



# PANZ

Population Association of New Zealand

Te Roopu Whaka Waihanga Iwi O Aotearoa

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## Minutes of the 42<sup>nd</sup> Annual General Meeting

6<sup>th</sup> July 2016, 12.15 pm (via tele/video conferencing)

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Chair: Andrew Butcher

Minutes: Shefali Pawar

### Present (xx members):

Tahu Kukutai

Arvind Zoglekar

Shefali Pawar

Andrew Butcher

Andrew Hancock

Rosemary Goodyear

Michael Berry

Ward Friesen

Alison Day

Joel Watkins

Kim Dunstan

Kate Peterssen

Robert Didham

Baljinder Devgun

Alison Reid

Vina Cullum

Christine Bycroft

Ian Pool

Anitra Fraser

Joanne Skinner

Moana Rarere

**Apologies:** Jacques Poot, Natalie Jackson, Richard Bedford, Len Cook, Peter Mumford, Alison O'Connell, Andrea Blackburn, Ruth Farmer, Alana Lattimore

Meeting started at 12.20 pm.

### 1. Minutes from previous AGM (29<sup>th</sup> June 2015)

Moved to accept: Tahu Kukutai

Seconded: Rosemary Goodyear

Minutes accepted.

### 2. Presidential report

#### ▪ Key points:

- Being a non-conference year it's been a quiet year for PANZ, but a lot of work has been happening behind the scenes.
- Acknowledgement of the contribution made by council members who volunteer their time and expertise. Happy to note that each member has agreed to be nominated to the council for another year.
- A special acknowledgement of the work done by Andrew Hancock towards ensuring that PANZ is in good financial health.
- Statistics New Zealand acknowledged for their ongoing support to PANZ.
- A lot of work has gone into the publication of the upcoming volume as well as the review of the future of the NZPR journal. Acknowledgement of the work done by Alison Day, Ward Friesen and Tahu Kukutai.
- The context in which PANZ operates continues to be challenging and interesting. The pressures and demands on demographers are getting greater. Many of these issues and more will be discussed at the next conference tentatively scheduled to be held in Christchurch next year.
- The President's report is attached as Appendix 1.

- Ian Pool flagged the importance of demography getting a higher profile in public debate. There is a lot of bad demography being floated around and in the past this issue has been dealt with via the President and other council members keeping a watch on related public discussion and immediately contacting researchers knowledgeable on the topic to comment on the same. For example – people are confusing migration and population and yet the longer term contribution of migration has been surprisingly limited and yet at the same time it is causing huge changes in the structure of the population. These sorts of issues, particularly in the current political environment, need to be addressed.

Moved to accept: Baljinder Devgun

Seconded: Alison Day

Report accepted.

### **3. Treasurer's Report**

- The Association continues to transfer its banking needs from ANZ to Kiwibank. This has resulted in improved financial recording and information processes enabling the Association to move away from cheque and physical cash handling.
- The Association has initiated a new credit card facility via Kiwibank which has significantly improved processing and recording of payments, and has removed the requirement for the Secretary to manually process credit card payments. There was a large cost to set up this facility but the long term benefits are worthwhile.
- The 2015 Conference ran at a significant profit, noting that a large proportion of the sponsorship received, for which PANZ is truly grateful for, was recorded in the previous year's accounts.
- However due to a double payment for the NZPR publication due to timing on receipts being received and processed, plus a double payment to the Royal Society, again due to timing on receipts being received due to Post Office box issues, the Association has an operating loss of \$13,309.07.
- The Population Association remains in a strong financial position with net assets of \$66,731.20 as at 31st March 2015.
- Detailed report available in Appendix 2.

Moved to accept: Andrew Butcher

Seconded: Alison Reid

Report accepted.

### **4. Amendment(s) to the constitution**

- Two constitutional amendments were proposed. The first was to reflect the changing in banking processes that have been initiated with the move to Kiwibank. It was proposed that VI Finance Section 4 be amended from:

“The funds of the Association shall be deposited in such trading bank or savings bank as may be determined by the Council. All cheques or withdrawal slips drawn on the account shall be signed by any two of the treasurer, the Secretary and the President”

to read

“The funds of the Association shall be deposited in such registered bank as may be determined by the Council. All payments and withdrawals drawn on the account shall be created by any one of the Treasurer, the Secretary, the Vice-President and the President and must be approved by any one of those persons other than the person creating the withdrawal.”

