



## Minutes

**Date:** 24<sup>th</sup> September 2015  
**Time:** 12.10-13.00 p.m.  
**Venue:** Animal Physiology Meeting Room, AgResearch, Ruakura

**Present:** Dr Chris McMahon, Dr Frank Jeanplong, Dr Ryan Paul, Dr Rita Lee. The regional representatives were invited using a teleconference facility: Dr Kathy Mountjoy (Auckland), Dr Greg Anderson (Dunedin) and Dr Owais Chaudhri (Palmerston North).

**Apologies:** Dr John Wilson (Wellington), Dr Christine Couldrey, Dr Marianne Elston (Waikato) and Dr Chris Pemberton (Christchurch)

**Approve Minutes of previous meeting:** moved to accept as an accurate record of the meeting (CM), seconded (KM)

### **Matters arising from Minutes dated 20<sup>th</sup> August 2015:**

1. Amendment of criteria for International Conference and Student Travel Awards. Chris McMahon suggested that the eligibility criteria for both awards should include that the research was done, or at least in part was done at a New Zealand based university or institution. Greg Anderson and Kathy Mountjoy were in support for the proposed changes circulated by Chris McMahon before the Committee meeting. Chris McMahon moved to accept, Greg Anderson seconded, and other Committee members were also in favour. Ryan Paul would make the changes in the website.
2. Chris McMahon proposed in the light of the above changes of the criteria for International Conference and Student Travel Awards that the membership application of Dr Mohammad Ishraq Zafar (a research student from Huazhong University of Science and Technology, China) can be approved. Chris McMahon moved to accept, Kathy Mountjoy seconded.
3. Chris McMahon moved to accept payments for SizzleSites (\$300, website maintenance) and Simply Voting (about \$307 for the changes to the Constitution, plus a similar amount for the election of a new Committee) spent by Chris McMahon on running the online voting for changes in the Constitution and the new NZSE Committee; Rita Lee seconded and the other members of the Committee were in favour.

### **Incoming Correspondence:**

1. Dr. Michelle Downie (SDHB) on behalf of NZSSD notified NZSE that she was happy to support Paul Glendenning as an Endocrinology representative on the Collage Council of RACP. (21-8-15)

2. Dr. Andrew Cleland, CEO of RSNZ, invited NZSE as a Constituent Organization (CO) to attend a CO Forum on 18 November 10 am to 4 pm, RSNZ Offices at 11 Turnbull St, Wellington (find his letter below). (25-8-15) Chris McMahon commented that Richard Carrol might be able to attend the forum on behalf of NZSE. NZSE was prepared to cover his costs up to \$100.
3. Dr. Paul Glendenning was elected as an Endocrinology Representative at the College Council of the RACP. (5-9-15)
4. An introductory message from Dr. Paul Glendenning, the newly elected Endocrinology representative on the RACP College Council was received. He requested that any relevant issue that NZSE members may wish to raise and/or propose to be discussed at the next Council meeting on 24 September 2015 is to be passed on to him. An all-members email was sent out. (8-9-15)

Dear officers of Constituent Organisations (COs)

In previous emails distributed to CO officers we had indicated the intention to shift the way we work with COs away from Vice-Presidents' panels at which only some COs could be represented towards wider Forums. The next stage of this process is to run the first "Forum Day" with the COs. In brief, that day will comprise three parts:

- A Constituents Forum at which all COs are entitled to be represented (chaired by Councillor representing Constituent Organisations)
- Three parallel Discipline-Based Forums, (Physical sciences, mathematics, engineering and technological sciences; Biological and life sciences; Humanities and social sciences), each chaired by the relevant Vice-President
- A closing plenary session to sum up the outcomes of the day.

Each CO is entitled to select its own representative, but the norm is for the representative to be a member of the governing body of the CO, and often the chair or president. The Society may also choose to allow other groups which are not COs, but which could contribute positively to send a representative. Given the numbers involved, we do need to restrict attendance to a single representative per organisation.

The purposes of the Forums are to both inform COs of what the Society is doing, but also to seek out the views of the COs on issues and opportunities where the Society, working with one or more COs may be able to achieve a positive outcome.

