

Minutes of the 49th Annual General Meeting
of the
New Zealand Limnological Society Inc.
(Trading as New Zealand Freshwater Sciences Society)
Held at Ascot Park Hotel, Invercargill
Tuesday 6 December 2016

These minutes were approved and confirmed as a true record at the 2017 AGM held in Hamilton on 22 November 2017 (Motion: Kit Rutherford; seconded: Roger Young)

The Annual General Meeting commenced at 5:35 pm and was chaired by Marc Schallenberg, President.

Present: Marc Schallenberg, President; Janine Wech, Secretary-Treasurer, and 59 members.

- 1. Apologies** – Vivienne Cassie-Cooper, Natasha Grainger, Amber Sinton
- 2. Minutes of the 48th AGM circulated**

Matters arising from minutes: Dealt with under general business.

Motion: That the minutes be accepted as a true and correct record of the 48th AGM (*Gerry Closs / Natasha Petrove – carried*)

- 3. President's report** [Marc Schallenberg]

I'd like to thank the members of our Executive Committee, and especially our Secretary/Treasurer Janine Wech, who have so ably helped guide the Society through another busy year. From my perspective at the end of 2016 the NZFSS is a vibrant organisation that increasingly engages with Government on policy issues and promotes freshwater science to the public. The Invercargill conference has over 300 delegates, which exceeds the predictions made by the conference organisers. These factors, together with the excellent standard of the conference presentations and posters convinces me that our Society is in excellent standing at the end of 2016. The Treasurer's report shows that we are also in excellent financial standing.

NZFSS activities in the past year

Below is a list of some of the activities that the NZFSS Exec has carried out on behalf of the Society:

- Submission on the Ministry for the Environment's Next Steps for Freshwater discussion document.
- Submission on the Environmental Institute of Australia and New Zealand's Ecological Impact Assessment (EclIA): EIANZ guidelines for use in New Zealand: Terrestrial and Freshwater Ecosystems.

- Provision of letters of support to the Australian Society for Limnology to host the International Society for Limnology (SIL) conference in 2020 in Brisbane and the American Society for Limnology and Oceanography (ASLO) conference in 2021 also in Brisbane.
- Letter to RadioNZ's Paul Thompson (CEO) and Glen Scanlon (Head of Digital) expressing the NZFSS's concern over the restructuring of the programme Our Changing World and other science programming.
- Attendance as an observer party at the Land and Water Forum meeting in February.
- Participation in the annual Royal Society of New Zealand Constituent Society Meeting (thanks to Graham Sevicke-Jones for attending for us).
- Presentation at the Freshwater Management and Infrastructure Forum in Wellington on "Optimising the role of freshwater science and scientists in the development of freshwater resources."
- Press release and follow up radio, TV and print media attention concerning the NZFSS response to Jacqueline Rowarth and Doug Edmeades' assessment of the water quality of the Waikato River (thank you to the Exec and select members of NZFSS who helped produce the press release).

Those interested in reading our submissions can access them at on the NZFSS website (<http://freshwater.science.org.nz/index.php/bulletin-board/#submissions>).

The Society has also co-published the book, *Advances in Freshwater Science*, which is an update of the 2004 book, *Freshwaters of New Zealand*.

Independent Review of NOF processes and guidelines

At last year's AGM, we discussed the possibility of producing an independent review of the NOF (National Objectives Framework) process and guidelines. We considered undertaking such a review but eventually decided that we would drop the project because: 1. MfE is progressing apace with the development of new NOF attributes and guidelines and 2. from discussions with MfE and Alastair Bisley, it appeared that lessons had been learnt about shortcomings of the initial NOF process of engagement with freshwater scientists (which had left some of our members frustrated and disappointed).

