



Minutes for 63rd AGM of NZMSS

Victoria University of Wellington – Room RHLT1

Wellington, New Zealand

12:00pm, Tuesday 27th June 2023

Present: Sam Thomas, Josie Crawshaw, Becky Shanahan, Jessica Feickert, Claire Shellem, Kim Currie, Sarah Bury, Hilke Giles, Kathy Walls, Phil Ross, Dan Crossett, Robyn Dunmore, Drew Lohrer, Richard Bulmer, Anna Madarasz-Smith, Pete Wilson, Nick Shears, Rob Major, Judi Hewitt, Shannon Weaver, Megan Oliver, Jess Moffitt, Aaron Conroy, Jenny Hillman

1) Apologies received: Kristin Keane

2) Minutes of the 2022 AGM

The minutes were approved via email (sent 9th December, responses due by 30th December 2022). One discrepancy in the membership lists was raised to finalising the circulated draft minutes and was corrected in the final minutes.

3) Matters arising from 2022 AGM

1. Anna Madarasz-Smith to follow up with possible Wellington hosts for our 2023 conference.
2. Add conference costs as agenda item for next council meeting.
3. Rob Major to include the mātauranga Māori student conference awards in the 2022-2023 budget.

All actions have been completed.

4) Reports tabled to the AGM 2023

1. President – Anna Madarasz-Smith (Appendix 1)
2. Treasurer – Rob Major (Appendix 2)
There is a loss of \$13,000 this year as we have had no income from last year's conference at AUT yet due to issues with AUT Events. This is being dealt with and we should break even once this comes in.

We have quite a lot of cash currently so we are looking at moving any excess into new term deposits. Our student prizes currently come from interest alone, which shows the

importance of having enough foundational cash flow.

Membership numbers (and therefore membership cash) are low again this year as again they were not included in conference registration last year (because it was a joint conference) and this year (because the turnaround time was too tight). Memberships cover core operating expenses (auditing etc.) which means we can then use our conference income to support students via awards and prizes, but if we do not get enough members then core expenses need to come from core costs instead and we cannot support as many students. It is also possible that next year membership fees will not be included in the conference registration as it is a joint conference with AMSA, so we will work on solutions for encouraging membership. We have been sending out targeted emails to members who have not renewed yet this year, and the option to renew as an organisation does exist.

3. Proposed Budget – Rob Major (Appendix 3)
4. Auditor – Rob Major (Appendix 4)
5. Other Council reports – Anna Madarasz-Smith (Appendix 5)

Decision to accept all reports moved by Kathy Walls, seconded by Pete Wilson.

5) Election of Officers and other Council members for 2023-24

Nominations received and vacancies as of 13th June 2023 are listed below. Further nominations may be made before or at the AGM. 2022/23 Council members are listed in Appendix 7.

Officers

1. *President*
Anna Madarasz-Smith is willing to re-stand
 - Nominated by Becky Shanahan, seconded by Shannon Weaver.
2. *Vice-president*
Pete Wilson is willing to re-stand
 - Nominated by Hilke Giles, seconded by Jenny Hillman.
3. *Secretary*
Jenny Hillman is willing to re-stand
 - Nominated by Rebecca Gladstone-Gallagher, seconded by Georgina Flowers.
4. *Treasurer*
Rob Major is willing to re-stand
 - Nominated by Rebecca McMullin, seconded by Ben Knight.
5. *Immediate Past President* (non-elected) – Kathy Walls

General council members

6. Sam Thomas is willing to re-stand as *Website Co-coordinator and Listserv Co-coordinator*
 - Nominated by Rob Major, seconded by Abe Growcott.
7. Ulla von Ammon is willing to re-stand as *Treasurer-in-training*
 - Nominated by Rob Major, seconded by Jenny Hillman.

8. Hilke Giles is willing to re-stand
 - Nominated by Pete Wilson, seconded by Hannah Jones.
9. Kristin Keane is willing to re-stand
 - Nominated by Jenny Hillman, seconded by Sam Thomas.
10. Armagan Sabetian is willing to stand
 - Nominated by Andrea Alfaro, seconded by Kat Bolstad.

