



ANNUAL REPORT 2014

6 HARRISON RD
MT WELLINGTON
AUCKLAND

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Agenda

2014 Annual General Meeting of the New Zealand Chiropractic Students' Association being held at the New Zealand College of Chiropractic on the 13th of August 2013 commencing approximately at 11:15am.

- Welcome
- Opening remarks
- Apologies – Jenna Salmons, Ali Schwarz, Sonya Coakley, Rebecca Kara
- Confirmation of Minutes of AGM 28th of August 2013

Matters Arising

1. President's Report
2. Vice President of Administration's Report
3. Vice President of Communications' Report
4. Vice President of Social's Report
5. Vice President of Finance's Report
6. The Annual Accounts
7. Notices of Motion

General Business

- Election of Officers
- Concluding remarks from the President

President's Annual Report

Welcome NZCSA Members and Honorary Guests to the 2014 NZCSA Annual General Meeting! This is a monumental AGM as this is the 20th year of the NZCSA!

The aim of this report is to provide the membership with an overview of what the Association has achieved over the past 12 months.

As some of our Executive Officers, including myself, were re-elected at our last AGM, it was amazing to carry on and see our 'behind the scenes' efforts from last year come into fruition.

We all entered into these positions because we wanted to contribute to this wonderful college and we saw the massive potential to make our school even better.

"To leave it better than we found it" rang true as we organized and coordinated events and functions to enhanced the current and future NZCC student experience. I extremely proud and pleased to acknowledge that we have accomplished a lot!

For the past 2 years the Executive and I reviewed previous Executive Councils' insights of the College and Association's potential that still had yet to be achieved. We are ecstatic that we committed ourselves to accomplish them and the Gold Lounge is one prime example of this as it mimics a

vision of a new student hub area from a NZCSA strategic plan in 2010.

Also, we made sure that all of the visual installments made to the Gold Lounge involved the current students' ideas, creativity and vision. While there have been great adds to the area, we see this space as an ongoing upgrade, always changing with the flow of the students. It was an absolute blast to add everyone's hands to the wall in September 2013, and then again to add students' hearts to the window this year in February. I am excited to see how the space will change in future years and hope that the future Executives continue to provide the opportunity and encourage students to add to it.

The past year we hosted many great events, and Kaitlyn Matheson, VP Social will cover more on this in her report.

From the very beginning of my term in office, the Executive and I worked hard to provide more monetary benefits for the student membership, including this year's discounts for events such as Bruce Lipton Lecture, student and club events, and NZCC's Lyceum. Thank you Rachelle Hardie-Neil, Lisa Yuen and Charlotte Laurent for your continual support and help making events more accessible for students. We really appreciate it!

From reviewing previous attempts at fundraising, the Executive and I saved the NZCSA time and money with not continuing the sales of StudentCards this year. While these cards provide student discounts around Auckland, the Executive and I came to the conclusion that there were not

enough students purchasing them from us to be worth the amount of time we spent on organizing the sales. Also, previous years' Executives lost money on pre-ordering them as a fundraiser. We felt this was an easy decision because students can still purchase them through other avenues, such as directly from StudentCard. I feel that as an Executive we have been very careful and cautious with our spending while doing our best to support individual students, clubs and year levels in their endeavours. Matt Linklater, VP Finance will address all of this and much more in his report.

Please rest assured that, as we are an official charity, we followed our Rules strictly when we appointed Matt Linklater, a NZCSA member to replace Miqdad Rashid. For instance, we did not have to hold a special members' meeting or change any NZCSA documents because Rule 7.2 states:

“If the position of any Officer becomes vacant between Annual Meetings, the Executive Council may appoint another Executive Council Officer or Member to fill that vacancy until the next Annual Meeting.”

I would love to take this time to thank Miqdad again for his work and adding humour to our morning Executive meetings.

For the past two years, the Executive and I had hoped that there would be a surplus of money available to establish a student scholarship program, but this unfortunately was not possible. We also attempted to gain corporate sponsorship, and while it was great to reconstruct and update our website to a more professional look, unfortunately our efforts to attract potential sponsors and/ or donors were unsuccessful.

We hope that this is something the incoming Executive will accomplish.

The Association's website was continually updated and maintained, and I'm happy to say that it now includes a brief history of the NZCSA and a reference list of previous NZCSA Executive Officers. This was constructed for marketing, referrals, and/or for general interest. Thank you again to Drs Dave Russell and Marina Fox for your help with this. There is still more work ahead, especially adding to the history section, so I encourage the future Executive to continue to update the website. I hope more of our history can be recovered before Lyceum this year, in preparation for the Pre-Lyceum BBQ, which will be similar to last year's official unveiling of the Gold Lounge but will be celebrating our 20th year as an Association along with NZCC's 20th anniversary as well.

