

# NEW ZEALAND MARINE SCIENCES SOCIETY

TE HUNGA MĀTAI MOANA O AOTEAROA



## **Minutes for 55<sup>th</sup> AGM of NZMSS University of Auckland, Auckland, New Zealand 12:45pm Wednesday 8<sup>th</sup> July 2015**

Present:

- 1) Apologies received: Will Rayment, Bruce Hayward
- 2) Minutes of the 2014 AGM
- 3) A copy of the draft minutes is appended for approval (Appendix 1).

Moved by:

Seconded by:

- 4) Matters arising from 2014 Minutes
- 5) Reports tabled to the AGM 2015
  - a) President - Helen Neil (Appendix 2) - moved by X, seconded by X.
  - b) Treasurer - Michelle Beritzhoff-Laws (Appendix 3) - moved by X, seconded by X.
  - c) Membership Secretary - Lesley Bolton-Ritchie (Appendix 4) - moved by X, seconded by X.
- 6) Election of Officers for 2015-16 (Appendix 5 lists current Council) - Nominations received to date are listed below. Further nominations may be made at the AGM.
  - a) *President* (Helen Neil is willing to re-stand).
    - i) Nominated by Di Tracey, seconded by Alison MacDiarmid.
  - b) *Vice-president* (Hilke Giles is willing to re-stand)
    - i) Nominated by Pete Wilson, seconded by X.
  - c) *Secretary* (William Arlidge is standing down after 2 years).
  - d) *Treasurer* (Michelle Beritzhoff-Laws is standing down).
  - e) *Website/List Administrator* (Phil Ross is standing down).

- f) *Immediate Past President* Mary Livingston
- g) *Council* (at least 5).
  - i) Lesley Bolton-Ritchie is willing to re-stand.
    - Nominated by X, seconded by X.
  - ii) Kathy Walls is willing to re-stand.
    - Nominated by Chris Battershill, seconded by Hamish Lass.
  - iii) Will Rayment is willing to re-stand.
    - Nominated by Chris Hepburn, seconded by X.
  - iv) Nick Shears is willing to re-stand.
    - Nominated by Rochelle Constantine, seconded by X.
  - v) Sharyn Goldstien is willing to re-stand.
    - Nominated by Islay Marsden, seconded by X.
- h) Helen Kettles is standing down after 5 years with 3 of those years as Council Secretary.
- i) *Student Reps* (at least 2).
  - i) Jenny Hillman is willing to re-stand.
    - Nominated by Carolyn Lundquist, seconded by Simon Thrush.
  - ii) Emily Douglas is willing to re-stand.
    - Nominated by Conrad Pilditch, seconded by X.
  - iii) Rebecca Gladstone-Gallagher is standing down after 2 years on Council.
- j) 5 positions on Council are open. Comprising 1 x Secretary and 1 x Treasurer roles, 1 x Student Rep and 2 council.

**7) General Business**

- a) NZMSS Award for 2015 has been evaluated and the recipient will be announced at the dinner.
- b) Council advocacy and portfolio groups
  - i) Communications Portfolio Group (Helen Kettles) (Appendix 4)
  - ii) Discussion on a NZMSS Portfolio for marine biotechnology (proposed by Chris Battershill).
- c) Future NZMSS Conferences
  - i) Confirmed 2016 – Wellington, (MPI and Victoria University) - joint with AMSA. This also coincides with 30 Years of the QMS. A strong fisheries focus in a Shared Ocean theme.
  - ii) Where next for 2017 and beyond? (Helen N)

**8) Any Other Business**

Close of meeting.

## Appendix 1 – 2014 AGM minutes for approval

### Minutes for 54<sup>th</sup> AGM of NZMSS. Rutherford Hotel, Nelson, New Zealand. 1pm Wednesday 13<sup>th</sup> August 2014

Present: Mary Livingston (President/Chair), William Arlidge (Minutes), Helen Kettles, Helen Neil, Hilke Giles, Chris Cornelisen, Ross Sneddon, Robyn Dunmore, Robert Major, David Taylor, Nick Shears, Malcolm Francis, Rochelle Constantine, Jenny Hillman, Ben Knight, Hannah Jones, Emily Douglas, Rebecca Gladstone, Julien Huteau, Seiha Yen, Mark Camera, Simon Coubrough, Judy Rodda, Pamela Mace, Andrean Bell, Kathy Walls, Tuikolougahan Halafihi, Sharyn Goldstien, Ashleigh Watts, Kristin Schewer, Abby Smith, Alison MacDiarmid, Lesley Bolton-Ritchie, Mark Kaemingk, Shane Kelly, Xavier Pochon, Anastasija Zaiko, Chris Battershill, Conrad Pilditch, Steve Bird, Phil Ross, Michael Townsend, Malcolm Clark, Ken Grange, Katrina Goddard, Anna Berthelsen, Sally Carsan, Mike Hickford, Simon Childerhouse, Ros Squire, Kevin Heasman, Weimin Jiang, Michelle Beritzhoff.

9) Apologies received: Colin McClay, Stacie Lilly.

10) Minutes of the 2013 AGM - approved.

11) A copy of the draft minutes is appended for approval (Appendix 1).

Moved by: Helen Neil      Seconded by: Malcolm Clark

12) Matters arising from 2013 Minutes

- a) Te Papa relocation of collections (Appendix 2); follow up Agenda item 7b.
  - i) There was discussion on the most recent communication from Te Papa to the Society.
  - ii) Mary Livingston noted that anyone could contact the council (secretary@nzms.org) if they have a definite interest or concern over the collection.
  
