There were no further nominations from the floor. Mary declared Helen elected unopposed.

1. Secretary (incumbent is not re-standing).
* Nominations received: Will Arlidge (MPI) – nominated by Mary Livingston, seconded by Neville Smith.

There were no further nominations from the floor. Mary declared Will elected unopposed.

1. Treasurer (Chris Cornelisen is willing to re-stand but asks for trainee treasurer to move into role in 2014/15).
* Treasurer nominations received: Chris Cornelisen (Cawthron) - nominated by Hilke Giles, seconded by Ben Knight.
* Trainee treasurer nomination received: Michelle Beritzhoff (MPI) - nominated by Mary Livingston, seconded by Martin Cryer.

There were no further nominations from the floor. Mary declared Chris treasurer and Michelle as a trainee treasurer both elected unopposed.

1. Council (at least 8).

Nominations received:

* Helen Kettles (DOC) – nominated by Sonja Miller, seconded by Helen Neil.
* Phil Ross (Uni Waikato) – nominated by Chris Battershill, seconded by Drew Lohrer.
* Kathy Walls (MPI) - nominated by Chris Battershill, seconded by Colin McLay.
* Abby Smith (Otago Uni) - nominated by Carolyn Lundquist, seconded by Mary Livingston.
* Nick Shears (Auck Uni)– nominated by Rochelle Constantine, seconded by Phil Ross.
* Hilke Giles (EW) – nominated by Judy Hewitt, seconded by Conrad Smith.
* Lesley Bolton (ECAN) – nominated by Kathy Walls, seconded by Richard Ford.

Mary officially thanked all those outgoing Council members: Don Neale, Drew Lohrer, Conrad Pilditch present at the AGM and willing to step down plus Will Rayment, Liz Slooten and Sharyn Goldstein.

Rochelle suggested a process similar for elections as the Marine Mammal Society runs where whole process is run electronically including voting.

1. Membership Secretary (incumbent is not re-standing).

Helen Neil.

1. Website/List Administrator (incumbent is not re-standing).

Phil Ross.

1. Student Reps

Nominations received:

* Rebecca Gladstone-Gallagher nominated by Phil Ross, seconded by Drew Lohrer.
* Kristen Rodgers nominated by Abby Smith by Rochelle Constantine.

Don moved we accept all nominations, Rochelle seconded and all in attendance were in favour.

8. General Business

a. NZMSS Award – 2013 announcement

 An announcement will be made at the conference dinner Thursday night.

b. Confirmation of next three conference locations (2014-2016)

2014 – Christchurch – 9-11 June are the preferred dates.

2015 – Auckland – Oceania Othicioan Society

Malcolm Francis said there is a lot of interest from this small society to join us. Nick Shears and Rochelle, involved in organising the Auckland conference, have spoken about this and have agreed.

2016 - Wellington (with AMSA) – we will need to firm up on ideas for this over the next 12 months.

Past conferences

2013 – Hamilton

2012 – Hobart/AMSA

2011 – Stewart Island

2010 – Wellington

2009 – Auckland

2008 – Christchurch/AMSA

2007 – Hamilton

2006 – Nelson

2005 – Wellington

c. Any other matters

Mary thanked all Council members who are stepping down. Helen has a gift of the 50th  Anniversary Society Review document to give them.

*Regarding the Annual Review*

Do we still want to print off 450 pages for institutional members or print as Pdf and save some money? There has been some debate about whether to continue with this document. Part of the information is on the website (e.g. information about Council, conference abstracts), but two copies go to the National Library as a permanent record. It was noted that the National Library do save some information of Societys’ websites. Institutional contributions have declined over the years – there was only a 60% response rate this year so not as comprehensive as it could be. We could harvest information from Google scholar. New Council to discuss and make a decision well before next one is due.

*Te Papa Relocation of Collections*

There have been concerns about the restructure (loss of expertise, loss of the library and the plan now to move collections out of Wellington). The existing building was designed from Civil Defence so is safe, and there is little clarity around the reasons. A distributed network of collections has logistics issues for depositing specimens. Council sent a letter asking for information as have other Societies like Royal Society. No official response has been received from Te Papa yet. We also forwarded a copy of our letter to the Royal Society.

Wendy recommends the Council has a subcommittee to follow up on this issue. Volunteers from those attending were: Kareen Schnabel, Martin Cryer, Malcolm Francis, Chris Battershill, Rochelle Constantine.

*Coastal Society Conference*

Don Neale left a flyer for the Coastal Society Conference being held in Hokitika, 19-22 November. Hilke has been approached about a future joint conference with them.

On behalf of the Society, Abby thanked Helen for her work as secretary the past 3 years especially for her accuracy and strong organisational skills.

The new Council will meet briefly in the Foyer of SG Block at 11am tomorrow.

Close of meeting was 5.15pm.