Last year, myself, Jagoda Janik, Phil Lawson and Robert Baker constructed and proposed plans for a community garden on the NZCC campus. The plans were accepted by administration, but unfortunately we did not make progress from there onwards. However, one of the areas involved in the plans may change shortly. These new plans are still in negotiation. We would love if the future Executive revives life into these projects and see that they are completed.

Two years ago, the 2012/2013 Executive and I started in office at a significant point in the Association's history where students had to opt in and pay a membership fee. Last year's membership was challenged by this, however we managed to prevail and added further value to maintain the

students' patronage. One strategy that deemed effective this year was organizing a booth at NZCC Orientation day for member signup. This as well as more on membership trends will be covered in Brody Cleave, VP Administration's report.

Over the last year, the NZCSA Executive Council and I have worked hard to provide our members a support network and to be their voice at all levels. It has been an absolute honour and privilege to represent you all for the past two years.

I want to acknowledge the administration at the College for listening and respecting our collective student voice. Thank you to those students who offered insight to your year reps. Please note that your voice is, and will continue to be heard. Sam Keeling, VP Communication will cover more on representing the collective students' voice in her report on our letter to academics and our mentorship program. Also, thank you to those students who have offered their time and energy as mentors.

I would love to take this time to publicly thank Rachelle Hardie-Neil, Pieter Kachelhoffer and Dr Phil McMaster for their mentorship, support, and friendship over the past two years. You regularly go above and beyond your NZCC job description and I cannot thank you enough.

Last year I emphasize and express how incredible Rachelle Hardie-Neil is for this Association, as well as for NZCC, and this year it is no different. She has been the NZCSA's unofficial advisor who regularly puts the students first. Rachelle, I could not have done most of this without you. I

cannot thank you enough for your mentorship as well as friendship. It really means a lot to me.

A standout NZCSA member that I would love to recognize is Holly Davies. Thank you for your continuous work behind the scenes. Every little thing adds up, which makes NZCC even better than before.

Thank you to the Year Reps for professionally representing your peers. Dylan Jones, Andrew McCracken, Ryan van den Heuvel, and Vanessa Van Dyke you have been awesome in relaying communication to and from us. It is much appreciated.

To all the previous Executive Officers who have been in contact with us: Vanessa, Elise, Brian, Thea, Derek, Drs Petra Watson, Mimi Atkins, Matt Jacob, Gordon McPherson-Rayner, Adeela Afiz, Dave Russell, Marina Fox, and Matt Sherson, thank you for your continual support and advice. All input and opinions were very helpful!

To the future Executive, I know you will support the student body in the best way you can, and please know that we're here to help if you ever need it.

The past two years I can proudly say that each Officer on the NZCSA Executive Council has done way more than what is written in any official document listing their roles and responsibilities.

Brody, thank you so much for everything this year, as well as volunteering last year when you made the survey for the

NZCSA and the NZCA. I am sorry that plans changed and those efforts were not used in the end.

Matty, your ability to step into an unknown role and dominate the claims blows me away. You will undoubtedly have no trouble once you're in practice when you have to deal with the unexpected. Thanks for stepping up!

Kait, thanks so much for your hard work over such a stressful and busy time. Rachelle also commends your talents to organize and help with events, saying that it was a pleasure to work with you. I was not surprised at all, since you are an amazing person and did so much for this Association. Thank you.

And Sammie, I really appreciate your support and friendship over the past 3 years. We've shared some awesome moments that I will cherish forever. You were my rock last year at the 1st NZCSA blood drive on campus! That is just one example of how you've impacted my life, as well as impacting the campus by organizing that day. It was also amazing to volunteer in Raro with you. I know you're going to smash working in the chiro centre and I am so excited to be along side you to see you do it!

Finally, to you, the Members of the NZCSA, thank you for trusting me with this position for the past two years. I really hope that we have done you proud. Please continue to support the incoming Executive, as I know from experience, you can't do it alone.

It has been an absolute privilege to represent the students of NZCC over the past 2 years, and I have loved being your

President. I am so proud of what the Executive and I have accomplished. As much time and energy was consumed with planning, I am quite confident that we are leaving it better than we found it.

Thank you again.

Love,
Bronwyn Hunt
NZCSA President

Vice President of Administration's Annual Report

The following year has been a building year for the NZCSA and its executive. After last year's executive dealing with new legislation and working very hard behind the scenes because of it, they opened the door for this year's executive to focus on membership drives and creating more benefits of membership to entice more members. Throughout the year we have had many events which will be touched more upon by Kaitlyn our VP Social and this has brought us a few more members compared to last year. Membership will also increase over the next few weeks due to Lyceum coming up and this can be integral due to our NZCSA student discount.

