# **Annual Report**

The Ornithological Society of New Zealand Inc. As at 31 December 2017

Prepared by BusinessBase Limited

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## **Compilation Report**

# The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

Compilation Report to the Governing Body of The Ornithological Society of New Zealand Inc..

### Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of The Ornithological Society of New Zealand Inc. for the year ended 31 December 2017.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

#### Responsibilities

The Society is solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

### Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. A review engagement has been performed and accordingly no assurance is expressed. The statement of a service performance and the regional accounts have not been subject to a review.

### Independence

We have no involvement with The Ornithological Society of New Zealand Inc. other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

### Disclaimer

We have compiled these financial statements based on information provided which has been subject to a review engagement. We do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

BusinessBase Limited PO Box 250 Blenheim 7240

Dated: 28 February 2020



## **Entity Information**

# The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

### Legal Name of Entity

The Ornithological Society of New Zealand Inc.

### **Registration Number**

CC41020 -Charities service

### **Entity Type and Legal Basis**

Incorporated society with charitable status

### Entity's Purpose or Mission

The Ornithological Society of New Zealand Incorporated's purpose is to encourage the study, use of knowledge and enjoyment of birds.

### Vision

A vibrant and viable society that is recognised as the leading authority on New Zealand birds and which contributes to their conservation through enhancing knowledge, understanding and enjoyment of them.

### Values

Encouraging assisting an enthusiastic amateur and professional membership that supports the study and enjoyment of birds. Applying rigorous scientific principles to all birds New Zealand studies and projects. Safeguarding the welfare of birds in all Society activities. Demonstrating impartiality in the selection of studies and in the dissemination of information about birds.

### Main Sources of Entity's Cash and Resources

The Ornithological Society of NZ Incorporated has received its income from subscriptions, sponsorship and grants.

### Main Methods Used by Entity to Raise Funds

Partnerships and Grants offered to the Society.

### Entity's Reliance on Volunteers and Donated Goods or Services

The Ornithological Society of NZ Incorporated would not exist without the help and support of a number of dedicated supporters who both volunteer time and donate resources.

### Council Members

David Lawrie (President)

Denise Fastier (Secretary)

Paul Garner-Richards (Treasurer)

Bruce McKinlay (Vice President)

Ingrid Hutzler (Executive Officer)

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Colin Miskelly

Ian Armitage

Mel Galbraith

### Physical Address

35 Selmes Road

RD3

Blenheim 7273

### Postal Address

PO Box 834

Nelson

New Zealand,7040

## Directory

# The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

### Chairperson

David Lawrie

### Secretary

Denise Fastier

### Treasurer

Paul Garner-Richards

### Date of Incorporation

30 June 2008

### IRD Number

049-411-928

### **GST Status**

Payments Basis, Six Monthly Returns, Coinciding with Balance Date

### Accountant

BusinessBase Limited PO Box 250 Blenheim 7240

### Bankers

BNZ

80 Queen Street

Auckland

### Independent Assurance Practitioner

NMA Nelson Marlborough Audit Limited

PO Box 732

Nelson7040

## **Approval of Financial Report**

The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

The Governing body is pleased to present the approved financial report including the historical financial statements of The Ornithological Society of New Zealand Inc. for year ended 31 December 2018.

APPROVED

Paul Garner-Richards

Treasurer

Date 22/3/2020

Ian Paul Armitage

Vice President

Date 22/3/2020

### **Statement of Service Performance**

### The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

### **Description of Entity's Outcomes**

- Encouraged, organised and promoted the study of birds and their habitat use within New Zealand.
- Fostered and supported the wider knowledge and enjoyment birds generally.
- Promoted the recording and wide circulation of results of bird studies and observations.
- Produced a scientific journal and a news magazine.
- Gathered and shared ornithological data online and upon request.
- Achieved significant outcomes from long-termed schemes, such as national wader counts and unusual bird report, and through the partnership with NZ Birds Online.

### **Quantification of Outputs**

National Conference and AGM:

1 per year

Council Meetings

3 per year

RR Meetings

1 per year

Regional monthly meetings

Notornis Scientific journal

In average 10 per year per region, across 18 active regions.

Regional Field Trips

In average 10 per year per region, across 18 active regions. 3 issues published online and posted to 900 members.

Birds New Zealand news magazine: 4 issues published online and posted to 900 members.

## **Statement of Financial Performance**

# The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

'How was it funded?' and 'What did it cost?'