**NZMSS Council (2012-2013)**

***President:*** Mary Livingston MPI

***Vice President:*** Helen Neil NIWA

***Secretary:*** Helen Kettles DOC

***Treasurer:*** Chris Cornelisen Cawthron

***Immediate Past President:*** Colin McLay U Cant

***Council Members:***

 Drew Lohrer NIWA

 Kathy Walls MPI

 Conrad Pilditch U Wkto

 Simon Thrush NIWA

 Liz Slooten U Otago

 Kerry South U Cant

 Dennis Gordon NIWA

 Will Rayment U Otago

 Sue Adkins U Cant

 Abby Smith U Otago

 Nick Shears U Auck

 Hilke Giles Wkto RC

 Don Neale DOC

 Sharyn Goldstien U Cant

 Chris Battershill U Wkto

***Student Representatives:***

 Zeenatul Basher U Auck

 Kirsten Rodgers U Auck

 Darcy Webber Vic U

 Matthew Desmond U Otago

**Honorary Positions:**

***“Review” Editor:*** Stacie Lillie U Cant

***Membership Secretary:*** Kerry South U Cant

***Webmaster:*** Kerry South U Cant

**President’s Report (2012-13) - Mary Livingston**

Who we are

The New Zealand Marine Sciences Society, known as “NZMSS”, was formed in 1960 as a constituent society of New Zealand’s Royal Society, to encourage and assist marine science and related research across a wide range of disciplines in New Zealand and to foster communication among those with an interest in marine science.

NZMSS is a non-profit organization that provides access to and within the marine science community and identifies emerging issues through annual conferences, annual reviews, a listserve and this website. NZMSS membership covers all aspects of scientific interest in the marine environment and extends to the uptake of science in marine policy, resource management, conservation and the marine business sector. We speak for members of the society and we engage with other scientific societies as appropriate.

What We Do

* Organize and conduct an Annual Marine Science Conference, usually held in a New Zealand centre, but sometimes in conjunction with other New Zealand societies and our Australian colleagues.
* Periodically award the “New Zealand Marine Sciences Society Award” to any person who has made an outstanding contribution to the advancement of marine science. Nominations are called for and assessed annually.
* Provide First Overseas Conference Travel Funds travel assistance grants to student-members (applications due 1 Feb and 1 Aug).
* Provide Student Research Grant Funds (applications due 1 April) - to assist MSc and PhD candidates to take their work further than typical institutional funding allows.
* Provide written comment and independent submissions on relevant marine issues as they arise.
* Host a listserve where members can post, discuss, and debate marine science topics; advertise marine science positions and provide a calendar of conferences, workshops and relevant events; conduct society business.
* Publish the Annual New Zealand Marine Science Review that provides a directory of NZMSS members, marine research organizations and science personnel with a summary of research interests and publications.
* Raise public awareness of marine science through events, press releases, public activities, awards and the listserv

Council members July 2012 – August 2013

The Council this year has been one of the larger groups in recent years–26 including honorary positions – and I would like to take the opportunity of thanking each and every one of you for helping to get us through a very busy year. Having so many people on Council has its plus and minus sides. On the one hand, many hands make light work, but on the other, individuals can feel a bit lost on how best to contribute. This can be further exacerbated when we only meet by telephone conference calls for one hour per month! Council and I have prepared some role descriptions and itemised tasks that council members need to do during the year so that we can know who does what more readily when the new Council reconvenes.

Council activity 2012–13

The 2012-2013 year has been varied and full, and as well as business as usual, I gave outlined below some of the tasks that we have undertaken and completed:

* NZMSS has further updated its new web page which now has a Calendar of Events and provides access to student grant application forms and nomination forms http://nzmss.org/
* The listserve has been serviced by Council all year, providing members with news of marine interest, job vacancies, scholarships, Royal Society presentations and reports, as well as other items of interest.
* We revised our generic wording as above and agreed that we should use this as the background information source in all correspondence and on the website for the Society.
* Council has developed a new Advocacy Strategy whereby we have a procedure for developing submissions on marine issues. An integral part is the appointment of “Portfolio Groups” from within Council membership, and by invited contributions from outside experts. Currently we have three Portfolios: Marine Protected Areas (MPA), Oceans Policy (OP) and Education Outreach (EO). Draft Terms of Reference for all groups were finalised this year and some overall guidelines were completed. Functionally however, the Oceans Policy and Education Outreach groups have been relatively dormant.
* Submissions were prepared largely by the MPA Portfolio group for a number of marine protected area proposals, Conservation Management Plans and Strategies, and the Maui’s Threat Management Plans, during the year which you can download copies of from http://nzmss.org/documents/.
* We have also provided feedback to government processes for the National Science Challenges and the potential re-siting of the Te Papa collections.
* Last year’s conference was held jointly with the Australian Marine Sciences Association in Hobart. This was a very successful meeting with New Zealand delegates making up roughly 20% of the attendance. Thanks go particularly to Bob Hickman and to Kathy Walls for their efforts in liaising with Australia in preparation and follow-up.
* The 2013 NZMSS Conference is at Waikato University, Hamilton. It is another joint meeting, this time with the NZ Freshwater Society and the Australian Fish Biology Society, and I thank Conrad Pilditch, Drew Lohrer, Hilke Giles and the rest of the team in the Waikato Region for their untiring effort in what is NZMSS’ largest project each year.
* We are indebted to Stacie Lilley for assembling and illustrating the “NZMSS Annual Review” #53. This is a goldmine of information and what happened in Marine Science during 2011-2012. If you do not already have it, you can download a copy from http://nzmss.org/documents/.
* As many of you know, Kerry South is stepping down from her roles as website master and membership list manager. Kerry has completed this task for a small honorarium for the past 4 years, and we thank her profoundly for her steadfast commitment to the job during this time and the great improvements to our systems she has put in place.
* Chris Cornelisen has been brilliant in the role of Treasurer and this year we are seeking a “trainee treasurer” to work with Chris to transition into the role. Peter Scholtens has done a fine job in auditing our financial records and has provided invaluable suggestions to Council about ways to streamline our financial operations. Helen Kettles is stepping down after three years as secretary. Helen’s organisational skills are second to none and will be sorely missed by us, especially me...thanks Helen!
* Thanks also to Dennis Gordon and to our student reps who are stepping down this year as well.

