

**FULBRIGHT NEW ZEALAND ALUMNI ASSOCIATION
INCORPORATED**

TE WHAKAWHITINGA AOTEAROA-AMERIKA

**FULBRIGHT
NEW ZEALAND
ALUMNI ASSOCIATION**



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AOTEAROA-AMERIKA**

ANNUAL REPORT

1 July 2013 to 30 June 2014

CELEBRATING *international educational exchange through:*
PROMOTING *mutual understanding, leadership and excellence by:*
ENGAGING *alumni with each other and the wider community and:*
SUPPORTING *NZ-US exchange programmes and their grantees.*

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Introduction

The fifth Annual Report of the Fulbright New Zealand Alumni Association Inc highlights the achievements and continued progress made during the 2013 - 2014 year. Key developments highlighted in the report are:

- Following the move to zero fees. There are now 2143 alumni association members globally.
- arranging 15 alumni events and facilitating invitations to a number of events arranged by other organisations;
- providing opportunities for 12 alumni to share their thinking in forums with the public and/or professional communities of interest;
- increasing interaction between alumni and current grantees through the expansion of the home stay programme that provided 52 “bed nights” and additional welcome dinners for incoming US grantees;
- continuing the support for the alumna-initiated programme *Fulbright Reflections* and expanding it to be held in three regions, Wellington, Otago/Southland and Auckland;
- nominating alumni for national and regional awards where appropriate.

The Association continues to benefit from the services of a part-time alumni coordinator (five hours per week on average) based at the office of Fulbright New Zealand.

The Association continues to face challenges in becoming self-sustainable and continues to rely on grant funding from the US Department of State and support from Fulbright New Zealand.

In summary, the Association has continued to sustain opportunities for alumni to “give back” what they have gained from their Fulbright and associated exchange programmes.

Chairperson's Report

How fortunate we are to be surrounded by such inspiring and dedicated ambassadors of New Zealand.

It gives me great pleasure to present the fifth annual report of the Fulbright New Zealand Alumni Association. We have had yet another year of exciting exchanges with our American counterparts and I remain grateful to be continuing my own journey with Fulbright New Zealand having completed my scholarship in 2007 and now working with the Association to facilitate support for incoming grantees and the opportunity to give back for the accomplished individuals who transition from grantee to alumni each year.

The vote to reduce Alumni Association membership fees to zero at last year's AGM has meant that we can now attest to having over 2000 members globally, just under half of these alumni are based in New Zealand.

The homestay programme is a highlight of our annual calendar both for the incoming grantees and the opportunity it provides for alumni to engage with likeminded grantees and also give back to the programme. A total of 52 bed nights were allocated this year along with additional airport greeting and family dinners for grantees not requiring a homestay.

The fixed term contract for the paid Alumni coordinator role was renewed this year and we are grateful to Fulbright New Zealand for their generous grant funding to enable this position. Next year Fulbright New Zealand and Fulbright New Zealand Alumni Association have agreed to incorporate the alumni coordinator role with the events coordinator role within Fulbright New Zealand. Vicky Beckett now works 20 hours at Fulbright New Zealand providing alumni with a seamless service across both organisations.

Fulbright Reflections and Fulbright lectures continued this year using the remaining funds from a US Embassy grant received last year. This grant also enabled us to provide a Thought Leaders Forum entitled building an alumni culture in New Zealand. Alumni from the regions gathered at Fulbright New Zealand for an information sharing morning which included external alumni experts sharing their knowledge of alumni relations in New Zealand. During the afternoon the Board used the information gathered to relook at the strategic activity for the coming year. This was broken down into a one page plan which included five key areas of governance, resources, volunteers, communications and activities. In the coming year Board members will be allocated specific areas to focus on.

As a reminder, the Fulbright New Zealand Alumni Association continues to provide opportunity for

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We have much room for improvement with regards to our governance, communication and activities. Volunteers are key to the success of the organisation. Over the coming year we will be inspiring alumni to give back in the most effective way for them and the organisation as a whole. We were lucky enough to hear from an expert in volunteering during our thought leaders forum. She explained the model of volunteering to participants and with that described that there should always be opportunity for volunteers to engage, step aside and then re-engage depending on their own situation. This resonated with all of us.

