

**NEW ZEALAND GEOGRAPHICAL SOCIETY
(INCORPORATED)**

Sixty-Eighth Annual Report



Report for the period
January 1 to December 31 2011

NEW ZEALAND GEOGRAPHICAL SOCIETY INC

ANNUAL ACCOUNTS

AS AT 31 DECEMBER 2011

Date Incorporated:	6 November 1944
Registration number:	215847
Objects:	To promote and stimulate the study of Geography within New Zealand
Charities Commission registration number:	CC44394
Address:	C/- School of People, Environment and Planning Massey University Private Bag 11 222 Palmerston North 4442
Officers:	President: Professor John Overton Treasurer: Dr David Hayward Trustee: Dr Garth Cant
Bankers:	Bank of New Zealand
Auditor:	Nihal Jayawickrama

REPORT OF THE PRESIDENT FOR 2011

The year was an active one for the Society with some new initiatives being launched and steps taken to address some of the challenges facing the Society.

The annual awards in 2011 attracted some excellent nominations and we were pleased to award the Distinguished New Zealand Geographer Award to Professor Iain Hay and the Distinguished Service Awards to Roger Baldwin, Murray Fastier and Garth Cant. These were presented at the Society's Annual General Meeting in Christchurch.

It was pleasing to see the continuing work of the Board of Geography Teachers this year and Tony Binns felt it important for the President to take a more active role in the Board and its work in order to build relationships between the wider Society and geography teachers. Particular thanks should be given to Annette Lanigan who stepped down at the end of 2011 as Chairperson of BoGT. Annette has shown excellent leadership of the Board and has been active in the Executive of the Society. Also notable was the successful re-launching of the Board's very useful Newsletter under the editorship of Roger Baldwin.

A particular success this has been the continued development of the postgraduate network. Students have been particularly active in organising meetings, building networks and engaging in the Society and we were particularly thankful to Marcela Palomino-Schalscha for her contribution to the Executive and to leading the growth of the network.

One initiative of note led by postgraduates, and one we hope will be a model for future activities, was the very successful 'Reimagining Freshwater Geographies' workshop held in October in Auckland. Similarly the NZGS symposium on aid held in Wellington in April showed the potential for smaller and more focused meetings of geographers, especially in years when a conference is not being held.

The year saw the Society's webpage revamped and considerably improved. Matthew Henry has taken a lead role here, following on from the foundation laid by Richard and Kiri le Heron to develop a new web platform.

The New Zealand Geographer has been growing in strength with increased circulation. Etienne Nel has come on as the new editor and has established a new management team for the journal.

During the year, steps were made to begin the transfer of headquarters from Auckland to Palmerston North. We are very grateful for the work of the Auckland team, particularly June Logie and David Hayward, not only for their excellent oversight of headquarters whilst in Auckland but also for the smooth way in which the transfer has been set up.

There are clear challenges ahead for the Society. With membership and income sluggish at best, we need to take steps not just to try and encourage members to sign up but also to rethink and re-launch our Society in terms of its activities, its profile, its constituent parts and the benefits it offers to members. In this light we are actively exploring new membership structures, new ways of operating and new ways of engaging potential members.

Tony Binns and John Overton

REPORT OF THE TREASURER FOR 2011

I am pleased to present the annual accounts for 2011. The Society's financial situation is sound owing to considerable reductions in some costs, I am concerned about the reduced revenues from subscriptions and sponsorship.

The following tables present the statements of financial performance (income and expenditure) for the Head Office (Society) and Board of Geography Teachers, respectively. These are followed by the statements of financial position (assets and liabilities) for the Society, and then the notes to accompany the four tables. There are no statements for the Geography Resource Centre because this was wound-up in 2010, as noted in last year's report.

The Head Office accounts for 2011 showed a surplus of \$8,065.01. This must be considered a pleasing outcome given the marked reduction in subscription income, and owes much to the reduction in administration costs that I described in the 2010 report. Nonetheless, the surplus is largely accounted for by including the residual from the 2009 Agri-Food Conference, which is a one-off item of income. The BOGT account returned a deficit of \$3,354.11. As with the Head Office account, there was reduced subscription income but the most notable omission was the lack of sponsorship for the student competitions. This point has been acknowledged by the Board and was addressed in the planning and budgeting of the competitions in 2011, for instance.

