

**FULBRIGHT NEW ZEALAND ALUMNI ASSOCIATION  
INCORPORATED**

**TE WHAKAWHITINGA AOTEAROA-AMERIKA**

**FULBRIGHT  
NEW ZEALAND  
ALUMNI ASSOCIATION**



**TE WHAKAWHITINGA  
AOTEAROA-AMERIKA**

**ANNUAL REPORT**

**1 July 2009 to 30 June 2010**

*Celebrating and promoting international educational exchange under the Fulbright and associated NZ-US educational exchange programmes.*

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## Introduction

This first Annual Report of the Fulbright New Zealand Alumni Association highlights the achievements and significant progress made during its establishment year. The major achievement is the initial support of alumni and the realisation that an alumni-driven Association is now a reality with exciting prospects for the future.

Key developments highlighted in the report are:

- the formal adoption of a constitution and registration as an incorporated society;
- establishing the systems and processes for managing the Association's affairs;
- establishing six New Zealand regions and two US regions, each with their own coordinators and deputies/teams;
- an interim board and executive committee managing the Association;
- membership growing to 160 in the first year with ten members committing to multi-year memberships;
- arranging 17 alumni events and facilitating invitations to a further eight events arranged by other organisations;
- increasing interaction between alumni and current grantees through events, airport meetings and home hosting;
- developing a website, and Facebook and Flickr pages;
- publishing three newsletters;
- establishing the Fulbright New Zealand Alumni Association's community on the global State Alumni website;
- the US Department of State's Office of Alumni Affairs and the US Embassy supporting the Association through grants and advice; and
- a number of companies and organisations supporting the Association with sponsorship for events.

The report also indicates that the Association has yet to achieve self-sustainability without the support of US Department of State grants and will need to plan for this by 2012 - 2013.

In summary, the foundations have been laid for a strong, viable alumni association that will provide many opportunities for alumni to "give back" to the Fulbright and associated exchange programmes and to strengthen the alumni presence in their own regions, across New Zealand and globally.

## Chairperson's Report

It is with pleasure that I present the first annual report of the Fulbright New Zealand Alumni Association. Working with the Association's Board and coordination groups and meeting so many enthusiastic and committed alumni has been an honour and a privilege

When the Association was launched at the 2009 Fulbright New Zealand Awards Ceremony and Alumni Reception it was stated that membership of the association will provide a positive means for alumni to give back to the Fulbright and other international exchange programmes and keep their educational exchange experience alive, to have access to a strong alumni network, to receive invitations to events and activities that connect alumni, and opportunity to meet and engage with current grantees and to make sure their experience is as good as ours was. The Association has actively worked to provide these membership benefits in its first year albeit with plenty of work left to do.

The year has seen the signing of the constitution and the registration of the Association as an incorporated society. An interim board and an executive committee have guided the establishment of the systems and processes that form the basis for managing the Association. A generous grant from the US Department of State has allowed an association coordinator to be contracted on a part-time basis to administer the process of inviting alumni to become members and to build a members' database.

Membership has grown to 160 in nine months including ten alumni who have taken up long-term and lifetime memberships. This response to the invitation to join the Association is heartening.

However, the continued success of the Association will not hinge on paperwork and bureaucracy but on the relationships that develop at regional level among alumni. A team of enthusiastic and committed coordinators supported by teams of alumni have been active in six regions in New Zealand and two in the US. Between them they have arranged 17 events that have facilitated networking and have included quality presentations by alumni through addresses and lectures. Support for current US grantees has been provided and the relationships between current grantees and alumni have developed as a result of hosting and inclusive activities. I acknowledge the coordinators' fine work, commitment and willingness to take up the challenge in their regions where they have started from small beginnings to shape the regional functioning of the Association.

This report summarises what is just the beginning of an Association characterised by a strong, vibrant network of people who will continue to promote the Fulbright programme aim... "to bring a little more knowledge, a little more reason, and a little more compassion into world affairs and thereby to increase the chance that nations will learn to live in peace and friendship."

The Association is an alumni initiative and it is the alumni themselves who will make the Association work. Membership of the Association should be more than attending a series of "events". The challenge is to build an active network of alumni that will fully explore the relevance of the Fulbright vision in 2010 and beyond and to fulfil the purpose and objectives of the Association in ways that alumni propose and lead.