The Association continues to enjoy strong support for Mele Wendt, Andy Mitchell and the team at Fulbright New Zealand, including the Board. Phil McKenna at the US Embassy should also be noted for his support, particularly in helping us to secure appropriate grant funding. We will all be very sad to see Mele leave her role as Executive Director of Fulbright New Zealand early in 2015 but we wish her well for her next adventure and hope to see her back attending our events in the future. Special thanks also go to Graham Cochrane our immediate past chairperson. His on going support is very much appreciated.

My two year term as Chair will be completed by the time of the AGM in August. I have decided to step aside to allow new energy to the role but hope to remain on the Executive. I would like to thank everyone involved for supporting me on what has been a thoroughly enjoyable learning experience.

A handwritten signature in black ink that reads "BWalters". The letters are cursive and fluid, with a small comma at the end.

Brian Walters
Chairperson

Personnel

Board

The Fulbright New Zealand Alumni Association Inc is managed by a board that is representative of both central and regional interests with ex-officio members representing Fulbright New Zealand and the US Embassy. The roles of the Board, the Executive and the officers are contained in the constitution.

The current board comprises the regional coordinators and a chairperson, secretary and treasurer. Some changes of board membership have occurred since regional coordinators were elected at the 2013 Annual Meeting, mainly due to members resigning or relocating. In these situations the Board has appointed regional coordinators to hold office for no longer than those originally elected.

Officers of the Board for 2013 -2014 were:

Chairperson	Brian Walters
Secretary	Sunshine Prior
Treasurer	Toni Moyes

Members:

Paul Burnaby	Auckland
Vacant	Waikato
Vacant	Central North Island
Rebecca Burson	Wellington
Rob Vosslamber	Canterbury (until May 2014)
Jono Paulin	Otago-Southland from October 2012
Mele Wendt	Fulbright New Zealand (ex-officio)
Phil McKenna	US Embassy (ex-officio),

Advisers:

Graham Cochrane	Immediate Past Chair
Andy Mitchell	Communications Adviser, Fulbright New Zealand

In attendance:

Vicky Beckett	Alumni Coordinator
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The Board met in Wellington on 14 August 2013 and by teleconference on 19 February 2014, 28 April 2014 and again in person on 27 June 2014.

The Board has provided a coordinated approach to developing policies as well as building a programme of events across the country.

Executive

An executive committee comprising the chairperson, secretary and treasurer has the role of administering and managing the Association between board meetings, and providing support for the regional coordinators.

The Executive Committee met in Wellington on 17 July 2013, 23 October 2013, 13 December 2013 and 27 March 2014.

Alumni Coordinator

Vicky Beckett continued the role of Alumni Coordinator through 2013/2014. Her contract position was changed to be managed through the association itself rather than Fulbright New Zealand for approximately 5 hours a week (a reduction from 12 hours per week in the previous year). Her position is funded by Fulbright New Zealand. The Association is very grateful to Fulbright New Zealand for their support.

The role of coordinator is vital to the smooth operation and coordination of the Association's activities and the Association is grateful to Vicky for her efficient and professional services.

Membership

At the 2013 AGM a motion was carried that ‘approval be given for the Board’s decision to set the annual subscription for full membership at zero.’ Approval of this motion allowed the Association to include all alumni as members and to engage with a wider number of alumni.

Generous grants from Fulbright New Zealand and the US Department of State make free subscription possible.

Individual Membership at 30 June 2014

Region	Members 30.6.10	Members 30.6.11	Members 30.6.12	Members 30.6.13	Members 30.6.14
Auckland	42	46	49	61	343
Waikato	9	12	12	9	58
Central North Island	9	10	11	12	130
Wellington	56	50	63	73	229
Canterbury	14	12	11	11	120
Otago- Southland	13	23	18	15	78
USA	13	22	34	41	975
UK	1	2	-	0	43
Pacific	1	1	-	1	3
Australia	0	1	1	2	68
Rest of world					48
Unidentified location (email contact only)					48
Total	158	179	199	225	2143

Building an Active Alumni Network

The Association is organised into six New Zealand regions (Auckland, Waikato, Central North Island, Wellington, Canterbury and Otago-Southland) and two US regions (Midwest and New England).

