



AUCKLAND MUSEUM INSTITUTE
THE ROYAL SOCIETY OF NEW ZEALAND · AUCKLAND BRANCH
FRIENDS OF THE AUCKLAND WAR MEMORIAL MUSEUM ®

**The 143rd ANNUAL GENERAL MEETING
OF THE AUCKLAND MUSEUM INSTITUTE**

Wednesday 30th November 2011, commencing at 7.00 pm
Venue: Auditorium, Auckland War Memorial Museum

AGENDA

1. Welcome and Apologies
 2. Confirmation of Minutes of the 142nd Annual General Meeting
 3. Matters Arising
 4. Presentation of the Annual Report of Council for 2010-2011
President, Rae Nield
 5. Presentation of the Balance Sheet & Statement of Accounts
 6. Trust Board update (verbal)
 7. Museum Director's update (verbal)
 8. Council Elections
 9. General Business
-

After the meeting light refreshments will be served.

RSVP: For the purposes of catering, please RSVP by phoning 306 7923 or emailing friends.events@aucklandmuseum.com before November 23rd.

It is anticipated the evening will finish around 9pm.



AUCKLAND MUSEUM INSTITUTE
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MINUTES OF THE 142ND ANNUAL GENERAL MEETING

Wednesday, 24th November 2010, 7pm
Museum Auditorium, Auckland War Memorial Museum

1. WELCOME: Rae Nield (President, AMI) welcomed Sir Don McKinnon (Acting Director, Auckland Museum) Museum Trust Board members and Museum staff, members and those in attendance and called for Apologies and Proxy Votes.

2. CONFIRMATION OF MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING

Proposal and Resolution that the Minutes of the 141st AGM, 2009 be accepted as a true and correct record.

Guy King/Ross Sharp

Passed unanimously

No matters arising.

3. MATTERS ARISING

No matters arising

4. PRESENTATION OF THE ANNUAL REPORT OF COUNCIL FOR 2009 - 2010

PRESIDENT'S REPORT

Presented by Rae Nield (Presentation is attached)

Motion that the President's report be accepted.

Guy King/ Eric Keys

Discussion to the President's Report

Rae acknowledged that since writing the annual report for the Institute the relationship with RSNZ had now been formalised. Auckland Museum Institute is now, formally, the Regional Constituent Organisation of the Royal Society of New Zealand.

Rae gave special recognition to Philip Heath and Anthony Bellve re their submission on the reflection pool for the Cenotaph project. As a result of their input the reflection pool now reflected correctly.

The Institute has been actively involved in the Trust Board's Planning Committee in formulating the Annual Plan and the Annual Report. The Committee was very appreciative of the Institute's input.

Questions from Tom McGee:

1. Do you still retain existing membership of the Royal Society?

A. Yes

2. Membership has been declining, comment from the President please.

A. The Council sees three main contributors to the decline in membership numbers:

- a. the I AM Free campaign has really hit membership hard as all Aucklanders can now enter the Museum for free;
 - b. there have not been big exhibitions to attract people;
 - c. conflicts such as that arising over the handling of the Hillary documents have turned a lot of members away.
3. Why did Alison leave?
- A. This is an employment issue and not for discussion in a public meeting.

Passed unanimously.

Rae Nield/ Roger McElroy

Rae Nield invited David Hebblethwaite to present the Auckland Museum's Vision and Audience Strategy

5. VISION PRESENTATION FOR AUCKLAND MUSEUM

David Hebblethwaite presented a comprehensive and enlightening look at the initial stages of the "re-visioning" process for Auckland Museum. The Vision and Audience Strategy is broken down into four guiding principles:

1. Auckland Museum will strive to be the South Pacific Museum
2. The Museum will be spiritually anchored in Tamaki Makaurau, Auckland
3. The museum is custodian of sacred spaces that honour and cast eternal light on those who have given sacrifice in the name of values that Aucklanders share.
4. The Museum will strive to be a powerful lens – both looking out to the world and looking in to the Museum.

(Presentation is attached)

Rae Nield invited Andrea Webley to speak about her initial reflections on the Institute's position and direction.

6. THE VISION – LOOKING TO THE FUTURE FOR THE INSTITUTE

Andrea Webley spoke about her first few months in the job as Marketing and Communications Co-ordinator for the Institute. She believed there was a wave of positive change washing over the Museum and that the Institute was positioned well for this change.

She believed from her initial observations that the role of the Institute should be one of expanding on the learning experience not only of members but of all visitors to the Museum. Andrea believes that the principal source of membership growth will be Museum visitors.

She sees the relationship with the Museum as a mutually beneficial one in which each body supports the other in their endeavours.

