



Minutes

Date: Friday, 02 Feb 2018

Time: 12 pm

Venue: Teleconferencing

Present: Greg Anderson, Joe Yip, Michael Pankhurst, Kathy Mountjoy, Chris McMahon, Stella Milsom, Ryan Paul, Richard Carrol (left meeting at 12.25pm)

Apologies: Susannah O'Sullivan, Stephen Bunn

Approve Minutes of previous meeting: Approved

Matters arising from Minutes dated 20 October 2017: None

Incoming Correspondence:

21 Dec 2017 – Dr Andrew Cleland FRSNZ, Chief Executive, RSNZ
Launching discussion papers on potential uses of gene editing (see appended)

Action required: *Email to members*

20 Dec 2017 – Joanne Emery, Analyst, Charity Services Nga Ratonga Kaupapa Atawhai
Requirements for amending society's rule/s (see appended)

Outgoing Correspondence:

Nil

Items:

1. NZSE Clinical Meeting 2018 – update

- Decided to combine with the Endocrine Surgeons for year 2018.
- Will reserve the Study of Diabetes (NSSD) Annual Meeting as a possible combined meeting with 2019 MedSci.
- There is no regular Endocrine Surgeons meeting. This will be a stand alone combined meeting with NZSE Clinical meeting. (previous combined meeting with Endocrine Surgeons was in 2014).
- Require to establish a sub-committee to push this meeting forward (**Action required:** suggestion by next exec meeting):
 - Date and venue confirmation.
 - Need at least one clinical endocrinologist to volunteer in this team.
 - Juliet has volunteered to help Richard, along with Patrick and other surgeons (TBC).

- Potential organiser. Dynamic was suggested as possible organiser. However it was rejected by clinical exec members due to the extremely poor quality services (including hotel/ meals organization) they've received from Dynamic at the 2016 Clinical Meeting in Nelson. This had resulted in significant amount of organisation task carried out by Stella for the 2016 Clinical Meeting.

2. **Proposal for MedSci 2018 symposium (28-29 Aug 2018, Queenstown)**

- Pass symposium topics:
 - 2015 Endocrine cancer
 - 2016 Female reproduction
 - 2017 Growth hormone and disease
- Need to come up with a topic for this year symposium (**Action required:** call for suggestion from members).
- 4 speakers, 2 from New Zealand and 2 from Australia. International speaker/s are possible.
- Will request MedSci to provide \$40 discount to Post-doc member in order to compensate the newly set membership fees for this category.

3. **Interaction between NZSE and ESA:**

- Possible combined ESA/ NZSE meeting in 2020 here in New Zealand has been raised.
- Thus far, meetings held in New Zealand received good turn out from Australian attendees.
- Discussed about possibility to hold a joint clinical meeting in future.
Action require:
 - Ask for interest from Clinical members
 - Raise this suggestion at 2018 AGM.
- Other interactions between the two societies:
 - NZSE provided support letter on the 2nd of March 2017 to support the ESA's bid to host International Congress of Endocrinology in Australia.
 - Previous combined ESA/NZSE meeting, attended by NZSE Clinical members.
 - NZSE members attended ESA seminar and vice versa.

4. **NZSE new website - update**

- Collated all the members' details and sent to Prefer.
- Greg and Chris will both test the membership renewal system on the new website. Greg's post-doc (Dr Caroline Ancel) and a new PhD student will test the joining membership process on the new website.
- We are current still using the old website for membership renewal due to the delay in the launching of the new website.
- All renewed members will be notified of the new website (**Action required**)

- Ryan will promote NZSE to trainees to attract more clinical members, once the new website is launched (**Action required**)
5. Requirements for amending society's rule/s
Action required: *Submit updated officers' contact details*
6. **NZSE Budget 2018 (See appended)**
- Management of the term deposits was discussed. 2 options were proposed by Michael – refer Management of the term deposits section below.
 - Currently the interest paid from the Term Deposit 1 upon maturation will be transferred to business account (Option 1). However, Michael had suggested a strategic option of managing the term deposits to increase the earnings for the society in long term.
 - No decision was made. Further research into switching the management is required.

