



Cook Islands (NZ) Society Incorporated

220 HANSON STREET, NEWTOWN • WELLINGTON • WWW.COOKISLANDSSOCIETY.ORG.NZ

2019

ANNUAL GENERAL MEETING

No te mānganui o te tāngata, ka kā ake te a'i, ei tāma'ana i te katoa.

From the contributions of many, the home fire will stay alight and provide warmth for all.



PASIFIKA DAY - JANUARY 2019



CELEBRATION SOCIAL CELEBRATING - AUG 2019
COOK ISLANDS CONSTITUTION DAY AND
COOK ISLANDS MAORI LANGUAGE WEEK

ANNUAL GENERAL MEETING OF THE

COOK ISLANDS (NZ) SOCIETY

HELD AT THE
COOK ISLANDS (NZ) SOCIETY HALL
CORNER STOKES AND HANSON STREET NEWTOWN
ON
SATURDAY, 14 SEPTEMBER 2019 AT 12 NOON

AGENDA

OPENING PURE

WELCOME

1. CONFIRMATION OF AGM MINUTES HELD 16 JUNE 2017
2. APOLOGIES
3. CHAIRMAN'S REPORT
4. TREASURERS REPORT
ADOPTION OF 2018-19 ACCOUNTS
5. BOOKING MANAGERS REPORT
6. ELECTION OF OFFICERS AND KUMITI

CHAIRMAN
VICE CHAIRMAN
SECRETARY
ASSISTANT SECRETARY
TREASURER
ASSISTANT TREASURER
KUMITI MEMBERS

7. SUBSCRIPTIONS FOR 2019
8. HONORARY MEMBERS
9. GENERAL BUSINESS

CLOSING PURE



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Chairperson's Report 2019

14 SEPTEMBER 2019

Kia orana tatou

Financially this year has been very successful. There are many set bookings during the week that help to pay all our set costs and have given us enough money to put into the Society's saving account.

A big thank you to our Treasurer Harry Meinders for giving up a lot of his own time to make the hall thrive and grow. The Society has come a long way financially in the 3 years you have been on the committee. Thank you also for all the work you have carried out to make it spick and span and meet the groups who want to book the hall.

The AGM was held in June 2018 and I stood down as Chairperson. I wasn't able to manage the role of Chairperson because of health issues.

I took over the role of the Chairperson in June this year when our Chairperson Manea Allan-Moetaua contacted the Treasurer to step down because of health difficulties.

Pasifika Festival

Many thanks for all your work Manea especially for making all the 'ei katu for sale at the last years Pasifika Festival and the volunteers Day. We managed to sell most of them at both places. I donated a number of pareu for sale. The Society made about \$400.00 for the day.

Pareu

While Terry and I were in Rarotonga in April we bought about 30 or so pareu for the Society to sell at the next Pasifika Festival

Storage

Harry organised for new cupboards at the back of the stage for storage for the groups who use the hall to store their equipment. It's meant that Desmond, Terry and Harry have managed to get all the mattresses into the back room and off the stage.

Lease

The new Ten Year lease has been signed. There is still no sleeping at the hall but Harry and I will try to talk with the Council about being able to have the hall available for overnight stays for Mate.

Constitution Day

On Saturday August 3rd this year the Society held a Constitution Day social with Faipoto's band. We didn't make a profit but it was a great night. The money for the Turou prizes was donated from Te Epetoma o te Reo Kumiti and they were presented by Her Excellency Elizabeth Wright Koteka. many thanks to everyone who helped to decorate the hall especially Sandra Tisam's table decorations. Thank you Mata for booking the band.

Firearm amnesty

The Police contacted the Treasurer about using the hall for three months. They have used it one day so far and have had a return of quite a number of guns. They have two more bookings.

Radio Tiare Maori

The Society have taken on supporting the radio sponsorship for one hour a week for a year at \$40.00 per week. Desmond and Harry will help with applying for funding once Mata has written a Business case for Access Radio.

In the coming year

One thing I would like to see is more members to help at Working bees and other events. It would be fantastic if we could increase our membership. Also it would be amazing if someone could take responsibility to organise Cook Islands events such as Te Reo Kuki Airani classes.



Meitaki ma'ata e kia manuia
Grace Hutton
Cook Islands (NZ) Society Deputy Chairperson



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Treasurers Report 2019

14 SEPTEMBER 2019

Kia orana tatou

The April 2018 to March 2019 financial year has been extremely busy again.

The Cook Islands (NZ) Society currently has two ANZ accounts a Serious Saver and a Working Account along with one Visa Debit Card, majority of transactions are done with Online Internet Banking Access.

Income this financial year has come through Venue Hire and Fundraising.