(Presentation is attached)

7. FINANCIAL REPORT

A donation was received from the late Joan Dingley's estate for the Archery Visiting Scholar Fund of \$17339.00. Jim noted that we will seek proposals from the Museum on how these funds might be applied.

Motion that the financial report be accepted as a true and correct record

Jim Frater/ Lawrie Taylor

Passed unanimously

Motion to appoint Jon Moses as honorary Auditor for the next financial year

Jim Frater/Roger McElroy

Jon Moses agreed to the appointment and was confirmed by general acclamation.

8. NOTICE OF INTENTION TO CHANGE SUBSCRIPTION RATES

Rae proposed an increase to the subscription rate (see agenda attached for details).

Discussion to the Intention to change Subscription Rates

Phillip Heath asked why the rates went down two years ago? Rae explained that a special general meeting was called to bring the membership rates in line with the old General Membership that the Museum had been running but was now merged into one. A rate that fell between the two existing subscription rates was agreed upon.

Tom McGee then went on to ask whether the proposed increase was sufficient? Andrea Webley replied that it really came down to supply and demand. If membership numbers were falling (i.e. decreased demand) then to increase too much would be unlikely to lead to increased membership. Rae highlighted that if members felt they could pay more they were welcome to make a donation to one of the Institute's funds. Guy King endorsed Tom McGee's question.

Motion to increase Subscription Rates by \$10 for household subscriptions and \$5 per subscription in other categories.

Rae Neild/ Guy King

Against: Tom McGee

Abstain: Phillip Heath

Passed

9. VERBAL REPORT FROM DR WILLIAM RANDALL, CHAIR OF THE AUCKLAND MUSEUM TRUST BOARD

Dr William Randall thanked Council and members for the opportunity to address the meeting. He noted that he has now served 9 years on the Trust Board since he was first appointed by the Institute. He acknowledged the Institute Council on two main points:

- Programming
- Effort and input towards compliance re the new city formation

Dr Randall commented briefly on the exit of the previous director and the uncertainty the museum has faced around direction through the formation of the new city and recent media exchanges.

Stating his intent to focus on the future and on the positives, Dr Randall talked about how the Museum would face the future and succeed.

- Vision
Talking about the execution of the mission statement Dr Randall admitted this had not been achieved. The Museum knew what it wanted to be, and what it strives to be, but struggled on how to reach that goal. The management team went on a weekend retreat to tweak what they had. They went to the RSA, Circle and the Institute, comments were quantified and the data qualified. A mission statement was agreed that attempts to accommodate all. At the end of it all an "Elevator Pitch" was established so everyone was saying the same story. Dr Randall finished this section commenting he is "feeling good – best in the last 9 years".
- Committee Structure
A review of Trust Board committee structure resulted in the establishment of sub committees to carry out work away from the board table. This allowed for Board meetings to be a time for members to come together and review the work done.
- Financial
Also reviewed was the risk portfolio – what did this look like. The Museum has now adopted a new investment policy from this review with insurance built in to it.

Dr Randall went on to talk about the Annual Plan and Annual Report. He commented that "they are the best example in 9 years". They have been written in plain English with clear deliverables and easy to follow steps outlining how the Museum is going to achieve what it sets out to.

The presentation finished with praise going to Peter Hays for all his great work on compliance issues with the Super City structure.

Rae Neild thanked Dr Randall for his comprehensive presentation and then introduced Sir Don McKinnon, Interim Director of Auckland Museum.

10. VERBAL REPORT FROM SIR DON MCKINNON, INTERIM DIRECTOR OF THE AUCKLAND MUSEUM

Sir Don McKinnon started with a thank-you to both the Institute and the Trust Board, and acknowledged the work they both do. He talked about cultural change and how to get the best out of people.

Sir Don has promoted the importance of developing the Museum's "human capital"; in the past a lot of monies have been spent on bricks and mortar but now the focus is on working to get best use from those assets through an inclusive approach.

Sir Don spoke of his "baby innocence" and of knowing nothing about the Museum, but saw this as an exceptionally rewarding role. He understands the importance of the Museum to all Aucklanders and had not found it difficult to come in and get involved. He went on to talk about the Vision being the core issue, about looking and moving forward. The Vision had brought many people together; it had highlighted how valuable and distinctive the Museum's collections are.

Sir Don referred several times to the importance of people and of wanting to create a space where they want to be. This led on to his discussion of the appointment of David Reeves, previously with the Alex Turnbull Library, as the new Director of Collections and Research. The quest to fill other key roles still continues. Sir Don believes there needs to be a balance between exhibitions and a base for science and collections.

Through his new role as Chair of Regional Facilities he will look at increasing cohesion between Auckland facilities.