The year has been one of ongoing change for marine sciences in New Zealand. The Ministry of Business Innovation and Employment has consulted on the new National Science Challenges offering the first increase in new research money in several years. The Natural Resource sector has been high-profile particularly with regard to opportunities for improving coordination of marine research and strategic development, and of course we have seen new legislation brought in for the EEZ. Some of the decision-making around hot topics such as Maui’s and Hector’s dolphins, the MPA in the Ross Sea and deep-sea drilling activities has been controversial, but what I do find encouraging is that New Zealanders are becoming more and more interested in their marine environment and that authorities are realising that in order to manage resources, they need an adequate information base, with competent scientists and expertise to advise and inform their deliberations.

Increased public participation has been seen in the Hauraki Gulf, Tasman Bay and the Kaipara Harbour providing three examples of renewed effort on community involvement in coastal issues. At the time of writing, it seems to me that the profile of marine science will continue to rise steeply over the next few years as New Zealand comes to grip with government direction and the evidence base for sustainable development in an environment that is already responding to the effects of existing human activities, climate change and ocean acidification. New Zealand contains significant marine world heritage sites, significant marine wildlife and unique biodiversity that needs appropriate stewardship and protection and I am looking forward to improved and better informed debate about marine issues in the public arena. I consider that as a professional scientific body, NZMSS is well positioned to take an increasingly active role in the quality of those debates.

Mary Livingston

President NZMSS, July 2013

**Treasurer’s Report (2012-13) - Chris Cornelisen**

Financial summary: Over the past year the Society’s income of approximately $21,000 matched its expenditures (Figure 1). Income included a surplus of $11,177 from the joint AMSA/NZMSS conference. A total of $9,301 and $4,000 was given to students for first overseas conference travel awards and research awards, respectively. Total assets, including term deposits (Figure 2), are currently $42,000.



Figure 1: Annual NZMSS income and expenditures based on fiscal years (1 April to 31 March).

Proposed budget for 2013/2014: A proposed budget for the Society according to the current categories of spending is shown in Table 1. below. Nearly $30,000 remains in the Society’s term deposits. Some thought should be given by the Society and Council on additional ways NZMSS could be using (and generating) funds to support the Society’s mission.

 



Figure 2: Term deposits (left) and conference surplus (right). Values for 2014 are estimates.

Table 1: NZMSS expenditures for last year and proposed budget for 2013/2014.

|  |  |  |
| --- | --- | --- |
|  | Last year | Proposed |
|  | 2012/2013 | 2013/2014 |
| First overseas conf travel awards  | 9301 | 9000 |
| Student research awards | 4000 | 4000 |
| Council general expenses | 848 | 900 |
| Website maintenance/develop | 436 | 750 |
| Royal Society Fees | 800 | 1000 |
| Website honorarium | 500 | 500 |
| Membership honorarium | 1500 | 1000 |
| Annual Review  | 1879 | 2000 |
| Bank fees | 617 | 800 |
| Audit/Accounting | 950 | 1500 |
| **Total expenditure** | 20831 | 21450 |
| **Total Income**  | 20857 | 21800 |

Notes:

- There is some overlap between the fiscal year (1 April and 31 March) and budget amounts. For instance, student research awards budgeted in a given year may not be paid out until the next fiscal year due to timing.

- Payment of website and membership honorariums for last year is pending approval at AGM.

- Reduced budgets for honorariums are proposed due to more efficient systems put in place by Kerry South.

- An increased budget for accounting expenses is proposed for the coming year to improve systems for annual audits, reporting, etc.

- Total estimated Income for 2013/2014 includes interest received and an estimated conference revenue of $10,000 and membership revenue of $10,000.

Membership fees: Our current membership fees are $55 and $20 for professionals/institutes and students, respectively. We have not raised membership fees since 2010. Payments are now made almost exclusively using on-line banking, which in turn comes with increased banking fees (likely to be around $700-800 per annum). Based on this added cost alone, I recommend the Society consider raising the professional/Institute fee to $60 to cover this cost. Student fees could remain at $20.

**Website Coordinator’s Report (2012-13) - Kerry South**

**website@nzmss.org**

The website coordinator is responsible for maintaining the content of the NZMSS website and seeking technical support when required. This person also helps the Society maintain its domain name, email accounts, admin site access, and Google Account. Basic content maintenance is carried out by the coordinator once per month and council directed updates are made following council meetings and when requested by the NZMSS secretary.

Two new features have been added to the website this past year:

1. The majority of NZMSS membership payments are now made online through the membership page and paid for by credit card. As the membership secretary only processed memberships approximately every two weeks it was determined that automated invoice receipts were needed. This service was added in July 2013 and will address the need of many organisations to have a tax invoice for any credit card payments within 3-5 working days. The cost of adding this service was a one-time web developer fee.

2. The new calendar page shows NZMSS specific event dates and deadlines along with a second list of relevant marine science events. The top three upcoming dates are now displayed on the homepage in a new module found at the top right side of the page. It was agreed to leave the homepage calendar to be manually updated to keep the web developer fees lower when installing this new module.