In presenting this first annual report I express my thanks for the support, interest and involvement of all members and urge them to "spread the word" and encourage others to join the Association to build on this year's establishment work.



Graham Cochrane  
Chairperson

## About the Association

The Fulbright New Zealand Alumni Association was launched in June 2009 with the constitution being signed in October 2009. The Certificate of Incorporation that was issued on 10 October 2009 was the culmination of a huge amount of work undertaken by a steering group over the previous year. The Association acknowledges the significant legal work undertaken by Chapman Tripp for the Association on a pro bono basis to meet the requirements of an incorporated society.

The Association is intended to comprise a network of international educational exchange scholars from the inception of the Fulbright Programme in the 1940s to present scholars as well as associate and corporate members.

The Association is centrally coordinated from Wellington and regionally driven, with six active alumni groups around New Zealand and two in the US. Membership is open to all New Zealand and US recipients of awards administered by Fulbright New Zealand, participants in the international visitor programmes administered by the US Embassy, associates, corporates and institutes who support Senator Fulbright's vision of a more peaceful world achieved through international education exchange.

Membership of the Fulbright New Zealand Alumni Association is intended to provide:

- a positive means for alumni to "give back" to the Fulbright and associated programmes, contribute to the ongoing enrichment and support of current grantees and to continue their own professional and personal growth;
- access to a strong network of Fulbright and associated programme alumni and a membership database;
- invitations to events and activities that connect Fulbright and associated programme alumni including some prestigious events; and
- opportunities to meet and connect with current grantees.

## Personnel

### Board

The Fulbright New Zealand Alumni Association 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.

An interim board was appointed for the first year of the Association's operation. The interim board comprises the current regional coordinators and a chairperson, secretary and treasurer elected by the Steering Group from among the current coordinators and the original central planning group. Some changes of board membership have occurred mainly due to members relocating. The interim board will remain in office until the first membership election at the August 2010 Annual Meeting. The ex-officio members of the Board may continue their tenure beyond the first election.

In the first year of operation the officers of the interim Board were:

Chairperson:	Graham Cochrane (Fulbright alumnus)
Secretary:	Elizabeth Forbes, (Fulbright alumna)
Treasurer:	Ben Gerritsen (Fulbright alumnus)
Deputy Chairperson:	Linda Braun (Fulbright alumna)

#### Members:

Chris Loh, Auckland	(Fulbright alumnus) until November 2009
Graeme Wake, Auckland	(Fulbright alumnus) from November 2009
Mark Booth, Wellington	(Harkness Fellowships alumnus) until April 2010
Helen Patterson, Wellington	(Fulbright alumna) from April 2010
Tim Clough, Canterbury	(Fulbright alumnus) until April 2010
Clemency Montelle, Canterbury	(Fulbright alumna) from April 2010
Lynley Hood, Otago-Southland	(Fulbright alumna)
Mele Wendt, Executive Director,	Fulbright New Zealand (ex-officio)
Mark Wenig, Public Affairs Officer	US Embassy (ex-officio)

#### In attendance:

Jacqui Simpson, Association Coordinator  
Andy Mitchell, Communications Adviser, Fulbright New Zealand

The Board met in Wellington on 21 August 2009 and 21 February 2010. The cost of the two board meetings was fully covered by a generous grant from the US Department of State's Office of Alumni Affairs.

The Board has provided a coordinated approach to developing the constitution and policies as well as building a programme of events across the country. The Board also sought inspiration in its deliberations at the last meeting by inviting alumnus Jock Phillips to share his thinking on the Association's directions.

## **Executive**

An executive committee comprising the chairperson, secretary and treasurer has the role of administering and managing the Association between board meetings, supervising the work of the association coordinator and providing support for the regional coordinators. Executive meetings included the attendance of Jacqui Simpson, Association Coordinator and Andy Mitchell, Communications Adviser, Fulbright New Zealand.

The Executive Committee met in Wellington on 2 November 2009, 30 November 2009, 15 December 2009, 21 April 2010 and 9 June 2010 with a full attendance at all meetings.

## **Association Coordinator**

The Association successfully applied for funding from the US Department of State's Office of Alumni Affairs through a competitive process to contract a paid coordinator. The resulting grant allowed the Association to enter into an agreement for services with a non-alumna, Jacqui Simpson.