Treasurer's Report:

Account balances:

Business account	\$11,776.00
Paypal Account	\$8,260.73
Term deposit 1 (matures 21 Dec)	\$40,000.00
Term deposit 2 (matures 09 Jul)	\$12,730.77
Term deposit 3 (matures 03 Apr)	\$22,091.17

Note a request to transfer \$8,000.00 from the paypal account to the business account has been lodged. This is expected to clear by 9th Feb.

Transactions since last meeting:

1. Sizzle sites – website maintenance	\$180.00
2. Reimbursement to Greg Anderson for Greymouse telecommunications	\$103.00
3. Payment to Prefer for website development	\$1,150.01
4. Reimbursement to M Pankhurst for ISE membership dues	\$127.58

Management of the term deposits

Option 1. Transfer the profits of the clinical meeting from the business account into term deposit 2 or 3. This would reduce the funds in the business account by up to \$10,000. Has the advantage of increasing the earnings for the society in the short term. The disadvantage is that it reduces the capacity of the society to plan the clinical meeting if the sponsors are slow to transfer funds.

Option 2. Maintain the business account at approximately \$20,000. Convert term deposit 1 from an account that pays into business account when it matures to an account that pays into itself. The advantage of this strategy is that it increases earnings for the society in the long term. The disadvantage is that it will slowly deplete the business account (by 2033). This strategy will work best if the society continues to earn money from the clinical meeting. A membership fee increase to \$100.00 in 2028 will also be able to keep the business account in the black.

Projections for NZSE total assets

Year:	2028	2038	2048
Option 1	\$109,425.00	\$136,325	\$170,985
Option 2	\$107,854.00	\$137,498	\$181,066

New Member applications: 1

1. **Dr Caroline Ancel**, Research Fellow/ Scientist, Center for Neuroendocrinology, University of Otago. *Accepted*

Full members: Current: 37 paid, 57 “expired”

Student members: Current: 2 paid, 23 “expired”

Life Members: 11

Other Business:

- The criteria for becoming a Life member are finalised. (**Action required:** Update this on our website)
- 2017 AGM minutes will be updated on our website (**Action required**)

Meeting closed: 1.05pm

Next Meeting: 16 March 2018

Royal Society Te Apārangi launches discussion papers on the potential uses of gene editing

Dear Constituent Organisation

In the past 10 years, researchers have developed tools that enable the manipulation of genes with greater precision and ease than has been possible in the past. The power of these gene-editing technologies is now revolutionising the biological sciences and they are being used around the world to accelerate research, as well as offer new potential treatments for a range of genetic diseases, new solutions to environmental issues and new agricultural products.

To explore these issues, the Royal Society Te Apārangi has convened a multidisciplinary panel of New Zealand's leading experts to consider the implications of new gene-editing technologies for New Zealand, and is today encouraging New Zealanders to consider and share their views on some potential uses of gene editing in New Zealand.

To assist the public discussion, the Society has today published two papers that invite feedback on scenarios for the use of gene editing for both pest management and healthcare. The first discussion paper, *The use of gene editing in healthcare*, explores scenarios where gene-editing tools can now potentially be used to replace faulty or disease causing genes. The second discussion paper, *The use of gene editing in pest control*, explores scenarios using gene editing to create gene drives to control non-native invasive organisms in New Zealand.

The discussion papers both have companion technical summaries with full details, and follow on from resources produced last year to explain the underpinning gene-editing technology. All these resources are available at www.royalsociety.org.nz/gene-editing.