Each region has a coordinator supported by deputies or coordination groups to arrange alumni activities and networking in their regions. The coordinators and their teams are the drivers of activities in their regions and the Association has been fortunate to have the voluntary services of an outstanding group of people in some regions, who have shown commitment and creativity in their role.

During 2013, due to lack of volunteers the Waikato and Central North Island regions were unrepresented.

Home stay Programme

For the fifth consecutive year the FNZAA worked in partnership with Fulbright New Zealand to extend the welcome to incoming US Fulbright grantees by offering alumni home stays in January/February. All incoming grantees were offered home stays with alumni on arrival in New Zealand and also for one night as part of their orientation programme. For the second year incoming grantees not requiring an overnight stay were also offered dinner with alumni and their families. As a result, the Association was able to arrange 52 bed nights (including some airport greetings) on arrival for grantees and an additional six dinners for alumni and their families on one evening, in Wellington, during orientation week.

The FNZAA is very grateful to all alumni who provided accommodation and hospitality and made this programme so successful.

Alumni activities

The Association continues to encourage alumni to initiate their own projects and activities with support from a US Department of State grant.

Fulbright Reflections were again held in Wellington where a total of nine alumni presented at 3 separate events. The programme was also extended to Auckland and Dunedin this year. The Auckland event was held in partnership with the Wallace Arts Trust and with The Otago Meseum in Dunedin.

Fulbright Lecture series

Arrangements commenced for the 2013/2014 Fulbright Lecture series which will see Sir Tamati Reedy visit the main University Centres during the second half of 2014.

Activities

Through the hard work of the coordination teams there were 15 events involving members, alumni and the public throughout the country between 1 July 2012 and 30 June 2013. In addition, invitations were received to a number of other lectures and receptions arranged by other organisations including Fulbright New Zealand.

Each region continues to develop its own preferences for events that meet the needs and interests of their members. Activities have increasingly involved alumni displaying thought leadership in public arenas.

Thought Leaders

Further funding from the US Embassy enabled the Association to hold a Thought Leaders Forum in Wellington during late June. The facilitated event was entitled 'Building an alumni culture in New Zealand' and formed a useful background discussion to a strategic planning session for the Association Board. Four external contributors gave insights into their own perspectives and experiences in Alumni Relations in New Zealand. The findings from the external and internal sessions will contribute to the strategic plan for coming years.

Projects

During August 2013 Clemency Montelle, Canterbury regional coordinator worked with the US Embassy to document interviews with local Fulbright alumni. The interviews can be viewed on Youtube at <https://www.youtube.com/watch?v=KYDQ05Osb84>

National

Gala dinners and art auctions, organised by Fulbright New Zealand were held during September 2013 in Wellington and Auckland. The events were targeted at a primarily alumni based audience.

The last annual meeting was held in Wellington on 8 November 2013.

All alumni based in the Wellington region were invited to the Fulbright New Zealand Annual Awards Ceremony and Alumni Reception at the Beehive, Parliament on 24 June 2014, this was arranged by Fulbright New Zealand.

Alumni activities July 2013 – June 2014

The events expressed in Italics were organised by associate organisations.