We hope that the next executive will keep taking the next steps needed to make this Association great once again and to keep increasing membership and making more events. This Association is the voice for the students and also an association that brings the college closer and therefore increase the family vibe and friendly environment that makes our college different from so many other tertiary education providers.

Good luck to the next executive.

Yearly Breakdown of Membership

Pre Chiropractic (AUT): 1 out of Unknown

Year 1: 31 out of 68(46%)

Year 2: 15 out of 53(28%)

Year 3: 12 out of 44(27%)

Year 4: 22 out of 65(34%)

Total Number of NZCSA Members: 80

Total Number of NZCC Students: 230

Total Percentage: 35%

Brody Cleave

NZCSA Vice President of Administration

Vice President of Communications' Annual Report

It has been my absolute pleasure to serve on the NZCSA executive for the last two years as both your VP social and your VP of communications. Throughout the last two years we have definitely had our ups and downs but we have truly accomplished so much and for that I am very proud of our executive team, our members and our support staff on campus.

This year we continued to grow our mentor programme which extended this year to include a mentor – mentee dinner, to aid the transition into the college for the newest members of our Chiropractic community. It was fantastic to have so many of our members get involved. This service to the first years is invaluable. The mentors found it very rewarding and the first years reported that it made their transition very warm and welcoming. We also received some constructive feedback which we really appreciate in order to improve this service even more for next year.

In representing the student's collective voice during this term we started up an electronic board in the student lounge to update students on events, services and clubs on campus. This was a brilliant idea however I feel that there is definitely room for growth in its utilisation and purpose. Thanks to Lisa Yuen, Fred Oloupa and the IT team for all their help to set this up.

We continued our correspondence with the NZCA this term contributing quarterly updates regarding our achievements, events and member recognition for their newsletter. It has been great to maintain this relationship and to have the opportunity to share our successes with the profession. We also put together a letter to academics outlining both the positive changes we have noticed around the college since our last correspondence and several improvements that the student body would like to see addressed. Thank you to Pieter and his team, we are so grateful to be respected and given the freedom to voice our feedback in light of creating the best possible environment here on campus.

I extend my appreciation to the class reps, Dylan Jones, Vanessa Van Dyke, Ryan Van De Huevel and Andrew McCracken for their tireless representation of their year groups. I value your input and support immensely, you all played a vital role in helping me ensure that the student voice was continually expressed across numerous fields, from general maintenance on a day to day basis to academic challenges at the college and everything else in between. I wish the future executive team all the very best and I am excited to watch our successes continue to blossom and for you all to create your very own exciting and new traditions ensuring the student voice is truly represented and supported. Know that if you ever need any guidance I am always willing to lend a helping hand. I have great faith that you too will make a true imprint on the student experience. Thank you,

Sam Keeling
NZCSA Vice President of Communications

Vice President of Social's Annual Report

It has been a pleasure to be a part of the NZCSA as your Vice President Social for the years of 2013 and 2014. I am an international student here on campus and loved being a part of this Association, with that being said the Exec hosted many events here at college the past year.

At the beginning of my role as VP Social in September 2013, we hosted several events as the new Exec team, beginning with chiropractic's birthday, Opening of the Golden Lounge and Lyceum lunch.

On Chiropractic's birthday we the Exec hosted a bake sale for donation, as well as putting the hands up on the purple wall. This event went extremely well attended by the students and staff, and it got the entire college engaged and excited about the upcoming opening of the Gold Lounge followed by Lyceum. I think the future Exec should continue with the tradition and do something to get everyone pumped up for Lyceum and it also brings everyone together. As in place this year is the juice bar at the Lyceum lunch, and other ideas open for the new Exec to complete.

The Gold Lounge opening was co-hosted with the Lyceum lunch; this day was super amazing because all of the speakers, lectures, students and staff attended. It really got the weekend of Lyceum started. Thanks to Andrew and Max for making this event so special. As previously mentioned, I think a tradition in the Lyceum lunch should be carried on. The college provides the BBQ food for the lunch, so it is easy to help set-up and create fun activities to get the

college involved. This day we also had more people add their hands to the purple wall, as well as Andrew McCracken presented his pieces with Irene Gold.

Blood drive was also held that month, and will be held again this year, next week, all thanks to Sam Keeling for her efforts and continuing this amazing event. The future Exec definitely should keep this tradition going.

