

**NEW ZEALAND GEOGRAPHICAL SOCIETY
(INCORPORATED)**

Sixty-Ninth Annual Report



Report for the period
January 1 to December 31 2012

NEW ZEALAND GEOGRAPHICAL SOCIETY INC

ANNUAL ACCOUNTS

AS AT 31 DECEMBER 2012

Date Incorporated:	6 November 1944
Registration number:	215847
Objectives:	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: Professor Michael Roche
Bankers:	Bank of New Zealand
Auditor:	Nihal Jayawickrama

REPORT OF THE PRESIDENT FOR 2012

The past year marked a turning point for the Society. After several years of falling membership rates, steps were taken to review our membership structure and categories and introduce a range of new initiatives. Following consideration by Council and consultation with branches and members, a raft of proposals for change was presented and approved by the Annual General Meeting in Napier in December. The key elements of these measures were: the introduction of a Fellowship scheme for the Society; reduced membership fees and changes to the administration of membership; provision for Research Groups to be formed; revisions to the management of conferences; and continued encouragement of the postgraduate network, virtual meetings and the journal. Most of these measures will be introduced during 2013 and it was heartening to see the high level of support given to these changes at the AGM and during consultation. I am very hopeful that as these changes take effect, we will see increasing membership and an overall revitalisation of the Society.

Despite these changes, the core concerns of the Society remain our journal, our branches and our biennial conference. The journal, *New Zealand Geographer*, remains in good health and we are grateful to Etienne Nel for taking on the Managing Editor role. He and his editorial team continue to produce a journal that we can be very proud of. Our branches continue to operate at varying levels of activity but I might note in particular the vitality of the Waikato branch, particularly in the way it brings together geographers in both the university and the schools. Our conference was held in Napier in 2012 and was a particular success. It was the first time the conference has been held outside a university centre and this contributed to a conference that not only attracted good numbers of participants but also experienced a very pleasant and novel setting for an academic conference. The Manawatu Branch is to be congratulated for organising the conference so effectively.

The annual awards in 2012 attracted some excellent nominations and we were pleased to award the Distinguished New Zealand Geographer Award to Professor Tony Binns and the Distinguished Service Awards to Dr Paul Keown and Jane Evans. We were also delighted to award an Honorary Life Membership of the Society to June Logie, in recognition of her long service to the subject in New Zealand through her work with and as a geography teacher, through the Auckland Branch and the Board of Geography Teachers and as Executive Manager of the Society.

Once again two of most active groupings within the Society were the Board of Geography Teachers and the Postgraduate Network. The Board was very active under the leadership of Suzanne Baldwin and particular mention should be made of its *Network* magazine which performs an excellent role in connecting and informing Geography teachers across the country. Likewise the Postgraduate Network continues to thrive and it is at the forefront of using the Access Grid to run virtual meetings. Particular thanks are due to the work of Marc Tadaki, Amanda Thomas and Gradon Diprose for leading these initiatives and activities.

John Overton

REPORT OF THE TREASURER FOR 2012

I am pleased to present the annual accounts for 2012. The Society's financial situation continues to be sound due largely to continuing tight control of expenditures, However, I feel that declining membership remains a significant concern that will inevitably have increasing impact on finances in the future.

The following table reports the membership of the Society. This is followed by tables reporting the statements of financial performance (income and expenditure) for the Head Office and Board of Geography Teachers, respectively; and then the statements of financial position (assets and liabilities) for the Society. Notes to accompany the four tables of financial reports follow on succeeding pages.

The table of Membership reveals a continuing decline in both individual and school memberships. This has been noted in previous Annual Reports and discussed at successive Council meetings. However, these data precede the initiatives taken at the 2012 AGM to create new membership categories and alter rates of subscription.

The Head Office accounts for 2012 show a surplus of \$1,570.49. The decrease in both subscription income and earned interest was offset in part by the journal sponsorship. Expenditures have been kept in check with a marked decrease in Council expenses, which are mostly made up of transport and venue costs for the Council and Executive. Staffing costs increased temporarily owing to the Head Office relocation, but remain less than half of the costs in 2010, for instance.

The Board of Geography Teachers' accounts show a surplus of \$1,703.27 for 2012. I note the progress made in containing the costs of the Maatangi whenua competition while still running a very successful event. Also, I am pleased that the Board is pursuing new initiatives and supporting these with an annual budget.

The financial position of the Society has changed little since 2011, as revealed by the statement of Assets and Liabilities. The apparent decrease of almost \$8,000 is due to the transfer of funds to the Wellington Branch. These were the surplus from the NZGS 2008 conference, which was being held on its behalf by the Society.