- b) Application to Royal Society for marine sciences medal outcome (Appendix 3); follow up Agenda item 7c.
  - i) Mary Livingston informed members of what happened with Council's proposal to acknowledge John Morton with a Royal Society medal for marine sciences named after him.
  - ii) Conrad Pilditch noted that if the Society was to go forward with the idea of such a medal, that there should be more of a differentiation with this medal than previously stated by Council.
  - iii) There was general support for the proposal and it was thought that this should be an idea that should be put forward to the Royal Society again in two years time.
  - iv) Participants agreed that Mary Livingston could draw on Council members to form a sub-committee in which to take this idea forward in future.
  - v) Participants gave Council permission to continue to look into this idea, as there was general consensus that this would be a good initiative for the Society.

- c) NZMSS Annual Review (Appendix 4); follow up Agenda item 7d.
  - i) Lesley Bolton-Ritchie acknowledged the Communications Portfolio Group for all their hard work on this topic and on other items throughout the year.
  - ii) Participants all agreed that Council should continue with the proposal outlined in Appendix 4.
- d) Audit from 2012-13 received (see Appendix 7a); follow up in Agenda Item 4b below.
  - i) NZMSS participants formally accepted the audit.

**13) Reports tabled to the AGM 2014**

- a) President - Mary Livingston (Appendix 6) - moved by Kathy Walls, seconded by Pamela Mace.
  - i) Mary Livingston discussed her president's report, acknowledging that the smaller size of Council this year has been very beneficial as well as the benefits of mid-year meetings.
  - ii) Mary Livingston proposed that the incoming Council continue the mid-year face to face meeting.
  - iii) Mary Livingston acknowledged the student Council members contributions.
- b) Treasurer - Chris Cornelisen (Appendix 7) - moved by Abby Smith, seconded by Helen Neil.
  - i) Chris Cornelisen discussed the treasurer's report, noting that the Council had a balanced budget this year.
  - ii) Chris Cornelisen noted that as a result of the February 2014 Council face-to-face meeting, Council was able to stick more closely to the proposed budget for the remainder of the year.
  - iii) Chris Cornelisen noted that following this years conference it is looking like there will be around an \$8000-9000 profit.
  - iv) Michelle presented the financial visio diagram to participants.
  - v) Chris Cornelisen reminded members that Council raised the NZMSS membership fees by \$5 last year and that these are now in place. The reasoning behind raising the fees was a result of higher bank fees that the Council is receiving.
  - vi) Chris Cornelisen reiterated to member that the profits made by conferences is passed on to students members through travel support to the conferences.
  - vii) Michelle Beritzhoff noted her thanks to Chris Cornelisen for all his work as Council treasurer over the last 5 years.
  - viii) Pamela Mace mentioned the high prices the Council is currently paying for bank fees and the audit fees, querying whether there is another way to bring these prices down? Chris Cornelisen made mention that the bank fees also includes the credit facility.
  - ix) As an alternative to the use of a credit facility, the idea of doing all transactions through direct deposit was floated by Pamela Mace.
  - x) Mary Livingston referred to a law change that required full auditing and that is why there have been large audit fees.
  - xi) Members agreed that Council should follow up in lowering the audit and bank fees for the Society.

- c) Membership Secretary - Helen Neil (Appendix 8) - moved by William Arlidge, seconded by Kathy Walls.
  - i) Nothing to note beyond what is included in Appendix 8.

**14) Election of Officers for 2014-15 (Appendix 9 lists current Council) - Nominations received to date are listed below. Further nominations may be made at the AGM.**

- a) *President* (Mary Livingston is stepping down as she has held office for the maximum period, but will remain on Council as Immediate Past President).
  - i) Helen Neil nominated by Abby Smith, seconded by William Arlidge. Accepted
- b) *Vice President* (Helen Neil is stepping down as she has held office for the maximum period). Hilke Giles was nominated by Mary Livingston, seconded by Helen Neil. Hilke Giles accepted the position of Vice President.
  - i) Nick Shears was nominated by Mary Livingston, seconded by Pamela Mace. Nick declined the nomination offer.
- c) *Secretary* (William Arlidge is willing to re-stand).
  - i) Nominated by Kathy Walls, seconded by Helen Kettles. William accepted the position of Secretary.
- d) *Treasurer* (Chris Cornelisen is stepping down after 5 years).
  - i) Michelle Beritzhoff was nominated by Phil Ross, seconded by Chris Cornelisen. Michelle accepted the position of Treasurer.
- e) *Council* (at least 5).
  - i) Helen Kettles is willing to re-stand.
    - Nominated by William Arlidge, seconded by Kareen Schnabel.
  - ii) Lesley Bolton-Ritchie is willing to re-stand.
    - Nominated by Kathy Walls, seconded by Nick Shears.
  - iii) Kathy Walls is willing to re-stand.
    - Nominated by Mary Livingston, seconded by Lesley Bolton-Ritchie.
  - iv) Nick Shears is willing to re-stand.
    - Nominated by Mary Livingston, seconded by Kathy Walls.
- f) Abby Smith is standing down after 2 years (Abby's previous stints on Council are also acknowledged).
- g) Immediate Past President Colin McLay is standing down after his major contribution of 10 years on Council.
- h) Chris Cornelisen is standing down after 5 years as Treasurer. Chris mentioned that he is happy to keep a shadow treasurer role should he be needed throughout the year.
- i) One position on Council is open. Council strongly recommends that someone from Auckland step-up to provide the link between Council and the Conference 2015 sub-

committee.

i) Will Rayment was nominated by Abby Smith, seconded by Michelle Beritzhoff. Will Rayment was welcomed onto the Council.

ii) Sharyn Goldstien was nominated by Mike Hickford, seconded by Dave Taylor. Sharyn Goldstien was welcomed onto the Council.

j) *Student Reps* (at least 2).

i) Emily Douglas is willing to re-stand.