The date selected is: Wednesday, 18 November 10 am to 4 pm, RSNZ Offices, 11 Turnbull St, Wellington

We intend to send out an agenda for the day a full month in advance. This notice is distributed now to enable each CO to select a representative, and if possible to take advantage of cheaper fares. Each CO is responsible for meeting the travel costs of its representative, but you may apply for a grant in aid of \$100.00 from the Society. We would be grateful if you could confirm your organisation's attendance and the name of your representative to Nanette Lowe ([membership@royalsociety.org.nz](mailto:membership@royalsociety.org.nz)) as soon as possible.

Lastly, there was such a positive response from COs to our request for suggestions to serve on the Science Technician Expert Advice panel we were completely unable to use them all. That Panel is underway, supported by an expert advisory group on which some but not all of your suggested people are serving. A further update can be given at the Forum.

The President (Richard Bedford), three Vice Presidents (Gaven Martin, Barry Scott, Richard Le Heron), the Councillor representing COs (Liz Gordon) and I look forward to the first Forum day in this new format.

Yours sincerely,  
 Dr Andrew Cleland Chief Executive  
 DDI: +64 4 470 5757 | Mobile: 021 311 879  
 11 Turnbull Street, Thorndon | PO Box 598, Wellington 6140, New Zealand  
[www.royalsociety.org.nz](http://www.royalsociety.org.nz)

### **Outgoing Correspondence:**

1. Dr. Chris McMahon sent out an all members email about the election of the next Committee of NZSE (2015-2018) with biosketches of nominees. (9-9-15)

2. Dr. Chris McMahon notified all NZSE members that the online voting system (Simply Voting) is ready for members to cast their votes for a President, President-elect, Secretary, Treasurer, and three each of clinical and basic researchers. Voting was open from 9am on Monday (15 Sept) and end at 6pm on Friday (18 Sept). Members were provided with instructions for the voting and biosketches of nominees for each role. (15-9-15)

**Items:**

1. Results of the election for a new NZSE Management Committee (2015-18).

Certified Results Page 1 of 3

September 19, 2015

NZSE

12 Plymouth Pl

Hamilton, Waikato

3214 New Zealand

To Whom It May Concern:

The following election results are certified by Simply Voting to have been securely processed and accurately tabulated by our independently managed service.

Respectfully yours,

Brian Lack

President

Simply Voting Inc.

NZSE Committee 2015 to 2018

Start: 2015-09-15 09:00:00 NZ

End: 2015-09-18 18:00:00 NZ

Turnout: 29 (50.9%) of 57 electors voted in this ballot.

**President**

Option Votes

**Greg Anderson 51 points**

Chris Charles 36 points

VOTER SUMMARY

Total 29

Certified Results Page 2 of 3

**President-Elect**

Option Votes

**Chris Charles 46 points**

Greg Anderson 41 points

VOTER SUMMARY

Total 29

**Secretary**

Option Votes

**Joe Yip 47 points**

Megan Ogilvie 40 points

VOTER SUMMARY

Total 29

**Treasurer**

Option Votes

**Michael Pankhurst 29 (100.0%)**

VOTER SUMMARY

Total 29

**Committee Members - Basic Research**

Option Votes

**Kathy Mountjoy 90 points**

**Stephen Bunn 79 points**

Stella Milsom 65 points

**Susannah O'Sullivan 56 points**

VOTER SUMMARY

Total 29

Certified Results Page 3 of 3

**Committee Members - Clinician**

Option Votes

**Richard Carroll 99 points**

**Ryan Paul 99 points**

**Stella Milsom 93 points**

Megan Ogilvie 81 points

Susannah O'Sullivan 63 points

VOTER SUMMARY

Total 29

Chris McMahon congratulated to Greg Anderson, the newly elected president, and all the other members of the new Committee. Kathy Mountjoy suggested to send out the names of the elected new officers of the NZSE Management Committee to all members. Owais Chaudhri commented that for transparency it was better to send the official results of voting with points received by each candidate. Chris McMahon would send out an all member email to notify NZSE members about the results of election.

2. Amendments to the Constitution regarding the past-president position in the future Committees, definitions for a basic scientist/clinician and rules for voting (e.g. nomination for multiple roles in the Committee).

Chris McMahon moved to accept the creation of a past-president position in the NZSE Committee to help the incoming Committee with the transition and future challenges, Ryan Paul seconded, and all other Committee members were in favour. Chris McMahon suggested that the new Committee should amend changes in the Constitution regarding the past-president position and definitions for a basic scientist/clinician for future elections.