Date	Event	Region
4 July 2013	Congratulate NZ grantees from Otago Uni	Otago/Southland
18 July 2013	A formal farewell event	Auckland
20 July 2013	Fulbright Reflections: America Through a New Zealand Lens	Wellington
27 July 2013	Fulbright-Wallace Award Fulbright Reflections evening	Auckland
<i>31 July 2013</i>	<i>Harkness Seminars- Auckland</i>	<i>Auckland</i>
<i>19, 21, 23 August 2013</i>	<i>Axford Seminars</i>	<i>Te Puni Kōkiri, Wgtn</i>
<i>30 August 2013</i>	<i>Lunchtime Seminar: Charles Royal</i>	<i>Wellington</i>
<i>7 September 2013</i>	<i>Gala Dinner & Art Auction</i>	<i>Auckland</i>
<i>7-14 September 2013</i>	<i>Fulbright Alumni Week: (Regional events to celebrate the 65th anniversary of Fulbright New Zealand)</i>	
9 September 2013	Fulbright Forum at The Otago Museum	Otago-Southland region
<i>14 September 2013</i>	<i>Gala Dinner & Art Auction</i>	<i>Wellington</i>
<i>10 October 2013</i>	<i>Lunchtime Seminar: Grant Hannis</i>	<i>Wellington</i>
22 November 2013	Fulbright Reflections: Why is educational exchange still relevant today?	Wellington
24 November	Thanksgiving lunch	Otago/Southland
5 March 2014	Welcome function	Auckland
8 March 2014	Welcome picnic	Wellington
28 February 2014	Welcome function	Otago/Southland
<i>28 February 2014</i>	<i>Lunchtime Seminar: Paul Duignan</i>	<i>Wellington</i>
March 2014	Welcome function	Christchurch
<i>28 March 2014</i>	<i>Lunchtime Seminar: Marilyn Tseng</i>	<i>Wellington</i>
16 April 2014	Meet-up	Wellington
<i>30 April 2014</i>	<i>Lunchtime Seminar: Acushla Dee O'Carroll</i>	<i>Wellington</i>
<i>21 May 2014</i>	<i>Meet-up</i>	<i>Wellington</i>
<i>23 May 2014</i>	<i>Lunchtime Seminar: Beth Leonard</i>	<i>Wellington</i>
18 June 2014	Meet –up	Wellington
<i>24 June 2014</i>	<i>2014 Awards Ceremony</i>	<i>Wellington</i>
27 June 2014	Thought Leaders: Building an active alumni network in New Zealand	Wellington (all regions invited)

Financial Report

The Association has completed its fifth financial year in a sound financial position. The Association has cash funds at 30 June 2013 of \$24,230, with current liabilities of \$7,470 relating to unexpended conditional grants, an audit fee and expenses related to the Thought Leaders Forum. The remaining cash available for use comes from multi-year membership subscriptions and operating surpluses from past financial years.

Expenditure on alumni projects decreased to \$9,292 in 2013/14, down from \$13,728 in 2012/13, but still significantly higher than in earlier years. The alumni projects reflect the events and activities organised by the Association's regional coordinators. The decline in expenditure here reflects a reduced number of events taking place, particularly in certain regions.

The costs of administration coordination have reduced substantially from \$19,509 in 2012/13 to \$9,691 in 2013/14 because we have engaged the administrator for fewer hours. However, the Association has been fortunate to receive excellent support and value from the work of our Alumni Coordinator, Vicky Beckett.

This year the Association implemented the move away from charging membership subscriptions to refocus the efforts of the Alumni Coordinator toward raising grant revenue and support events. This has contributed to our lower administration costs. Funding from Fulbright New Zealand and grant funding from the US State Department has enabled the Association to continue its operations without materially affecting performance or the balance sheet, which is showing a net surplus of \$2,918 as at 30 June 2014. While the Association should continue to pursue these sources of funding in future, there is no guarantee that it will continue. As such, it would be worthwhile for the Association to investigate supplementary and alternative funding sources in the coming year.



Toni Moyes
Treasurer

Audit Report and Financial Statement

Geoff Palmer CA
86 Worksop Road
Masterton

31 July 2014

Audit report

To the members of the Fulbright New Zealand Alumni Association Incorporated I have audited the financial report on pages 1 to 3. The financial report provides information about the past financial performance of the Association and its financial position as at 30 June 2014. This information is stated in accordance with the accounting policies set out on pages 2 and 3.

Association responsibilities

The Officers of the Association are responsible for the preparation of a financial report which fairly reflects the financial position of the Association as at 30 June 2014 and the results of its operations for the year ended on that date.

Auditor's responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Officers, and to report my opinion to you.