- Nominated by Conrad Pilditch, seconded by Drew Lohrer.

ii) Rebecca Gladstone-Gallagher is willing to re-stand.

- Nominated by Michael Townsend, seconded by Carolyn Lundquist.

iii) Jenny Hillman was nominated by Rochelle, seconded by Malcolm Francis. Jenny Hillan was welcomed onto the Council.

k) *Immediate Past President* Mary Livingston

l) *Membership Secretary* no nominations received Lesley Bolton-Ritchie

m) *Website/List Administrator* Phil Ross

Malcolm Clark moved an offer of thanks for the outgoing offices.

## 15) General Business

a) NZMSS Award for 2014 has been evaluated and will be announced at the dinner.

b) Te Papa and ongoing interactions (Appendix 2).

c) Follow up on Royal Society award. Recommendation for a 2<sup>nd</sup> award within Council (Appendix 3).

i) The proposal for a John Morton medal was discussed again with the wording put forward by Council read out to participants (see Appendix 6 - Presidents report for wording).

- members were in favour of the proposal.
- Mary Livingston moved that the proposal be approved, seconded by Helen Neil.

d) NZMSS Annual Review recommendations (Appendix 4)

i) Already discussed previously, see agenda item 4, b) above.

e) Council advocacy and portfolio groups (Appendix 6)

i) The Ocean Policy Portfolio Group was discussed and it was proposed that this group be parked for the meantime.

- All members were in favour.

ii) Communications Portfolio Group

- Kerry South expressed interest to be part of the Communication Portfolio Group in the coming year.

f) NZMSS photographic competition proposal (Appendix 5)

- i) Mary Livingston mentioned that this idea was intended to be more of an exhibition than a competition and that there are still some items to be worked out.
  - ii) Members thought it was a good idea and that it should be pursued through the Communications Portfolio Group.
- g) Future NZMSS Conferences
- i) Mary Livingston thanked the Council Organising Committee for organising the Nelson 2014 Conference, especially at late notice regarding dates.
  - ii) Mike Hickford requested that the Council ensure that future conferences occur during the University holidays.
    - Apologies were given from Council as this years Council was scheduled during the University term time.
  - iii) Confirmed 2015 –Auckland, (University of Auckland) - joint with Oceania Chondrichthyan Society - theme to be finalised.
    - Rochelle Constantine confirmed that next years conference will be held during 6-9<sup>th</sup> July. With the 6<sup>th</sup> July is being registration day and activities, and the 7th-9th being conference days.
  - iv) Confirmed 2016 – Wellington, (MPI and Victoria University) - joint with AMSA. This also coincides with 30 Years of the QMS. A strong fisheries focus in a Shared Ocean theme.
    - The need to set up the sub-committee now to start planning was discussed.
      - o Sub-committee – Matt Dunn, Alistair Dunn and Alison MacDiarmid have put their names forward.
    - Follow up on joint conference proposal with NZ Coastal Society required
  - v) Where next for 2017 and beyond?
    - A South Island conference for 2017 was discussed.
    - Phil Ross mentioned that the Society could hold a Conference in Tauranga potentially in 2018.

## 16) Any Other Business

- a) Kaikoura Marine Guardians Group – nominations?
  - i) Sharyn Goldstien has been appointed already.
  - ii) Further nominations to be emailed to Mary Livingston (Mary.Livingston@mpi.govt.nz).

Close of meeting.

## Appendix 2 – President’s Report 2014/15

The Council had 15 members (3 were student representatives) and through the year there were 10 meetings. The 2014-2015 year has again been both a challenging and very busy year. The set of challenges facing NZMSS as a society is our ability to continue the level of engagement with the community we pride ourselves on, our fulfilment of functional tasks, and financial support to students; all of which we endeavour to complete in a climate that is both financially constrained and poses ever increasing demands on our memberships time.

In order to achieve the aims of the financial model presented at last year’s AGM in Nelson, i.e. that our income streams are mapped across to expenditure types, council had to make some difficult decisions when setting this upcoming year’s budget. The key change is to realign our expenditure to use known income, rather than projected income and thus avoid expenditure exceeding income; unless council (and/or AGM as appropriate) votes on an extraordinary divestment of income. The largest single source of income to NZMSS is associated with the conference, however with the conference historically being in July or August and the fiscal year of the society starting in April, we have not always been able to meet projected income. This is not an unusual occurrence in today’s market for non-profit organisations, especially smaller organisations such as NZMSS which does not have an income from bequeathed funds.

A consequence of aligning our expenditure to income is that this current fiscal year we do not have the access to any income generated from the conference. Explicitly, the 2014 conference income was expended in the 2014-15 fiscal year; and consequently this year’s 2015 conference income will not be expended in the 2016-17 fiscal year. Our largest expenditure is associated with First Overseas Conference Travel Awards (FOCTF), Student Research Awards, and Conference Student Awards. It is simply unpalatable to us all to discontinue funding these endeavours, and I hope this alignment of funds will see NZMSS continue student assistance for many years to come.

Those of you that have read this far through the Presidents Report will no doubt have questions as to how we plan to fund Student Awards for this current fiscal year. We have been fortunate enough to receive one-off funding close in amount to the standard FOCTF annual award level. While this fund is aligned with attendance and presentation at the VIII Southern Connections Conference (under the auspices of PAGES) in Chile, I believe this broad multidisciplinary conference will be of value to the successful FOCTF awardees. Myself, and members of council, are also working towards an alternative source of income for the student research awards. Unfortunately at this time we are still in negotiations and cannot provide further details to the AGM, but we will be updating information about the availability of these awards on the website.