Membership on the Land and Water Forum (LAWF)

This year NZFSS was invited to become a member of the Land and Water Forum, which demonstrates the value and esteem which our Society engenders. However, after much deliberation, the Exec decided that our Society can play a more effective role by maintaining its independence from LAWF. Accepting membership would also mean accepting the LAWFs protocols for participation, which we felt would compromise our independent voice on freshwater issues. So NZFSS will continue to work with LAWF and its members, but as an independent professional body.

NZFSS Elections

This AGM marks the end of another cycle of service by NZFSS Exec office-bearers and co-opted members. Our Secretary/Treasurer, Janine Wech, will be stepping down from the role which she held for many years. Janine will be sorely missed because she has been a fastidious, hardworking, and very helpful Secretary/Treasurer. Thank you so much for all you have done, Janine.

In addition, our student rep, Simon Stewart, our two Maori reps, Hannah Rainforth and Mahuru Rob, and our assistant newsletter editor, Natasha Petrove, will be stepping down from their roles. I thank them all for their work on the Exec over the past two years.

Earlier this year, our webmaster, Jay Piggott, stepped down. We appreciate all the work Jay did over the years to help develop and run our website and our email bulletin. We will miss his helpfulness and his IT expertise.

The other Exec members are happy to stand again for office in this election.

My first term as president is also coming to an end. Being president of the NZFSS has been a challenging and also very rewarding role for me. I greatly appreciate the support of the society in giving me the opportunity and the Exec for supporting me in the role.

Thank yous

I'd also like to thank Kate MacArthur for her hard work on our submissions, who was ably assisted by Richard Allibone. Thank you's also go out to Kati Doehring and Natasha Petrove for producing another excellent newsletter for us. And thank you to Lisa Carlin, who first assisted Jay with IT tasks and then took on Jay's role once he stepped down.

I also have really appreciated advice and ideas offered on many occasions by our immediate past President, David Hamilton, and also by Phil Jellyman.

And finally, thank you to all our members who have sent us material for submissions, suggestions, supportive letters over the year. All these communications are greatly appreciated and help us keep in touch with the Society between conferences.

I move from the Chair that this report be accepted. (*Kate McArthur – carried*)

4. Secretary-Treasurer's report [Janine Wech]

Finances:

The accounts for the 2015-2016 financial year are still with the auditors Crowe Horwath in Blenheim. I'll send out the final financial statements to all members once I receive them, for your approval. Income and expenditure figures are GST-exclusive.

Our total assets as at 30 June 2016 was \$104,900, and includes our Term Deposit (\$55,820).

Unsold stock of "The Guide to the Freshwater Crustacea of New Zealand" is no longer included in our asset calculation (on advice from the auditor, as it is slow moving inventory), although any sales are still included as income.

Income earned for the 2016 financial year came from the 2015 Lower Hutt conference (\$2,859), subscription income (\$7,374), interest earned from our term deposit and current account (\$1,960), and sales from the book "The Guide to the Freshwater Crustacea of New Zealand".

Main expenditure items for the 2016 financial year included the Award for the Best Student Paper (\$500), and Jolly Student Award (\$400; four students applied). Expenses also included Audit costs (\$2,000), RSNZ membership fees (\$1,200), hardcopy newsletter and postage expenses (\$550), and bank fees (\$610). A payment of \$5,000 was also made as the Seed Fund for the 2016 conference.

The Society made a net surplus of \$1,225 for the year ended 30 June 2016. This compares to a surplus of \$23,000 for the 2015 financial year.

Reasons for this difference include:

Conference income for the 2015 financial year was \$14,771.

No subscription invoices went out to members in 2015-2016. A recommendation from Crowe Horwath was to get subscriptions sent out early in the financial year (and this is also part of our Constitution). These subscription invoices were included in the invoices recently sent out to members for the 2016-2017 year, and for which we have had a good response from, to date.

Membership

Membership by member type shows the breakdown of our membership regardless of financial status (Table 1). This shows that waged and student member numbers are relatively stable over the last 4 years. The database is due a clean-up which is why the numbers are a little higher this year.