**Treasurer's Report:**

Current bank balance: \$18,247.18

PayPal account balance: \$0.19

Term deposit #1 \$40,000.00

Term deposit #2 \$11,710.18

Term deposit #3 \$20,209.42

Find current account statements and an Annual Financial Report of NZSE for 2014 sent to the Charities Commission in the Appendix.

Kathy Mountjoy commented that the Annual Financial Report of NZSE should have been approved by the Committee before submission and it should be uploaded into the website. Chris McMahon commented that the Committee was not obliged to present Charities Commission report before submission according to the present Constitution. The amendment in this regard would take effect in 2016. Regarding the financial report to the Charities Commission, Kathy Mountjoy asked about the identity of the person who donated \$300 to NZSE. It was Owais Chaudhri who kindly donated this sum of money to cover the costs of a teleconference facility. Kathy Mountjoy commented that no fees for Paypal was not right. It should be checked. Chris McMahon moved to accept the treasurer's report, Ryan Paul seconded, in favour Greg Anderson and Kathy Mountjoy.

**New Member applications:** Dr Manish Khanolkar, MBBS, MD, MRCP, FRACP, endocrinologist, Greenlane Clinical Centre, University of Auckland, full membership; Dr Thomas Upton, FRACP, endocrinologist, full membership (Christchurch Hospital); Dr Huan Chan, MBChB, endocrinologist, full membership (Christchurch Hospital); Dr Megan Ogilvie, FRACP, endocrinologist (Greenlane Clinical Centre, Fertility Associates)  
Chris McMahon moved to accept the new member applications, Kathy Mountjoy seconded.

**Full members:** 43

**Student members:** 7

**Life Members:** 5

**Other Business:**

Kathy Mountjoy thanked the outgoing Committee and Chris McMahon for all the efforts and good work in running NZSE. Chris McMahon wished all the best to the incoming Committee. He was going to send all information to Greg Anderson to help the transition. Ryan Paul would make all the necessary changes in the website. Chris McMahon, Frank Jeanplong and Christine Couldrey would visit ANZ Bank to remove signatures from NZSE bank accounts.

**Meeting closed:** 12.26 p.m.

**Next Meeting:** 29 October 2015

Appendix - Account statements (from August 2015 to September 2015)

◀ Previous Account
06-0577-0096721-00 : Business Current Account
\$18,247.73 ▼
Next Account ▶




**Business Current Account** [create account nickname](#)
**\$18,247.73**
**\$18,247.73**

06-0577-0096721-00
 Available funds
Account balance

Statement: Online Only

Transactions					
Account details					
Statements					
<b>Search Your Transactions</b>					
View or export your transactions					
Custom search... ▼	From	05/08/2015 <small>CAL</small>	To	21/09/2015 <small>CAL</small>	<input type="button" value="View"/> <input type="button" value="Export"/>
Transactions Between: 05/08/2015 and 21/09/2015					
Date ▼	Type ▼	Details ▼	Deposits ▼	Withdrawals ▼	Balance
21 Sep 2015	Term Deposit Interest	70232913-1004 Int	\$453.70		\$18,247.73
15 Sep 2015	Cheque	Cheque 100430		\$500.00	\$17,794.03
15 Sep 2015	Cheque	Cheque 100429		\$51.11	\$18,294.03
31 Aug 2015	Bank Fee	Manual Txn Fee		\$0.65	\$18,345.14
31 Aug 2015	Bank Fee	Auto Txn Fee		\$0.50	\$18,345.79
24 Aug 2015	Direct Credit	MediRay New Zealand Mediray Sponsorship Inv 15-002	\$500.00		\$18,346.29
18 Aug 2015	Direct Credit	Paypal, Inc Nzd Transfer A 4Uqj28Zddmjt	\$770.00		\$17,846.29
				<b>Totals for period</b>	
				<b>Deposits:</b>	<b>\$1,723.70</b>
				<b>Withdrawals:</b>	<b>\$552.26</b>
				<b>Difference:</b>	<b>\$1,171.44</b>