Student Representatives

11. Elizabeth Harrison is willing to re-stand
 - Nominated by Lolita Rynkowski, seconded by Claire Shellem.
12. Claire Shellem is willing to re-stand
 - Nominated by Natalie Prinz, seconded by Elizabeth Harrison.
13. Georgina Flowers is willing to re-stand as *Membership Secretary*.
 - Nominated by Jenny Hillman, seconded by Rebecca Gladstone-Gallagher.
14. Ian Dixon-Anderson is willing to re-stand
 - Nominated by Jenny Hillman, seconded by Sam Thomas.
15. Lolita Rynkowski is willing to re-stand
 - Nominated by Georgina Flowers, seconded by Natalie Prinz.

Council members standing down:

Natalie Prinz
Gert-Jan Jeunen

Thank you very much to both of the council members standing down for all of their hard work and contributions.

Decision to accept all nominations moved by Judi Hewitt, seconded by Phil Ross.

2) General business

1. Applications for the 2023 NZMSS Award and 2023 John Morton Medal have been evaluated and will be presented at the NZMSS 2023 conference.
2. One First Overseas Conference Travel Award was awarded in 2023.
3. Due to the short NZMSS year in 2022/23 no Student Research Grants were awarded.
4. Future NZMSS Conferences
We invite expressions of interest for hosting the 2026 NZMSS Conference. The 2024 conference will be a joint conference with AMSA, potentially in Tasmania, and a proposal has been put forward to hold the 2025 conference in Kaikōura/Marlborough.

Past conference locations:

2023 Wellington

2022 Auckland

2021 Tauranga

2020 No conference due to Covid-19 (scheduled as a joint AMSA conference in Sydney)

2019 Dunedin
2018 Napier
2017 Christchurch
2016 Wellington
2015 Auckland
2014 Nelson
2013 Hamilton
2012 Hobart
2011 Stewart Island
2010 Wellington

3) Any other business

Close of meeting at 12:30pm.

Appendix 1 – President’s Report 2022/23

Tēnā koutou katoa

It has been a short year for the current council members as we transition from our joint conference with the New Zealand Freshwater Science society in Tāmaki Makaurau/Auckland in November last year, to our regular midyear meeting schedule in Te Whanganui-a-Tara/Wellington. The Auckland conference ‘Waitī Waitā’, two stars of the Matariki cluster associated with freshwater and the ocean, attracted over 500 delegates with four days of talks and events. The lateness of our last conference has meant that the current organisers have had a shortened timeframe to pull this conference together – we appreciate all their efforts and hard work.

As a Council we consistently revisit our purpose, with an aim to provide value for our members. At this time, it is important to revisit our core objectives to ensure that we are continuing to act in the best interests of the Society. These are:

- To encourage and assist marine research in New Zealand.
- To provide means of communication among persons engaged in marine sciences and to provide opportunity for them to foregather at least once a year.
- To act as a spokesman where required on behalf of the interests of marine research in New Zealand.
- To co-operate with other scientific bodies and to seek such affiliations as may be appropriate.

To support these objectives, Council met monthly over Zoom to discuss Society business and opportunities. We produced regular monthly updates for the members and kept them informed about a range of opportunities (e.g., scholarships, conferences and submissions) via our listserv. We see great value in submitting on matters of relevance to the Society and ask for all our members to consider where they may be able to support this function in their own areas of expertise.

Financially we are in a very good position thanks to the efforts of our past Council members and conference organisers. This helps us to focus on these core objectives by keeping conference costs down and maximising the number of people able who can attend and build important connections and networks between our marine science community nationwide. Profits made from the annual NZMSS conferences are returned to the society to support students through Student Research Grants and the First Overseas Travel Fund (FOCTF).

Membership fees also assist the society in its annual operating costs which are outlined in the Treasurer’s Report below.

Finally, I would like to thank the 2022/23 Council members for their efforts over the past year. Especially for holding down the fort while various parts of the country (my own region included) went through a significant natural disaster in Cyclone Gabrielle. The effects of this Cyclone will be felt by generations to come.

Ngā mihi

Anna Madarasz-Smith, President NZMSS 2023

Appendix 2 - Treasurer's Report (2022/2023)

Society accounts

As of 31 March 2023, there was a total of \$ 155,660.52 in the Society's accounts (Table A2.1). The Society generated a surplus of income over expenditure in 2022/2023 of -\$13,129.7. This is primarily driven by the 2022 Auckland conference, where the finance processing has been delayed. Due to travel being back to normal, we were able to award the First Overseas Conference Travel Fund again. We awarded the Student Research Awards totalling \$6000, as well as the student conference prizes (\$3,300).