This role will be turned over to Phil Ross following the AGM. In the upcoming year the new website coordinator will also be supported by a council subcommittee in order to facilitate focus on enhancing the content of the website. The new council will be responsible for deciding how much time is put into the website and if NZMSS needs to add new methods of communication (e.g. social media) to enhance the website.

**Membership Secretary’s Report (2012-13) - Kerry South**

**membership@nzmss.org**

Most years a large portion of membership payments are collected via the annual NZMSS conference. There is a core membership group who do renew their memberships each year but the Society does gain temporary memberships from individuals attending the conferences but who decide not to stay in NZMSS afterwards (students, individuals that move overseas). As the last conference was in Hobart, Australia run by the Australian Marine Science Association membership fees were not collected via the conference for the 2012-13 period. Instead members were reminded to renew their memberships via the NZMSS listserv (optional participation by NZMSS members) and through direct emails. This did require a much larger time commitment from the membership secretary and membership numbers are down likely as a result of this. There was also a decline in the 2011-12 memberships from 2010-11 but this is likely due to the smaller attendance at the NZMSS Conference that year (Stewart Island). The membership period for 2010-11 is highest most likely due to the 50th anniversary conference held that year which had high attendance.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Members** | **2009-10** | **2010-11** | **2011-12** | **2012-13** |
| Total members | 243 | 312 | 254 | 230 |
| Institutional ($55) | 5 | 9 | 8 | 7 |
| Full ($55) | 129 | 170 | 130 | 132 |
| Life (waived) | 16 | 19 | 18 | 20 |
| Retired ($20) | 1 | 3 | 2 | 2 |
| Student ($20) | 92 | 111 | 96 | 75 |

\*Fees include GST, no additional fee charged for credit card payment

The membership secretary role is being handed over after the AGM. As of this report the council is unaware of anyone willing to take over this role. The membership secretary’s role does require regular up-keep, communication with treasurer, attendance /reporting at monthly council meetings, and a willingness to learn how to use some associated online membership/banking systems. The previous membership secretary is happy to help guide the new secretary into this role. This role has recently experienced a drop in time commitment following the introduction of automated receipts for credit card payments. Please see the role description for more information.

2012-13 NZMSS Membership List (updated 27 July 2013)