Jacqui has made a significant contribution to the establishment of the Association and has provided efficient and professional service. The role described in her agreement has been to communicate with alumni to promote membership, compile and maintain a membership database, undertake membership services, develop and maintain administrative systems, provide clerical and other support for the Association chair and board and to prepare and record minutes of board meetings. She has also contributed to the formatting and distribution of the newsletter.

## **Alumni Outreach Strategy**

An alumni outreach strategy was prepared for the period 1 October 2009 to 30 September 2010. At the time of this annual report the strategy was still current through to 30 September. The alumni outreach strategy served as a basis for monthly reporting to the US Department of State's Office of Alumni Affairs.

The Board set the goal of creating a comprehensive alumni programme that would:

- develop an alumni membership base;
- build an active alumni network; and
- enhance the purpose of the Association to celebrate and promote international educational exchange under the Fulbright and associated international educational exchange programmes.

The strategy included:

- locating and contacting alumni;
- engaging alumni through membership of the Association;
- sustaining the alumni community;
- initiating and maintaining alumni activities; and
- evaluating alumni programmes.

Benchmarks were set for each quarter to meet this goal and build membership activities.

## Membership

The Association had 160 members at 30 June 2010. This represented 14% of potential New Zealand-based alumni. While this is a positive start, there is significant potential for membership growth. The Association's partner organisation Fulbright New Zealand and the US Embassy are complimentary corporate members.

All 1043 New Zealand-based Fulbright administered programmes alumni and US Government programmes alumni were contacted by email or mail providing base information, reference to the Association's website and inviting them to become members of the Association. Each application was followed up with a letter of welcome.

Further contact was made with non-members after three months with another invitation to join the Association.

A joint database has been developed with Fulbright New Zealand that includes all the categories of information from the application forms. Regional coordinators have received updated membership data at regular intervals. A process for sharing membership information with and among members is yet to be satisfactorily achieved.

## Subscriptions

The subscription rates set by Board were intended to be a starting point for the new organisation. Several categories of subscriptions were set:

- \$50 for Full or Associate members;
- \$30 for student/unwaged Full or Associate members;
- \$500 for Corporate/Organisation members;

The annual subscription for Full or Associate members was reduced for longer-term renewals of membership as follows:

- \$220 – five years
- \$400 – ten years
- \$750 – lifetime

Any recipient of an award or fellowship that entitled them to full membership received the benefits of membership for the first year after returning to their home country at the completion of their award without having to pay the annual membership subscription and will subsequently be invited to become a full member of the association.

## Individual Membership at 30 June 2010

Region	Members (financial)	Potential alumni members*	% of potential alumni members*
Auckland	42 (24)	304	14%
Waikato	9 (6)	76	12%
Central North Island	9 (7)	68	13%
Wellington	56 (28)	417	13%
Canterbury	14 (7)	116	12%
Otago-Southland	13 (10)	55	24%
USA	13 (5)		
UK	1 (1)		
Pacific	1 (1)	7	14%
<b>Total</b>	<b>158 (89)</b>	<b>1043</b>	<b>14%*</b>

\*New Zealand and Pacific-based alumni only

## Members by subscription type

Subscription type	Number of members	% of members
\$50	58*	36%
\$30	21	13%
Five year	6	4%
Ten year	1	1%
Lifetime	3	2%
Gratis (first year)	69	43%
Corporate	2	1%
<b>Total</b>	<b>160</b>	<b>100%</b>

\*Includes two associate members

The establishment of the Association has been well supported with grants provided by the US Department of State's Office of Alumni Affairs. These funds are gained through application in a competitive environment. There is an expectation that the Association will be self-sustaining and that it will work towards this end. Planning for subsequent years will need to take into account what will be needed for a self-sustaining Association by 2012-2013 without the assurance of continuing US Department of State grants.

## Communication

Establishing the forms of communication with members, alumni and the public has been a major task that has taken time. The expertise and time of several members and Fulbright New Zealand staff has resulted in several communication channels and a draft communications strategy.