Table 1: Membership as at November 2016 – Member Type

	2016	2015	2014	2013	2012
Ordinary	384*	337	326	345	329
Unwaged/Student	122*	113	108	13	13
Honorary	9	9	9	10	10
Life	4	4	4	4	4
Other (Societies)	5	5	5	125	112
Corporate (Libraries)	11	11	9	5	5
TOTAL	535	479	464	502	473

* Includes members whose subs are in arrears > 3 years. The database is due a clean-up.

The graph (Figure 1) shows the financial status of members as at the end of November this year, compared to last year.

The recent membership subscription renewal requests has been tremendous, with a lot of subs in arrears brought up to date, so thank you everyone.

The number of members in arrears by 3 years is creeping up again, and reflects members who we have lost contact with, or who may have moved away from freshwater science and have not resigned from the Society, or who are active in the Society but keep forgetting to pay their subs. This will be tidied up during the next month.

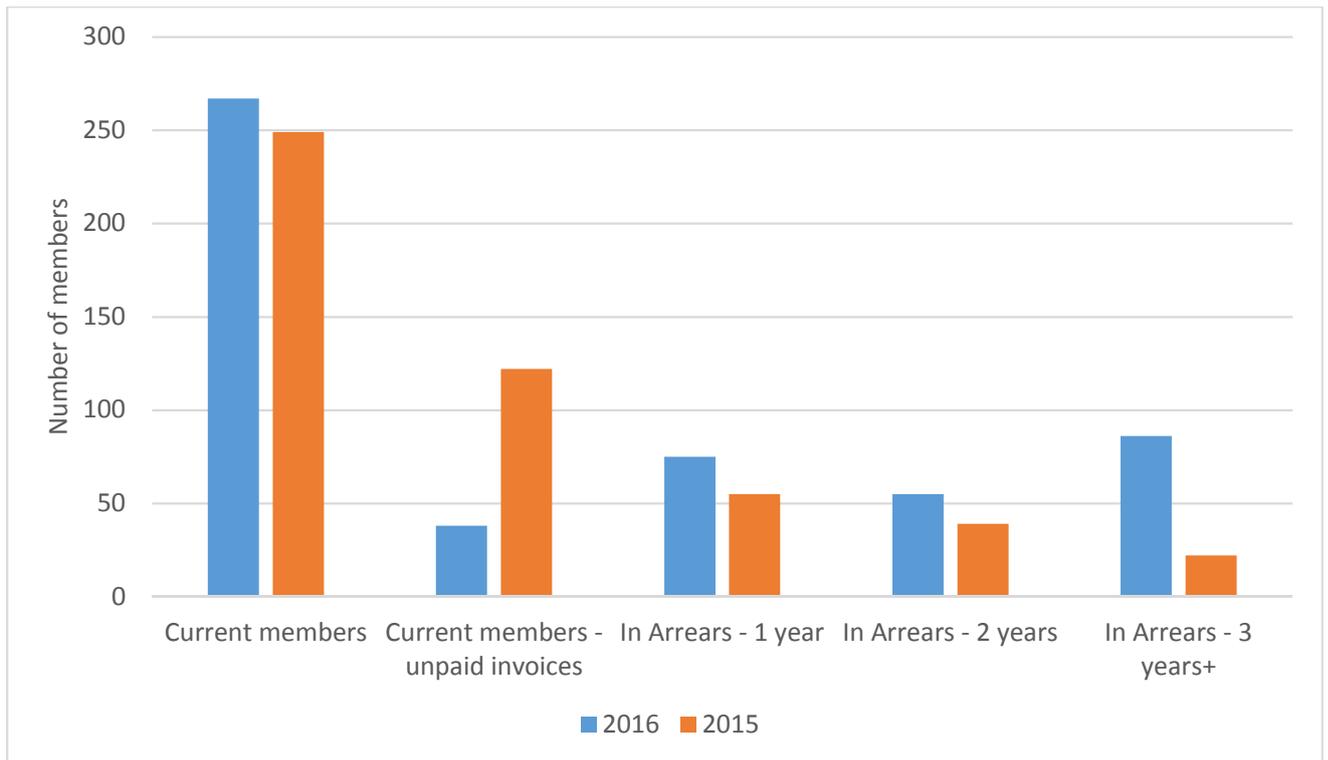
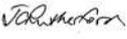


Figure 1: Financial status of members as at November, comparing 2016 and 2015.