I briefly outline below some of the other tasks that we are undertaking, have undertaken, and completed as Council:

- Responsive submissions prepared by Council and made on behalf of NZMSS during the year included:
  - MBIE’s draft National Statement of Science Investment (August 2014)
  - Royal Society of New Zealand Panel on National taxonomic collections in New Zealand (April 2015)



- A member of council is also at present on the Kaikōura Marine Guardians advisory committee.
- You can download copies of NZMSS submissions from <http://nzmsp.org/documents/documents-of-public-statement-or-release>.
- Planning for the 2016 Conference which will be held jointly with AMSA in Wellington, in early July 2016 is progressing.
- Future conference plans: council will be producing a longer-term list of future conference locations with the aim of ensuring universities are not hampered by the NZMSS conference falling within their variable semester times and thus being in the position of negotiating attendance during term time in consecutive years.
- Nominations for the NZMSS Award for a person's continued outstanding contribution to marine science in New Zealand have been evaluated and the recipient will be announced at the Auckland conference dinner. Nominations this year exceeded past years in number and were all meritorious. I thank the council student members and Hilke Giles for their efforts with this award sub-committee.
- NZMSS supported three students to attend their first overseas conference and gave one grant to support student research.
- Remember to use the list server through which subscribed members can circulate news of marine interest.
- Council documents are located on a google documents library, these documents are being sorted for update, archive, and the range of documents (along with website text) that outline society rules and regulations are gradually being aligned.
- Council continued with a February face-to-face meeting which enabled council to discuss the budget, identify our upcoming goals for the coming two to three years.
- Communication's portfolio group has continued the move towards a web-based set of information in place of the annual review, the current council requires website rebuild quotes before assigning a budget for the 'new' content.

Thanks to the Council members and the conference sub-committee (Rochelle Constantine, Nick Shears, Malcolm Francis, Kerry South) for their hard work and support over this past year. Thanks go to the council members that are stepping down at this time Phil Ross (website/list serve administrator), and Rebecca Gladstone-Gallagher (student rep), I appreciate the commitment you have all made this past year. Helen Kettles who has been a member of council for 5 years and held a number of roles or portfolio leads is also standing down, but I am pleased to say remains on the communications portfolio group, her wisdom and expertise is invaluable to council. Thanks also to two officers of the society Will Arlidge (Secretary) and Michelle Beritzhoff-Law (Treasurer), who are also standing down, without their always cheerful assistance I could not have fulfilled my role, I wish you all the best with your new adventures.

As a council we have had our challenges, including juggling of high workloads (and high finance), but we continue to hone our goals and I look forward to seeing the fruition of this year's efforts.

Helen Neil, President, 15 June 2015.

### Appendix 3 – Treasurer’s Report (2014-2015) – Michelle Beritzhoff-Laws

Over the past year the New Zealand Marine Society’s (NZMSS) income was slightly over its expenditures (Figure 2). This was mainly a result of the conference in 2014 being moved to a new location and subsequently costing more money to organize. The Council adjusted spending in response to the decrease in expected income.

As of 31 March 2015 there is a total of \$50,798 in the Society’s accounts (Table 1). The Society’s term deposits generated \$18,985 in income over the 2014-15 financial year.

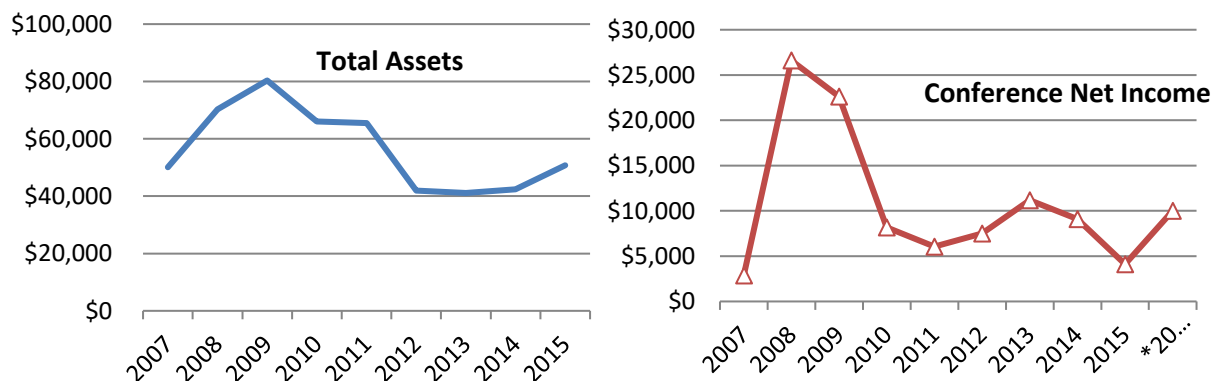
There was no student research award allocated in 2015, however the First Overseas Travel Award (FOCTA) was given out in August 2014 and February 2015. A total of \$4,800 was given to the following students for the First Overseas Travel Award:

- Eimar Egan
- Mathew Desmond
- Tiffany Stephens
- Rebecca Gladstone-Gallagher
- Emily Douglas
- Natali Delorme

**Table 1: NZMSS Balance Sheet as of 31 March 2015**

	2015	2014
<b>NZMSS Funds</b>		
<i>Balance 1 April</i>	<b>42,391</b>	<b>41,109</b>
Surplus Income over Expenditure for Year	1,706	1,282
NZMSS Cheque and Savings Accounts	9,954	8,318
Conference Cheque and Savings Accounts	19,848	3,150
Sculptures on hand*	2,100	2,100
Accounts Receivable/prepayments	0.00	3,437
Westpac Term Investments	18,895	26,061
<b>Balance as of 31 March</b>	<b>50,798</b>	<b>42,391</b>

\*A trophy has been donated to the society



**Figure 1: The Society’s total assets and conference surplus over time**

### **Proposed changes in GST policy**

There has been some ambiguity as to whether the Society should be filing GST costs associated with the conference. This year the Council acknowledged that best practice was to pay GST on any donations received, if the donator (as a result of that donation) was able to benefit from any media or promotional exposure through the conference. This decision resulted in an increased GST payment following the 2014 conference which had not been budgeted for.