The Association is grateful to Fulbright New Zealand for the support provided in the early stages and for offering space in its office for meetings and administrative work. The initial stages involved setting up an email account, opening a post office box and installing a telephone. A generous grant of \$2000 from the US Embassy covered most of the set-up costs including printing stationery. Following the establishment of the basic communication processes further channels of communication were developed as follows:

### Email and postal

All New Zealand-based alumni were contacted initially and invited to become members of the Association. A second email/postal communication was made to non-members in New Zealand.

### Website

The Association's website ([www.fnzaa.org](http://www.fnzaa.org)) is part of the Fulbright New Zealand website and is the prime source of information about the Association. The website contains comprehensive public information about the Association, and includes copies of the newsletters and the constitution. An events page is regularly updated that records the many activities either planned or past. The work of Andy Mitchell, Communications Adviser, Fulbright New Zealand in developing and maintaining the website is acknowledged.

### Newsletters

Three newsletters have been published since October 2009. They were distributed to all members and are available to download from the Association website.

### Flickr

An Association Flickr account was established in June 2010 to accommodate the increasing number of photographs from regional events. See <http://www.flickr.com/photos/fnzaa/>

### Facebook

The Association's Facebook page was set up in May 2010 by Chris Loh (Wellington Regional Coordination Group) <http://www.facebook.com/pages/Fulbright-New-Zealand-Alumni-Association-FNZAA/102360103143540>. This allows those members and alumni with Facebook accounts to communicate directly with each other.

### State Alumni Website – New Zealand Fulbright Community

One of the advantages of being linked with the US Department of State's Office of Alumni Affairs has been the access to the global alumni network. A New Zealand Fulbright community was set up on the password-protected State Alumni website <https://alumni.state.gov/> by Leigh Parker (Central North Island Regional Coordinator). The community page <https://alumni.state.gov/fnzaa> includes basic information about the Association but also allows members and alumni to post papers and engage in professional dialogue with each other and alumni around the world. This website has seen an increase of registered New Zealanders from 39 to 70 since December 2009.

The Association has been recently informed that alumni of non-US Government funded programmes (eg Harkness and Ian Axford Fellowships alumni) are not eligible to register on the State Alumni website. An alternative global alumni website ExchangesConnect <http://connect.state.gov>, managed by the Bureau of Educational and Cultural Affairs in the US Department of State is available to all alumni irrespective of the funding source of their programmes.

## 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 who have shown commitment and creativity in their role.

### Activities

From small beginnings the momentum of regional activity gathered as the year progressed. Through the hard work of the coordination teams there were 17 events involving members/alumni throughout the country between 1 July 2009 and 30 June 2010. In addition, invitations were received to a further eight lectures and receptions arranged by other organisations including Fulbright New Zealand. Some of these activities have been restricted to Association members while others were open to all alumni.

Each region is developing its own preferences for events that meet the needs and interests of their members. Attendances at events have ranged from small gatherings to over 300 and have ranged from formal dinners with speakers, pot lucks, welcome receptions, small-group friendship dinners and informal pub gatherings, to major seminars and lectures. It is noteworthy that the new US Ambassador, David Huebner, has already met alumni at three regional events.

Supporting current US grantees studying or researching in New Zealand is one of the objectives of the Association. The relationship between alumni and US grantees is growing positively with members providing support this year through welcome functions, a small number of alumni joining two grantees for a Kiwi-style dinner in an alumna's home, and grantees joining in Association events. Four incoming US grantees were met at airports on arrival in New Zealand and three were home hosted for several days at the commencement of their stay in New Zealand.

Relationships with professional organisations, businesses and institutes have developed over the year and their support is acknowledged in this report.

### Auckland

Coordinator: Graeme Wake (Fulbright alumnus)

Coordination Team: Gillian Reid (Fulbright alumna) and Stuart Parsons (Fulbright alumnus)

Note: Chris Loh originally coordinated the Auckland region alone until November 2009.

The Auckland regional group has been very active in organising five events for members/alumni over the year. The group has formed a very positive relationship with the US Consul General, Randy Berry and has enjoyed his support and hospitality. They have also been well supported by Barbara Johnson, Chair of Fulbright New Zealand. The group has been proactive in negotiating the support of sponsors and partners for events including the University of Auckland (Faculty of Science), the Institute of International Affairs, Mollies and Ant Moore Wines. Events held were:

July 2009: Alumni Reception, Belgian Beer Cafe, Ponsonby.