Motion: That the Society accounts for 2015-2016 be accepted (Janine Wech / Kate McArthur carried)

Motion: That the Auditor for the next financial year be Crowe Horwath NZ Ltd., Blenheim. (Janine Wech / Gerry Closs – carried)

5. SIL 1987 Trust Fund report [Kit Rutherford]

SIL 1987 Trust		Financial Statement 3rd December 2016						
		Account number	Maturity	Interest	Amount			
31/09/2015	NZ Bond Trust	22/11/4122			\$ 19,664			
17/09/2015	BNZ Ready Money	02 0343 0048 153 000			\$ 6,788			
17/09/2015	BNZ Term deposit	9348153-01006			\$ 10,000			
17/09/2015	BNZ Term deposit	9348153-01007			\$ 10,000			
17/09/2015	AMP Int. Equity Trust	22/09/6373			\$ 20,192			change
TOTAL ASSETS at FY ending 30th September 2015					\$ 66,644			
30/09/2016	AMP (AIT)	NZ Fixed Interest Trust	5335382		\$20,756			\$1,092 see Note 2
17/11/2016	BNZ Ready Money	02 0343 0048 153 000			\$9,099			\$2,311
17/09/2015	BNZ Term deposit #1	9348153-01006	12/09/2016	4.25%	\$10,000			\$0
17/09/2015	BNZ Term deposit #2	9348153-01007	12/09/2017	4.40%	\$10,000			\$0
17/11/2016	AMP Int. Equity Trust	1633996			\$19,094			-\$1,097 see Note 3
TOTAL ASSETS at 30th November 2016					\$68,949			\$2,305
Net increase in investments					\$2,305			
Net income					\$4,769	donations & interest		
5% of assets					\$3,447			
Available for awards in 2017					\$10,522			
Income/expenditure						expenditure	income	
19/10/2016	Award	Stewart			-\$1,600	-\$1,600		
14/10/2016	NZFSS	student prizes			-\$800	-\$800		
15/08/2016	NZFSS	Donations 2016			\$1,852		\$1,852	
15/08/2016	NZFSS	Donations 2015			\$2,537		\$2,537	
monthly	BNZ	bank fees			-\$58	-\$58		
12/09/2016	BNZ	interest TD #1			\$380		\$380 see Note 1	
NETT					\$2,311	-\$2,458		\$4,769
Notes								
1. Interest TD #2 not yet received. Assessed at circa \$440								
2. NZ Bond Trust converted to AMP NZ Fixed Interest Trust (AIT) on 18/8/2016								
3. Decrease in unit price								
								
Treasurer								
3rd December 2016								

Motion: That the SIL 1987 Trust Fund report for 2015-2016 be accepted (Kit Rutherford / Brendon Hicks– carried)

6. Election of Society Officers

The following officers were nominated and duly elected:

- President: Nominations – Marc Schallenberg (Kevin Collier / Kit Rutherford)
 - Motion: Nominations close (Carolyn Burns / Phil Jellyman)
- Secretary-Treasurer: Nominations – Amy Whitehead (Simon Stewart / Sophie Allen)
 - Motion: Nominations close (John Quinn / Brendon Hicks)
- Newsletter editor: nominations – Natasha Petrove (Sophie Allen / Kate McArthur)
 - Motion: Nominations close (Simon Stewart / Phil Jellyman)

7. Co-opted Members

The following members have kindly offered their time to assist as co-opted members:

- Lisa Carlin – Website Manager
- Kati Doehring –Website Editor
- Student Representative – Emma Moffett
- Ian Kusabs – Māori Representative
- Tara McAllister – Māori Representative
- Marine Richardson – Assistant Newsletter Editor

- Rich Allibone – Advocacy / Submissions Manager
- Sophie Allen – Community Outreach

8. Future planning for the Society

Marc Schallenberg circulated briefing notes to members prior to the AGM for members to consider prior to the meeting. The notes were then discussed.