Sir Don McKinnon ended with a reference to a book called "Who Moved My Cheese" which is all about organisational change. He believed that continual, on-going change is preferable over occasional revolutionary change.

Tom McGee asked about staff morale. Sir Don commented if you take a survey of staff at any time the results would come out negative, but that this was not necessarily a true reflection of the current status. Tom McGee then went on to discuss the Hillary family negotiations. Rae Nield noted that the matter had already been discussed and there was no need to go over this point again.

Rae Nield thanked Sir Don McKinnon for his presentation and noted that Sir Don's positive influence since stepping into the role of Acting Director has been evident.

11. COUNCIL ELECTIONS

Rae Nield announced the result of the Council election – noting that since the number of nominees put forward matched the number of positions to be filled, a postal ballot had not been necessary. She welcomed new Council member Jessica Costa who was previously co-opted to the Programming Committee.

Council for 2010/11 now consists of:

Anthony Bellvé
Marguerite Durling
Jim Frater
Jennifer Hand
Eric Keys
Roger Lins
Roger McElroy
Ross Sharp
Jessica Costa
Rae Nield
Janet Xuccoa

12. GENERAL BUSINESS

Rae Nield opened the floor for discussion.

Malcolm Moses pointed out that he had wished to submit a nomination form for council but that when he came into the Museum (on the day that nominations closed) there had been no one available to sign his nomination form.

Rae Nield responded that it is the responsibility of the nominee to get the signatures in the time frame allocated and that it was unfortunate that Malcolm had been unable to achieve this.

Tom McGee asked where the Costume and Textile Association report was.

Rae Nield responded that there had been a change in personnel on the Costume and Textile Association, and although the Institute had asked several times for a report it had not been forthcoming. It was hoped that a report would be available at the next AGM.

Tom also commented that the Members Lounge door cards were only working intermittently. It was noted and was to be looked into by Institute staff.

Guy King was pleased to see the staff had moved back to the offices above the Members Lounge but was keen to know where the coffee machine was. This too was to be looked into by the Institute staff.

Rae Nield also highlighted from a report received by Malcolm Moses the lack of public transport to and from the Museum. This was an issue for the council to look into in 2011.

13. THANKS!

Rae Nield thanked the Auckland Museum Trust Board and in particular Dr William Randall for their support.

Rae then went on to make a special mention of Alison Barnett who had left during the year. Rae made note of the difficult time Alison had in the last few years of her time and highlighted the depth of her knowledge of the Museum and the Institute. Alison was thanked and it was made clear how much she would be missed.

Rae mentioned the great support Greta Bachmann-Fuller had provided during the transition between Alison leaving and Andrea starting. Greta is a very competent employee and her efforts were very much appreciated.

Rae thanked Andrea for her efforts in the few weeks she had been working for the Institute.

Meeting ended at 9.00pm

2011 ATTENDANCE

Lois	Ahluquist	Linda	Gill	Rae	Nield
Alison	Barnett	Charles	Grinter	Bert	Nixon
Jillian	Bashford-Evers	Jennifer	Hand	Elaine	Nixon
Anthony	Bellve	Philip	Heath	Michael	Organ
Alexander	Biland	Kate	Hedges	Mii	Pamatatau
Rosemarie	Biland	Jillianne	Hoskyn	John	Roche
Kirsten	Boysen-Muller	John	Hyde	Ann	Roche
Trevor	Brooker	Gloria	Jenkins	Helen	Schamroth
Margaret	Brothers	Eric	Keys	Ross	Sharp
Jenny	Clay	Guy	King	Michael	Smythe
Brian	Corban	Jennifer	Lamm	Michael	Taylor
Jessica	Costa	Jane	Legget	Law re	Taylor
Katherine	de Courcey	Roger	Lins	Ian	Thwaites
Marguerite	Durling	Peter	McConnell	William	Tucker
John	Early	Roger	McElroy	Jenny	Vincent
D	Edwards	Tom	McGhie	A M	Vokes
K	Edwards	John	McIntyre	Tony	Williams
Rie	Fletcher	Anna	Miles	George	Wingate
Brian	Forster	Elizabeth	Morton	Janet	Xuccoa
Jim	Frater	Malcolm	Moses		
Mike	Gill	Allan	Mutch		

In attendance William Randall, Sir Don McKinnon, Les Fleming

Apologies:

