



The Executive Committee is pleased to present
the approved Performance Report
including the historical financial statements of

The Friends of the Museum of New Zealand
Te Papa Tongarewa Inc
for the year ended 31 March 2019

Treasurer

President

23 May 2019

Date



The Friends of the Museum of New Zealand Te Papa Tongarewa Inc
Performance Report
For the year ended
31 March 2019

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The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Entity Information

"Who are we?", "Why do we exist?"

For the year ended

31 March 2019

Legal Name of Entity:	The Friends of the Museum of New Zealand Te Papa Tongarewa Inc
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Other Name of Entity (if any):	The Friends of Te Papa
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Type of Entity and Legal Basis:	Incorporated Society under the Incorporated Societies Act 1908
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Registration Number:	CC11188
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Entity's Purpose or Mission:

The primary purpose of the Friends of Te Papa (The "Society") is to promote the interests, objects and activities of the Museum of New Zealand Te Papa Tongarewa ("Te Papa").

Friends of Te Papa, (formerly Friends of the National Art Gallery), was founded to encourage involvement with the museum and support the acquisition of new works for the collection. For more than 15 years, our valued Friends of Te Papa members have supported Te Papa by contributing to Te Papa's collections through the purchase of artworks, taonga, and other collection items, by regularly visiting Te Papa to view exhibitions and attending a wide range of programmes.

Entity Structure:

The Society is governed by the Executive Committee, consisting of three officers, namely a President, Vice President, a Treasurer and six Ordinary Members. The Executive Committee is elected at the Annual General Meeting of the Society by Financial Members. The Executive Committee meets monthly. The members of the Committee are as follows: President - Elizabeth Kay; Vice President - Jillian Wellings; Treasurer - Tim Steel. Other committee members are: Jan Blayney, Diana Halsted, Ann Hodson, John Stevens, Carla Wild, Elizabeth Ellis and Christine Turner. Three committee members stepped down at the end of 2018 Heather Macfarlane, Adrienne Olsen and Sheryn Shackleton.

Membership of the Society is open to all persons, Societies, Associations, Trusts and Corporations interested in furthering the objects of the Society towards the promotion and development of Te Papa.

Main Sources of the Entity's Cash and Resources:

The Society activities are supported by membership subscriptions and fundraising activities.

The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
31 March 2019

Main Methods Used by the Entity to Raise Funds:

The Society activities are supported by membership subscriptions and fundraising activities, including organising events for Friends of Te Papa.

Entity's Reliance on Volunteers and Donated Goods or Services:

All governance roles are provided on a volunteer basis. Our members provide volunteer time to assist in the organisation of our programme of events.

Additional Information:

Further information regarding the activities of the Society can be found at www.friendsoftepapa.org.nz.

Contact details

Physical Address:	Our Office Museum of New Zealand Te Papa Tongarewa 55 Cable Street Wellington 6011 New Zealand
Postal Address:	Museum of New Zealand Te Papa Tongarewa PO Box 467 Wellington 6140 New Zealand
Phone:	(04) 381 7051
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The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Statement of Service Performance

"What did we do?", When did we do it?"

For the year ended

31 March 2019

Description of the Entity's Outcomes:

The objective of the Friends is to promote and support Te Papa and encourage wider appreciation of the museum's taonga - its collections, activities and interests. To deliver our four strategic drivers, outlined below, we work to nurture the membership of the Friends, by organising events designed to enhance the museum's programme, providing opportunities for Te Papa staff to talk on their research and the collections, and maintaining a regular gifting programme. The extensive programme ensures the Friends will continue to thrive.