- A second amendment to the constitution was proposed to reflect the change in reporting requirements for PANZ as a Tier 4 organisation in that there is no legal or statutory requirement to audit the annual accounts. It was proposed that VI Finance Section 7 be deleted from the constitution.
- After much discussion the AGM agreed that the need for auditing the accounts was still necessary and the motion to change the constitution was not passed. It was proposed by Rosemary Goodyear that the incoming Council look to appoint an auditor. This was agreed to be the AGM

Moved to accept: Andrew Hancock

Seconded: Kim Dunstan

Amendments accepted.

## 5. Election of Officers

- The following nominations were received for the 2016/17 year:

**President:** Andrew Butcher  
**Vice-President:** Tahu Kukutai  
**Secretary:** Shefali Pawar  
**Treasurer:** Andrew Hancock

**Council Members:**

Natalie Jackson	Wardlow Friesen
Joel Watkins	Rosemary Goodyear
Arvind Zodgekar	Alison Day
Michael Berry	Baljinder Devgun

- The President proposed a motion to accept all nominations.

Moved to accept: Andrew Butcher

Seconded: Christine Bycroft

Motion carried.

## 6. Other Business

### a. NZPR – going digital

Ward put forward a proposal that New Zealand Population Review should ‘go digital’ and no longer print a hard copy journal. He outlined disadvantages and advantages of this as follows:

- Disadvantages
  - Some people still prefer to read hard copy, while at the same time it is assumed that most PANZ members have access to computer and internet
  - Most of the institutional members of PANZ, mainly libraries, would stop paying their membership since they get digital copies of journals from other sources.
  - There might be a few regular members who would stop paying membership, but it is felt that most people do not belong to PANZ for the primary purpose of receiving the hard copy journal.
- Advantages
  - Money would be saved on printing costs (about \$5,000 per issue/year)
  - Some time would be saved by editors in proofing the final copies before printing, although time would still be expended to produce a “hard copy lookalike”
  - No mail out of copies would be required
  - Digital outlets for the journal already exist; known ones are Ebsco, Proquest Central, National Library archives, and the PANZ website.
  - PANZ already receives royalties from some of these digital providers

These issues were debated before a motion was passed.

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**Motion: The NZPR journal to be completely digitised with only electronic copies produced and distributed/made available online.**

Proposed by: Ward Friesen

Seconded by: Andrew Butcher

Motion carried with acclaim.

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**The AGM ended at 1.10 pm.**

## **APPENDIX 1 – PRESIDENTIAL REPORT 2015/16**

Wednesday, July 6, 2016

As a non-conference year, this has been a quieter year for the Population Association. But lack of public activity is not a reflection of any activity at all.

I am very grateful for the hard work of the PANZ council who volunteer their time and expertise on top of busy jobs. I am delighted that each one of them will be standing again for another year. I am pleased that PANZ is in good financial health and am especially grateful for the stewardship of Andrew Hancock in managing our accounts so well. We also value the contribution of our members and especially Statistics New Zealand who are hosting this AGM and provide much support in kind and in fact in various ways.

Much of our attention this past year has been on the New Zealand Population Review. Alison Day has led much of our thinking and discussion on how to make it even better and, along with Tahu Kukutai and Ward Friesen, have capably edited the journal. The future look of the journal is an agenda item for this AGM and I look forward to your views in that discussion.

The context in which PANZ operates continues to be challenging and interesting. The pressures and demands on statisticians and demographers to the social investment approach, to migration, to housing, to name only three current debates, are likely to increase, especially as we head closer toward the election where each of these issues will remain controversial. To what extent international trends influence what will happen in New Zealand will remain to be seen, but I expect that some if not all of these issues will be discussed at our conference, which we expect to take place in Christchurch in 2017.

**Andrew Butcher**

President – Population Association of New Zealand

## **APPENDIX 2 – TREASURER’S REPORT 2015/16**

### **Financial Statements**

**For Year ended 31 March 2016**

#### **Treasurer’s Report**

The transfer of the Population Association of New Zealand’s banking from ANZ to Kiwibank has continued in the period upto March 2016. The change in provider has continued to improve our financial information and recording processes, making them more transparent, and has introduced greater security to all our financial activities. All transactions are now undertaken electronically removing the need to use a cheque book, and has enabled a more stringent initiation and approval process for all payments from our bank account.

PANZ has implemented a new credit card facility through Kiwibank which has significantly improved the management of credit card payments for both subscriptions and conference related payments. There is now more detailed information available to understand when and from whom credit card payments have been received, something that was lacking with the ANZ reporting options. All credit card payments and receipting are now done electronically removing the manual tasks required to be undertaken by the Secretary. The setup costs and ongoing services fees have led to an increase in expenditure for the financial year but the longer term benefits outweigh this expenditure. PANZ continues to run two bank accounts in parallel as we gradually transfer funds from one bank to the other, and fully advise members and suppliers of the change in banking details. All automatic payments have been transferred to Kiwibank.