The financial position of the Society is little different from 2010, as revealed by the final two tables.

The most significant development in the administration of the Society in 2011 was the reduction in staffing time. I am sincerely grateful to the former administrator, June Logie, for her willingness to cut back on her activities and to seek greater efficiencies. With June's selfless participation we have effected a transition to a new, leaner Head Office. Nonetheless, this has not been without a marked reduction in service and all parts of the Society and the Board have had to take greater responsibility for their activities. Next year's report will note the relocation of the Head Office to Palmerston North in 2012, but I would like to observe that this was preceded and supported by changes made in 2011.

Motion of thanks to the Auditor

The accounts have been audited by the Society's Honorary Auditor, Nihal Jayawickrama, and his statement is included. I am grateful for his continued attention to the Society's accounts and wish to present a motion to the meeting that he be awarded \$2,500.00 as an honorarium in recognition of this service.

Acknowledgement

I would like to express my sincere gratitude to June Logie, who has given generous service to the Society through operational changes in 2011 and the more recent relocation. June Logie is a long-standing member of the Society who has performed many roles, and continues to contribute to the Society's mission.

David Hayward

Treasurer, New Zealand Geographical Society

NEW ZEALAND GEOGRAPHICAL SOCIETY INC

MEMBERSHIP

The total membership of the Society at 31 December 2011 as indicated below:

	2003	2004	2005	2006	2007	2008	2009	2010	2011
Branches									
Auckland	69	47	56	45	50	41	39	46	35
Canterbury	56	35	31	77	24	21	16	18	14
Manawatu	11	19	15	14	14	17	15	15	15
Otago	21	14	13	24	19	26	24	20	17
Waikato	44	35	33	76	34	25	26	22	22
Wellington	28	26	25	51	21	19	17	19	16
<i>NZ Members</i>	229	176	173	161	162	149	137	140	119
NZ Schools									
Auckland	71	69	64	58	62	65	51	56	51
Canterbury	46	44	39	37	39	33	34	27	29
Manawatu	36	33	25	28	28	36	31	25	29
Otago	26	28	26	26	24	28	24	20	21
Waikato	47	45	36	36	38	34	38	31	34
Wellington	34	34	31	29	37	33	31	24	23
<i>Total schools</i>	260	253	221	214	228	229	209	183	187
Teacher Members	72	73	36	25	32	30	0	2	1
Total for NZ	561	502	430	400	422	408	346	325	307
Overseas Members	34	7	29	26	24	24	17	22	23
Honorary Life Members	13	15	16	16	15	13	14	13	12
Editorial Board					5	4	4	3	4
TOTAL	608	524	475	442	466	449	381	363	346

NEW ZEALAND GEOGRAPHICAL SOCIETY INC
Head Office Account Statement of Financial Performance for 2011

2010	Account	2011	Notes
\$	INCOME	\$	
33,066.55	Subscriptions	20,841.99	1
71.30	Sales	117.24	
15,965.70	Royalties	12,758.52	2
2,000.00	Sponsorship Journal	0.00	3
1,947.23	Agri-Food Conference	7,063.39	4
500.00	Waikato conference	-	
6,000.00	NZGS Conference (Christchurch)	2,000.00	5
-	Contract receipts	0.00	
5,321.48	Interest on investments	7,030.89	6
48.24	Interest on bank accounts	28.15	7
0.00	Overheads recovered from BOGT	0.00	
32,738.24	Olympiad	1,739.13	8
2,066.00	Overpayments	380.80	
4,007.89	Transfer of GRC funds	0.00	
229.33	Miscellaneous receipts	343.22	
103,961.97	Total Income	52,303.34	
	EXPENDITURE		
1,163.30	Rebates to branches	600.85	9
14,879.03	Cost of journals	14,744.50	10
39.13	Awards	55.87	
5,578.61	Web hosting and maintenance	599.47	11
3,109.33	Council & AGM expenses	6,205.68	12
245.57	Editorial Board expenses	386.96	
3,307.37	Agri-Food Conference	-	
-	NZGS Conferences	871.30	13
32,738.24	Olympiad	1,739.13	8
630.57	Royal Society subscription	616.86	
0.00	Publicity	0.00	
450.00	Purchases	0.00	
0.00	Contract expenditures	-	
35,676.74	Staffing (incl PAYE)	12,086.76	14
184.32	Stationery	0.00	
0.00	Postage	41.91	
2,439.06	Refunds	355.67	
2,500.00	Accounancy & Audit	2,500.00	
760.20	Bank and credit card fees	570.38	
2,376.99	Insurance & ACC	1,812.50	15
-	Payments on behalf of NZ BOGT	919.80	16
-	Miscellaneous payments	130.69	
-	Depreciation	-	
-	Write-down of publications stock	-	
106,078.46	Total Expenditure	44,238.33	
-2,116.49	Excess of Income over Expenditure	8,065.01	17