Carole	Abraham	Ann	Grace	Nan	Patterson
Phillip	Allen	Jack	Grant-Mackie	Janet	Poole
Doug	Astley	M	Hall	Judy	Rob
Angelica	Bell	Desmond	Hayes	Kerry	Robertson
Frances & Bill	Bell	Jennifer	Hayman	Michael	Rowe
Suzanne	Boyes	Lady Dawn	Hellaby	David	Simmons
Elizabeth	Burrett	Ngair & Bernard	Holibar	Gael	Smith
Angela	Caughey	Margaret	Horsburgh	Margaret	Spencer
Joan	Coburn	Margaret	Johnson	Susan	Sweetman
Jo	Cooke	Maureen & Pete	Lyell	Lesley	Taylor
Harold & Gillian	Coop	Niyaz	Martin-Wilson	Stuart	Thomas
John	Coster	Bob & Greer	Mawdsley	Nancy	Tudehope
Janet	Crawford	Jan & Cyril	Moore	Linda	Tyler
Cynthia	Dove	Jon	Moses	Lloyd	Walker
Sarah	Dowling	Helen	Newfield	Tony	Wall
John	Duder	Alicia	Newton	Grant	Wallace
John	Edwards	Bert & Elaine	Nixon	Sir John	Wallace
Jason & Lillian	Fletcher	Laurel	Norwell	Lady Elizabeth	Wallace
Quentin	Fletcher	Jean & Brianna	Parkinson	Colleen	Williams

PRESIDENT'S REPORT TO THE AUCKLAND MUSEUM INSTITUTE- 1 July 2010 - 30 June 2011

Once again, the Auckland Museum Institute Council has worked hard to promote the interests of the Institute and the Museum. Significant changes within the Museum have set the scene for a positive outlook for the future.

Membership

The Institute presented a wide variety of programme offerings during the year, with 9 formal lecture (some in conjunction with the Royal Society of New Zealand), workshops (6), lively presentations followed by discussions in the Café Scientifique et Humanities series held at the Horse and Trap in Mt Eden (10), and a number of other events held in conjunction with the Auckland War Memorial Museum. "Behind the Scenes" tours have been star attractions. Highlights included the link with researchers on the ship *Joides Resolution* as we followed their drilling programme along the Louisville Seamount volcano chain over the summer, the presentation by Professor Richard Faull on the Challenge of the Human Brain, attended by 430 people, and the Museum's Dr Tom Trnski's feedback from the 2011 Kermadec expedition.

The Royal Society of New Zealand's longstanding relationship with the Institute as its Auckland branch has always been informal. In November 2010, the relationship was formalised resulting in the Institute becoming a Regional Constituent Organisation of the RSNZ, with Institute members becoming non-voting Associate Members of the RSNZ. We have enjoyed a specially cordial relationship with RSNZ and in particular its lively Chief Executive, Dr Di McCarthy.

The challenges in maintaining and growing membership have continued into this year, with membership numbers declining as a result of lack of renewals. We continue to broaden our offerings to members with enhanced communications and a more varied programme. There is also great potential for members themselves to promote membership. We thank the Membership Committee and its chair Dr Jennifer Hand, and the Learned Society and Programme Committee and its Chair Dr Anthony Bellve.

Advocacy

The Institute Council recognises that the statutory duty of advocacy on behalf of the Museum is a central role. As such, it has recently set up an Advocacy Committee to focus and coordinate the Institute's responses, which include attendance at key Auckland Council and Regional Facilities Auckland (RFA) meetings. RFA is the Council Controlled Organisation tasked by Auckland Council with delegated authority in carrying out that Council's statutory role of overseeing the Museum's planning and reporting. It is disappointing to see in the RFA Local Board Engagement Plan that only six of the 21 Local Boards of Auckland City have indicated a particular interest in being consulted by RFA in relation to the Museum. Clearly there is work to be done.

During the 2010/2011 year the Institute supported the Museum with a submission to Auckland Council on the *Auckland Unleashed* discussion document. A Parliamentary Select Committee submission was made supporting amendments to the Royal Society of New Zealand Act to broaden its focus to include the humanities, reflecting the Royal Society's early history. A further submission has been made to the Draft Auckland Plan.

Finances

Reduction in membership has also meant a reduction in revenue from subscriptions. As can be seen from the Financial Statements, the Institute Council has worked hard to contain costs. Transfers from interest on the pre-1996 Life Members Fund (held and administered by the Museum) have been made on the basis of support for administration of those memberships. Donations to the Institute and Education fund can be used to support Institute activities, and are much appreciated. Donations to the Cheeseman fund (collection-focussed) and the Archey Visiting Scholar fund can be used only in fulfilling the intent of those funds. We appreciate all of the support we get from members and others by way of donation. We thank the Finance Committee and its Chair Jim Frater who ably oversees our finances.