March 2010: Alumni Reception, Residence of US Consul General, Randy Berry (members only and invited guests).

March 2010: Alumni Reception, Mollies Boutique Hotel, St Mary's Bay (members only and invited guests).

May 2010: Alumni Mix and Mingle, Senior Common Room, University of Auckland.

June 2010: Lecture by alumnus Jon Johansson, *Obama in Political Time: Presidential Leadership in the 21<sup>st</sup> Century*, Engineering School Lecture Theatre, University of Auckland.

Two incoming US grantees were met at Auckland Airport on arrival in January and were assisted by members to settle into their accommodation.

### **Waikato**

Coordinator: Linda Braun (Fulbright alumna)

Deputy Coordinator: Richard Coll (Fulbright alumnus)

The Waikato coordination team arranged a welcome reception in March for incoming grantees and regional alumni at the Bank Bar and Restaurant in Hamilton. This small but lively gathering was the start of what is hoped will be many more events to build the Waikato Fulbright family.

### **Central North Island**

Coordinator: Leigh Parker (Fulbright alumna)

Deputy Coordinator: Ian Warrington (Fulbright alumnus)

Three events have been held in the Central North Island region over the year with some members and alumni travelling from Whanganui to Palmerston North. The events have especially involved creative eating experiences and good company. Events held were:

November 2009: Thanksgiving Pot Luck Dinner at alumna Sarah Leberman's home, Palmerston North.

May 2010: Alumni Reception, the Brewer's Apprentice, Palmerston North.

May 2010: Kiwi Fish & Chips Dinner for visiting US grantees and a group of alumni, Leigh Parker's home, Palmerston North.

A plan for at least three more Central North Island activities for the remainder of 2010 is already in place.

### **Wellington**

Coordinator: Mark Booth (Harkness Fellowships alumnus) until April 2010.

Joint coordinators: Toni Moyes (Fulbright alumna) and Helen Patterson (Fulbright alumna), from April 2010.

Coordination team members: Evan Roberts (Fulbright alumnus) until April 2010.

Chris Loh (Fulbright alumnus) from April 2010.

The year has seen changes to the Wellington coordination team due to the relocation of the foundation members. The Wellington region has arranged three functions for members and alumni over the year including one in partnership with Chapman Tripp and another with Victoria University of Wellington (School of History, Philosophy, Politics & International Relations). Events held were:

August 2009: Alumni law seminar with an alumni panel led by alumnus Rt Hon Sir Kenneth Keith, *A Shrinking World: Some Reflections on the Influence of US Law and Practice on New Zealand*, Chapman Tripp.

April 2010: Alumni reception to welcome US grantees and returning New Zealand grantees, Fulbright New Zealand Boardroom (members only and invited guests).

April 2010: Lecture by alumnus Jon Johansson, *Obama in Political Time: Presidential Leadership in the 21<sup>st</sup> Century*, Victoria University of Wellington.

Three incoming US graduate students were home hosted by alumni for several days to assist them in settling into Wellington and finding accommodation.

Wellington members also received invitations from Fulbright New Zealand, the US Embassy, IPANZ, and the New Zealand American Association to six lectures and seminars, a Memorial Day commemoration and the 2010 Fulbright New Zealand Awards Ceremony and Alumni Reception.

### **Canterbury**

Coordinator: Tim Clough (Fulbright alumnus) until May 2010. Clemency Montelle (Fulbright alumna) from May 2010.

Deputy coordinators: Ann Brower (US Fulbright alumna) and Tim Clough (from May 2010)

There were no events arranged in Canterbury over the year. Recent changes to the Canterbury Coordination Group have occurred and planning is now in progress to arrange a reception for later in 2010. A more comprehensive programme is envisaged for 2011.

### **Otago-Southland**

Coordinator: Lynley Hood (Fulbright alumna)

Deputy Coordinator: Carol Adler-Morgan (US Fulbright alumna)

The Otago-Southland region has been active in arranging three events over the year and is building a solid network of members and alumni. Events have revolved around southern hospitality at a range of venues including Abbey Common (attached to Abbey College that is managed by a Fulbright alumnus). Events held were:

July 2009: Thanksgiving-on-the-Fourth-of-July dinner, Executive Residence, University of Otago. The guest speaker was Fulbright alumnus Professor Gary Wilson who spoke on the topic of *Living on the Edge - the US meets Russia on an Antarctic Mountaintop*.