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.

Acknowledgements

I would like to express my sincere gratitude to the Society's part-time Administrators in 2012: Toa Holani who took over the role in mid-2012, and June Logie who worked through the relocation of the Head Office to Massey University in Palmerston North. I am deeply grateful for June's generous efforts to ensure a smooth transition; and I am grateful to Toa for her resilience in her new role and for her tolerance of the challenges of working with me at a distance. Nonetheless, the Society's Head Office operations are supported by the proximity of our Trustee, Professor Michael Roche, as well as Secretary, Dr Maria Borovnik, and Media Officer, Dr Matt Henry, and I am grateful for their support, too.

David Hayward
Treasurer, New Zealand Geographical Society

NEW ZEALAND GEOGRAPHICAL SOCIETY INC MEMBERSHIP

The total membership of the Society at 31 December 2012 as indicated below:

	2004	2005	2006	20047	2008	2009	2010	2011	2012
Branches									
Auckland	47	56	45	50	41	39	46	35	31
Canterbury	35	31	77	24	21	16	18	14	13
Manawatu	19	15	14	14	17	15	15	15	10
Otago	14	13	24	19	26	24	20	17	14
Waikato	35	33	76	34	25	26	22	22	14
Wellington	26	25	51	21	19	17	19	16	15
<i>NZ Members</i>	176	173	287	162	149	137	140	119	97
NZ Schools									
Auckland	69	64	58	62	65	51	56	51	48
Canterbury	44	39	37	39	33	34	27	29	31
Manawatu	33	25	28	28	36	31	25	29	20
Otago	28	26	26	24	28	24	20	21	17
Waikato	45	36	36	38	34	38	31	34	23
Wellington	34	31	29	37	33	31	24	23	26
<i>Total schools</i>	253	221	214	228	229	209	183	187	165
Teacher Members	73	36	25	32	30	0	2	1	8
Total for NZ	502	430	526	422	408	346	325	307	270
Overseas Members	7	29	26	24	24	17	22	23	18
Honorary Life Member	15	16	16	15	13	14	13	12	12
Editorial Board				5	4	4	3	4	4
TOTAL	524	475	568	466	449	381	363	346	304

NEW ZEALAND GEOGRAPHICAL SOCIETY INC
Head Office Account Statement of Financial Performance for 2012

2011	Account	2012	Notes
\$	INCOME	\$	
20,841.99	Subscriptions	16,904.11	1
117.24	Sales	73.48	
12,758.52	Royalties	12,069.40	2
0.00	Sponsorship Journal	5,000.00	3
7,063.39	Agri-Food Conference	-	
2,000.00	NZGS Conference (Christchurch)	-	
7,030.89	Interest on investments	4,938.70	4
28.15	Interest on bank accounts	38.92	
1,739.13	Olympiad	-	
-	Credit card fees on subscriptions	46.26	
-	Transfer from NZBoGT for 2011 expenditures	3,587.27	5
380.80	Overpayments	1,916.50	6
<u>343.22</u>	<u>Miscellaneous receipts</u>	<u>142.00</u>	
52,303.34	Total Income	44,716.64	
	EXPENDITURE		
600.85	Rebates to branches	508.00	7
14,744.50	Cost of journals	14,828.19	8
55.87	Awards	0.00	
599.47	Web hosting and maintenance	514.48	9
6,205.68	Council & AGM expenses	1,988.17	10
386.96	Editorial Board expenses	0.00	
871.30	NZGS Conferences	0.00	
1,739.13	Olympiad	0.00	
616.86	Royal Society subscription	1,372.00	11
0.00	Publicity	0.00	
12,086.76	Staffing (incl PAYE)	14,881.59	12
0.00	Stationery	71.56	
41.91	Postage	0.00	
355.67	Refunds	1,851.50	6
2,500.00	Accounancy & Audit	2,579.23	
570.38	Bank and credit card fees	484.26	
1,812.50	Insurance	1,835.00	13
919.80	Payments on behalf of NZ BOGT	2,232.17	14
<u>130.69</u>	<u>Miscellaneous payments</u>	<u>0.00</u>	
44,238.33	Total Expenditure	43,146.14	
8,065.01	Excess of Income over Expenditure	1,570.49	15

NEW ZEALAND GEOGRAPHICAL SOCIETY INC
NZ BOGT Account Statement of Financial Performance for 2012