NEW ZEALAND GEOGRAPHICAL SOCIETY INC
NZ BOGT Account Statement of Financial Performance for 2011

2010	Account	2011 Actual	Notes
	INCOME		
9,428.34	Subscriptions	5,323.75	1
1,200.00	Sponsorship - Year 13 competition	0.00	18
6,000.00	Sponsorship - Maatangi whenua	0.00	
40,931.40	Science Olympiad - fees and sponsorship	2,489.13	8
3,743.33	Maatangi whenua entry fees	4,621.74	
1,013.62	Interest on investments	1,339.22	6
19.66	Interest on bank accounts	32.05	
150.00	Network advertising	0.00	19
1,100.00	SocCon	0.00	
0.00	Miscellaneous	0.00	
63,586.35	Total Income	13,805.89	
	EXPENDITURE		
1,200.00	Transit NZ Yr 13 Competition	0.00	20
450.00	Yr 12 Visual Media Competition	0.00	
7,944.44	Yr 11 Maatangi Whenua Comp	11,232.80	21
40,051.19	Olympiad	97.83	
0.00	SocCon	696.00	22
0.00	Professional development	346.61	23
4,422.28	Annual Meeting	3,101.02	
728.71	Travel	0.00	
0.00	Publicity (poster)	330.00	
0.00	Postage	0.00	
0.00	Stationery	48.24	
250.00	Network Editor	750.00	24
	Network printing	355.00	
0.00	Overhead transfer to Head Office	0.00	
0.00	MOE contract	0.00	
5.00	Bank Fees	2.50	
0.00	Miscellaneous expenditures	0.00	
0.00	Refunds	200.00	
55,051.62	Total Expenditure	17,159.99	
8,534.73	Excess of Income over Expenditure	-3,354.11	25

NEW ZEALAND GEOGRAPHICAL SOCIETY INC

Statement of Financial Position as at 31 December 2011

2010		\$	2011	\$	Notes
	CURRENT ASSETS				
	Bank Accounts				
	<i>Head Office</i>				
8,894.40	BNZ Current Account	13,988.89			
778.06	BNZ Achiever Savings	785.86			
29.21	BNZ Rapid Save	29.56			
<u>125,798.45</u>	BNZ Term Investments	<u>131,200.21</u>			6
135,500.12	<i>Total Head Office</i>		146,004.52		
	<i>NZ Board of Geography Teachers</i>				
15,833.98	BNZ Current Account	2,900.22			
<u>23,961.61</u>	BNZ Term Investments	<u>24,990.52</u>			6
39,795.59	<i>Total NZBoGT</i>		27,890.74		
175,295.71	Total Bank Accounts			173,895.26	
	Debtors				
	<i>Head Office</i>				
-	NZBOGT	-			
-	Inland Revenue (RWT)	-			
-	Outstanding subscriptions	-			
<u>-</u>	Inland revenue (GST)	<u>-</u>			
-	<i>Total Head Office</i>		-		
	<i>NZ Board of Geography Teachers</i>				
-	Head Office	-			
-	Unpaid Invoices	173.91			19
<u>-</u>	NZGS (subs)	<u>-</u>			
-	<i>Total NZBoGT</i>		173.91		
-	Total Debtors			173.91	
	Stocks				
	<i>Head Office</i>				
-	Books and journals	-			
<u>-</u>	Merchandise	<u>-</u>			
-	<i>Total Head Office</i>		-		
<u>-</u>	Total Stocks			<u>-</u>	
175,295.71	Total Current Assets			174,069.17	
	FIXED ASSETS				
	<i>Head Office</i>				
<u>-</u>	Book Value of Fixed Assets	<u>-</u>			
0.00	<i>Total Head Office</i>		-		
<u>-</u>	Total Fixed Assets			<u>-</u>	
<u>175,295.71</u>	TOTAL ASSETS			<u>174,069.17</u>	