Venue Hire is our main income, we now have 5 long-term regular users and events being held on Saturday Evenings. These hires make it possible for the society to continue to function and enable the society to afford repairs and maintenance and continue to implement improvements.

Our other income is obtained through fundraising, this has mainly been the selling of Ei Upoko at various events we attend e.g.: Pasifika Day and Wellington Open Day.

I can report that the Cook Islands (NZ) Society accounts are in good shape.

Throughout the 2018-19 year we have undertaken various repairs and maintenance along with some more improvements below is a list of a few of these items:

Completed recoating the Main Hall floor, replaced the spot lights outside and on the driveway, fixed up pot holes in the driveway, purchased more security padlocks and keys, change the main hall doors with new door closers, handles and foot protectors, got some mats for those with wet feet, purchase of general maintenance equipment i.e. wood, screws, paint rollers, new taps for the ladies toilet, changed more lights to LED lights, repair the chiller, replaced 2 heaters with double hot points, purchased new mops, and purchase of toilet paper, urinal cubes, paper hand towels for the toilets, rubbish bags, disinfectant and other cleaning products.

Projects completed and in progress:

- Preparing the Entrance for painting is still to be completed;
- We have moved chiller into the kitchen which has made the entrance more functional as well as the kitchen;
- We have also been obtaining quotes to enable a funding application for heat pumps.

With the general running of the hall we have managed to lower our water rates expenses and our electricity costs have remained consistent, we have been paying our lease monthly and other expenses all on time.

Over the next 12 months we be changing our regular bills i.e.: WiFi and Electricity costs etc to automatic payments and will be changing our monthly lease payments to an annual payment.

At this point I would like to thank Harold Hyde again for his work on checking our 2018-19 accounts.

Finally a huge meitaki to the Kumiti for their support.

On the following pages you are able to find our 2018-29 financial accounts.

Kia manuia

Harry Meinders

Cook Islands (NZ) Society Treasurer

COOK ISLANDS (NZ) SOCIETY ACCOUNTS

Review Sign-off

For the Year Ended 31st March 2019

To the readers of the financial report of Cook Islands (NZ) Society Accounts

I have reviewed the financial statements for the twelve month period to 31 March 2019. The financial statements provide information about the past financial performance of the Cook Islands (NZ) Society and its financial position as at 31 March 2019.

Committee's Responsibilities

The Committee's treasurer is responsible for the preparation of the financial statements which give a true and fair view of the financial position of the Cook Islands (NZ) Society as at 31 March 2019 and the results of operations and cash flows for the (period) ended on that date.

Reviewer's Responsibilities

It is my responsibility to express to you an opinion on the financial statements presented by the directors.

Basis of Opinion

The review includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- the significant estimates and judgments made by the committee in the preparation of the financial statements; and
- whether the accounting policies are appropriate to the Cook Islands (NZ) Society circumstances, consistently applied and adequately disclosed.

I planned and performed the review so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to obtain reasonable assurance that the financial statements are free from material misstatements. In forming an opinion the support documentation and cashbook accounts were used to evaluate overall adequacy of information in the financial statements.

Other than in the capacity as reviewer I have no relationship with or interests in the Cook Islands (NZ) Society.

Unqualified Opinion

I have obtained all the information and explanations required.

In my opinion:

- proper accounting records have been kept by the Cook Islands (NZ) Society as far as appears from my examination of the records; and
- the financial statements comply with generally accepted accounting practice in New Zealand; and
- give a true and fair view of the financial position of Cook Islands (NZ) Society as at 31 March 2019 and the results of its operations and cash flows for the (period) ended on that date.

The review was completed on 30 July 2019 and an unqualified opinion is expressed as at this date.