*Institutional Memberships/Subscriptions*

Cawthron Institute

Department of Fisheries Western Australia

NSW Trade & Investment Library

NZ Rock Lobster Industry Council Ltd

Universitaetsbibliothek Johann Christian Senckenberg

University of California San Diego

WWF New Zealand

*Full Membership*

Abraham, Edward

Adkins, Sue

Arlidge, Will

Battershill, Chris

Bell, Andrew

Berry, Andrew

Blom, Wilma

Bolton-Ritchie, Lesley

Bradstock, Mike

Breen, Paul

Burrows, Sarah

Cameron, Marcus

Carbines, Megan

Carter, Kelly

Chiswell, Steve

Clarke, Chris

Clement, Deanna

Constantine, Rochelle

Cornelisen, Chris

Costello, Mark

Cryer, Martin

Currey, Rohan

Currie, Kim

Davey, Niki

Dawson, Steve

De Luca, Sharon

Dewhurst, Paul

Don, Graham

Douglas, Emily

Dunmore, Robyn

Dunn, Matthew

Dyck, Matthew

Ellis, Joanne

Ford, Rich

Froude, Victoria

Fyfe, Jim

Gault-Ringold, Melanie

Geange, Shane

Gibbs, Max

Giles, Hilke

Goldstien, Sharyn

Gorman, Richard

Grange, Ken

Grant, Coral

Hailes, Sarah

Hanchet, Stuart

Hayden, Barb

Hewitt, Judi

Hickford, Michael

Hills, Julie

Holdsworth, John

Hopkins, Grant

Hunt, Lou

Jacoby, Charles

Johnson, Sheri

Keeley, Nigel

Keen, Peter

Kelly, Shane

Kettles, Helen

Knight, Ben

Laing, Andrew

Lilley, Stacie

Livingston, Mary

Lohrer, Drew

Longdill, Peter

Lundquist, Carolyn

Mace, Chris

MacKenzie, Lincoln

Madarasz-Smith, Anna

Marsden, Islay

Mattlin, Rob

Maxwell, Kimberley

May, Stephanie

McKenzie, Jan

McLeod, Rebecca

Metcalf, Victoria

Mikaloff-Fletcher, Sara

Miller, Sonja

Mills, Sadie

Milne, Juliet

Neale, Don

Neil, Helen

Newcombe, Emma

Nodder, Scott

Northocote, Lisa

O'Driscoll, Richard

Oliver, Megan

Orpin, Alan

Osborne, Tracey

Paavo, Brian

Parker, Naomi

Patrick, Mike

Phillips, Nicole

Pickett, Vernon

Pilditch, Conrad

Pomerade, Marine

Pritchard, Daniel

Probert, Keith

Ragg, Norman

Rayment, Will

Read, Geoffery

Robinson, Natalie

Ryan, Ken

Savage, Candida

Schnabel, Kareen

Sharp, Ben

Shears, Nick

Slooten, Liz

Smith, Abigail

Smith, Murray

Smith, Neville

Smith, Shade

South, Kerry

South, Paul

Spong, Keren

Stevens, Craig

Stewart, Brian

Sullivan, Kevin

Taylor, David

Taylor, Richard

Thomsen, Mads

Tingley, Geoff

Tracey, Dianne

Tricklebank, Karen

Van Hale, Robert

Wade, Oliver

Wallace, Kath

Walls, Kathy

Ward, Nick

Wilson, Gary

Wilson, Oliver

Zhou (Victor) Yu

*Retired Members*

McLay, Colin

Troup, Christina

*Life Members*

Ballantine, Bill

Booth, John

Brodie, Jim

Carter, Lionel

Cassie-Cooper, Vivienne

Choat, Howard

Clark, Malcolm

Creese, Bob

Francis, Chris

Francis, Malcolm

Gordon, Dennis

Grieve, Janet

Hayward, Bruce

Heath, Ron

Hickman, Bob

Jillett, John

Mace, Pamela

Nelson, Wendy

Schiel, David

Thrush, Simon

*Student Membership*

Alestra, Tommaso

Alqaisi, Khalid

Armitage, Phoebe

Basher, Zeenatul

Boschan, Rachel

Boschetti, Simona

Braid, Heather

Brinkman, Johanna

Burrell, Tim

Bylenga, Christine

Cahill, Patrick

Chandurvelan, Rathishri

Cross, Cheryl

Culliford, David

Cumming, Rebecca

de Groot, Neeltje

Dwyer, Sarah

Evans, Aaron

Fairweather, Rex

Feng, Yuanyuan

Fernadez Subiabre Pamela Andrea

Getzlaff, Christy

Gladstone-Gallagher, Rebecca

Godomski, Kendall

Halliday, Katie

Hesse, Jan

Hill, Jessica

Hudson, Mike

Jackson, Susan

Jendersie, Stefan

Kelly, Jesse

Khan, Javad

Kolb, Juergan

Laferriere, Alix

Leal, Pablo

Lee, Tuan Meng Sonny

Lindsay, Rebecca

Long, Niharika

Lorange, Astrid

Macpherson, Diana

Malekar, Vanita

Miller, Ellen

Mullungal, Muhammed Nayeem

Paul, Sourav

Pecorino, Danilo

Peters, Catherine

Pine, Matt

Piraud Monsalve, Fernanda

Powell, Zack

Pratt, Daniel

Queenin, Jay

Rankmore, Krista

Rodgers, Kirsten

Rosli, Norliana

RS, Sruthi Thalayappilrasz

Saeedi, Hanieh

Scheuer, Kristin

Schuller, Susanne

Setiawan, Alvin

Sharp, Stacey

Shatova, Olga

Simpson, Linda

Skilton, Jen

Smith, Adam

Stuck, Ester

Suarez Jimenez, Rocio

Watts, Ashleigh

Webber, D'Arcy

Webby, Ashley

Webster, Trudi

Wilkinson, Shaun

Wilson, Peter

Woods, Emma

Yellapu, Bhargavi

Zhang, Jinhjing+

**APPENDIX: 2012 AGM minutes for approval**

**Draft Minutes for 52nd AGM of NZMSS**

**Hobart, Tasmania**

**July 5th 2012**

1. Present: Tommaso Alestra, Zeenatul Basher, Chris Battershill, Wilma Blom, Steve Chiswell, Malcolm Clark, Rochelle Constantine, Chris Cornelisen, Rohan Currey, Sarah Dwyer, Debbie Freeman, Rebecca Gladstone-Gallagher, Dennis Gordon, Katie Halliday, Mike Hickford, Bob Hickman, Mary Livingston, Jan McKenzie, Colin McLay (Chair), Don Neale, Helen Neil, Scott Nodder, Nicole Phillips, Daniel Pratt, Will Rayment, Kirsten Rodgers, Nick Shears, Liz Slooten (Minutes), Abby Smith, Jason Suwandy, Di Tracey, Kathy Walls, Darcy Webber (n=33).

2. Apologies: Mark Costello, Hilke Giles, Helen Kettles (Secretary), Conrad Pilditch (4).

3. Minutes of the 2010 AGM

Liz Slooten moved the minutes be accepted, seconded by Mary Livingston.

4. Matters arising from the minutes

None

5. Reports

a) Presidents Report (Colin McLay)

The New Zealand Marine Sciences Society (NZMSS) is a professional society of New Zealand’s marine scientists, affiliated to the Royal Society of New Zealand. We believe that the quality of use and protection of the New Zealand marine environment will be enhanced by the application of scientific knowledge and research. We must work together for a better future so that we leave a quality environment, high in biodiversity with adequate resources for posterity: this vital issue is in the public interest and should not be compromised for private gain. Perhaps most importantly we support the idea that balanced and sustainable use of the sea requires areas to be set aside where marine life can regenerate and seed surrounding areas.

We support, encourage and assist marine research by students registered for post-graduate degrees in New Zealand. Grants for students to assist their research and attend their first overseas conference are awarded as funds allow. In return successful applicants are asked to provide a report on benefits of the award. In addition student attendance to present their work at our annual conference is subsidized. Funding for student assistance comes from conference surpluses, sponsorships and donations to the Society. Graduates are the life-blood to improving our understanding and use of the sea and its inhabitants.