NEW ZEALAND GEOGRAPHICAL SOCIETY INC
Statement of Financial Position as at 31 December 2011

2010			2011		
\$	LIABILITIES	\$	\$	\$	Notes
	Current Liabilities				
	<i>Head Office</i>				
7,061.55	Subscriptions in advance	6,014.51			
-	EXITO Contract Deposit	-			
7,530.37	Agri-Food Conference	-			4
	Wellington Branch's NZGS 2008 funds	9,507.54			26
3,094.38	Unpresented cheques	355.44			
<u>2,181.63</u>	Creditors	<u>-</u>			
19,867.93	<i>Total Head Office</i>		15,877.49		
	<i>NZ Board of Geography Teachers</i>				
-	Creditors	-			
<u>2,176.80</u>	Unpresented cheques	<u>229.80</u>			
2,176.80	<i>Total NZBoGT</i>		229.80		
22,044.73	Total Current Liabilities			16,107.29	
	Accumulated Funds from Undistributed Surpluses				
	<i>Head Office</i>				
90,812.32	Opening Credit Balance at beginning of Year	132,249.16			
<u>41,436.84</u>	Excess of Income over Expenditure	<u>8,065.01</u>			
132,249.16	<i>Total Head Office</i>		140,314.17		
	<i>NZ Board of Geography Teachers</i>				
12,467.09	Opening Credit Balance at beginning of Year	21,001.82			
<u>8,534.73</u>	Excess of Income over Expenditure	<u>(3,354.11)</u>			
21,001.82	<i>Total NZBoGT</i>		17,647.71		
153,250.98	Total Accumulated Funds			157,961.89	
<u>175,295.71</u>	TOTAL LIABILITIES			<u>174,069.18</u>	

Notes to the Head Office and NZBoGT Accounts For the year ended 31 December 2011

The figures given in the Head Office and NZBoGT accounts are all exclusive of GST, as are the figures in the Notes below.

- 1 The total income from individual and school subscriptions for 2011, less allocations to NZBoGT and net of GST, was \$20,841.99. The rebates for Branches are included in this figure.

Transfers of rebates from the Head Office account to NZBoGT on school, teacher and corresponding member subscriptions paid during 2011 totaled \$5,323.75.

Subscriptions for both the Society and BOGT fell below budget – amounting to 69% and 59%, respectively.
- 2 During 2011 royalty payments were received from Copyright Licensing Ltd totaling \$507.05, and Wiley for the production and sales of the *New Zealand Geographer* totaling \$12,248.01.
- 3 No sponsorship funds for the *New Zealand Geographer* were received in 2011.
- 4 The residual surplus from the 2009 Agri-Food conference was returned to the Head Office account as income, since all matters have been completed for this activity.
- 5 The 2010 biennial conference in Christchurch was advanced funds as seed money in late 2009. These were repaid in full with a final installment of \$2,000 in early 2011.
- 6 At 31 December 2011 the Society had two Term Deposits that are shared with the Board of Geography Teachers on a 0.84/0.16 basis. The deposit (including accrued interest) totaled \$156,190.73. The shares between the two accounts at 31 December 2010 (including accrued interest to that date) were:

a) Head Office	\$131,200.21
b) NZBoGT	\$24,990.52

Total interest earned in 2011 was \$8,370.11. This was shared between HO and NZBoGT on the 0.84/0.16 basis giving the following allocations for 2011:

a) Head Office	7,030.89
b) Board of Geography Teachers	<u>1,339.22</u>
	8,370.11
- 7 Interest credited to the Head Office account during 2011, and accrued in the Current and Achiever Saver Accounts at 31 December 2011, totaled \$28.15.
- 8 Grants for the Geography Olympiad were deposited to the Head Office account amounting to \$1,739.13 (\$2,000 including GST). However, this activity is the responsibility of the BOGT and the funds were transferred to the BOGT bank account, and so the Head Office statement shows equal amounts of income and expenditure. In addition to the grant the BOGT account received \$750 towards the 2012 Olympiad in late 2011.
- 9 The rebates to branches paid in 2011 amounted to \$600.85.