	NOTES	2017	2016
Revenue			
Donations, fundraising and other similar revenue			
Gross Surplus/ Deficit -Project Assistance Fund		(310)	(1,556)
Gross Surplus/Deficit -Life Membership Fund		1,028	(1,206
Gross Surplus/ Deficit-NZ Bird research Fund		(2,957)	49,389
Gross Surplus/Deficit-NZ Birds Online		-	(900)
Regional Accounts	1	76,292	20 00
Donation-Micheal Taylor			400
Donation- for Youth Camps			10,000
Contribution from Project Assistance Fund		1,940	
Contribution from Life Membership Fund		2,160	2,280
Royalties-Penguin Field Guide			4,885
Notornis & Birds Magazine Refunds		62	4,685
Library Journals		10	
Donation Received		3,195	3,390
Total Donations, fundraising and other similar revenue		81,358	71,367
Fees, subscriptions and other revenue from members			
Annual NZ Subscription		50,834	40,723
Annual Oversea Subscriptions		10,274	9,141
Total Fees, subscriptions and other revenue from members		61,108	49,864
Revenue from providing goods or services			
Sales- Southern NZ Dotterel Project		6,000	-
Sales - Advert on Birds NZ		1,975	_
Sales - Data		957	2,850
Sales		-	137
Total Revenue from providing goods or services		8,932	2,987
Interest, dividends and other investment revenue			
Interest Received		830	(2,291)
Total interest, dividends and other investment revenue		830	(2,291)
Other revenue			
Revaluation	3	13,061	
Total Other revenue		13,061	
Total Revenue		165,288	121,928

This statement should be read in conjunction with the attached Review Report.

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	NOTES	2017	2016
Expenses			
Volunteer and employee related costs	The state of the s		
Executive officer contract fees		27,335	24,681
Total Volunteer and employee related costs		27,335	24,681
Costs related to providing goods or service			
Conference and Meeting Expenses		13,366	11,872
Consulting & Accounting		5,847	44
Review Fee		1,850	2,450
Bank Fees		65	156
Contract-Southern NZ Dotterel Project		5,077	
Postage		11,850	6,150
General Expenses		2,691	398
PayPal Fees		168	190
Printing		31,893	32,152
Website - Hosting		2,118	1,620
Storage		510	
Subscriptions			220
Subscriptions (Journals)		218	
Telephone & Internet		735	530
Insurance		520	510
Atlas Data Extraction			300
Atlas Storage		-	663
Michael Taylor Memorial Fund			400
Total Costs related to providing goods or service		76,908	57,656
Total Expenses		104,243	82,337
let Surplus/(Deficit) for the year		61,045	39,590

## **Statement of Financial Position**

# The Ornithological Society of New Zealand Inc. As at 31 December 2017

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 DEC 2017	31 DEC 201
Assets			
Current Assets			
Bank and cash/(bank overdraft)	2	71,169	112,70
Regional Fund-Bequest		80,000	
Regional fund		131,252	
Trade and other receivables			39
Interest Accrued		2,147	3,47
GST Payment/ Refund		8,858	8,47
Total Current Assets		293,427	125,05
Non-Current Assets			
Investments			
BNZ Investment Fund	2	128,835	126,87
Auckland Mortagage Trust Investment		1,459	1,459
Auckland Library Account		24,761	11,700
Total Investments		155,055	140,032
Total Non-Current Assets		155,055	140,032
Total Assets		448,482	265,082
Liabilities			
Current Liabilities			
Trade and other payables		15,332	24,230
Subscription In advance		25,171	28,879
Other current liabilities			
Total Current Liabilities		40,504	53,110
Total Liabilities		40,504	53,110
Net Assets		407,978	211,973
Accumulated Funds			, 0.0. 17 A.J 0.00
NZ Bird Research Funds		02.701	00.744
General Account Fund		93,784	96,741
Project Assistance Funds		(56,717)	(43,710)
Life membership Funds		135,319	135,629
NZ Bird Online Funds		22,632	21,604
Regional Fund		1,709	1,709
	1	211,252	
Total Accumulated Funds		407,978	211

This statement should be read in conjunction with the attached Reveiw Report

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## **Trading Account-Life Membership**

The Ornithological Society of New Zealand Inc.

For the year ended 31 December 2017

Ornithological Society is Life Membership.

	2017	2016
Trading Income		
Life Membership subscriptions	2,400	
Total Trading Income	2,400	-
Gross Profit	2,400	-
Other Income		
Interest Income -Life membership	788	1.074
Total Other Income	788	1,074
Expenses		
Contribution to General Fund	2,160	2,280
Total Expenses	2,160	2,280
Net Profit (Loss) for the Year	1,028	(1,206)

These financial statements should be read in conjunction with the attached Compilation Report.

## **Trading Account-Project Assistance Fund**

The Ornithological Society of New Zealand Inc.