The Council agreed to include an estimated GST cost in future budgets which will be based on the expected revenue from each conference.

### **Proposed changes to sponsorship**

This year the Council decided that to help increase the amount of awards available for students and to help increase the value of the FOCTF the Council would actively seek out award sponsors, and conference session sponsors.

As a result the 2015 conference committee was able to secure a number of session sponsors which helped reduce the overall cost of the conference on the Society and increase our ability to support student awards. Furthermore the council was able to secure a sponsorship for a student to attend the Southern Connections Conference in Chile.

### **Xero trial**

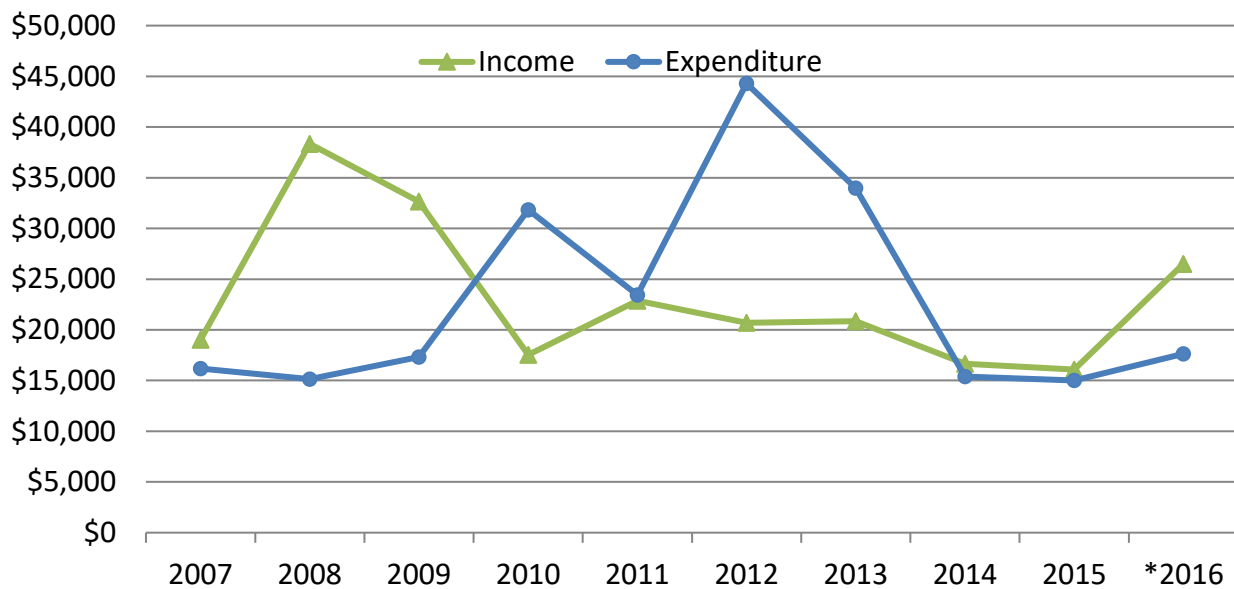
Following the 2015 AGM the Council agreed to trial the accounting software Xero. However the software didn't seem appropriate for the Society due to the limited number of transactions that occur outside of the conference.

### **Appendix 3a – Auditor's Report for 2014/2015 still being processed**

### Appendix 3b – Financial summary

**Table 2: NZMSS Income and Expenditure for the year ended 31 March 2015**

	2014-2015	2013-2014
<b>Income</b>		
Subscriptions	\$10,740	\$6,276
Conference Net Income	\$4,126	\$9,110
Interest	\$1,215.07	\$1,276
<b>Total Income</b>	<b>\$16,081</b>	<b>\$16,662</b>
<b>Expenditures</b>		
Audit fees	\$1,200	\$920
Bank fees	\$2,131	\$764
Council and General Expenses	\$2,248	\$1,803
Royal Society of NZ Affiliation Fee	\$800	\$800
GST Arrears and Penalties	\$1,996.34	\$0
NZMSS Award Sculpture	\$0	\$700
Website	(see council expenses)	\$688
First Overseas Conference Travel Awards	\$4,800.00	\$4,400
Student Research Award	\$0	\$0
Conference Student Awards (poster and talk)	\$1,830	1,000
Student Registration Subsidy & Travel Assistance	\$2,000	3,140
<b>Total Expenditure</b>	<b>\$14,605</b>	<b>\$ 15,380</b>
<b>Income over Expenditure for year</b>	<b>\$1,476</b>	<b>\$ 1,282</b>



**Figure 2: Annual NZMSS income and expenditures based on fiscal years (1 April to 31 March).**

## Appendix 3c - Proposed Budget for 2015/16

To ensure that the council follows the financial system outlined in Figure 3, the council thought a reassessment of the amount of money given for awards needed to be revisited. Over the last few years the First Overseas Travel Award as well as the student awards, were awarded irrespective of the net income from the conference. For these reason the council proposes the following:

- When there is enough conference surplus, the conference committee can choose to subsidise student travel or fund an alternative student event. However student awards will be prioritised over any travel subsidy.
- Calling on other agencies to help fund awards in years where both profits are low and while we adjust expenditure to known income streams
- Ensuring that FOCTF and student awards are awarded each year, in the financial year following the conference, to reflect the amount the Society can afford from known conference surplus.