We have continued to keep records in an online accounting system (Xero), maximise investment returns and reduce bank fees. Surplus from the conference account will be transferred to a term deposit following the decision-making process outlined in the financial system diagram (Appendix 3).

We updated the signatories on our Westpac accounts to include new Officers of the Society after this AGM and will circulate and approve these minutes (by email) within one month of this meeting.

We have continued to use Simon Danson NMA Nelson Marlborough Audit Ltd to conduct our financial reviews.

Table A2.1: NZMSS Balance Sheet

	2022-23	2021-22
NZMSS Funds		
Balance 1 April	\$ 168,790.19	\$ 115,825.92
Surplus income over expenditure for year	-\$13,129.67	\$ 52,964.24
<i>Represented by</i>		
Cheque account	\$ 37,416.26	\$ 46,859.62
Savings accounts	\$ 78,091.35	\$83,441.71
Sculptures on hand	\$ 4,800.00	\$5,600.00
Accounts receivable/prepayments	575.00	0
Westpac term investments	34,946.10	\$34,247.87
Less Accounts payable	168.19	\$3,359.01
Balance as of 31 March	\$155,660.52	\$168,790.19

A2.1: NZMSS total income, total expenditure and total account balance from 2007 to 2020

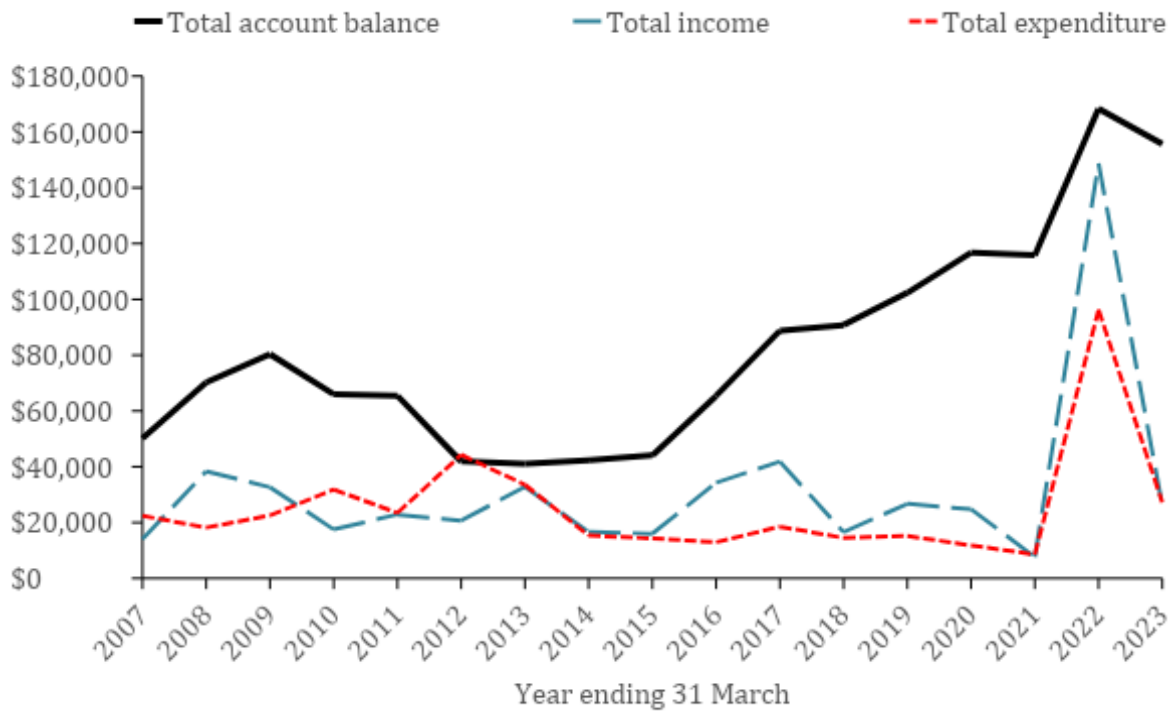


Figure A2.1: NZMSS total income, total expenditure and total account balance from 2007 to 2023

Financial summary (2022/2023)

The society had an income \$13,879 over an expenditure of \$27,008 for the 2022/23-year (ex. GST) (Table A2.2). However, as the final finances for the Auckland conference are delayed and the profit has yet to be confirmed, these are just preliminary numbers. The Society pays GST on memberships, conference registration and sponsorship, and can claim GST on some expenditure (e.g., website), but not on others (e.g., student awards).