The four strategic drivers

1. To deliver a programme for members

2019

2018

Friends' event programme: During the 2018/2019 year, 3,859 people attended a widely diverse range of events in the Friend's Programme, a 45% increase. This included 772 non-members, a 242% increase. 60 events were offered; lectures and talks at Te Papa by local and overseas visiting lecturers and Te Papa staff, including a series of six special Fashion lectures by Sydney-based Dr Peter McNeil. There was a follow-up tour of Ko Rongowhakaata: the Story of Light and Shadow. There were regular visits to regional museums, local dealer galleries and artists' studios. This included the Great War exhibition, Melvin Day's Stabat Mater suite at Wellington Cathedral, the Classics Museum at Victoria University. We hosted book launches, a Valentine's Day painting workshop and a Christmas shopping night. During the year we introduced Everyday Te Reo classes, offering five three-week sessions with Te Papa Kaiako Joan Costello, a monthly Museum 101 series with a panel of experts on current topics, a monthly Museology 'How To' series, for Te Papa staff to share their work, and a Science for Lunch series, looking forward to the new Taiao/Nature Space.

Number of events	60	47
Number of people attending events	3,859	2,665
Number of non-members attending events	772	226

Tours: In October 2018 40 Friends, accompanied by Treaty Historian Dame Claudia Orange, went on a second tour to the historic Bay of Islands, visiting the Museum of Waitangi Te Kōngahu and Treaty House, Holy Trinity Church at Pakaraka, where early missionaries Henry and Marianne Williams lie buried, the historic Kemp House, Stone Store and museum at Kerikeri, the Waimate North mission house and schoolroom, the archaeological work being undertaken at the historic site of Ruapekapeka Pā and the historic printery and tannery at Pompallier Mission in Russell.

In November 40 Friends travelled to Christchurch to explore the art, architecture and social history of Canterbury and the restoration and rebuilding work following the 2010-2011 earthquakes. We had dinner at College House, viewed the art collection and learnt about the building's restoration from architect Alec Bruce, explored significant buildings and local museums in Hororata, including Terrace Station and Steventon Homestead at Whitecliffs. At the Christchurch Art Gallery we previewed the Gordon Walters: New Vision exhibition, with the curatorial team and the Friends of the Christchurch Art Gallery, and explored the newly restored Christchurch Arts Centre. In Governor's Bay we were welcomed to Ohinetahi, the magnificently restored home, art gallery and garden of Sir Miles Warren, and the newly rebuilt exquisite stone church of St Cuthbert's.



In February this year, 42 Friends went by bus to historic Whanganui, visited the Temple and Marae at Rātana, then the Chapel, Big School and Museum at Whanganui Collegiate School with heritage architect Bruce Dixon, learnt about the history and restoration of the soon-to-open restored Whanganui Regional Museum, visited the newly restored Whanganui War Memorial Centre, the Sarjeant Gallery on the Quay, NZ Glassworks, the first national centre for glass art, and the AE Kitchen building and other heritage city buildings on Victoria Avenue. We had a memorable visit to St Paul's Memorial Church at Pūtiki, currently undergoing extensive restoration, saw behind the scenes at the Royal Whanganui Opera House, were welcomed to the Waimarie Museum, and finished the weekend with a cruise up the Whanganui River on the historic paddle-steamer, Waimarie.

2019

2018

Number of tours

3

2

2. To nurture and grow the membership

Membership: The Friends' Committee and Management team have continued our focus on building and retaining the membership. We continually look for new opportunities to ensure a stimulating and varied membership programme for our members, thereby enhancing the Te Papa experience. We seek to closely align our programmes with the audience segmentation model used by Te Papa to develop exhibitions and programmes for the future. Membership loyalty remains strong, but the health of the Society is always dependent on revenue from membership subscriptions. Te Papa's practice in recent times to run a single 'charged for' exhibition over the summer has led to limited opportunities for membership drives and greater reliance on the strength of the Friends programme. (Membership numbers are always taken as of Nov 30th).

Number of memberships

1,726

1787

3. To build a sense of community

Gifting programme: The Friends has continued their support for the Foundation, running a fundraising event with artist Dame Robin White as guest speaker, in association with the Foundation. As an inaugural Cornerstone partner of the Foundation we look forward to further cooperative occasions for the benefit of the museum. Continuing the Friends' outreach to regional centres and other Friends organisations, during the year we hosted at Te Papa Carolyn Guytonbeck, President of the Dunedin Public Art Gallery Society, and a group of Friends of Christchurch Art Gallery.