With these recommendations in mind the council proposes the following budget for 2016:

<b>Estimated Income</b>		<b>2015-2016</b>
Subscriptions Received (funds core functions)		\$10,000.00
Conference Net Income projected (funds award expenditure in 2016-2017)		\$10,000.00
One off travel award <sup>1</sup>		\$4,500.00
Interest Received		\$2,000.00
<b>Total Income</b>		<b>\$26,500.00</b>
<b>Budgeted Expenditure</b>		
<b>Core Functions</b>	Audit Fees	\$1,000.00
	Bank Fees	\$992.00
	Council and General Expenses (including website)	\$2,500.00
	Potential Event sponsorship <sup>2</sup>	\$500.00
	GST Arrears and Penalties <sup>3</sup>	\$2,000.00
	Lecture Tour NZMSS Award recipient	\$0.00
	NZ Marine Sciences Review – web based	\$1,500.00
	NZMSS Award Sculpture	\$700.00
	Royal Society of NZ - affiliation fees	\$950.00
<b>Awards</b>	First Overseas Conference Travel Fund	\$4,500.00
	Student Research Award <sup>4</sup>	0.00
	Student Travel assistance to conference	\$2,000.00
	Student awards at conference	\$1,000.00
<b>Total Expenditure</b>		<b>\$17,642.00</b>
<b>Projected Surplus of Income over Expenditure</b> <sup>5</sup>		<b>\$8,858.00</b>

<sup>1</sup> One off income in order to ensure student travel awards occur during the 2015-2016 year whiles income streams are aligned

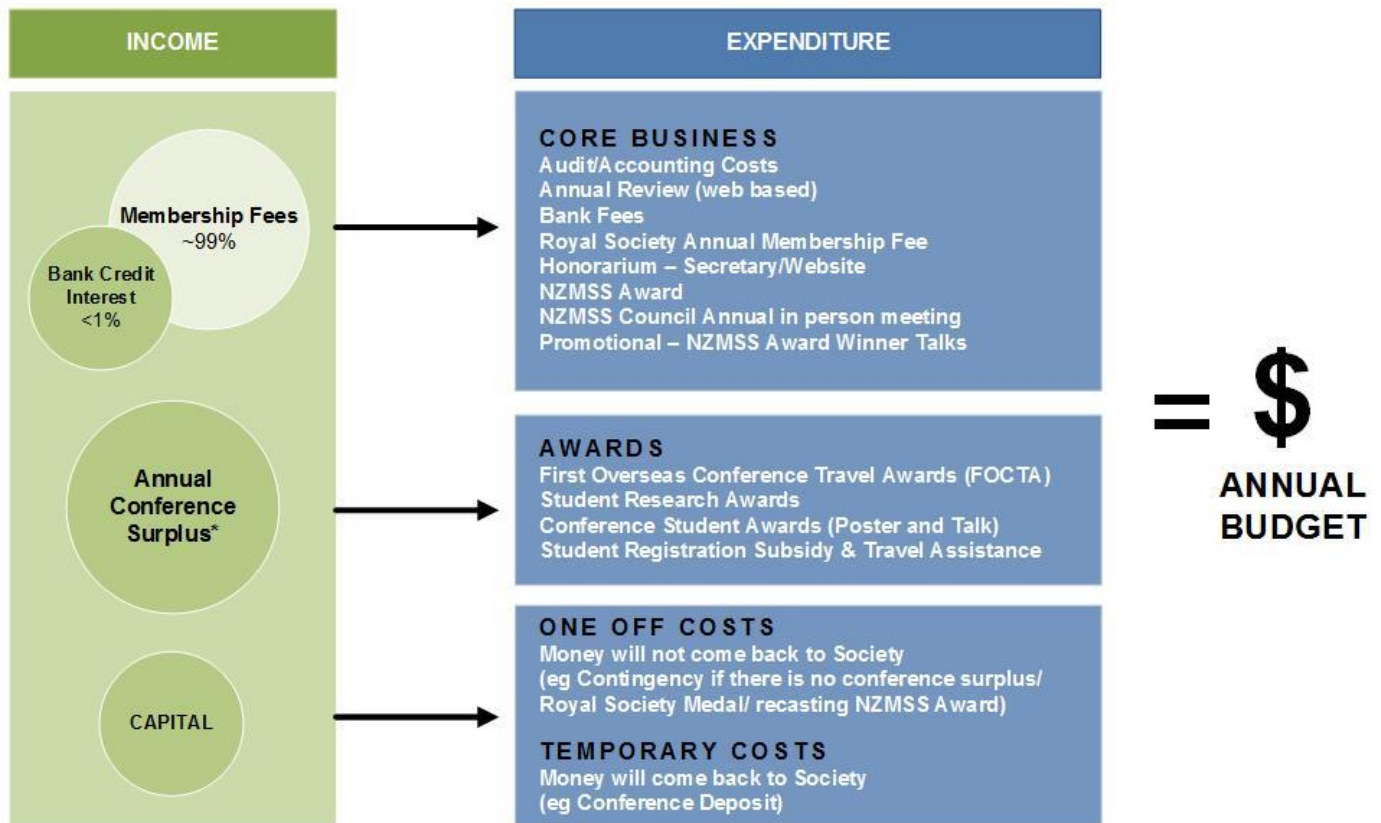
<sup>2</sup> Budgeted funds to help support community or regional events such as SeaWeek, which aligns with the aims of the Society and can help improve the profile of the NZMSS

<sup>3</sup> This may be an overestimate but has been budgeted for reduce financial risk

<sup>4</sup> At this time no expenditure aligned here; however committee has 2 options they are currently work on. A) seeking sponsorship for this award for this financial year; and b) assessing income post-conference and assigning some income from this year's conference into this expenditure stream.