For the year ended 31 December 2017

Ornithological Society is Project Assistance Funds.

	2017	2016
Trading Income		
PAF- Income from Nelson Regional Account	9,405	
PAF-Royalties from Fieldguide	3,502	4,885
PAF-Sales Maps	63	903
PAF-Donation-youth camp	1.775	450
Fruzio- Sponsorship	33,333	33,333
Total Trading Income	48,079	39,572
Gross Profit	48,079	39,572
Other Income		
PAF-Donation	10,000	10,000
PAF-Interest	2,956	4.029
Total Other Income	12,956	14,029
Expenses		
PAF-Beach Patrol Scheme - Expenditure	12,070	1,563
Administration- Fruzio	3.697	3.348
PAF-Regional Allowances	6,804	6,461
PAF-Website - Development	3,220	3,689
PAF-Website - Management	2,587	3,187
PAF-Young Birders NZ	357	5,107
Grant-Bullers Birds Exhibition	1,304	_
Grant-Bird Maps	¥2	13.674
Birds NZ Posters Printing	78	
Grant-Black Billed Gull	10.550	4,922
Grant-Zealandia Card Game	1,506	-,522
Grant-Katiki Point Prions & Petrels Census	**************************************	1.688
PAF-Youth Camp Cost	5.236	4,559
Grant-E-bird Training	3.714	1,857
Grant-Red Billed Gull	6,283	4,322
PAF-Scholarships-AOC	2,000	1,022
Royal from fieldguide-to General Account	1,940	4.885
Nest Record Scheme	33 <b>4</b> 75 3.75	1,000
Total Expenses	61,345	55,156
Net Profit (Loss) for the Year	(310)	(1,556)

These financial statements should be read in conjunction with the attached Review Report.

## **Trading Account-NZ Birds Online**

The Ornithological Society of New Zealand Inc.

For the year ended 31 December 2017

Ornithological Society is NZ Birds Online.

	2017	2016
Gross Profit	0	0
Expenses		900
Total Expenses		900
Net Profit (Loss) for the Year	0	(900)

These financial statements should be read in conjunction with the attached Review Report.

## **Trading Account-Bird Research Fund**

The Ornithological Society of New Zealand Inc.

For the year ended 31 December 2017

Ornithological Society is NZ Bird Research.

	2017	2016
Trading Income		
NZBRF-Income	69,404	80,000
Total Trading Income	69,404	80,000
Gross Profit	69,404	80,000
Expenses		
NZBRF Bullers Shearwaters	10,264	· · · · · · · · · · · · · · · · · · ·
NZBRF-Administrative Expenses	5.182	3,535
NZBRF-Bittern Monitoring	1,138	1,710
NZBRF-Black Billed Gull	-	3,009
NZBRF-Brown Skua	4.480	4,600
NZBRF-Coccidia in Kiwi	2.000	4,000
NZBRF-Fiordland Tawaki	10,570	4,791
NZBRF-Gannet Diet	2.200	4,751
NZBRF-Grant Bush	4,291	_
NZBRF-Hihi	1,20	3,079
NZBRF-Kakapo	2,898	5,075
NZBRF-Mottled Petrels	5,639	4,348
NZBRF-NZ Falcons	2,500	4,540
NZBRF-Red- Crowned Parakeets	2,000	1,718
NZBRF-SG Diving Petrel	4,260	3,822
NZBRF-YEP Fledgling Dispersal	4.000	3,022
NZBRF-YEP Foraging	7,000	-
NZBRF-YEP Impact of Tourista	5.937	46
Total Expenses	72,361	30,611
Net Profit (Loss) for the Year	(2,957)	49,389

These financial statements should be read in conjunction with the attached Review Report.

### **Statement of Cash Flows**

The Ornithological Society of New Zealand Inc.

For the year ended 31 December 2017

'How the entity has received and used cash'

	2017
Cash Flows from Operating Activities	
Trading Income From Various Funds	04.450
Sponsorship Income from various Funds	84,150
Membership Income from Various Funds	33,333
Donation Income From Various Funds	2,400
Interest Income From Various Funds	10,000
Contribution from Funds	3,744
Subscriptions	4,100
Other Revenue	57,740
Donation Received	8,942
Interest Received	3,195
Net GST	196
Payments to suppliers	(1,493)
Executive Officer Expenses	(84,646)
Other Costs for various Funds	(27,335)
	(135,866)
Total Cash Flows from Operating Activities	(41,540)
Net Increase/ (Decrease) in Cash	(41,540)
Cash Balances	
Cash and cash equivalents at beginning of period	112,709
Cash and cash equivalents at end of period	71,169
Net change in cash for period	(41,540)
Due to the change in accounting for the regional accounts this year, no meaningful 201	
comparative cash flow balances can be calculated. Consequently, no comparative bala	
are shown in the statement of cash flows	
his statement should be read in conjunction with the attached Review Report.	