Basis of opinion

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

- The significant estimates and judgements made by the Trustees in the preparation of the financial report; and
- Whether the accounting policies are appropriate to the Trust's circumstances, consistently applied, and adequately disclosed.

I conducted my audit in accordance with New Zealand Auditing and Assurance Standards. I planned and performed the audit so as to obtain all the information and explanations I considered necessary in order to provide me with sufficient evidence to obtain reasonable assurance that the financial report was free from material misstatements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial report. Other than in my capacity as auditor, I have no relationship with or interests in the Association.

Unqualified opinion

I have obtained all the information and explanations I required.

In my opinion, the financial report on pages 1 to 3 fairly reflects the financial position of the Association as at 30 June 2014, and the results of its operations for the year ended on that date.

My audit was completed on 31 July 2014, and my unqualified opinion is expressed as at that date.

Yours faithfully

A handwritten signature in black ink, appearing to read "Geoff Palmer", enclosed within a thin black rectangular border.

Geoff Palmer
Chartered Accountant

Contact details: Telephone (06) 377 4185, Fax (06) 3774125, Email: palmer.ig@xtra.co.nz

Fulbright New Zealand Alumni Association Incorporated

Balance Sheet

As at 30 June 2014

	Note	2014 \$	2013 \$
Current assets			
Cash and cash equivalents	4	24,230	28,257
Prepayments		-	3,000
		<u>24,230</u>	<u>31,257</u>
Property, plant and equipment			
Video equipment		4,851	-
Provision for depreciation		(970)	-
		<u>3,881</u>	<u>-</u>
Total assets		<u>28,111</u>	<u>31,257</u>
Current Liabilities			
Conditional grants	7	4,082	12,672
Accrued charges		3,388	862
Total liabilities		<u>7,470</u>	<u>13,534</u>
Net assets		<u>20,641</u>	<u>17,723</u>
Retained earnings		<u>20,641</u>	<u>17,723</u>

BWattens

Chair

Joni Hoys

Treasurer

Note 2014 2013

Statement of Movements in Equity

For the year ended 30 June 2014

	\$	\$
Balance at 1 July	17,723	21,842
Net surplus for the year	2,918	(4,119)
Total recognised revenue and expense for the year	2,918	(4,119)
Balance at 30 June	20,641	17,723

Income Statement

For the year ended 30 June 2014

	Note	2014	2013
		\$	\$
Operating Income			
Subscriptions		490	5,680
United States State Department		13,590	12,064
Grant from NZ US Educational Foundation	5	10,000	12,909
Donations		180	50
Interest		152	159
		24,412	30,862
Operating Expenses			
Administration coordinator		9,691	19,509
Audit Fee		862	862
Depreciation (40% diminishing value for 6 months)		970	-
Project expenses		9,292	13,728
Other operating expenses		679	882
		21,494	34,981
Net Surplus		2,918	(4,119)

Fulbright New Zealand Alumni Association Incorporated

Notes to the Financial Statements

1) Reporting entity

Fulbright New Zealand Alumni Association Incorporated is the reporting entity. It was incorporated on 19 October 2009.

The principal activity of the Association is to celebrate and promote international educational exchange by connecting Fulbright and associated international exchange alumni with each other; supporting the mission of Fulbright NZ and current grantees; and raising awareness of the aims of the Fulbright programme.

The financial statements cover the period 1 July 2013 to 30 June 2014. They were authorized for issue by the executive on 21 July 2014.

2) Basis of preparation

Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with NZ GAAP. They comply with NZ equivalents to NZ IFRS and other applicable Financial Reporting Standards, as appropriate for public benefit entities that qualify for and apply differential reporting concessions. The Association qualifies for differential reporting exemptions as it has no public accountability and it is small in terms of the size criteria specified in the Framework for Differential Reporting. All available reporting exemptions have been adopted.

Basis of Measurement

The financial statements have been prepared on the historical cost basis.

Presentation Currency

The financial statements are presented in NZ dollars.

3) Significant accounting policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

Trade and other receivables

Trade and other receivables are measured at their cost less impairment losses.

Trade and other payables

Trade and other payables are stated at cost.