Membership income has also varied the past 10 years with an average of c. \$9,000. Membership income is directly tied to the popularity of the conference. This membership income typically covers the annual council expenditure, and with membership not being part of the conference registration fee, it is important to register for the society if you have not.

Table A2.2: NZMSS income and expenditure (GST exc.) for the year ended 31 March 2023.

	2022/23 Actual
NZMSS Income	
Membership	\$ 8,763.26
Conference registrations and sponsorship	\$3,213.10
Interest	\$1,902.72
Total income	\$13,879.08
NZMSS Expenses	
Audit fees	\$1,552.50
Bank fees	\$23.69
Council and general expenses	\$
Conference expenses	\$6,522.36
NZMSS award sculpture	\$800
John Morton Medal	
RSNZ affiliation fee	\$869.57
Student research award and FOCTF	\$13147.83
Student conference prizes	\$3100
Xero subscription fees	\$574.8
Website (hosting)	\$418.00
Projects	\$
Total expenditure	\$27,008.75
Surplus income over expenditure for year	-\$13,129.67



Figure A2.2: NZMSS conference surplus and membership income from 2007 to 2023.

Appendix 3 - Proposed Budget (2023/24)

To ensure that the council follows the financial system as outlined in Figure A3.1, the proposed budget:

- i. Aligns income received from the previous year's conference to expenditure in the financial year following the conference, to reflect the amount the Society can afford from known conference surplus,
- ii. Aims to keep student awards (FOCTF and Student Research award) as for last year so that students know how much is available and awards are consistent from year to year.
- iii. Recommends keeping council expenditure and ongoing website hosting and maintenance to be budgeted similar to the expenditure form last year to ensure content is up to date and that facilities work as intended,
- iv. Aims for a projected surplus of income over expenditure of c. \$9,000 (to fund student awards the following year).

The budget includes a mix of projected and actual income to reflect the amount of funds available for the 2023/24 year. Projected income includes membership subscriptions and bank interest, and actual income is from the 2022 conference. As the actual income from the 2022 conference has yet to be confirmed, we are using the required income to breakeven for the 2022-23 year as a prediction of income for 2023-24. This is consistent with the figures which have been mentioned by the previous conference organisers.

Note that the budget has been prepared on a GST exclusive basis to reflect the amount of money available, and to be consistent with the financial summary and auditor's reports. With these recommendations in mind the council proposes the following budget for 2023/24 financial year:

Table 3: Proposed budget for 2023/2024

Income/expenditure	2023/24 (exc. GST)
Projected and actual income	
<i>Projected income</i>	
Membership	10,000
Interest received	1,321.73
<i>Actual income</i>	
Conference surplus (from 2021 conference)	7,916*
Total projected and actual income	\$19,238
Budgeted expenditure	
<i>Core business</i>	
Audit fees	1,552
Bank fees	21
General council expenses	
Website hosting & maintenance	418
NZMSS award sculpture and John Morton Award	1000
Royal Society of NZ - affiliation fees	870
Xero monthly subscription	574
<i>Awards</i>	
First Overseas Conference Travel Awards	6000
Student research award	3500
Student awards at conference	1000
Refund NZMSS award winner	400
Total budgeted expenditure	\$14,836
Projected surplus of income over expenditure	\$4,401