In November 2013, the Exec hosted a year-end BBQ with food and drinks for sale. This was a simple and social evening to celebrate the end of the semester and year, and to send the fourth years off. This event should be continued, because it is a good way to end the year, and it was the stepping-stone to allowing alcohol back on campus.

Coming back from summer holiday's the Exec had lots of upcoming events around college. The year kicked off with Orientation day, this consisted of the Exec welcoming the new first year students to the college. We worked closely together with the events team at the college to supply fun activities for the first years, as well as supplied a Pita Pit and sushi lunch. This day gives the first years opportunity to sign up for the NZCSA and to get to know us. The Exec also had setup the Mentorship program for the first years, so they can ask them questions about college or anything they needed. Having the mentorship is a great way to feel welcomed, I would strongly encourage the future Exec team to continue with this program.

At the end of the first week the exec held the Flat warming event which is a traditional event that happens every new

year to welcome the students back from summer, as well as get the first years involved within our chiro family. This evening the mentors also hosted their first years over for dinner, which was really fun and great way to start the college experience.

We then sent two of our Exec, myself and Bronwyn to CAMP with the first years, which again like every other year is a great success. Thanks again to the mentors who helped out at camp as well.

Bruce Lipton talk, NZCSA members had discounted tickets, which is an amazing opportunity.

Club Day was hosted by the NZCSA, which consisted of all the college clubs getting together as an orientation and introduction to all the clubs that the college offers to the students. This was a successful event and should be continued on with future Exec.

Valentines Day event was a fundraiser for the Have a Heart Campaign, in which the money generated goes to a Chiropractic Centre for Children in Oklahoma. The students and staff simply gave donations to write their name on a paper heart that we posted on our hearts' window; all money raised went towards the foundation. This was a great simple event, easy to set up and for a great cause.

Also during the year there were several of Ask the Intern events: Bronwyn and Thea set up these events, providing students in year 1-3 the opportunity to ask questions to the fourth year interns. This is an important event for the

upcoming third years in the future to get to know the inside details and ways to survive clinic. As well, it was a great fundraiser for the fourth year student's graduation fund.

Another Year 4 fundraiser that was strictly for the Year 3s' benefit was the Pre-Entrance Trivia night. We were happy to provide our members in Year 3 discounts to the event, and we hope that this is continued in the future.

During the year the college put on Happy Hour events, and the Exec supplied the food. Those events were all held in the first semester and can easily be a tradition of events for the future Exec. So far this Second semester the exec has hosted a few events such as:

Heidi's Book signing event; this event was co hosted with Journal club. This was an amazing event; we used the happy hour time that the college provided us. The NZCSA supplied the food and drinks for this evening for the first hour, followed by interactions with Heidi and discussions of hear book and research. This was a great turn out and interesting event. Heidi and the Journal club both have agreed to continue on with this event so the college is more aware with future chiropractic research. I strongly believe this event should be continued on for the future Exec team.

The Great Debate was co hosted with the Philosophy club, this was a great event that has tones of potential. The Philosophy club organizes a chiropractic debate between the first and third years, while the NZCSA Exec supplies the food and drinks for the evening. Donations were given to the Exec, with membership discounts. This event has potential

to be great, so we strongly believe the future Exec should work closely with the philosophy team to keep this event alive.

Lastly we hosted the NZCC Got Talent, in which we sent the winner Ryan Howe off to America to compete against other students at the chiropractic conference, The Wave for a chance to win \$17,000 (US). Ryan won the NZCC portion, in which we supplied him with a flight to America, accommodation for the Wave, and a free Lyceum Ball ticket. This event is a great way to learn about our students' hidden talents, and is a newer event so there is room for improvement for the upcoming exec. We would hope this annual event continues in the future.

I want to thank the rest of the Exec team for all their hard work and dedication to this Association. I also would like to thank Rachelle Hardie-Neill for allowing such events to take place at our college.

That wraps up all the events this year with our Exec team, and I wish all the best to the future Exec team, and with keeping these events alive.

Kaitlyn Matheson
NZCSA Vice President of Social

Vice President of Finance's Annual Report

As some of you may know I assumed the position of Vice President of Finance in February due to the stepping down of the previous Executive Council member. Since then it has been a tumultuous ride, and I am happy to have been part of the council with amazing people doing amazing things. The ease at which I was able to assimilate into the council with minimal difficulties is a credit to the council, especially our president; Bronwyn Hunt.

Membership Funds

Membership costs remained constant throughout the year in comparison to previous years. Joining fees were a one-time payment of 35 dollars that had an abundance of advantages through the various events that were either hosted or co-hosted by our Association.