The 2011-2012 year has been very active and I outline below some of the tasks that we have undertaken and completed:

* NZMSS has a colourful new web page where many of the documents mentioned in this Report can be downloaded - <http://nzmss.org/>. This page also provides access to student grant application forms and nomination forms.
* We also have a new list server through which subscribed members can circulate news of marine interest. This has effectively replaced the periodic Newsletters that were previously circulated by email.
* Council has developed a new Advocacy Strategy whereby we have a procedure for developing submissions on marine issues. An integral part is the appointment of “Portfolio Groups” from within Council membership, and by invited contributions from outside experts. Currently we have three Portfolios: Marine Protected Areas (MPA), Oceans Policy (OP) and Education Outreach (EO).
* Submissions and contributions prepared by these groups and made on behalf of NZMSS concerned: the proposal for a Marine Reserve in Akaroa Harbour; evaluation of Coastal Plans for the Kermadec and Sub-Antarctic Islands; new legislation to define responsibilities and rules to manage the seas of the EEZ outside the territorial twelve-mile limit; commenting on the need to give science a high profile in the new super-ministry of Primary Industries, MPI; Best Fish Guide; Inshore fisheries observer program; Ecosystems Services paper prepared by the NZRS; the Kaikoura Te Korowai Marine Strategy ([www.teamkorowai.org.nz](http://www.teamkorowai.org.nz)) prepared by local Maori to integrate and manage the local marine environment in a sustainable way; you can download copies of these submissions from <http://nzmss.org/>.
* Last year’s conference was organized by Otago University members and held in Oban on Stewart Island. This very successful meeting was the first NZMSS conference to be held on the island and gave the opportunity to take advantage of the local hospitality and indulge in local delicacies. We all discovered that assembling marine scientists from all over the country within a small island community is a quite different experience than meeting on a campus in a large city. Council records its thanks to the OU organizers for their initiative.
* Council is involved with planning for the 2012 Conference which will be a joint meeting in Hobart, July 1-5, with the Australian Marine Science Association. The theme will be “Marine Extremes - And Everything In Between”. NZMSS was fortunate to receive support from several sponsors whose gifts enabled many students to attend. We are very grateful to two people in particular who have shouldered a lot of the load – Kathy Walls and Bob Hickman.
* The 2013 NZMSS Conference will be held at Waikato University, Hamilton and a local committee is already making plans for the event. It will be another joint meeting, this time with the NZ Freshwater Society and the Australian Fish Biology Society.
* This year the Council has undertaken revision of the NZMSS Rules. Basically the aim was to modernize the language used and to acknowledge what had become standard practice over the years. For example Council meetings are now conducted by teleconference among members in front of computer screens which can be scattered all the over New Zealand, and overseas if necessary. Decisions about motions in circulated digital documents must be made orally, rather than by show of hands, with the Secretary frantically keeping the minutes for later circulation by email. Potentially there can sometimes be no hard copies of any documents which are all stored on hard drives, rather than a filing cabinet. Defining what a “membership year” includes has become challenging now that members can join online at any time.
* The NZ Royal Society has restructured its fees for member organizations wherein only fulltime members (not students) attract a per capita fee and total fees are limited by a $500 minimum and $1500 maximum per organization. This will mean lower costs for NZMSS.
* We are indebted to Stacie Lilley for assembling and illustrating the “NZMSS Annual Review” #53. This is a goldmine of information and what happened in Marine Science during 2011-2012. If you do not already have it, you can download a copy from <http://nzmss.org/>

June 28 2012

b) Treasurer’s Report (Chris Cornelisen)

**2010/11 Financial Report**

**Profit and Loss Account for the year ended 31 March 2011**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **2011** |  | 2010 |
| **Income**  |  |  |  |
| Subscriptions Received  | 13,569 |  | 6,573 |
| Conference Net Income | 6,066 |  | 8,178 |
| Interest Received | 3,249 |  | 2,794 |
| **Total Income**  | **22,884** |  | **17,545** |
|  |  |  |  |
| **Expenditure** |  |  |  |
| Audit Fees | 595 |  | 556 |
| Bank Fees | 470 |  | 371 |
| Council and General Expenses | 2,846 |  | 2,334 |
| First Overseas Conference Travel Awards | 8,600 |  | 19,500 |
| Honorarium – Secretary/Website | 3,000 |  | 0 |
| GST Arrears and Penalties | 0 |  | 784 |
| NZ Marine Sciences Review  | 1,964 |  | 1,466 |
| NZMSS Award Sculpture | 0 |  | 700 |
| Royal Society of NZ - affiliation fees | 631 |  | 631 |
| Student Research Award | 5,330 |  | 4,000 |
| Website Development | 0 |  | 1,500 |
|  | **23,436** |  | **31,842** |
|  |  |  |  |
| **(Deficit) of Income over Expenditure for year** |  **$(552)** |  | **$(14,297)** |
|  |  |  |  |
|  |  |  |  |
| **Balance Sheet as at 31 March 2011** |  |  |  |
|  | **2011** |  | 2010 |
| **Members Funds** |  |  |  |
| Balance 1 April | 66,050 |  | 80,347 |
| (Deficit) of Income over Expenditure for Year | (552) |  | (14,297) |
| **Balance 31 March** | **$65,498** |  | **$66,050** |
|  |  |  |  |
| **Represented by:** |  |  |  |
| Westpac Cheque Account | 3,588 |  | 2,060 |
| Westpac Conference Bank Accounts | 24,905 |  | 0 |
| Sculptures on Hand | 4,900 |  | 4,900 |
| Accounts Receivable | 378 |  | 2,306 |
| Westpac – Term Investments | 40,557 |  | 58,284 |
|  | 74,328 |  | 67,550 |
| Less Accounts Payable | 8,830 |  | 1,500 |
|  | **$65,498** |  | **$66,050** |
|  |  |  |  |

**Notes to the Financial Statements**

**Statement of General Accounting Policies**

These financial statements have been prepared using the historical cost method. Accrual accounting has been used except as noted below, and reliance has been placed on the Society being a going concern.