NZMSS finance system

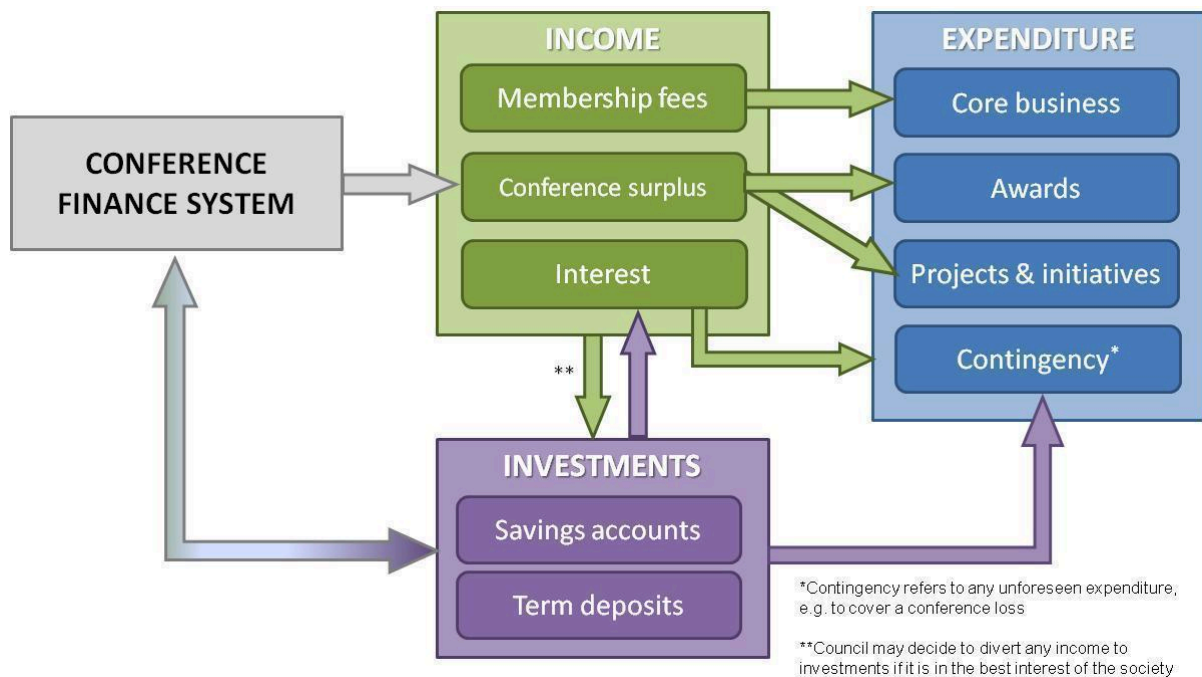


Figure A3.1: NZMSS generates income in three main ways: membership fees, conference surplus and interest from society investments. Society expenditure includes core business (the costs of running the society), projects and initiatives (e.g. website redesign) and awards (e.g. First Overseas Conference Travel Awards, student conference prizes). The conference finance system uses the society investments to outlay funds such as conference deposits, which should then be returned to the society investments after the conference. However, in the event of the conference running at a loss, or any other unforeseen expenses, the society requires sufficient investments to bear those expenses.

Appendix 4 - Auditor's Report (2021/2022)

Will be sent out after the conference.

Appendix 5 – Council Reports 2022/23

The 2022/23 year was short (November 2022 until June 2023) because the 2022 conference was delayed from July until November 2022, due to it being a joint NZMSS/NZFSS Conference.

1. Membership numbers

Membership type	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-2023	2023-current
Professional	131	109	189	108	170	120	136	166	84	8	111	36
Life	18	19	20	19	20	23	20	20	20	20	24	24
Retired/ student	76	90	86	121	113							
Retired						0	1	1	2	1	8	1
Student						91	66	117	48	12	94	25
Institutional	7	7	-	-	-	-	-	-	-			
Total	232	225	295	249	303	235	223	304	152	41	237	86

A full list of 2022/23 members is provided in Appendix 6.

2. Council operational activities

Members

Council had 16 members (including six student reps). A list of 2022/23 council members is provided in Appendix 7.

Meetings

There have been 6 meetings; all via Zoom and the final meeting for the 2022/23 year will take place on May 25th 2023.

No face-to-face meeting was held in 2022/23 because the travel support required by Council members is quite large and the Council felt as though things were running effectively. In 2018, it was decided that face-to-face meetings should be scheduled when there are big items to discuss rather than having them as a matter of course.

3. Submissions

Submissions prepared:

- Natural and Built Environments Bill (February 2023)
- Guidance for identifying a habitat of particular significance for fisheries management (December 2022)
- Revitalising the Gulf Marine protection proposals (October 2022)
- Review of commercial fishing sustainability measures for the Cape Brett to Mimiwhangata area, Northland (October 2022)

Submission opportunities advertised to the membership but not submitted on by NZMSS:

- Draft Hauraki Gulf Fisheries Plan
- Proposed temporary fishery closure and a netting ban at Tutukaka Harbour, Ngunguru Bay and Ngunguru River, Northland
- Long-term Insights Briefing, developed by DOC and Toitū Te Whenua Land Information New Zealand (LINZ)
- DOC and LINZ seek input to help protect nature for future generations

Copies of prepared submissions can be found [here](#).