## **Statement of Accounting Policies**

## The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

'How did we do our accounting?'

### **Basis of Preparation**

The financial statements presented here are for the entity The Ornithological Society of NZ Incorporated an Incorporated Society registered under the Incorporated Societies Act 1908.

The Ornithological Society of NZ Incorporated is eligible to apply Tier 3 PBE Accounting Standards:PBE SFR-A(NFP) Public Benefit Entity Simple Format Reporting-Accrual (Not-For-Profit) on the basis that does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the financial statements are reported using the accrual basis of accounting.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

The financial statements are prepared under the assumption that the entity will continue to operate in the foreseeable future.

#### Income Tax

The Ornithological Society of New Zealand Inc. is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

### **Accounts Receivable**

Receivable are stated at their estimated realisable value .Bad debts are written off in the year in which they are identified.

### Investments

Investments are carried at the lower of the cost and net realisable value. Where in the Council Members 'opinion on there has been a permanent reduction in the value of the investment this has been brought to account in the current period.

### **Accrual Expenditure**

The business is not subject to the Accrual Expenditure rules as unexpired expenditure at balance date is below the exemption levels.

### Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

### Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

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### **Changes in Accounting Policies**

Changes have been made this year to permit the entity to incorporate the regional accounts within the annual accounts of the Society as a whole, in accordance the Society's constitution, para 14.16. The change provides reliable, relevant information to users by detailing income, expenditure, investments and capital items held by the regions as reported to the Treasurer. The change in policy has impacted the financial reports by increasing various items as listed below, to show the amounts before and after the changes. All other accounting policies were applied on a consistent basis during the year.

Statement of financial performance			
Revenue	Without Changes	With Changes	
Donation , Fundraising & other similar revenue	1,871.00	78,163.00	
Fees, subscriptions & other revenue from members	61,108.00	61,108.00	
Revenue from providing goods or services	8,932.00	8,932.00	
Interest, Dividends & other investment revenue	4,024.00	4,024.00	
Other revenue	13,061.00	13,061.00	
Total Revenue	88,996.00	165,288.00	
Total Expenses	- 104,243.00	- 104,243.00	
Surplus / Deficit Before Distribution	15,247.00	61,045.00	
Fund distribution	15,247.00	61,045.00	
Statement of Financial Position			
Assets			
Current Assets	82,175.00	293,427.00	
Non current Assets	155,055.00	155,055.00	
Less- Current Liabilities	40,504.00	40,504.00	
Net Assets	196,726.00	407,978.00	
Accumulated Funds	196,726.00	407,978.00	
Total Accumulated Funds	196,726.00	407,978.00	

## **Notes to the Performance Report**

# The Ornithological Society of New Zealand Inc. For the year ended 31 December 2017

### 1. Regional Accounts

In accordance with the Society's Constitution rule 14.16, Regional Accounts have been incorporated into these financial statements beginning from the 2017 Financial Year. All balances held by regions have been brought into the balance sheet from 1 January 2017.

Opening Balance as at 1/1/2017	\$ 60,047.15		
Income	\$ 68,438.87		
		\$	128,486.02
Less Expenditure		-\$	52,193.92
Closing Balance as at 31/12/2017		\$	76,292.10
Other Accounts-Regional			
Northland	\$ 2,306.99		
Waikato	\$ 2,730.26		
Bay of Plenty	\$ 40,567.70		
Wellington	\$ 3,500.00		
Nelson	\$ 3,656.99		
Canterbury	\$ 917.93		
Otago	\$ 1,280.44	\$	54,960.31
Canterbury term deposit Bequest		\$	80,000.00
Total Funds Region Account		\$	211,252.41

	2017	2016
2. Bank Accounts (except regions and including Term Deposits)		
Non Profit Org	33,639	27,295
Business First Oncall	37,530	85,414
Term Deposit1	40,000	40,000
Term Deposit2	50,000	50,000
Term Deposit3	38,835	36,873
Total Bank Accounts (except regions and including Term Deposits)	200,004	239,582

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### 3. Library Revaluation

The library was revalued during the year based upon valuations obtained from BookFinder.com

4. Significant Grants and Donations with Conditions which have not been recorded as a liability

There were no significant grants and donations with conditions not recorded as a liability

### 5. Changes in Accumulated Funds

There has been an increase in accumulated funds during the year, due to the incorporation of the regional accounts into the accounts of the Society as a whole. Please refer to Statement of Accounting Policies for further details