Relationship with the Museum

I would again like to thank the Chair of the Museum's Trust Board, Dr William Randall, and Trust Board members for their hard work and cooperation, and in particular recognise the work carried out by former Deputy Chair and Institute member Dale Bailey. The Trust Board appointments process in May-August 2010 was the last carried out before the Auckland Council amalgamation. The Institute Council worked with RFA in 2011 in carrying out a further joint process leading to the required separate appointments.

The Institute Council has again worked with the Trust Board in scoping the Museum's Annual Plan. A Memorandum of Understanding was agreed with the Museum in late December 2010. It recognised the significance of the Institute and its members as key supporters of the Museum. We have been privileged to work during the reporting year with Interim Director Sir Don McKinnon, who steered the Museum through a change of culture. It has been a real pleasure to welcome and work with new Director (and new Institute member) Roy Clare since his arrival in August this year, and with the wonderful staff of our Museum.

All members of the Institute's Council, past and present, have worked particularly hard during the year, and their assistance is much appreciated. Special thanks go to Dr Roger Lins, our hard working Vice President. We thank retiring Council members Eric Keys and Anna Miles for their contributions. I would specially like to express Council's appreciation of our energetic and able staff members, Andrea Webley and Greta Bachmann-Fuller.

The past 18 months has seen a reconnection of the Museum with the people of Auckland. We have been, and continue to be, pleased to be able to support the Museum as it enters an exciting new phase.

Rae Nield
President

BALANCE SHEET & STATEMENT OF ACCOUNTS

Auckland Museum Institute Balance Sheet as at 30 June 2011

	Note	2010/11 \$	2009/10 \$
Current Assets			
BNZ Cheque Account		2,072	7,131
BNZ Imprest Account		612	137
BNZ Call Account		12,701	6,639
BNZ Term Deposit		105,000	128,887
Term Saver 0303		25,524	
GST Refund		2,561	2,963
Accounts Receivable	(1)	1,993	1,593
		<u>150,463</u>	<u>147,350</u>
Current Liabilities			
Sundry Creditors	(2)	5,925	12,345
Subscriptions paid in Advance		8,735	8,444
Program donations paid in advance		0	1,070
Library Subscriptions		0	175
		<u>14,660</u>	<u>22,034</u>
Net Current Assets		135,803	125,316
Non Current Assets			
Fixed Assets - computer equipment		2,616	2,616
less Accumulated Depreciation		<u>-2,616</u>	<u>-2,616</u>
		0	0
Total Net Assets		<u>135,803</u>	<u>125,316</u>
Represented by Members Equity made up of:			
Cheeseman Collections Fund		10,800	7,472
Cheeseman Collections Fund - Library		3,229	3,074
Institute & Education Programme Fund		5,843	2,663
Post 1996 Life Members' Fund		16,700	16,700
Archev Visiting Scholar Fund		99,592	97,236
Retained Earnings		-361	-1,829
		<u>135,803</u>	<u>125,316</u>

**Auckland Museum Institute
Statement of Changes in Equity
for the Year ended 30 June 2011**

	2010/11	2009/10
Opening Balance	125,317	119,078
Surplus/(Deficit) for the year to 30 June 2011	1,468	-4,630
Net movement on Stage II Fundraising account. Increase in Special Purpose Funds	(3) 9,019	10,869
Members Equity as at 30 June 2011	<u>135,803</u>	<u>125,317</u>

**Auckland Museum Institute
Income Statement
for the Year ended 30 June 2011**

	Note	2010/11	2009/10
Revenue			
Subscriptions		36,875	46,889
Donations to Special Purpose Funds		27,840	23,345
Interest Received		7,553	5,637
Distribution from Special Purpose Funds		21,324	18,113
Public Programmes		1,718	17,085
Life Members Fund interest from AWMM		0	5,000
Total Operating Revenue		<u>95,310</u>	<u>116,069</u>
Expenditure			
Advertising and Promotion		0	937
Bank and Credit Card Charges		568	705
Membership expenses		2,957	1,153
Meeting Expenses		0	318
Meeting Expenses - AGM		2,010	2,055
Newsletter & Museum Journal Distribution		2,302	2,043
Public Programmes		2,717	17,208
Gifts and Flowers		122	560
Printing and Stationery		905	2,167
Promotion of Institute		44	
Recruitment		340	
Remuneration		46,484	64,571
Transfer of Donations to Special Purpose Funds		27,840	23,345
Transfer of Interest to Special Purpose Funds		7,553	5,637
Total Expenditure		<u>93,842</u>	<u>120,699</u>
Net Operating Surplus/Deficit for the year		<u>1,468</u>	<u>-4,630</u>
Retained Earnings brought forward		-1,829	2,801
Retained Earnings carried forward		<u>-361</u>	<u>-1,829</u>