10. Costs incurred in producing the New Zealand Geographer during 2011 totaled \$14,744.50. This included the purchase from Wiley-Blackwell of copies for individual and school members costing \$14,000.00, plus the cost of the electronic editorial system (Manuscript Central) of \$744.50.
11. The costs of running the web site in 2011 were greatly reduced from previous years. The charges of the new web host, Carbon Media, are considerably less than those of the former host. In part, this relates to a reduced functionality but the overall cost of the web in 2011 was reduced from previous years due to a conclusion to the redevelopment phase plus a more economical service.
12. The costs of Council and Annual General Meetings are primarily travel costs. These have increased significantly in 2011.
13. The final payment of \$871.30 for a Society-sponsored function at the 2010 Conference was made in February 2011.
14. The costs for staffing (\$12,086.76) include wages for the Administrator and PAYE payments. This represents a major reduction in the former costs of employing an Executive Manager.
15. Insurance costs were reduced in 2011 following a change in insurance broker and provider.
16. Owing to limited funds in the BOGT account in late 2011 payments amounting to \$919.80 were made by the Head Office account on behalf of the BOGT. These include \$669.80 for Maatangi whenua expenses and \$250 for the honorarium for the Network Editor, and represent a liability for the BOGT accounts.
17. The Head Office account had a surplus of \$8,065.01 in 2011. However, excluding the residual income from the 2009 Agri-Food conference the surplus would be only \$1,001.62.
18. No sponsorships were received for the Year 13 and Maatangi whenua competitions in 2011.
19. An invoice for \$200 (incl GST) for advertising in the BOGT's newsletter, the 'Network', was issued in late 2011 but no payments were received.
20. No expenditures were made in 2011 on the Year 13 and Year 12 competitions.
21. The costs of the Maatangi Whenua competition increased markedly in 2011, which despite an increase in fee income contributed to a deficit on this activity.
22. SocCon is a conference for secondary school teachers and the NZ BOGT is a partner in this.
23. The BOGT contributed to the costs of the workshop presented by Russell Kirkpatrick.
24. An honorarium was paid to the editor of the BOGT's 'Network' newsletter.
25. The BOGT account had a deficit of \$3,354.11 for 2011.
26. The surplus of the 2008 biennial conference was transferred from Victoria University of Wellington to the Society in 2011. These are being held in trust for the Wellington Branch.

NEW ZEALAND GEOGRAPHICAL SOCIETY INC.

21 October 2012

The Members

New Zealand Geographical Society Inc.

C/- School of Geography

University of Auckland

Private Bag 92019

Auckland

Audit of the New Zealand Geographical Society Inc. and New Zealand Board of Geography Teachers for the financial year ended 31 December 2011.

I have completed the audit of the Annual Accounts consisting of the Head Office, Statement of Financial Performance and New Zealand Board of Geography Teachers, Statement of Financial Performance for the year ended 31 December 2011 Statement of Financial Position as at 31 December 2011 and Notes to the Financial Statements of the New Zealand Geographical Society and New Zealand Board of Geography Teachers for the financial year ended 31 December 2011. This information is stated in accordance with the Accounting Policies set out in the attached Notes on Accounts.

The audit included a complete examination of evidence relevant to the amounts in the Financial Statements. It also includes assessing:

- The Internal Controls
- The Receipts and Payments Cash Books and the General Ledgers
- The Bank Statements and Reconciliation of Balances
- The Assets and Liabilities

I have conducted the audit in accordance with generally accepted auditing standards in New Zealand.

In my opinion the Financial Statements of the New Zealand Geographical Society and New Zealand Board of Geography Teachers:

- Comply with New Zealand generally accepted accounting practice;
- Give a true and fair view of:
 - The financial position as at 31 December 2011
 - The results of its operations and cashflows for the year ended on that date.

In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.



Nihal Jayawickrama
Honorary Auditor