Revenue

The Association's activities are supported by grants, members' subscriptions, donations and interest from bank deposits. Grants received that are subject to conditions are initially recognised as a liability and revenue is recognised only when the services are performed or conditions are fulfilled. Subscriptions from members are recognised as income when received. This year the Association moved to a zero member subscription regime.

Taxation

The Association is not GST registered. It is liable for income taxation.

Changes in Accounting Policies

There have been no changes in accounting policies during the year.

Fulbright New Zealand Alumni Association Incorporated

4) Cash and cash equivalents

	2014	2013
	\$	\$
ANZ current account	18,448	22,054
ANZ call account	5,711	5,609
PayPal holding account	71	594
	<hr/>	<hr/>
	24,230	28,257

5) Related parties

Mele Wendt, Executive Director of the NZ US Educational Foundation, and David Edginton, board member of the NZ US Educational Foundation, are both ex-officio members of the Fulbright NZ Alumni Association's board. The NZ US Educational Foundation is supporting the Alumni Association by providing up to \$10,000 per annum for the Association's Alumni Coordinator. This financial year the NZ US Educational Foundation provided \$10,000 (2013: \$12,909).

6) Income taxation

On 6 December 2014 the Association was advised by Inland Revenue that it qualifies for an income tax deduction because it is a non-profit organisation. If net income after expenses is less than \$1,000 the Association not required to file an income tax return. It has not provided for income taxation this year.

7) Conditional grant

In April 2013 a conditional grant of \$14,263 was received from the US Embassy for three projects; Thought Leaders, Fulbright Reflections and Fulbright Lectures. After a grant extension this grant was to be used by 30 June 2014. FNZAA is currently negotiating with the US Embassy for a further extension. If it is unsuccessful the unused grant is required to be refunded to the US Embassy.

8) Other

The Association has no operating lease commitments, no capital commitments, and no contingent liabilities at balance date (2013: nil). There have been no material events subsequent to balance date that would result in adjustment to or disclosure in these financial statements.

Acknowledgements

The Association expresses its thanks to the following for their support and encouragement over the past year:

Fulbright New Zealand

- Thanks to all the Fulbright New Zealand Board members and staff for their tangible help, support and encouragement and for the use of the boardroom and other space and facilities. The Association especially acknowledges the generous financial support that enabled an alumni coordinator to be contracted for this year.
- Special thanks to Mele Wendt for her drive and enthusiasm and her ex-officio role as a board member. Special thanks also to Andy Mitchell for hours of work and advice and maintaining the Association's communications, attending board and executive meetings and for being the active link with Fulbright New Zealand. Thanks also to John Farrell for his work in preparing the Association's accounts for audit.

US Embassy

- The Association acknowledges the strong support received from the US Embassy and the interest shown by the Ambassador, David Huebner and the staff. Special thanks to Phil McKenna for his encouragement and support and for being an ex-officio member of the Board. The Association also appreciates the interest and support of the Embassy staff and the excellent relationship that has developed between them and the Association.
- Special thanks also to staff of the US Consul-General's office in Auckland for their support.

US Department of State's Office of Alumni Affairs

- Several grants for projects have been provided by the US Department of State through the US Embassy.

In the regions

- The Association acknowledges the following organisations for providing meeting space for regional activities BNZ art gallery, Wallace Arts Trust, Otago Museum.

The Association acknowledges the support of the following:

- Victoria, Massey, Waikato, Auckland, Otago and Canterbury universities for their partnership in arranging and hosting the Fulbright Lectures.

The Association's Financial Members

The confidence and generous support of the following members who have taken out long-term memberships is appreciated.

Ten year members:

- Stuart Middleton, Auckland
- Graham Stuart, Auckland
- Alixe Bonardi, Boston USA
- Evan Roberts, USA-Midwest

Lifetime members:

- Helen Anderson, Wellington
- Roy Ferguson, Wellington
- Ian Warrington, Palmerston North
- Jon Johansson, Wellington
- Eric Grosfils, USA-California
- Brian Walters, Wellington
- Janet Hoek, Dunedin
- Wayne Marriott, Whakatane
- Graham Cochrane, Wellington