

Secretaries Report for the 2009 Conference

This year has been a relatively quiet one - with most of the focus on this year's conference.

Nominally our membership now stands at 129, although 48 of these are free annual memberships associated with being part of the 2008 conference who have not yet been approached for formal ongoing membership and may not remain members in 2010 and another 23 are memberships associated with registration or being a speaker at this 2008 conference. We have 40 members fully paid up to date, an other 15 who have yet to pay their 2009 sub and another 3 who are in arrears for both 2008 and 2009. Experience is that some of those who are still in arrears will bring themselves up to date. My advice is that membership is now stable or dropping slightly due to smaller regional conferences rather than larger main centre conferences. The strategy that we have adopted of focusing on the annual conference and offering as a bottom line service to members a CD documenting the presentations of each conference is a viable one.

Our accounts are up to date and healthy. We did make a net loss in the last financial year, although part of that involved some carryover of costs from the financially buoyant previous year. It seems likely that we will make a similar net loss in this financial year. Part of that is due to opting for small regional centres for our conference location in 2008 and 2009, which could be made up with a larger conference in one of the major centres in the coming year. Despite the net loss last year and expected for this year, we are in a sound financial position with ample reserves - even to sustain this level of net loss on an annual basis for another five years comfortably.

The draft financial statements for the year to December 2008 are attached and compared with 2007. They comprise a Statement of Financial Performance (the profit and loss statement) and a Statement of Financial Position (the balance sheet). Net income for the 2008 year was a loss of \$2,195.62. The net assets of NZAIA stood at a healthy \$15,166.65 as at 31st December 2008.

Although all accounts are up to date, we have not yet been able to locate the documents needed to audit the 2006 accounts. I have had a lot on my plate the last few months just keeping up with NZAIA admin while shifting home and office and under a heavy professional work load - so have not moved on and tried to develop a substitute replacement documentation for accounts that were lost in the hand over from Melissa Stewart as previous secretary / treasurer. I am inclined to think that the easiest course of action it to present the 2007 and 2008 for auditing anyway and accept the 2006 accounts without a formal audit. In the light of the fact that NZAIA made a very large fiscal surplus for that year, this would seem a practical course.

James Newell

18th November 2009

Recommendations : That this financial report be accepted and approved.

Attachment : Financial Summary for the years to December 2007 and 2008

New Zealand Association for Impact Assessment (Inc.) - NZAIA			
Statement of Financial Position			
As at end of December 2008			
		2007	2008
CAPITAL			
	Profit and Loss	\$13,668.64	\$17,362.27
		\$13,668.64	\$17,362.27
	Plus Current Year Operating Surplus/(Deficit)	\$3,693.63	-\$2,195.62
	TOTAL CAPITAL FUNDS	\$17,362.27	\$15,166.65
REPRESENTED BY			
CURRENT ASSETS			
	BNZ Check Account	\$16,815.30	\$16,417.82
	Accounts Receivable	\$1,470.00	\$1,755.00
	Unbanked	\$490.00	\$100.00
		\$18,775.30	\$18,775.30
LESS CURRENT LIABILITIES			
	Accounts Payable	\$1,413.03	\$3,106.17
		\$1,413.03	\$3,106.17
	NET WORKING CAPITAL	\$17,362.27	\$15,166.65
FIXED ASSETS			
		\$0.00	\$0.00
	NET ASSETS	\$17,362.27	\$15,166.65

New Zealand Association for Impact Assessment (Inc.) - NZAIA			
Profit & Loss 2008 versus 2007			
	Income	2007	2008
40000	Ann Subs Received - Current Full	\$3,500.00	\$2,201.00
40001	Ann Subs Received - Current Lolnc	\$20.00	\$20.00
40003	Ann Subs Received - 3yr	\$160.00	\$160.00
40005	Ann Subs Received in Advance	\$0.00	\$165.00
40010	Subs Previous Year	\$520.00	\$1,360.00
40015	Other Inc From Previous Years	\$0.00	\$60.00
40020	Conference Registration Income	\$16,888.94	\$7,925.00
40021	Conference Dinner Income	\$1,490.00	\$1,170.00
40024	Conference Tours	\$0.00	\$225.00
40025	Professional Dvpt Income	\$640.00	\$0.00
40070	Interest Income	\$26.84	\$42.00
		\$23,245.78	\$13,328.00
	Expenses		
60000	Post Box Rental	\$125.00	\$150.00
60010	Photocopying/Printing	\$7.20	\$342.49
60020	Web Site	\$725.84	\$725.04
60030	Newsletter Expenses	\$0.00	\$228.03
60035	Postage	\$0.00	\$253.84
60039	AGM Expenses	\$154.79	\$172.50
60040	Conference Expenses	\$1,002.34	\$194.24
60041	Conference Proceedings Expenses	\$0.00	\$592.20
60043	Conference Dinner Expenses	\$4,361.50	\$1,492.50
60045	Workshop Expenses	\$1,020.50	\$255.00
60046	Conference Promotion Expenses	\$482.74	\$0.00
60047	Conference Venue Hire	\$790.00	\$550.00
60049	Conference Lunches and Teas	\$4,205.00	\$2,592.50
60050	Meeting Travel Expenses	\$0.00	\$232.50
60051	Conference Equipment Hire	\$355.00	\$30.00
60053	Conference Organiser Fees	\$1,350.00	\$1,591.11
60055	Meeting Teleconference Expenses	\$695.21	\$1,552.50
60058	Conference Speaker Travel Expenses etc.	\$3,459.22	\$3,419.62
60070	Withholding Tax Paid	\$10.46	\$16.39
60080	Bank Charges	\$203.73	\$378.76
60110	Affiliation Fees	\$305.52	\$305.52
60120	Extraordinary Expenses	\$298.10	\$448.88
		\$19,552.15	\$15,523.62
	Profit (Loss)	\$3,693.63	-\$2,195.62