Notes to the Financial Statements for the year ended 30 June 2011

1. Accounts Receivable:

	\$
Tills payments due from Auckland War Memorial Museum	955
Accrued interest	1,038
	<u>1,993</u>

2. Sundry Creditors:

Payments due to Auckland War Memorial Museum	4,043
Other	1,882
	<u>5,925</u>

3. Special Purpose Funds:

	Cheeseman Collections	Cheeseman Library	Institute & Education	Archey Visiting Scholar	Post 1996 Life Members	Total
Opening balance	7,472	3,074	2,663	97,236	16,700	127,145
Adjustments to Reserves						0
Donations received	2,810	0	22,400	2,630		27,840
Interest credited for the year	518	155	1,263	4,776	841	7,553
	10,800	3,229	26,326	104,642	17,541	162,538
Interest & donations dispersed to the Institute	0	0	-20,483		-841	-21,324
Other donations made				-5,050		-5,050
Closing Balance	<u>10,800</u>	<u>3,229</u>	<u>5,843</u>	<u>99,592</u>	<u>16,700</u>	<u>136,164</u>
Net Movement	<u>3,328</u>	<u>155</u>	<u>3,180</u>	<u>2,356</u>	<u>0</u>	<u>9,019</u>

Interest received by the Cheeseman Funds and the Archey Visiting Scholar Fund accumulates until disbursed under the terms of those funds.

A further amount of \$1,144 was donated to the Archey Visiting Scholar Fund from the Estate of the late Joan Dingley. This brings the total amount donated from this Estate to \$80,483.

A donation of \$5,050 was made during the year from the Archey Visiting Scholar Fund to the Museum to assist with the visit of Dr Stephano Taita, from the University of Florence. Dr Taita will be working on the Museum's collection of terrestrial isopods (slaters).

Interest received by the Post 1996 Life Members Fund may be applied to the uses of the Institute.

An amount of \$841 has been received and disbursed this year. The closing balance of \$16,700 represents the amount of subscriptions paid by Life Members joining since the 1996 Auckland War Memorial Museum Act was passed.

Donations to and interest received by the Institute and Education Fund are available for use by the Institute.

During the year a sum of \$19,180 was received from the Auckland War Memorial Museum relating to accrued interest held by the Museum for the Institute in the pre-1996 Life Members Subscription Trust.

Interest and donations of \$20,483 (last year \$15,353) have been applied to the income statement for the 2010/11 year. Subsequent to balance date a further sum relating to accrued interest in the pre-1996 Life Members Subscription Trust of \$11,400 was received from the Auckland War Memorial Museum and has been credited to the Institute and Education Fund. This sum relates to further accrued interest held by the Museum in the pre-1996 Life Members Subscription Trust.

Auckland Museum Institute

Audit Report 2011

To the members of the Auckland Museum Institute

I have audited the financial reports which comprise an Income Statement, a Balance Sheet, a Statement of Changes in Equity and the attached notes which form the financial reports for the year ending 30th June 2011.

Auckland Museum Institute has a responsibility to its members to prepare reports which fairly reflect the financial position of the Institute at 30th June 2011.

In relation to the scale of operations it is not necessary to prepare a Statement of Cash Flows as the entity has no significant assets or liabilities other than bank accounts and only achieves small surpluses or deficits from year to year

Auditor's responsibilities

It is my responsibility to express an independent opinion on the above reports to the Members of the Institute and give an opinion to you.

Basis of Opinion

An audit includes examining on a test basis evidence to the amounts and disclosures in the financial reports. It also includes assessing:

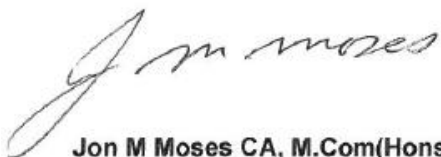
- The significant estimates and judgements made by the Institute in the preparation of the financial reports, and
- Whether the accounting policies appropriate to the Auckland Museum Institute's circumstances have been consistently applied and adequately disclosed.
- Whether the Statement of Accounting Policies used in compiling the accounts which form part of the Reports attached, are in accordance with International Financial Reporting Standards which came into force from 1st January 2007. There are certain exemptions in these Standards which have been applied by the Auckland Museum Institute that relate to the size of the organisation and the level of accountability which in this instance only requires reporting to Institute members and not to the general public.
- The Statement of Policies and Notes need to be read in conjunction with the attached reports and form a part and parcel of the Reports.