Reviewer: Harold Hyde
Address: 24 Paddington Grove
Karori
Wellington 6012

COOK ISLANDS (NZ) SOCIETY INC WELLINGTON

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 MARCH 2019

	2018-19	2017-18
REVENUE:		
BOND FUND	\$ 4,550.00	\$ 3,200.00
HIREAGE	\$ 25,234.10	\$ 16,440.00
FUND RAISING	\$ 1,392.00	\$ 6,725.00
KOHA/DONATION (GST EXEMPT)	\$ 700.00	\$ 1,250.00
MEMBERSHIP	\$ 160.00	\$ 270.00
INTEREST	\$ 183.65	\$ 64.17
REIMBURSEMENT	\$ -	\$ 85.90
TOTAL INCOME	\$ 32,219.75	\$ 28,035.07
LESS EXPENSES:		
BANK CHARGES	\$ 15.00	\$ 26.56
BOND REFUND	\$ 3,450.00	\$ 2,200.00
HIREAGE REFUND	\$ 1,367.50	\$ 150.00
LEASE	\$ 1,393.32	\$ 928.90
INSURANCE	\$ 5,243.04	\$ 5,205.68
OFFICE EQUIPMENT	\$ 424.13	\$ 512.96
OFFICE SUPPLIES	\$ 778.52	\$ 220.71
CATERING SERVICES	\$ 129.30	\$ -
CATERING SUPPLIES	\$ 34.52	\$ -
OUTDOOR EQUIPMENT	\$ 93.85	\$ -
POWER / HEATING	\$ 2,700.24	\$ 2,592.29
PROFESSIONAL SERVICES	\$ 377.43	\$ 434.76
REPAIRS AND MAINTENANCE	\$ 4,865.59	\$ 1,846.96
SECURITY	\$ 606.40	\$ 626.90
TELE-COMMUNICATIONS	\$ 1,408.98	\$ 853.87
WATER RATES	\$ 749.42	\$ 1,067.77
KOHA	\$ 132.99	\$ 160.00
WITHHOLDING TAX	\$ 60.61	\$ 20.81
FUND RAISING	\$ 229.00	\$ 2,371.49
SUBSCRIPTIONS	\$ 75.00	\$ -
WEB HOSTING	\$ 182.73	\$ -
SUNDRY	\$ 25.00	\$ -
TOTAL EXPENSES	\$ 24,342.57	\$ 19,219.66
SURPLUS / DEFICIT	\$ 7,877.18	\$ 8,815.41
BANK BALANCES BOUGHT FORWARD FROM PREVIOUS YEAR	\$ 10,534.71	\$ 1,719.30
TOTAL	\$ 18,411.89	\$ 10,534.71
BANK - CHQ ACC - 00	\$ 3,346.66	\$ 2,325.80
* BANK - SAVINGS ACC - 50	\$ -	\$ -
BANK - SAVINGS ACC - 51	\$ 15,065.23	\$ 8,208.91
TOTAL BANK BALANCES	\$ 18,411.89	\$ 10,534.71



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Booking Managers Report 2019

14 SEPTEMBER 2019

Kia orana tatou

The Cook Islands (NZ) Society was established in 1964, in 1978, after years of persistent and extremely hard fundraising the society saw the completion of building the only Cook Islands owned venue in Wellington. This asset is a treasure, a tāporoporo, which has a long historical legacy for many Cook Islands and Pacifica families who used the venue for a variety of activities.

During the last 12 months since our last AGM, bookings have gone viral. The venue Hire has increased considerably, it seems the word has gone out to a wide variety of communities who have a big interest in using our venue.

We now have 5 long-term regular bookings. Our regular users of the hall are very happy with the service and facilities and are intending to continue using our venue on a regular basis, our regular users are:

- Monday to Saturday mornings a Fitness Group use the hall;
- Sundays we have a African Marimba Group followed by a Brazilian Samba Drum and Dance Group;
- Tuesday evenings we have a African Drum Group; and
- Thursday evenings we have another Brazilian Music Group.

We also have various other groups from all walks of life using our venue some during daytime hours on week days as well as on Saturday evenings for social events, we even had a group use the venue for the production of a music video, we have placed this music video on our website.

With all these activities at our venue, a large amount of work is required on general upkeep, maintenance and cleaning of the hall and grounds, on the occasions when a group hiring the hall does not do a great job at cleaning the cleaning still needs to be done, all these jobs are important for the society to maintain on a regular basis in order for our venue to continue being successful.

There has been a big emphasis to Saturday evening hirers to clean our venue thoroughly after their event and remove their rubbish, this is done through the communication had as well as during the meet and greet process, this seems to work around 98% of the time.

Every one off booking (non-regular users) are required to follow a strict process whereby hirers are required to pay a bond in order for their booking to be confirmed and to ensure full hire cost is paid into our account prior to the day of their booking. 99% of hirers do abide by this. Hirers are sent a gentle reminder message in the week of their booking to deposit the fees and receipts are supplied for both bond and hire fees. Bond refunds are sent electronically via internet banking if conditions are met.

Our regular users are also sent invoices, these invoices are sent monthly and paid monthly, let it be noted that all the regular users are great at their payments.

With the new lease in place for another 10 years Council have put extremely tight restrictions on overnight stays at the hall due to Government's strict Health and Safety law. Council is prepared to enable overnight stays for mate and we are in discussions with council to find a workable solution that council and the society is happy with. This will then enable the society to support our communities holding Mate with overnight stays.

This year we also have had the Building Warrant of Fitness signed off by Capital Fire and this is displayed in the foyer and has been sent to Council.

Kia manuia

Harry Meinders

Cook Islands (NZ) Society Booking Manager