## Term Deposits

Account Information	Account Balance	Quick Links
<b>Term Deposit</b> 70232913-1004 12 months at 4.50% p.a.	 <b>Matures on</b> 21 Dec 2015	\$40,000.00 > <a href="#">View Details</a>
<b>Term Deposit</b> 70232913-1005 180 days at 3.80% p.a.	 <b>Matures on</b> 11 Jan 2016	\$11,710.18 > <a href="#">View Details</a>
<b>Term Deposit</b> 70232913-1006 12 months at 4.20% p.a.	 <b>Matures on</b> 04 Apr 2016	\$20,209.42 > <a href="#">View Details</a>



English ▾

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Welcome, **Matthew Barnett**

Business Name: [New Zealand Society of Endocrinology, Inc.](#) | Account Type: [Business](#) | Status: [Unverified](#) [Get verified](#) | Account Limits: [View Limits](#)

PayPal balance: **\$0.19 NZD**

[Currency converter](#)

Available balance in NZD (primary): \$0.19 NZD

Total balance (all currencies, available and pending) converted to NZD: \$0.19 NZD [Hide](#)

Currency	Total
NZD (Primary)	\$0.19 NZD
USD	\$0.00 USD

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<input type="checkbox"/>	Date	Type	Name/Email	Payment status	Details	Order status/Actions	Gross
<input type="checkbox"/>	21/09/2015	Transfer To	Bank Account	<a href="#">Pending</a>	<a href="#">Details</a>		-\$693.00 NZD

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NOTE \$693 is on its way from Paypal to the ANZ account so does not yet show in the ANZ account



# NEW ZEALAND SOCIETY OF ENDOCRINOLOGY

New Zealand Society of Endocrinology Incorporated

**Societies Organisation No. 223942**

**Charities Commission Registration No. CC44423**

**Part 1: 2012 statement of financial performance**

<b>Gross Income</b>	<b>Note</b>	<b>2014</b>	<b>2013</b>
Grants and sponsorship	1	\$45335.00	\$5000.00
Membership fees		\$3500.00	\$2950.00
Donations		\$300.00	\$0.00
Investment income	2	\$2045.67	\$2070.99
Conference proceeds		\$0.00	\$0.00
<b>Total gross income</b>		<b>\$51180.67</b>	<b>\$10,020.99</b>

## **Expenditure**

Awarded grants		\$5500.00	\$3,250.00
Speaker Reimbursements		\$0.00	\$0.00
Gifts for invited speakers		\$0.00	\$0.00
Bank fees		\$25.20	\$29.30
Paypal fees		\$0.00	\$0.00
Affiliation fees		\$575.00	\$575.00
Charities Commission		\$76.67	\$51.11
Conference expenses		\$11025.8	\$9,175.46
Sundry Expenses	3	\$343.00	\$1,900.00
<b>Total expenditure</b>		<b>\$17545.70</b>	<b>\$14,980.87</b>



<b>Net surplus (deficit) for the year 4</b>	<b>\$33635</b>	<b>\$ (4929.88)</b>
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**Part 2: Statement of financial position for 2014**

<b>Current assets</b>	<b>Note</b>	<b>2014</b>	<b>2013</b>
Cash cheque account	5	\$35,578.92	\$2,413.67
PayPal account	6	\$1,233.67	\$2,790.00
Term deposit	7	\$51,509.25	\$51,039.25
Fixed assets		\$0.00	\$0.00
<b>Total assets</b>		<b>\$88,321.84</b>	<b>\$56,242.92</b>

**Liabilities**

Current liabilities	\$0.00	\$0.00
Outstanding cheques	\$0.00	\$0.00
<b>Total liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Summary:**

These are unaudited accounts and reflect the status of our funds as at 31 December 2014.

- 1) Sponsorship for clinical meeting
- 2) Interest earned on two term deposits (does not include interest not yet paid into account) does not include term deposit opened in 2015 as financial year ends 31<sup>st</sup> December 2014
- 3) Sundry costs are entirely payments to sizzle sites and conference call costs
- 4) This number does not reflect profit as all the sponsorship for the clinical conference had come in but the majority of the expenses for the conference were paid in the 2014 fiscal year
- 5) Balance of NZSE cheque account held with ANZ bank at 31/12/2013
- 6) Balance of NZSE PayPal account 31/12/2014
- 7) Balance of two NZSE term deposits held with ANZ (\$40,000 and \$11,510.18)