2011	Account	2012	Notes
	INCOME		
5,323.75	Subscriptions	5,252.79	1
0.00	Sponsorship - Year 13 competition	0.00	
0.00	Sponsorship - Maatangi whenua	0.00	
4,621.74	Maatangi whenua entry fees	3,960.87	16
2,489.13	Science Olympiad - fees and sponsorship	26,544.24	17
1,339.22	Interest on investments	940.70	4
32.05	Interest on bank accounts	9.04	
0.00	Network advertising	0.00	
0.00	SocCon	0.00	
0.00	Miscellaneous	0.00	
13,805.89	Total Income	36,707.64	
	EXPENDITURE		
0.00	Yr 13 Competition	0.00	
0.00	Yr 12 Competition	0.00	
11,232.80	Yr 11 Maatangi Whenua Competition	3,713.77	16
97.83	Science Olympiad - expenditures	23,319.97	17
696.00	SocCon	0.00	
346.61	Professional development	1,086.48	18
3,101.02	Meetings	2,021.30	
330.00	Publicity	250.00	
0.00	Postage	23.09	
48.24	Stationery	0.00	
750.00	Network Editor	1,000.00	19
355.00	Network printing	0.00	
2.50	Bank Fees	2.50	
-	Transfer to NZGS HO for 2011 expenditures	3,587.27	5
0.00	Miscellaneous expenditures	0.00	
200.00	Refunds	0.00	
17,159.99	Total Expenditure	35,004.37	
-3,354.11	Excess of Income over Expenditure	1,703.27	20

NEW ZEALAND GEOGRAPHICAL SOCIETY INC

Statement of Financial Position as at 31 December 2012

2011		2012		
\$	CURRENT ASSETS	\$	\$	Notes
	Bank Accounts			
	<i>Head Office</i>			
13,988.89	BNZ Current Account	3,130.60		
785.86	BNZ Achiever Savings	793.81		
29.56	BNZ Rapid Save	29.72		
<u>131,200.21</u>	BNZ Term Investments	<u>136,138.91</u>		4
146,004.52	<i>Total Head Office</i>	140,093.04		
	<i>NZ Board of Geography Teachers</i>			
2,900.22	BNZ Current Account	109.59		
<u>24,990.52</u>	BNZ Term Investments	<u>25,931.22</u>		4
27,890.74	<i>Total NZBoGT</i>	26,040.81		
173,895.26	Total Bank Accounts		166,133.85	
	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	-		
173.91	Unpaid Invoices	-		
<u>-</u>	NZGS (subs)	<u>-</u>		
173.91	<i>Total NZBoGT</i>	-		
173.91	Total Debtors		-	
	Stocks			
	<i>Head Office</i>			
-	Books and journals	-		
<u>-</u>	Merchandise	<u>-</u>		
-	<i>Total Head Office</i>	-		
<u>-</u>	Total Stocks		<u>-</u>	
174,069.17	Total Current Assets		166,133.85	
	FIXED ASSETS			
	<i>Head Office</i>			
<u>-</u>	Book Value of Fixed Assets	<u>-</u>		
0.00	<i>Total Head Office</i>	-		
	Total Fixed Assets		-	
<u>174,069.17</u>	TOTAL ASSETS		<u>166,133.85</u>	

NEW ZEALAND GEOGRAPHICAL SOCIETY INC
Statement of Financial Position as at 31 December 2012

2011			2012		
\$	LIABILITIES	\$	\$	\$	Notes
	Current Liabilities				
	<i>Head Office</i>				
6,014.51	Subscriptions in advance	3,272.51			
	Rebates to Branches owed for 2012	159.50			7
9,507.54	Wellington Branch's NZGS 2008 funds	-			21
355.44	Unpresented cheques	1,222.39			22
<u>-</u>	Creditors	<u>-</u>			
15,877.49	<i>Total Head Office</i>		4,654.40		
	<i>NZ Board of Geography Teachers</i>				
-	Creditors	-			
<u>229.80</u>	Unpresented cheques	243.80			22
229.80	<i>Total NZBoGT</i>		243.80		
16,107.29	Total Current Liabilities			4,898.20	
	Accumulated Funds from Undistributed Surpluses				
	<i>Head Office</i>				
132,249.16	Opening Credit Balance at beginning of Year	140,314.17			
<u>8,065.01</u>	Excess of Income over Expenditure	<u>1,570.49</u>			
140,314.17	<i>Total Head Office</i>		141,884.67		
	<i>NZ Board of Geography Teachers</i>				
21,001.82	Opening Credit Balance at beginning of Year	17,647.71			
<u>(3,354.11)</u>	Excess of Income over Expenditure	<u>1,703.27</u>			
17,647.71	<i>Total NZBoGT</i>		19,350.99		
157,961.89	Total Accumulated Funds			161,235.65	
<u>174,069.18</u>	TOTAL LIABILITIES			<u>166,133.85</u>	

Notes to the Head Office and NZBoGT Accounts For the year ended 31 December 2012

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 2012, less allocations to NZBoGT and net of GST, was \$16,909.12. The rebates for Branches are included in this figure.