4. Student awards

The First Overseas Conference Travel Fund (FOCTF) is normally awarded in March and August each year. In 2023 one FOCTF award was awarded to Savannah Goode (Victoria University of Wellington).

Due to the short NZMSS year in 2022/23 no Student Research Grants were awarded.

5. Other

Appendix 6 – 2022/23 NZMSS Membership List

First name	Last name	First name	Last name
John	Booth	Joshu	Mountjoy
Lionel	Carter	Scott	Nodder
Howard	Choat	William	Rayment
Malcolm	Clark	Peter	Russell
Mark	Costello	Amandine	Sabadel
Bob	Creese	Becky	Shanahan
Kim	Currie	Jeff	Shima
Chris	Francis	Thomas	Trnski
Malcolm	Francis	Steve	Urlich
Dennis	Gordon	Ingrid	Visser
Janet	Grieve	Shannon	Weaver
Barb	Hayden	Trudi	Webster
Bruce	Hayward	Jess	Wenley
Judi	Hewitt	Chris	Woods
Bob	Hickman	Jesse	Burns
Andrew	Jeffer	Hilke	Giles
Alison	MacDiarmid	Jenny	Hillman
Pamela	Mace	Raewyn	Bennett
Rob	Murdoch	Alexandre	Che
Wendy	Nelson	Martin	Cheng
Conrad	Pilditch	Samuel	Clough
Keith	Probert	Ian	Dixon-Anderson
David	Schiel	Brooke	Ellis-Smith
Simon	Thrush	Georgina	Flowers
Andrea	Alfaro	Eleanor	Kelly
Kat	Bolstad	Joseph	Kihika
Jesse	Burns	Jessica	Lee
Patricia	Campbell	Marina	Maranzana
Josie	Crawshaw	Alexander James (AJ)	Marshall
Linda	Faulkner	Christopher	Meijer
Richard	Gorman	Katie	Nelson
James	Haselman FRSA FRAS FRAI FLS MRi	Kiri	Reihana
Jeremy	Helson	Lolita	Rynkowski
Mike	Hudson	Amandine	Sabadel
Peter	Keen	Zhanchao	Shao
Shane	Kelly	Claire	Shellem
Shane	Lavery	Leigh	Stevens
Mark	Lokman	Jessica	Wallbank
Carolyn	Lundquist	Gabriela	Wood
Anna	Madarasz-Smith	Sarah	Wood
Katherine	Maier	Katherine	Manning
Manue	Martinez	Ian	Blixt
Rebecca	McLeod	Alex	Burton

Appendix 7 – NZMSS Council Elected Membership (2022/23)

President:	Anna Madarasz-Smith	Hawkes Bays Regional Council
Vice President:	Pete Wilson	4Sight Consulting
Secretary:	Jen Hillman	University of Auckland
Treasurer:	Rob Major	Cawthron

Immediate Past President:	Kathy Walls	Ministry of Primary Industries
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General Council Members:	Hilke Giles	Pisces Consulting
	Sam Thomas (Website Coordinator)	Otago Regional Council
	Ulla von Ammon (Treasurer-in-training)	Cawthron
	Gert-Jan Jeunen (Website Coordinator)	University of Otago
	Kristin Keane	Environment Pacific

Student Representatives:	Natalie Prinz (Social media Coordinator)	University of Waikato
	Georgina Flowers (Membership Secretary)	University of Waikato
	Claire Shellem	University of Waikato
	Lizzie Harrison (Website Coordinator)	University of Waikato
	Lolita Rynkowski (Social media and Website Coordinator)	University of Waikato
	Ian Dixon-Anderson	University of Otago

Conference Committee NZMSS 2023:	Pete Wilson	4Sight Consulting
	Claire Shellem	University of Waikato
	Jeff Shima (Chair)	Victoria University of Wellington
	Samik Datta	NIWA
	Ohad Peleg	Victoria University of Wellington
	Christopher Cornwall	Victoria University of Wellington
	Shane Geange	Department of Conservation
	Ashley Rowden	Victoria University of Wellington
	Caroline Nebel	Victoria University of Wellington
	Pete Ritchie	Victoria University of Wellington
	Mark Fenwick	NIWA
	Alice Rogers	Victoria University of Wellington
	Anna Madarasz-Smith	NZMSS
	Rob Major	NZMSS