November 2009: Thanksgiving barbecue, Abbey Common, Dunedin.

March 2010: Alumni Reception to welcome new US Fulbright grantees and US Ambassador David Huebner, The Duke of Wellington, Dunedin.

An incoming US graduate student was met by a member at Dunedin Airport and assisted with settling into her accommodation.

### **USA**

The willingness of Alixe Bonardi and Paul Goren to coordinate groups in the Midwest and New England regions is acknowledged. Alixe and Paul were Ian Axford Fellows in New Zealand in 2009 and were made welcome by the Association and its members. Discussions with Alixe and Paul identified sufficient numbers of alumni living in their areas to form regional groups.

#### **Midwest USA**

Coordinator: Paul Goren (Ian Axford Fellowships alumnus), Chicago

The first Midwest regional event was held in June 2010 when alumni met over dinner with Mele Wendt, Executive Director, Fulbright New Zealand.

June 2010: Alumni reception, Paul Goren's residence, Everton, IL.

#### **New England USA**

Coordinator: Alixe Bonardi (Ian Axford Fellowships alumna)

The New England region held its first event in June after a planning group had previously met. Mele Wendt also attended this event to meet with alumni.

June 2010: Alumni reception, Summer Shack, Cambridge, MA.

## Financial Report

The Association has completed its inaugural financial year in a satisfactory financial position. The Association has a net surplus of funds at 30 June 2010 of \$7494.

The Association receives funds from two sources—grants and member subscriptions. Some regional events have also been supported by sponsors.

The Association is grateful to the US Department of State's Office of Alumni Affairs for providing two grants to help with the establishment process. The grants totalled \$12,832.81, and have covered the costs of the Association Coordinator's services and two Board meetings in Wellington. The funding for the Coordinator's services has yet to be fully used and the grant continues until 30 September 2010.

A further grant of \$2,000 was provided by the US Embassy, that was designated and used for administrative and stationary set-up costs.

These grants were provided for particular purposes and the Association is accountable to the funders for the appropriate expenditure.

Funds received from subscriptions totalled \$7,485. This includes \$3,970 from multi-year subscriptions. The Board will retain money from multi-year subscriptions, and release it proportionally each year over the period of multi-year memberships. Actual annual income from subscriptions for this financial year (including the first year's proportion of multi-year subscriptions) was therefore \$3,924. The Association distributes a proportion of this funding to the regions to support events, and also uses the funding to meet administrative expenses.

The Board will decide annually the proportion of funding to be allocated to support events in the regions. The current year's expenditure provides a guide for future budgeting, and suggests that there is scope for increasing the contribution to support regionally organised events from this year's initially conservative 20% of discretionary funds.

While the Association will apply for further grants from the US Department of State's Office of Alumni Affairs, there is no assurance that our applications will be successful. The Association therefore needs to be able to rely on subscriptions and/or regular sponsorships to be self-sustaining.



Ben Gerritsen  
Treasurer

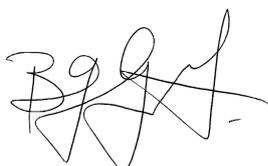
**Balance sheet**

**As at 30 June 2010**

	notes	2010 \$
<b>Current Assets</b>		
Cash and cash equivalents	1	11,227
Goods and Services Tax Refund Due		1,194
<b>Total current assets</b>		<b>12,421</b>
<b>Liabilities</b>		
Conditional Grant	2	4,927
<b>Total liabilities</b>		<b>4,927</b>
<b>Balance of fund</b>		
Retained earnings		7,494
<b>Total equity</b>		<b>7,494</b>

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SIGNED:



Date: 10 August 2010

SIGNED:



Date: 10 August 2010

Fulbright New Zealand Alumni Association Incorporated  
**Income Statement**

**For the period ended 30 June 2010**

		<b>2010</b>
		<b>\$</b>
<b>Operating income</b>		
Subscriptions from Members	3	7,485
United States Department of State (Coordinator)	1	5,589
United States Department of State (Board mtgs)	1	2,317
United States Embassy (NZ)	1	2,000
Interest		112
<b>Total operating income</b>		<b>17,503</b>
<b>Operating expenses</b>		
Association Coordinator		5,589
Board Meeting Expenses		2,317
Stationary Expenses		1,184
Other operating expenses		919
<b>Total operating expenses</b>		<b>10,009</b>
<b>Net surplus for the period</b>		<b>7,494</b>