I hope you find them useful and please share them with anyone you think may find them of interest. If you have any feedback or comment in relation to these issues, please send them to Dr Marc Rands in our expert advice team (marc.rands@royalsociety.org.nz). A further paper with scenarios for the use of gene editing in agriculture will be published in 2018, along with a paper examining current legislation and regulation.

Yours sincerely

Dr Andrew Cleland FRSNZ

Chief Executive

Royal Society Te Apārangi

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ROYALSOCIETY.ORG.NZ

From: CCRRegistrationinfo [mailto:CCRRegistrationinfo@dia.govt.nz]
Sent: Wednesday, December 20, 2017 2:05 PM
To: Michael Pankhurst <michael.pankhurst@otago.ac.nz>
Subject: New Zealand Society of Endocrinology Incorporated CC44423 - Rules change

Dear Michael,

Thank you for submitting a notice of change for New Zealand Society of Endocrinology Incorporated (the society).

This email is advise you we cannot process the rules change until the Society's amended rules (as of July 2015) have been lodged with the Incorporated Societies Registrar through the Companies Office. The Companies Office website shows that the Society's rules as amended in July 2015 have not yet been lodged with the Registrar.

Section 21 of the Incorporated Societies Act 1908 provides that the rules of the society take effect when registered by the Registrar. For information about the process for submitting rules changes to the Registrar of Incorporated Societies, please refer to <http://www.societies.govt.nz/cms/incorporated-societies/running-a-society> or contact the Companies Office on 0508 762 438. Once you have completed this step, please contact us to let us know. We will then be able to approve the notice of change and publish the new rules on the Charities Register.

I also note that the Society's rules (clause 7) require 10 officers to be appointed to the Management Committee, **but at present the Society has only three certified officers on the Charities Register**. You will also need to update the Society's officer certifications by logging into your account [here](#).

If you have any questions, please feel free to contact me.

Kind regards,

Joanne Emery | Analyst

Charities Services Ngā Rātonga Kaupapa Atawhai

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NZSE Budget 2018

Income:

Membership	
Projected 54 x Full Members @ \$70	3780.00
Projected 4 x Student Members @ \$40	160.00
Interest on Term Deposit (3.3% on \$40,000)	1320.00
Interest on Term Deposit (3.3% on \$12,730.77)	420.12
Interest on Term Deposit (3.35% on \$22,091.17)	740.05
MediRay Sponsorship of Student Prize	500.00
TOTAL INCOME EXPECTED	6920.17

Expenditure:

Royal Society of NZ Membership	375.00
ISE Membership (\$US 3 per member)	130.00
Charities commission (annual financial return)	0.00
Bank Fees	60.00
PayPal Fees	120.00
Best Student Presentation Prize	500.00
International Travel Awards	2000.00
Medsci/QRW student travel assistance awards	1000.00
Endocrine Nurses Travel Award	500.00
Sundries (certificates, frames)	60.00
Greymouse communications teleconferencing	412.00
Webpage (Sizzlesites)	
Monthly charge (@\$5/month)	10.00
Domain name/yr	40.83
Website development	0.00
New website development (Prefer)	1150.01
TOTAL EXPENDITURE EXPECTED	6357.84
NET PROFIT/LOSS	562.33

Notes:

1. On Jan 1st 2018 our business account balance was \$12,791.01 and our Paypal account balance was \$7,924.79
2. The term deposits are used to underwrite the Clinical Endocrinology Conferences and earn interest that can be used in future years for travel awards.

3. MediRay sponsorship (\$500) for the best student award is negotiated on a yearly basis and has not yet been secured for 2018.
4. The 40,000 term deposit account remains static because matured interest is transferred directly into the Business account
5. Interest on the ~ \$12,730 and ~22,090 term deposits are being accrued in the term investment.
6. Charities commission fees are not anticipated in 2018 as our 2017 gross income was below the threshold
7. Assuming the new website goes live and the old website offline before our next invoice
8. The profits/deficits from the clinical NZSE meeting are not factored into this budget