

NZIIA Christchurch Branch AGM 2022

AGENDA

Tuesday 17th May 2022, 17:00-17:30

Logie 613, UC Ilam Campus or via zoom at <https://canterbury.zoom.us/j/98699793109>

1. Apologies
2. Receive and confirm minutes of last meeting
3. Matters Arising
 - a) Resignation of Maisie Blakeborough
 - b) Centralisation of finance by NZIIA
4. Chair's Annual Report (see attached)
5. Financial Statement (see attached)
6. Elections to the Committee
8. Any other business?

NZIIA Christchurch Branch AGM 2021

Tuesday 4th May 2021, 17:00-17:30

Logie 613, UC Ilam Campus or via zoom <https://canterbury.zoom.us/j/97750205991>

Apologies: Sally Carlton, Xiwen Wang, John Richardson

Matters arising in addition to the Chair report:

Maisie Blakeborough has stepped down as secretary and will not be part of the Institute for the time being. We are very grateful for the time Maisie has put into the Institute over the past year and wish her the best.

Centralisation of finance by NZIIA national office - The reason received from ED Hamish McDougall was new finance and member database system involves the National Office invoicing and accepting payment for all members on behalf of the branches. The National Office will then pay the branches according to their member numbers (except for the existing subsidies for the New Zealand International Review, if members choose this option). This replaces (and essentially inverts) the old system, whereby the Branches accepted member subscriptions and then paid the National Office. The objectives of the change are:

- Reduce administrative burden on the Branches
- Allow new members to sign up and pay online, via our website
- Improve and standardise our annual financial reporting
- Ensure that we comply with Charities Commission requirements

The Executive Director presented the annual plan at the national AGM setting the future direction of the institute 22-25. Copy of the plan will be shared with committee once received by the chair.

Other matter arising:

- To increase the branch's visibility and student membership, Courtney Murray suggested to advertise directly to those who are taking papers that are related to the work of the NZIIA, such as those who are in the Principles and Practice of International Relations and Diplomacy paper, or those who are doing undergraduate papers in international law or other international studies. Connect with Internationally focused clubs on campus. Post flyers or posters around campus and use social media as a way of increasing awareness.
- As Chris Jones will be on sabbatical for the second half of the year, he will be stepping away from the Committee for the next year.
- Mel Haworth also expressed an intention not to remain on the committee.

Chairs annual report

- Sandeep had a meeting with other regional chairs including the National Chair Sir Anand Satyanand, ED Hamish McDougall and members Board – Dr Serena Kelly.
- Courtney Murray appointed as branch secretary after Maisie Blakeborough's resignation.
- Serena Kelly appointed to NZIIA national board, providing further strength to future direction of NZIIA

- We are looking at innovative ways to get Christchurch membership up– we believe the membership to improve with students coming back to campus and more in person events. We also hope that re-starting the wineclub soon.

Elections to the Committee

Chair – Sandeep Sharma

Secretary – Courtney Murray

Treasurer – Paul Grainger

Committee:

- Adam Griffin
- Alexander Malkov
- Chris Jones
- Serena Kelly
- Sally Carlton
- Sareth Kumaresan
- Thomas Sayers
- Toby Heale
- Xiwen Wang
- Xiyin Liu

Committee members not present remain on the committee

Sally Carlton

Xiwen Wang

Meeting end.

NZIIA Christchurch Branch Annual Report 2021

Chair: Sandeep Sharma

Secretary: Courtney Murray

Treasurer: Paul Grainger

Committee Members: Chris Jones; Paul Grainger; John Richardson; Sally Carlton; Serena Kelly; Toby Heale; Sareth Kumaresan; Bella Paotonu; Adam Griffin (co-opted); Alexander Malkov(co-opted); Thomas Sayers (co-opted); Xiwen Wang (co-opted); Xiyin Liu(co-opted)

2021, like the previous year, presented a number of uncertainties, for the Christchurch Branch of the New Zealand Institute of International Affairs (NZIIA). Only three events were held through the year as New Zealand moved between COVID -19 level restrictions. All events were organised via Zoom (using the University of Canterbury's technology); or a mixed platform. The uncertain times, and changing alert levels in the country meant that it was difficult to get speakers, due to change in circumstances at their end. The second and third waves around the world meant that some of our international speakers had to cancel their session with us.

We had few changes in the branch committee with our previous Chair Dr Serena Kelly joining the NZIIA Board, and election of Mr Sandeep Sharma as the new Chair. The branch secretary Maisie Blakeborough, who was working remotely from Nelson, decided to step down from her role due to personal circumstances. This led to the appointment of Courtney Murray as our new branch secretary. The Chair extends their gratitude to the support and hard work of the Committee. In particular, to Dr Serena Kelly and Associate Professor Chris Jones who continue to support the branch in many capacities. The treasurer, Paul Grainger, continues to be a reliable and important committee member, whose work is much appreciated. Toby Heale's advice on potential speakers and support to the chair is also noted. I also wish to acknowledge the on-going support of other long-term committee members: Dr Sally Carlton and John Richardson.

Throughout the lockdown and beyond, we were fortunate to have Masie Blakeborough, as our secretary, who was also a student of International Relations and Diplomacy from the University of Canterbury. She went above and beyond her role, Maisie took on the position of branch secretary and carried out a series of tasks related to marketing and outreach as well as preparing banners for promotions. Our student members Sareth Kumaresan and Courtney Murray were active in getting more young students involved with the branch. Courtney submitted a marketing and promotional plan to be implemented this year to increase the visibility of the branch amongst students from Political Science, International Relations and HOD's of various departments.

The highlights for the chair include collaboration with organisations like the NCRE and Australia Institute of International Affairs on hosting joint events. This has also led to both organisations sharing NZIIA events amongst their members increasing the awareness of NZIIA and increase in participation. We were also fortunate to have a virtual presentation by Climate Change Commission, Chairperson Dr Rod Carr who gave an important analysis on the climate change challenges and opportunities for NZ. Resulting in a high level of participant engagement and follow up questions on this very important issue of our time.

NEW ZELAND INSTITUTE OF INTERNATIONAL AFFAIRS				
		CHRISTCHUR CH BRANCH		
Statement of Income & Expenditure For the Year Ended 31 December 2021				
			2021	2020
INCOME				
Subscriptions:			\$2,045.0 0	1,475.0 0
Interest:				
	Westpa c Saver		\$1.66	1.47
	Chequ e Accoun t		\$3.57	3.60
Other Revenue (Refunds Over Payments)			-\$105.00	139.07
TOTAL INCOME			\$1,945.2 3	\$1,619. 14
EXPENDITURE				
International Review National Office			\$999.58	1,573.3 4
Speaker Related Expenses			\$261.00	303.60
National Conference Expenditure			272.72	
Other Expenditure				86.98
Subscription Refunds to Head Office			\$25.00	
TOTAL EXPENDITURE			\$1,558.3 0	\$1,963. 92
ExcessIncome Over Expenditure (Loss)			\$386.93	- \$344.78
ACCUMULATED FUNDS				

Westpac Cheque Account			\$6,968.20		6,702.93
Westpac Bonus Saver			\$3,106.00		2,984.34
TOTAL			\$10,074.20		\$9,687.27
CASH FLOW					
		Cheque Account		Savings Account	
	1/01/2020	Opening Balance			\$6,702.93
		Plus Cash In			\$1,945.23
		Less Cash Out			\$1,558.30
		Less Transfer to Savings			\$120.00
		Closing Balance			\$6,969.86
	31/12/2020	Actual Bank Balance			\$6,968.20
		Difference is Interest on Saver			\$1.66