Fulbright New Zealand Alumni Association Incorporated  
**Statement of movement in equity**

**For the period ended 30 June 2010**

		<b>2010</b>
		<b>\$</b>
<b>Balance of fund as at 19 October 2009</b>		0
Net surplus for the year		7,494
<b>Total recognised revenue and expenses for the year</b>		<b>7,494</b>
<b>Balance of fund as at 30 June 2010</b>		<b>7,494</b>

## Statement of Accounting Policies

### 1) Reporting entity

The reporting entity is the Fulbright New Zealand Alumni Association Incorporated (The Association) .

The Association has been incorporated under the Incorporated Societies Act 1908.

The Association was incorporated on the 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 New Zealand and current grantees; and raising awareness of the aims of the Fulbright programme.

The financial statements of the Association are for the period ended 30 June 2010.

The financial statements cover the period from the date of incorporation to the 30 June 2010 and as such do not cover a full year.

The financial statements were authorised for issue by the Board on 25 August 2010.

### 2) Basis of preparation

#### a) Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with NZ GAAP. They comply with New Zealand equivalents to NZ IFRSs 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 the Association is small in terms of the size criteria specified in Framework for Differential Reporting.

All available reporting exemptions allowed under the Framework for Differential Reporting have been adopted.

#### b) Basis of measurement

The financial statements are prepared on the historical cost basis.

#### c) Presentation currency

These financial statements are presented in New Zealand dollars (\$).

### 3) Significant accounting policies

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

#### a) Trade and other receivables

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

#### b) Trade and other payables

Trade and other payables are stated at cost.

- c) **Revenue**
- (i) **Grant funding**  
 The Association's activities are supported by grants, members subscriptions and interest from the investments.  
 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.
- (ii) **Subscriptions from members**  
 Subscriptions from members are recognised as income when received.
- d) **Income tax**  
 The Association is registered as an Incorporated Society with the Inland Revenue Department as a non-profit making entity.  
 A tax exemption is currently being sought.  
 The Association is not exempt from indirect tax legislation such as Goods and Services Tax (GST), Fringe Benefit Tax, PAYE or ACC and accordingly it is required to comply with these legislations.
- e) **Goods and services tax**  
 All amounts are shown inclusive of Goods and Services Tax .
- f) **Changes in Accounting Policies and Comparative figures**  
 These are the first financial statements of the Association.  
 Accordingly there are no comparative figures.

## Fulbright New Zealand Alumni Association Incorporated

### Notes to the financial statements

#### 1 Cash and Cash Equivalents

Bank accounts are held at the National Bank of New Zealand  
 As at the 30 June 2010 the balances of the accounts were:

	<b>2010</b>
	<b>\$</b>
Business Current Account	6,179
Business Premium Call Account	5,048
	<b>11227</b>

#### 2 Conditional Grants

During the period covered by the Financial Reports, grants of \$12,833 were received from the United States

Department of State.

These grants are subject to the condition that they must be spent for the Association Coordinator's services and board meetings.

For the period ending 30 June 2010 expenditure of \$7906 has been paid and the remaining \$4927

has been recognised as a liability as at 30 June 2010.

#### 3 Subscriptions from Members

The Association had 160 members at 30 June 2010.

Some of those members have paid lifetime subscriptions and others have paid subscriptions for 5 or 10 years.

In accordance with the Association accounting policy, Members Subscription Income is recognised when received.

# Audit Report

## To the Readers of the New Zealand Fulbright Alumni Association Financial Statements for the Year Ended 30 June 2010

I (Patrick Teahan) have been appointed by the New Zealand Fulbright Alumni Association to carry out the audit of the financial statements of the Trust for the year ended 30 June 2010.

### Unqualified Opinion

In my opinion the financial statements of the New Zealand Fulbright Alumni Association on pages 1 to 4 of the annual report:

- Comply with generally accepted accounting practice in New Zealand and
- Fairly reflect:
  - The Association's financial position as at 30 June 2010 and
  - The results of operations for the period ended on that date.
  - Based on my examination, the Association kept proper accounting records.