The percentage of student members continues to grow from the previous years when the fee was implemented. This is likely due to the discounted Lyceum tickets that are on offer to the CSA.

Events

Thanks to the hard work completed by everyone involved in our Association, we were able to host a number of events inside and outside the walls of NZCC. These are outlined in the VP Social report and many included either gold coin donations or entry fees as a means of providing value to our membership as well as maintaining or contributing to the

CSA funds. I feel that these events further created a healthy environment between the staff and students at NZCC.

Loans and Student Support Fund

In keeping with previous years the Student Support Fund has been well utilised throughout the year. The CSA also continues to provide a loan system in which student members are allowed to apply for financial support in which will be repaid at a later date or over a number of repayments.

Charities Register

As we are a charity organization, we are legally required to submit an annual audit of our charity to the New Zealand register. This was completed for 2011-2013 inclusively and will be required to be resubmitted as of March 2015 for the previous year.

NZCC Student Service Fees

During the course of this year NZCC began to collect an amenities fee from all students. 2% of this fee was earmarked for the NZCSA to continue to contribute to the school through loans and events.

This has been primarily used for the expediting of our very own Ryan Howe to California to compete at the Wave after successfully winning the in house talent show held at NZCC.

Bank Interest

We increased the amount of interest generated from our bank funds within our ANZ accounts by switching to an account that provided higher interest rates. This change resulted in higher bank fees but overall a higher net profit in total. This change can be reviewed in the following Annual Accounts review.

Matt Linklater
NZCSA Vice President of Finance

The Annual Accounts

Statement of Financial Position For the period ending 28 August 2013 and 13 August 2014

Membership Funds	<u>2014</u>	<u>2013</u>
Opening Members Funds	9726.13	9860.01
Net Surplus (Deficit)	1061.40	137.09
MEMBERS FUNDS AT 13 AUGUST	<u>10,787.53</u>	<u>9997.10</u>
Current Assets		
National Bank Account	10,056.37	9588.30
Student Support Fund	184.06	67.80
Petty Cash	<u>547.10</u>	<u>341.00</u>
TOTAL CURRENT ASSETS	10,787.53	9997.10

NZCSA
Statement of Financial Performance
For the period 28 August 2013 to 13 August 2014

Income	<u>2014</u>	<u>2013</u>
Membership Fees	3325.00	2345.00
Events	1,221.30	256.30
Lumbar Profits	-	-
Interest	184.98	9.20
Donations	1241.99	120.00
Student Cards	-	80.00
S C Loan	1500.00	-
Student Services Fee	1032.17	-
Student Support Fund	155.00	-
	<hr/>	<hr/>
	8660.44	3,040.50
 Expenses		
Operations	-	-
Bank Fees	144.21	71.43
Merchant Fees	-	-
NZCA Fees	-	-
The Lumbar	-	-
Orientation Expenses	-	-
Events Expenses	1017.31	563.33
WCCS	1000.00	-
Office Expenses	-	-
Student Support Fund	690.00	1350.00
MISC	923.52	-
Grad support	500.00	500.00
Student card	-	418.65
S C Student Loan	1500.00	-
Okla Haven Donation	344.00	-
Talent Show	1480.00	-
	<hr/>	<hr/>
	7599.04	2903.41
Net Profit	<u>1,169.64</u>	<u>137.09</u>

Student Support Fund

23/10/13 – 90.00
26/02/14 – 300.00
31/01/14 – 70.00

Notices of Motion

No notices of motion have been received. Any other business or motion may be transacted by leave of the Chairman, if not opposed by a majority of the members present.

Nomination of Officers

President:

Michael Clarke
Nominated by Bronwyn Hunt
Seconded by Sam Keeling

VP Communications:

Michael Clarke
Nominated by Bronwyn Hunt
Seconded by Sam Keeling

Nick Ujdur
Nominated by Bronwyn Hunt
Seconded by Sam Keeling

VP Social:

Dylan Jones

Nominated by Bronwyn Hunt

Seconded by Sam Keeling

Holly Davies

Nominated by Bronwyn Hunt

Seconded by Sam Keeling

VP Administration:

Holly Davies

Nominated by Brian Lanoue

Seconded by Thea Treahy-Geofreda

Anna Watson

Nominated by Bronwyn Hunt

Seconded by Sam Keeling

VP Finance:

None nominated before the election

Election of Officers

President:

Michael Clarke

VP Communications:

Nick Ujdur

VP Social:

Dylan Jones

VP Administration:

Holly Davies

VP Finance:

Michael Clarke

(nominated and voted unanimously at the AGM, Aug 13th)

Meeting finished at 12:20pm