**Statement of Particular Accounting Policies**

All subscription receipts have been accounted for on a cash basis.

These financial statements were prepared on a Goods and Services Tax (GST) exclusive basis.

**Changes in Accounting Policies**

There have been no changes in accounting policy. All policies have been applied on bases consistent with the previous year.

**First Overseas Conference Travel Awards**

 2010/2011 2009/2010

Hazel Needham 500

Hannah Jones 600

Kathryn Lister 500

Sergio Carrasco 1,000

Andrea Varela 1,000

Tommaso Alestra 2,500

Adam Smith 2,500

 **$8,600 $19,500**

There was no income specifically designated for the First Overseas Conference Travel Fund.

**Student Research Awards**

Katherine Jones and Danilo Pecorino

**NZMSS Award Sculpture**

No award (2010 – Dr Simon Thrush)

**Accounts Receivable**

GST Refund **$378**

**Accounts Payable**

FOCTA awards – March/April round 7,000

Research Award 1,830

**Total $8,830**

****

**June 2012 Financial Report**

The following covers the period 28 May 2012 to 26 June 2012



**Income and Expenditure Account for the year ending 31 March**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **2012\*** | **2011** | **2010** | **2009** | **2008** | **2007** |
| **Income** |  |  |  |  |  |  |
| Subscriptions Received  | 8,170 | 13,569 | 6,573 | 6,378 | 7,002 | 9,525 |
| Conference Net Income | 2,403 | 6,066 | 8,178 | 22,644 | 26,604 | 2,885 |
| Interest Received | 1,948 | 3,249 | 2,794 | 3,642 | 4,738 | 1,614 |
| **Total Income**  | **$12,521** | **$22,884** | **$17,545** | **$32,664** | **$38,344** | **$19,024** |
|  |  |  |  |  |  |  |
| **Expenditure** |  |  |  |  |  |  |
| Audit Fees | 950 | 595 | 556 | 525 | 195 | 175 |
| Bank Fees | 311 | 470 | 371 | 288 | 471 | 368 |
| Council and General Expenses | 2,284 | 2,846 | 2,334 | 1,992 | 3,396 | 3,702 |
| First Overseas Conference Travel Fund | 9,120 | 8,600 | 19,500 | 7,000 | 5,500 | 9,500 |
| Honorarium – Secretary/Website | 0 | 3,000 | 1,500 | 1,600 | 0 | 0 |
| GST Arrears and Penalties | 0 | 0 | 784 | 0 | 0 | 0 |
| Lecture Tour NZMSS Award recipient | 0 | 0 | 0 | 796 | 568 | 0 |
| NZ Marine Sciences Review  | 2,157 | 1,964 | 1,466 | 1,306 | 1,155 | 1,808 |
| NZMSS Award Sculpture | 0 | 0 | 700 | 700 | 700 | 0 |
| Royal Society of NZ - affiliation fees | 1,417 | 631 | 631 | 595 | 669 | 643 |
| Student Research Award | 1,830 | 5,330 | 4,000 | 2,500 | 2,500 | 0 |
| Student Travel Grants\*\* | 0 | 0 | 0 | 5,272 | 3,035 | 6,240 |
| **Total Expenditure** | **$18,069** | **$23,436** | **$31,842** | **$22,574** | **$18,189** | **$26,537** |
|  |  |  |  |  |  |  |
| **Surplus (deficit) of Income over Expenditure**  | **$(5,548)** | **$(552)** | **$(14,297)** | **$10,090** | **$20,155** | **($7,513)** |
|  |  |  |  |  |  |  |

\*The shaded column (2011/2012 year) is currently in “draft” form for the purpose of review/discussion at the AGM - the annual audit is currently being conducted by Peter Scholtens and final numbers may vary from those shown (or in some cases have not been fully calculated).

\*\*Student travel subsidies paid from the conference account from 2010 onward.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **2012** | **2011** | **2010** | **2009** | **2008** | **2007** |
| **Members Funds** |  |  |  |  |  |  |
| Balance 1 April | 65,498 | 66,050 | 80,347 | 70,257 | 50,102 | 57,615 |
| Surplus (Deficit) of Income over Expenditure for Year | (5,548) | (552) | (14,297) | 10,090 | 20,155 | (7,513) |
| **Balance 31 March** | **$59,950** | **$65,498** | **$66,050** | **$80,347** | **$70,257** | **$50,102** |
|  |  |  |  |  |  |  |
| **Represented by:** |  |  |  |  |  |  |
| Westpac accounts  | 25,889 | 28,493 | 2,060 | 22,274 | 7,425 | 214 |
| Sculptures on Hand | 4,900 | 4,900 | 4,900 | 5,600 | 6,300 | 0 |
| Accounts Receivable |  -- | 378 | 2,306 | 631 | 16,569 | 3,140 |
| Westpac – Term Investments | 32,508 | 40,557 | 58,284 | 55,605 | 52,086 | 47,353 |
|  | 63,927 | 74,328 | 67,550 | 84,110 | 82,380 | 50,707 |
| Less Accounts Payable |  -- | 8,830 | 1,500 | 3,763 | 12,123 | 605 |
| **Total** |  **--** | **$65,498** | **$66,050** | **$80,347** | **$70,257** | **$50,102** |

b) Membership Secretary’s Report (Kerry South)

membership@nzmss.org

**Website update:**

The website is now fully established and periodic updates are carried out by Kerry South as required by council. The website coordinator reviews the website on a monthly basis to ensure homepage is up-to-date and liaises with technical support when required. Managing the listserve is now a separate task headed by Colin McLay with backup support by Kerry South.