I conducted my audit in accordance with NZ Auditing standards except that my work is limited as explained below. I planned and performed my audit so as to obtain all information and explanations which I considered necessary to provide me with sufficient evidence to obtain reasonable assurance that the financial reports are free from any material mis-statements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial reports. Other than my capacity as auditor, my only other relationship is as a financial member of the Institute.

Qualified Opinion

Control over donations and subscriptions prior to being recorded is limited and there are no practical audit procedures to determine the effect of this limited control. In this respect alone, I have not obtained all the information and explanations that I required. In my opinion the Balance Sheet, Income Statement and the Statement of Changes in Equity fairly reflect the result of operations over the past year. It is my advice that the Museum Institute should move next year towards a review rather than an audit. This would involve less arduous procedures than an audit and would be easier to find a Chartered accountant to certify this process.

My audit report was completed on the 14th October 2011 and my qualified opinion is expressed as at that date.



Jon M Moses CA, M.Com(Hons), FCIS, FFIN
Chartered Accountant Auckland

DONORS for Financial Year 2010-11

Institute & Education	
Bell	Bill
Bennett	Ronald
Binney	Don
Blackie	Shirley
Bolland	Bruce
Brothers	M P
Brownlee	J N
Buddle	Peter
Cameron-Gavin	Dorothy
Campbell	D G
Caughey	W G
Caughey	Angela
Christie	Colin
Crockett	David
Day	Judy
Dowgray	John
Eales	Marilyn
Edgar	Fay
Falla	Graham
Fletcher	Marienne
Frater	James
Garland	Francene
Gordon	Hariata
Gregory	Lola
Harris	Brian
Haslett	Cathleen
Hine	Jim
Hjelmstrom	K S
Hollies	Marie
Hollies	Marilyn
Horsburgh	Margaret
Jaffe	Evelyn
Johnston	M F
Joll	Elizabeth
Jonkers	Natalie
Kinnear	Robert
Lyon	Cliff
Maddox	Audrey
May	J M
Menefy	Diana
Menzies	Peter
Metge	Joan
Moore	Lindsay
Mora	J D
Newman	Steve
Nield	Rae
North	Alison
Olson	Rosemary

Institute & Education	
Peace	Su
Ring	Polly
Rowe	Michael
Rowntree	F M
Sellars	Nancy
Sharp	Ross
Somerville	William
Steele	Elizabeth
Taylor	Lawre
Taylor	E L
Templeton	Jenny
Thompson	Robert
Thoms	Maureen
Urquhart	Gwynne
Wakim	Janfrie
Wallace	Shirley
White	Graham
Wylie	Alice

Archey Visiting Scholar Fund

Bennett	Ronald
Binney	Don
Blackie	Shirley
Bone	Elizabeth
Brock	Joan
Cameron-Gavin	Dorothy
Carrigan	Len
Christie	Colin
Clarihew	I A
Cooper	J
Dingley	J
Gifford	E J D
Gregory	Lola
Hine	Jim
Hjelmstrom	K S
Hyde	John
Kent	Shirley
Leith	Muriel
Metge	Joan
Mora	J D
Muirhead	Robert
Pearce	Helen
Percy	Eleanor
Sellars	Nancy
Simmons	David
Taylor	L I
Trevarthen-Traub	Jane
Waters	T N M

Cheeseman Fund	
Afford	R N
Bennett	Ronald
Binney	Don
Blackie	Shirley
Braithwaite	Lee
Cameron-Gavin	Dorothy
Charleston	Donald
Christie	Colin
Coldham	Margaret
Connor	Bruce
Coop	Harold
Cross	Sue
Dale	Pat
de Courcy	Katherine
Edwards	J S
Ensor	Barry
Fryer	William
Gifford	E J D
Gregory	Lola
Hague	Jacqueline
Haslett	Cathleen
Hillary	Sarah
Hine	Jim
Hjelmstrom	K S
Hoskyn	Jillianne
Joll	Elizabeth
Madgwick	Kenneth
May	J M
Metge	Joan
Mora	J D
Patterson	Nanine
Peace	Su
Reece	Megan
Sellars	Nancy
Spittal	Digby
Taylor	Lawre
Thomas	Stuart
Tudehope	Nancy
Whale	Mike
White	Graham
Whitelaw	Alastair
Wilkins	Robin
Williams	Alan

MEMBERSHIP MOVEMENT STATISTICS

June 2010 compared June 2011	June 10	June 11	Yearly Movement
GROUP	5	2	(-3)
KID +	54	21	(-33)
VOLUNTEER	30	37	7
SENIOR	202	232	30
STUDENT	14	16	2
STAFF	3	2	(-1)
HOUSEHOLD	550	425	(-125)
INDIVIDUAL	193	165	(-28)
LIFE	414	399	(-15)
TOTAL	1,465	1,299	(-166)