- **What to do with the NZFSS growing cash reserves?**
 - Carolyn Burns: Host an international guest to go out to smaller centres (e.g. Nelson, Gisbourne) and give talks, speak to communities (would involve airfares, etc.)
 - Jenny Webster-Brown: Sponsor a national lecturer tour of one of our own members to go out to NZ centres meet with community
 - Marc Schallenberg: the two could be linked, so sponsor an international guest and NZFSS member.
 - Jane Kitson: Use for succession planning and getting the home community to attend conferences. Use growing reserves to strengthen the society, support students, support middle layer of scientists and scientists in the community.
 - Richard Measures: Invite participation from developing countries; interact and invite a member from similar organisations to attend NZFSS conference.
 - John Quinn: Fund a restoration project and have a public focus day, inviting members of the public. Also encourage networking with other societies / affiliation with other societies.
 - Jon Harding: Ensure some reserves, but have a plan about how much money is available to spend each year. Generating Society books is a good idea, even though it's a loss leader.
 - Erion Henderson: Agrees with Jon Harding about having rainy day fund and also planning to spend funds during a financial period. Also agrees that members could be funded to write and publish forward-looking policy/think pieces.
 - Rosemary Miller: Consider paying Executive members a stipend to fund time spent on Society work.
 - Scott Larned: invite submissions from members; survey to get decision following above discussion
 - Jon Harding: suggested making \$25,000 available to spend; also reminded members that printing fees for the book 'Advances in Freshwater Science' were still to be invoiced (likely around \$20,000). The Exec. have approval to spend money.
 - Angus McIntosh: Executive has the mandate from members to spend money.
 - Carolyn Burns: perhaps send a short paragraph out to members regarding likely outcomes, but agrees that the Exec. has mandate

Motion: that the Society can spend up to \$20,000 this year (Marc Schallenberg / Joanne Clapcott – carried)

- **Revamping of NZFSS conference awards** – there are a number of Society and non-Society awards
 - Dean Olsen: the current awards take a lot of time to judge.
 - Rich Allibone: sponsoring prizes is not about advertising, but rewarding good work by students
 - Richard Measures: decreasing the number of prizes may not necessarily decrease the workload as talks still need to be judged.
 - Carolyn Burns: Awards give prestige, regardless of the prize amount.
 - Angus McIntosh: agrees with Carolyn. Awards are important to students. SIL prizes are important because of the kudos of the Award.

Motion: a sub-committee be put together to report back to members at next AGM (*Marc Schallenberg / Carolyn Burns*)

- **NZFSS has an increasingly public presence, so some procedures should be developed for responding to different types of public engagement**
- **Procedure for submissions from the NZFSS**
 - Marc Schallenberg: submissions process currently do not follow a set procedure, also timeframes can be tight, so an agreed process should be developed. Current process: email document to Exec., collate replies, circulate to Exec for comment, send draft to eminent members of Society for input and vetting, sign off by president.
 - Clive Howard-Williams: the last two submissions have been very good. Not sure how a new process would work.
 - Marc S: the current process is ad-hoc so it is better to have an agreed procedure.
 - Sophie Allen: send out approved draft to members / community
 - Kate McArthur: some sharing of drafts do occur with other societies, e.g. HydroSoc. But often time-frames are very tight so limited time to share with members
 - Marc S.: submissions are posted on the Society webpage. So the process is to circulate to the Exec. and members; draft to have input by eminent members of the Society to ensure rigor; final sign off by president
 - Clive Howard-Williams: agrees with process.
- **Procedure for press releases; spontaneous media comment**
 - Marc S: press releases currently written by president, with input from others.
 - Brendon Hicks: This needs to be a streamlined process; needs to be fast.
 - Clive Howard-Williams: the Society trusts the response from the Exec. There are time constraints in responding, but seek further guidance by selected members where required/possible.
 - Marc S: there are times when the press requests immediate response, so not possible to get others to consider response.
 - Erron Henderson: Marc's response to media questions is excellent, especially the recent interview on Radio NZ (with Kathryn Ryan). Agrees that this process works.
 - John Quinn: Agrees that Marc handles media well and makes distinction between NZFSS response and his own opinion.