<sup>5</sup> Reflects projected monies available in 2016-2017 financial year for student awards

# New Zealand Marine Sciences Society - Finance System



\*Conference Donations are not included in the estimated annual income as this money generally goes right back into the cost of running the annual conference

**Figure 3:** NZMSS generates income in three main ways: through membership fees, surplus from the NZMSS conference, and capital from society investments. How expenses are paid for depend on the variability and value of the expense. NZMSS’s core business, the basic cost of running the society, is paid for through membership fees. NZMSS awards are paid from conference surplus and donations, whereas all deposits needed for conferences or one off NZMSS costs are paid for by using capital from NZMSS investments. The council reviews the expenditures from the previous year, to budget for the upcoming year

## Appendix 4 – Council Reports

**Website update:** Periodic updates are carried out by Phil Ross – society webmaster – as required by council. The webmaster reviews the website on a monthly basis, updating and liaising with technical support when required. Managing the listserv is a task headed by the webmaster and supported by another council member (Helen Kettles) who leads the Communications portfolio group.

### Marine sciences communications portfolio group update

Members of the group: Helen Kettles (DOC, Council member, convenor), Sharyn Goldstien (University of Canterbury, Council member), Sally Carson (University of Otago), Phil Ross (University of Waikato), Sophie Fern (University of Otago), Kareen Schnabel (NIWA).

The portfolio group had four meetings during the year (Sept, Oct, March and April). During that time we developed a terms of reference, undertook a debrief of the Nelson conference and inputted into the Council Conference Guidelines, commented on the student judging form and moderated listserv posts. We have various projects in development that will be tabled to the Council for approval in 2015/16 e.g. improvements to the website, investigating a Communicating Science Course tailored for marine scientists, a potential Seaweek prize, development of a marine sciences careers booklet and social media policy. We are looking for a member of Council to be a convenor for this group in 2015/16 and welcome others with an interest in this work to join us to further progress this part of the Society's work.

### Membership update:

Online membership/renewal for new members or society members that do not renew their registration via conference attendance is available through the NZMSS website. Payments are notified via bank records to the treasurer position. Institutional members were not invoiced this year as a consequence of the annual review progressing to a web based information service. Income from memberships was \$10740.

Members	2010-11	2011-12	2012-13	2013-14	2014-15*
Institutional (\$55, none in 14-15)	9	8	7	7	-
Full (\$55, inc to \$60 in 14-15)	170	130	131	109	189
Life (waived)	19	18	18	19	20
Retired/student (\$20)	114	98	76	90	86

# Institutional members are none as they paid to receive the printed annual review – which is now not produced in a print format

\*As at end May 2015

Note: Fees include GST and no additional fee charged for credit card payment

[membership@nzmss.org](mailto:membership@nzmss.org)

**2014-15 NZMSS Membership List (updated May 2015)**

<b>Full Membership</b>		
Ainley, Edwin	Hall, Bronwyn	Richards, Derek
Atalah, Javier	Hanchet, Stu	Rickard, Graham
Baltar, Federico	Handley, Sean	Riding, Tim
Banks, Jonathan	Hannan, Danielle	Roberts, James
Barrow, Colin	Hawes, Nicola	Robertson, Stewart
Battershill, Chris	Heasman, Kevin	Robinson, Esme
Behrens, Erik	Hickford, Mike	Ross, Philip
Bell, Andrew	Hilton, Zoé	Scott, Carol
Beritzhoff-Law, Michelle	Hofman, Kathleen	Shears, Nick
Berkenbusch, Katrin	Hopkins, Grant	Smith, Abigail
Bettjeman, Bodhi	Hore, Jacob	Smith, Kirsty
Bird, Steve	Horner, Lauren	Smith, Matt
Black, Suzy	Ingley, Rhian	Sneddon, Ross
Blackwell, Grant	James, Mark	Sorensen, Stine Tang
Bolton-Ritchie, Lesley	Janssen, Gerard	South, Paul
Brown, Julie	Jiang, Weimin	Squire, Rosalind
Brunton, Jen	Johnston, Olivia	Taylor, Dave
Bury, Sarah	Jones, Arron	Tellier, Pierre
Camara, Mark	Jones, Hannah	Thomas, Sam
Cameron, Marcus	Kaemingk, Mark	Thompson, Alex
Carson, Sally	Kelly, Shane	Thompson, Brett
Chan, Nick	Kettles, Helen	Thomsen, Mads
Childerhouse, Simon	King, Alicia	Townsend, Michael
Clark, Dana	Kinsey, Richard	Trnski, Tom
Cleaver, Helen	Knight, Ben	Tuckey, Nicholas
Clement, Deanna	Kurtovic, Ivan	Urlich, Steve
Cook, Denham	Lane, Alison	Walls, Kathy
Cooper, Jeremy	Lass, Hamish	Watts, Ellie
Copp, Brent	Lawless, Peter	Wood, Susie