A membership loss of 11.3%

SECTION REPORTS

2011 REPORT FROM THE AUCKLAND SHELL CLUB CONCHOLOGY SECTION, AUCKLAND MUSEUM INSTITUTE

The Auckland Shell Club is a private club closely associated with the Auckland Museum with interests in all things molluscan, ie: shell collecting (recent and fossil), conchology and malacology (study of shells and shellfish), and molluscan ecology and conservation. New members are always welcome. Based in Auckland New Zealand, the club, which was formed in 1931 as the "Conchology Section, Auckland Museum Institute" now has about 80 members ranging from amateurs to seasoned enthusiasts and scientists. We do have a large number of older members and it is a concern that we don't seem to be able to attract younger members.

Meetings are held at 7:30pm on the second Tuesday of each month (except January). Once a year we hold our monthly meeting at the museum. Occasionally we manage field trips.

The Auckland Shell Club magazine, *Poirieria* is published once per year, and a wide range of books and periodicals are available from the club library on request.

The Conchology Section has had a good year with monthly meetings attended by 15 to 25 members and guests on average. We are always looking for new members. Every meeting features a talk or PowerPoint presentation of some sort on the general subject of Molluscs. The meetings also feature a sales table, and exhibits of trays which frequently complement the speaker's subject. Some members visit Australia each year and attend the Townsville and Keppel Bay Shell Shows held in July. More members may be attending the Australian National Shell Show to be held in Adelaide April 2012.

In October our annual Shell Auction will be held again. This is open to the public, but mostly it serves as a useful means of redistributing shells between members past and present. Our library continues to be expanded.

We continue to operating using the name Auckland Shell Club, whilst retaining the sub-brand of Conchology Section of Auckland Museum Institute.

Heather Smith
President
Auckland Shell Club, Conchology Section of the Auckland Museum Institute

2011 REPORT FROM THE COSTUME AND TEXTILE ASSOCIATION OF NEW ZEALAND

Presidents Report:

Activities:

The committee has predominantly focussed on the changeover of the organisation's finances, the symposium, membership and Context over the past year. As well this, we arranged the extraordinary general meeting for January 2011 to make alterations to the constitution in order to meet the requirements of the charities commission. This process was completed in 2011 and the organisation is now registered with the charities commission.

Emphasis has been placed on the changes to Context, and to the functionality of the website and the organisation's ability to communicate with members. There was been a period that the website email links were not been re-directing to the correct place, but Sarah Snelling has now fixed this so it is all working correctly. Some discussion has been had as to whether the website could do with some modernising to make it more attractive and appealing and therefore increase traffic and interest in the organisation. Claire has been working hard on the blog, which was initially started in Dunedin, and this was launched as a live blog in 2010. Subscriptions to this information service are continuing to grow.

Membership:

In 2010 the CTANZ had 107 members including 9 Library members. Some confusion has begun to arise over membership renewals, perhaps due to the symposium having migrated to the middle of our membership year. This leads to people renewing around half-way through the membership year (Jan – Dec) and therefore forgetting to renew in the January following. In addition, this has highlighted the point that in our constitution financial membership does not cease until October of the following financial year, which is something we propose to discuss as part of this AGM.

Much of the year has been spent getting up to speed with running the organisation. Clare Plug has taken a temporary break from her role on the committee as membership secretary due to illness and Sarah Snelling has stepped into this position in the meantime. We have been considering strategies to boost membership for 2011, and have used the symposium as a way of doing this by adding a part-year membership to the non-member registration rate for the symposium. Our hope is that at least some of these new part-year members will roll their membership over in 2011 when it comes time to renew. We sent out renewal reminders with the summer issue of context, to both current and lapsed 2009 members in hope of also stimulating renewals, however at present membership rates are on a slight decline from past years.

Symposium:

The 2010 Hanging by a Thread symposium was successfully held at the New Dowse, and the committee's planning was immediately focussed on the 2011 event. Canterbury Museum was lined up as a venue, but unfortunately the subsequent earthquakes in the region put an end to this plan. The decision was made to try and find an alternative venue, with an emphasis on continuing to spread the event around New Zealand in order to reach a wide audience. Tauranga Art Gallery was suggested as a possible venue, with airport and transport links, proximity to several major cities and lots going on that might be of interest to delegates. Subsequent discussion has developed around whether the timing of the symposium has slipped into an awkward time of the year, which we would like to discuss at this meeting in order to plan for 2012. It is also noted that if a host venue is unable to come forward and share some of the costs of this symposium, then the financial outlay and risk on the organisation becomes significant and/or the costs of registration for the symposium rise.