The financial statements of the Population Association of New Zealand for the year ended 31 March 2016 have not been audited as under the new reporting requirements from the Charities Commission, PANZ is a Tier 4 level organisation and as such no legal requirement for an audit is required.

The significant amount of sponsorship for the 2015 PANZ Conference enabled the conference to be run at a profit. However, the cost of producing two editions of the NZ Population Review, plus a double payment for Royal Society fees due to clearance issues related to our Post Office Box has meant that the Association has an operating loss of \$13,309.07.

As at 31 March 2016, the Population Association of NZ had net assets of \$66,731.20 consisting of cheque and term deposits of \$67,743.70 and accounts payable of \$1,012.50. Note that the account payable amount is retained due to an oversight in updating the accounting software and is not an outstanding payment. This has been corrected in the accounting software for the following financial year reporting.

The Population Association of New Zealand remains in a strong financial position in the year to March 2016.

**Andrew Hancock**

**Treasurer**

**Population Association of New Zealand (Inc.) (PANZ)**

**Balance Sheet as at 31 March 2015**

<b>CAPITAL</b>	<b>2015</b>	<b>2016</b>
Profit and Loss	\$62,607.16	\$80,040.27
	<u>\$62,607.16</u>	<u>\$80,040.27</u>
Plus Current Year Operating Surplus/(Deficit)	\$17,433.11	(\$13,309.07)
<b>TOTAL CAPITAL FUNDS</b>	<b>\$80,040.27</b>	<b>\$66,731.20</b>
<b>REPRESENTED BY</b>		
<b>CURRENT ASSETS</b>		
ANZ Bank Cheque Account	\$10,074.21	\$172.82
ANZ Term Deposit 1008 12mth	\$8,516.74	\$0.00
ANZ Term Deposit 1009 12mth	\$30,358.83	\$0.00
Kiwibank Transaction Account	\$22,102.99	\$37,570.88
Kiwibank Term Deposit 01 12mth	\$10,000.00	\$10,000.00
Kiwibank Term Deposit 01 12mth	\$0.00	\$20,000.00
	<u>\$81,052.77</u>	<u>\$67,743.70</u>
<b>LESS CURRENT LIABILITIES</b>		
Accounts Payable	\$1,012.50	\$1,012.50
	<u>\$1,012.50</u>	<u>\$1,012.50</u>
<b>NET WORKING CAPITAL</b>	<b>\$80,040.27</b>	<b>\$66,731.20</b>
<b>FIXED ASSETS</b>	<u><b>\$0.00</b></u>	<u><b>\$0.00</b></u>
<b>NET ASSETS</b>	<b>\$80,040.27</b>	<b>\$66,731.20</b>

**Population Association of New Zealand (Inc.) (PANZ)**  
**Profit & Loss Report for Year to 31 March 2015**

<b>Income</b>		<b>Actual</b>
356	Ord. Mem. Arrears	\$135.00
359	Pub. Mem. Arrears	\$195.00
370	Pub Mem Current	\$815.00
372	Ord Mem Current	\$3,240.00
373	Ass Mem Current	\$20.00
400	Conference Registrations	\$23,035.00
403	Conference Dinner	\$3,540.00
405	Conference Sponsorship	\$8,893.44
426	Royalties	\$1,310.84
433	Bank Interest	\$385.32
434	Term Deposit Interest	\$1,134.03
	<b>Total Income</b>	<b>\$42,703.63</b>
<b>Expenses</b>		
602	Website & Email	\$122.04
604	Stationery	\$10.00
605	Postage	\$135.56
606	Printing	\$113.64
610	Population Review	\$10,912.62
620	Council Travel, Phone	\$1,978.66
639	Charities Commission Fee	\$51.11
641	Visa/MC Fees	\$200.00
645	Royal Society Fee	\$1,150.00
650	Post Box Rental	\$395.00
651	Sponsorship (from PANZ)	\$500.00
655	Conference	\$4,107.96
656	Conference Venue	\$9,312.85
	Conference Plenary Speaker	
657	Expenses	\$6,996.57
659	Conference Dinner Costs	\$6,497.90
660	Bank Fees	\$686.26
664	Conference Catering	\$9,936.58
665	Conference Technical	\$172.50
668	Conference Gifts	\$1,422.45
669	Conference Transport	\$1,311.00
	<b>Total Expenses</b>	<b>\$56,012.70</b>
<b>Profit (Loss)</b>		<b>(\$13,309.07)</b>