Corne, Chloe	Leachman, Andrew	Woods, Alec
Coubrough, Simon	Leal, Pablo	Zaiko, Anastasija
Cumming, Sarah	Lohrer, Drew	Brough, Tom
Cumming, Mathew	Lowe, Meredith	Cagua, Fernando
Day, Jacqui	MacDonald, Iain	Chandrasekhar, Anoop
de Hamel, Richard	Madarasz-Smith, Anna	Delorme, Natali
de Vries, Dirk	Marshall, Susan	Dohner, Melanie
DelGrosso, Dante	McCarthy, Dominic	Egekenze, Kelechi
Dufour, Celine	McConnell, Helen	Evans, Aaron
Dunmore, Robyn	McCowan, Tom	Hartfield, Bonnie
Dutilloy, Adele	McLeod, Rebecca	Howard, Sunkita
Dyck, Bill	Middleton, Irene	Kitundu, Eileen
Eisert, Regina	Middleton, David	Kolodzey, Stina
Ellis, Joanne	Miller, Matt	Kramer, Michael
Elvines, Deanna	Moran, Damian	Leal, Pablo
Ericson, Jessica	Mormede, Sophie	Llano, Stephanie
Fairweather, Rex	Morrison, Mark	Mahmood, Abida
Fantham, Warren	Mountfort, Douglas	Masters, Eliot
Fidler, Andrew	Neil, Helen	McGrath, Emily
Fitzpatrick, Mark	Neubauer, Philipp	Peebles, Bryce
Fletcher, Lauren	Newcombe, Emma	Peters-Didier, Josefina
Floerl, Oliver	Nodder, Scott	Porter, Brooke
Ford, Rich	Olsen, Danette	Preuss, Maren
Forrest, Reid	Olsen, Louis	Gillespie, Paul
Gall, Mark	Pannell, Nicole	Goddard, Katrina
Giles, Hilke	Parry, Rosie	Goldstien, Sharyn
Gower, Fiona	Pinkerton, Matt	Sparks, Kate
Graham, Brittany	Pochon, Xavier	Stewart-Sinclair, Phoebe
Grange, Ken	Probert, Keith	Subramanyan, Ashwathy
Green, Malcolm	Radford, Craig	Suyadi, Suyadi
Griffiths, Katrina	Ragg, Norman	Zhang, Jingjing
Gupta, Sravani	Rhodes, Lesley	
Parsons, Darren	Putland, Rosalyn	
Peacock, Lisa	Seers, Blake	
Pilditch, Conrad	Shatova, Olga	

<b>Student Membership</b>		
Alzahrani, Ahmed	Hesse, Jan	Rodda, Judy
Bates, Tracey	Hillman, Jenny	Rosli, Norliana
Bell, Georgia	Housiaux, Jordan Aria	Rouchon, Agnes
Berthelsen, Anna	Huteau, Julien	Scheuer, Kristin
Bollen, Merle	Johnson, Kate	Schimanski, Kate
Brooke, Nathania	Jute, Alana	Schüller, Susanne
Broomfield, Grant	Kane, Pamela	Shatova, Olga
Brown, Evan	Kearney, Emma	Silva, Catarina
Bulmer, Richard	Kellett, Melissa	Smith, Angela
Burgess, Sophie	Kibele, Jared	Spinks, Aroha
Caiger, Paul	Kleinmans, Anna	Spyksma, Arie
Cooper, Jordan	Lindsay, Rebecca	Stephens, Tiffany
Culliford, David	Lister, Kathryn	Stuck, Esther
de Hamel, Stephanie	Lyon, Warrick	Studer, Anja
Dempsey, Te Puea	MacLeod, Colin	Sturgess, Nicole
Desmond, Matthew	Major, Robert	suarez jimenez, Rocio
Douglas, Emily	Mc Cormack, Sam	Taikato, Vanessa
Egan , Eimear	Mc Sweeny, Caleb	Tremlett, James
Elliott, Nicholas	McMillan , Selena	Twist, Brenton
Flikac, Tom	Monahan, Bradley	van Oosterom, Lucinda
Forcen-Vazquez, Aitana	Nowak, Malgorzata	Watts, Ashleigh
Gadomski, Kendall	O'Connell-Milne, Sorrel	Webb, Nikki
Galland, Annie	Orr, Melanie	Webber, Darcy
Gladstone-Gallagher, Rebecca	Pratt, Daniel	Webby, Ashley
Goodwin, Shannon	Pryor Rodgers , Rata	Wilcox, Mark
Halafihi, Tuikolongohau	Richardson, Joshua	Wood, Anna
Hanns, Benjamin	Richter, Ingrid	Yen, Seiha
Hansen, S. Christine	Riekkola, Leena	Young, Tim
Harris, Sydney	Robertson, Ben	
<b>Life Members</b>		
Ballantine, Bill	Francis, Malcolm	Jillett, John
Booth, John	Francis, Chris	Mace, Pamela

Carter, Lionel	Gordon, Dennis	McDiarmid, Alison
Cassie-Cooper, Vivienne	Grieve, Janet	Nelson, Wendy
Choat, Howard	Hayward, Bruce	Probert, Keith
Clark, Malcolm	Heath, Ron	Schiel, David
Creese, Bob	Hickman, Bob	

#### Appendix 5 – NZMSS Council Elected Membership (2014-2015)

<b><i>President:</i></b>	Helen Neil	NIWA
<b><i>Vice President:</i></b>	Hilke Giles	Wkto RC
<b><i>Secretary:</i></b>	William Arlidge	DOC
<b><i>Treasurer:</i></b>	Michelle Beritzhoff-Laws	MPI

<b><i>Immediate Past President:</i></b>	Mary Livingston	MPI
---	-----------------	-----

<b><i>Council Members:</i></b>		
	Helen Kettles	DOC
	Kathy Walls	MPI
	Phil Ross	U Wkto
	Lesley Bolton-Ritchie	Cant RC
	Sharyn Goldstien	U Cant
	Nick Shears	U Auck
	Will Rayment	U Otago

<b><i>Student Representatives:</i></b>		
	Rebecca Gladstone-Gallagher	U Wkto

	Emily Douglas	U Wkto
	Jenny Hillman	U Auck

<b><i>Honorary Positions:</i></b>		
<b><i>Membership Secretary:</i></b>	Lesley Bolton-Ritchie	Cant RC
<b><i>Webmaster:</i></b>	Phil Ross	U Wkto

<b><i>Conference Committee 2015:</i></b>		
	Nick Shears	U Auck
	Rochelle Constantine	U Auck
	Malcolm Francis	NIWA
	Kerry South	South Events