The NZBoGT's share of school, teacher and corresponding member subscriptions totaled \$5,252.79. Not all of this was transferred during 2012 and the balance of \$1,748.56 has been transferred in May 2013.

2. During 2012 royalty payments were received from Copyright Licensing Ltd totaling \$145.76, and Wiley for the production and sales of the *New Zealand Geographer* totaling \$10,559.78. In addition, \$1,363.86 was received from Pearson NZ for the royalties on the 1996 edition of *Changing Places: New Zealand in the Nineties*.
3. Sponsorship funds of \$5,000.00 were received from the University of Western Sydney for the *New Zealand Geographer*.
4. At 31 December 2012 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 \$162,070.13. The shares between the two accounts at 31 December 2010 (including accrued interest to that date) were:

a) Head Office	\$136,138.91
b) NZBoGT	\$25,931.22

Total interest earned in 2012 was \$5,879.40. This was shared between HO and NZBoGT on the 0.84/0.16 basis giving the following allocations for 2012:

a) Head Office	\$4,938.70
b) Board of Geography Teachers	<u>\$940.70</u>
	\$5,879.40

5. \$3,587.27 was transferred to the Head Office account to reimburse expenditures made on behalf of the NZ BoGT in 2011.
6. There were a number of overpayments in 2012 including two Olympiad credits made erroneously and refunded.
7. The rebates to branches paid in 2011 amounted to \$508.00. This was less than the \$667.50 owed and so the balance will be reported as a liability for 2012 and \$159.50 will be transferred to Branches in 2013.
8. Costs incurred in producing the *New Zealand Geographer* during 2012 totaled \$14,828.19. 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 \$828.19.
9. The costs of running the web site in 2012 \$514.48.
10. The costs of Council and Annual General Meetings are primarily travel costs and in 2012 were \$1,988.17. This excludes the Council venue hire of \$800 (+ GST) for

which the cheque had not been presented but was still significantly less than in 2011.

11. The NZGS is a Constituent Organisation of the Royal Society of New Zealand. The subscription cost increased to \$1,372.00 owing to a reformulation of the RSNZ subscription. The subscription is now based upon each CO's membership and this resulted in an increase.
12. The costs for staffing in 2012 was \$14,881.59. This includes wages for the Administrator and PAYE payments, as well as some modest contract payments to the outgoing administrator to assist with the Head Office relocation to Palmerston North.
13. Insurance costs for 2012 were \$1,835.00.
14. Owing to limited funds in the BOGT account in late 2012 payments amounting to \$2,232.17 were made by the Head Office account on behalf of the BOGT.
15. The Head Office account had a surplus of \$1,570.49 in 2012.
16. The Maatangi whenua competition entry fees were \$3,960.87 in 2012. These covered the costs of running the competition, which were \$3,713.77.
17. The Science Olympiad team was supported by funds of \$26,544.24, which included grants and contributions from the student team members. These covered the costs of \$23,319.97 and produced a surplus to be carried over to support future Olympiads.
18. The NZ BoGT spent \$1,086.48 on two professional development activities in 2012.
19. An honorarium of \$1,000 was paid to the editor of the BOGT's 'Network' newsletter.
20. The BOGT account had a surplus of \$1,703.27 for 2012.
21. The surplus funds from the 2008 biennial conference held on behalf of the Wellington Branch were transferred to the Branch in June 2012.
22. Unpresented cheques include the \$920.00 venue hire fee for the May 2012 Council meeting at Wellington Airport.

NEW ZEALAND GEOGRAPHICAL SOCIETY INC.

17 September 2013

The Members

New Zealand Geographical Society Inc.
C/- School of People, Environment and Planning
Massey University
Private Bag 11222
Palmerston North 4442

Audit of the New Zealand Geographical Society Inc. and New Zealand Board of Geography Teachers for the financial year ended 31 December 2012.

I have completed the audit of the Annual Accounts consisting of the Head Office, Account Statement of Financial Performance for 2012 and New Zealand Board of Geography Teachers, Account Statement of Financial Performance for 2012, Statement of Financial Position as at 31 December 2012 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 2012. 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 2012
 - 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