**Membership process:**

Online membership registration/renewal is available through the NZMSS website. This service seems to have assisted with making it easier for people to pay their membership fees. Credit card payments do require a quicker receipt turnaround time though so membership requires monitoring at least every two weeks. The secretary usually spends about an hour every two weeks processing memberships. While the secretary position still requires a significant amount of time, the treasurer time has been reduced for this process as almost all payments are processed via bank deposit or credit card now. The secretary is able to view these payments and provide receipts without treasurer input except in special circumstances.

**Membership collection:**

Lower numbers of full registrants this period are most likely due to the smaller 2011 conference as membership fees are collected with conference registration fees and there were ~100 less people as compared to the previous event. As no fees have been collected for 2012-12 through the Hobart conference extra efforts will have to be made this year to chase up individuals for their dues.

~$9480 in membership fees were collected for the 2011-12 membership period

|  |  |  |  |
| --- | --- | --- | --- |
| **Members** | **2009-10** | **2010-11** | **2011-12** |
| Institutional ($55) | 5 | 9 | 8 |
| Full ($55) | 129 | 170 | 130 |
| Life (waived) | 16 | 19 | 18 |
| Retired ($20) | 1 | 3 | 2 |
| Student ($20) | 92 | 111 | 96 |

\*Fees include GST and no additional fee charged for credit card payment

6. Matters arising from reports.

The Treasurer (Chris Cornelisen) gave a short report on the statements. The accounts stand at about $40,000, there is a slow decline in funding. We need to consider how much money we’d like to spend on student travel to conferences and research awards. The Treasurer proposes not increasing membership fees – as these are on a par with other, similar societies. Our membership fees for institutions are very low compared to other organisations. Motion carried.

Abby Smith congratulated the Council for spending more on student travel than on administration. In general an organisation like this should have at least one year’s funding in reserve and we have much more than that.

Mary Livingston put forward a motion that Council should consider adding a marine award to the Royal Society awards. Mike Hickford asked that Council keep in mind possible conflict between any new award and our existing NZMSS Award.

Colin McLay moved that the reports be accepted. This was accepted by those present.

7. Election of officers

The following officer’s were confirmed:

President: Mary Livingston

Vice President: Helen Neil

Immediate Past President: Colin McLay

Secretary: Helen Kettles

Treasurer: Chris Cornelisen

Councillors:

1. Will Rayment

2. Abby Smith

3. Chris Battershill

4. Hilke Giles

5. Liz Slooten

6. Kathy Walls

7. Drew Lohrer

8. Sue Adkins

9. Denis Gordon

10. Sharon Goldstein

11. Nick Shears

12. Don Neale

Student members of council:

13. Kirsten Rogers (Auckland)

14. Zeenatul Basher (Auckland)

15. Darcy Webber (Wellington)

It was noted that we will need to find a couple more student representatives from the South Island – one from Canterbury and one from Otago.

8. General Business

8a. Awards were confirmed for: John Booth and Malcolm Clark. Malcolm was present and was congratulated by the meeting. A certificate will be presented at the Conference Dinner, but the Award trophies for both John and Malcolm will be presented at NIWA, Greta Point at a later date.

8b. Society Rules update

We need to follow up on the Society’s common seal which has been lost.

A document proposing changes to the Rules, which had been endorsed by Council, was circulated to members (see below). All the changes to the Rules were approved by the AGM except section 11 that the proposed abandonment of the Common Seal, and substitution of a digital form of the official letterhead, was questioned. This will require further investigation and reconsideration of the proposed change at the 2013 AGM. See: http://www.societies.govt.nz/cms/incorporated-societies/rules-of-incorporated-societies

8c. Motion: Council review current portfolios to see if they all should be supported and to see if we need new ones (moved by Mary Livingston, seconded by Kathy Walls. Motion approved.

8d. Chris Battershill would like to initiate a new portfolio group on Marine Biotechnology. This proposal will be discussed by the new Council.

8e. The next conference (2013) will be in Hamilton. Conrad Pilditch and Drew Lohrer are on the organising committee. It will be joint with the New Zealand Freshwater Society and Fish Biology Society.

Bob Hickman said we should look further ahead than the next conference (or two). We should decide 3-4 years ahead where the conferences will be held.

8f. Other general business:

Submissions on West Coast MPA’s are due soon. New Council to address.

Chris Battershill asked if NZMSS has links with the Coastal Society? Colin encouraged Chris to bring this up at Council. Mary said the new Council should explore working with the Coastal Society and other appropriate expert societies to build expertise in our portfolios.

Mary proposed a vote of thanks to Colin, as the outgoing President, and thanked him for his contribution to the Council. This was carried with acclamation.