The audit was completed on 9 August 2010, and is the date at which my opinion is expressed. The basis of my opinion is explained below. In addition, I outline the responsibilities of the Board of Trustees and the Auditor, and explain my independence.

### Basis of Opinion

I carried out the audit in accordance with the New Zealand Institute of Chartered Accountants Auditing Standards. I planned and performed the audit to obtain all the information and explanations I considered necessary in order to obtain reasonable assurance that the financial statements did not have material misstatements, whether caused by fraud or error. Material misstatements are differences or omissions of amounts and disclosures that would affect a reader's overall understanding of the financial statements. If I had found material misstatements that were not corrected, I would have referred to them in my opinion.

The audit involved performing procedures to test the information presented in the financial statements. I assessed the results of those procedures in forming my opinion. Audit procedures generally include:

- Determining whether significant financial and management controls are working and can be relied on to produce complete and accurate data;
- Verifying samples of transactions and account balances;
- Performing analyses to identify anomalies in the reported data;
- Reviewing significant estimates and judgements made by the Trustees;
- Confirming year-end balances;
- Determining whether accounting policies are appropriate and consistently applied; and
- Determining whether all financial statement disclosures are adequate.

I did not examine every transaction, nor do I guarantee complete accuracy of the financial statements. I evaluated the overall adequacy of the presentation of information in the financial

statements. I obtained all the information and explanations I required to support my opinion above.

### **Responsibilities of the BOARD OF TRUSTEES and the Auditor**

The Board of the Association are responsible for preparing the financial statements in accordance with generally accepted accounting practice in New Zealand. The financial statements must fairly reflect the financial position of the Trust as at 30 June 2010 and the results of its operations for the year ended on that date. The Board of the Association' responsibilities arise from the requirements of the Constitution of the New Zealand Fulbright Alumni Association.

I am responsible for expressing an independent opinion on the financial statements and reporting that opinion to you.

### **Independence**

Other than the audit of the financial statements of the Trust for the year ended 30 June 2010, I have no relationship with or interests in the Association.



Patrick Teahan

**Chartered Accountant**

## 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.
- Special thanks to Mele Wendt for her drive and enthusiasm that was instrumental in getting the Association off the ground and for her role as a board member. Special thanks also to Andy Mitchell for hours of work and advice in establishing and maintaining the Association's communications, attending board and executive meetings and for being the active link with Fulbright New Zealand.

### **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. The Association is grateful for a \$2000 grant towards setting up the administrative systems.
- Special thanks to Mark Wenig for his encouragement and support and for being a member of the Board. The Association also appreciates the interest and support of Christine Vivian and Richard Benge.
- Special thanks also to Randy Berry, the US Consul in Auckland, for his support of Auckland alumni activities.

### **US Department of State's Office of Alumni Affairs**

- Two grants for the Association Administrator and to fund two Board meetings are appreciated. The Office has also been generous with its advice and support.

### **The FNZAA Honorary Auditor**

- Thanks to Patrick Teahan for his careful and efficient auditing of the Association's accounts for no fee and for his advice and work in setting up the Association's accounts.

### **Chapman Tripp**

- Thanks to Chapman Tripp, Wellington for the very practical advice and assistance in preparing the constitution and managing the incorporation process for the Association.
- Special thanks to Colin Fife for his pro bono work and to alumnus Daniel Kalderimis who made this possible.

### **The Association acknowledges the event sponsorship and support of the following:**

- Mollies Boutique Hotel, Auckland
- University of Auckland (Faculty of Science)
- Ant Moore Wines, Auckland
- Institute of International Affairs, Auckland
- Chapman Tripp, Wellington
- Victoria University of Wellington, School of History, Philosophy, Politics & International Relations

## **The Association's Financial Members**

The Association is grateful to those members who have shown their interest and commitment through paying a subscription.

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

Five year membership:

- Lynley Hood, Dunedin
- Phil Lester, Wellington
- Helen Patterson, Wellington
- Suzanne Purdy, Auckland
- Suzanne Snively, Wellington
- Rathan Subramaniam, New England, USA

Ten year membership:

- Stuart Middleton, Auckland

Lifetime membership:

- Helen Anderson, Wellington
- Roy Ferguson, Washington DC
- Ian Warrington, Palmerston North