- **Updating the NZFSS constitution (last updated 14 years ago). A lot has changed with regard to what the Society does and how things are done.**
 - Mahuru Robb: The current constitution is sufficiently broad, so no additional words required to reflect commitment to matauranga Maori. including a Maori name for the Society would require getting an expert in Te Reo.
 - Angus McIntosh: If the constitution was going to be modified, do we add a list of protocols and policy. For instance, a policy on people taking photos (at conferences) and sending to social media platforms. The Ecological Society has a social media policy, so could adopt this.
- **Progressing NZFSS accounting and membership systems to web-based platform**
 - Marc S: This was approved at last year's AGM. It will go on the annual plan this year. Jay Piggott has suggested that this may cost between \$30, 000 - \$40,000.
- **ANNUAL PLAN (2017)**
 - Establish a constitutional reform subcommittee to organise amendments / changes to our constitution
 - Adopt public engagement procedures
 - Migrate accounting and membership functions to web-based platform
 - Develop a conference awards policy.

Motion: that the Society adopt the annual plan (Marc Schallenberg / full agreement from members – carried)

- **FIVE-YEAR PLAN (2017-2022)**
 - Update the constitution to reflect NZFSS evolution
 - Develop and run an international workshop
 - Produce a series of forward-looking policy/think pieces
 - Engage creatively with SIL and ASLO conferences if possible.

9. General Business

- David Hamilton: The Society should **consider developing an award for mid-career** scientists, as there currently is none. The Award could fund a member to attend SIL conferences (there is a poor turn out from NZ relative to other countries). The SIL 2018 will be in China, SIL 2020 will be in Germany and SIL 2022 will be in South Korea. He also reminded members that Jay Piggott received a SIL award which is significant, with Jay giving a plenary at SIL 2016.
- David Hamilton: Early newsletters have been scanned and are ready for uploading onto the website, once web developments can support this.
- Brendon Hicks: Advised that the Australian Society for Fish Biology were having their conference in Albany, West Australia on July 21-24th 2017. Advised that for more information on membership to the Society could be found at www.asfb.com.au
- Marc Schallenberg: Reminded members that job vacancies are now advertised through the NZFSS forum. **A plan is to put a link from the website to the job vacancies thread.**
 - Carolyn Burns: consider using RSNZ to post vacancies.

– Scott Larned: make vacancies more visible , to make it easier for employers.

- Angus McIntosh: Next year will be the 50th AGM, so it is an important year.
- Natasha Petrove: confirmed that the Society was founded in 1968
- Kate McArthur: Some of annual spending could be used to budget celebrations, invite guests to conference.

10. Future conferences

- 2017: Hamilton: Kevin Collier and Natasha Grainger are co-chairing. This will be a joint conference with other international groups.
- 2018: A brief discussion about possible sites in the South Island. Natasha Petrove and Carolyn Burns confirmed that the Society was founded in Christchurch, so this is a possible venue.

11. NZFSS medal 2017 – Awarded to John Hayes (not present at the AGM). Marc advised that the medal would be presented at the next AGM (in Hamilton 2017).

The meeting closed at 7:15 pm.