Number of gifts

0

0

4. To continue to thrive in Te Papa's changing environment

Membership promotion: The main opportunity for large scale membership promotion is during the season of a 'charged for' exhibition. From December 2018 into April 2019 a membership promotion was run during the exhibition Terracotta Warriors: Guardians of Immortality. 139 memberships were signed up during the promotion.

As a membership benefit, during the year the Friends funded exhibition previews and free events, including several events to update members on progress of the museum's renewal programme, this year the Te Taiao | Nature. We regularly seek feedback from members as to their preferences and interests. In September, with the assistance of Te Papa's Audience Insights team, we carried out a comprehensive survey of both the membership and the public.

Membership promotion

1

0

Number of memberships signed up as a result of the promotion

139

0



Volunteering: The Friends' Committee greatly values the membership's strong support and enthusiastic participation in all our activities. Many members give generously of their time as volunteers, helping with membership promotion, providing office support, and working back-of-house. In 2018 we established a new Writer's Circle and ran two training sessions for members on writing reviews of Friends events for the website. This has resulted in greater diversity and a high standard of website articles and images.

	2019	2018
Number of volunteers	47	23

Committee: Throughout the year the Committee has tackled a very full workload with enthusiasm and strong commitment. Since its establishment 21 years ago, the Friends have continued to be very fortunate in the calibre and commitment of members of the Committee, who give voluntarily and generously of their time, as evidenced by the number of volunteer hours. This past year they have given considerable time and thought into producing Role Descriptions to cover the diverse range of committee responsibilities, in support of achieving our four strategic drivers.

Number of Committee	13	12
Number of Committee volunteer hours	2,857	1,597

Newsletters: The majority of the membership now receive the regular Friends' E-newsletters. The immediacy and flexibility of electronic communication continues to prove highly effective in keeping members, Te Papa staff and the wider public aware and engaged with what is happening at Te Papa, as well as the Friends' programme. The Office continues to produce a monthly paper Diary, to keep non-email members regularly informed.

Number of e'newsletters and updates sent	39	39
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Additional Output Measures:

Website: The dedicated Friends' website continues to prove highly successful with the ability to quickly publish up-to-date information about the Friends and our events to the widest possible audience, including non-members, in a cost-effective manner. The Friends' secure, easy to use, on-line payment facility regularly results in many events selling out almost immediately on publication, notably the away tours. Recently, the installation of a new membership database and management system has brought significant improvements to administrative processes and more efficient handling of membership matters, such as renewals, bookings and payments.

Social Media:

Facebook followers	671
Facebook main page posts	135
Instagram followers	162
Instagram posts	21



The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Statement of Financial Performance

"How was it funded?" and "What did it cost?"

For the year ended

31 March 2019

	Note	Actual 2019 \$	Actual 2018 \$
Revenue			
Donations and other fund raising from members		4,670	3,450
Membership subscriptions		68,576	76,065
Events and tours revenue - members	1	128,619	53,489
Events and tours revenue - non-members		12,312	1,738
Grants		1,000	-
Interest		6,916	9,143
Administrative support from Te Papa		-	-
Total Revenue		222,093	143,885
Expenses			
Salaries and employee related costs		112,227	123,656
Costs related to events, tours and other services	2	123,633	48,853
Administration and operating expenses		7,762	7,885
Audit fees		1,755	1,660
Total Expenses		245,377	182,054
Surplus/(Deficit) for the year before gifting		(23,284)	(38,169)
Gifting to Te Papa		-	-
Surplus/(Deficit) for the Year		(23,284)	(38,169)



The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at
31 March 2019

	Note	2019 \$	2018 \$
Assets			
Current Assets			
Bank of New Zealand Current Accounts		55,590	48,720
Bank Deposit Accounts		50,076	20,999
Total Current Assets		105,666	69,719
Non-Current Assets			
Investments - NZ Bonds	3	123,620	174,784
Total Non-Current Assets		123,620	174,784
Total Assets		229,286	244,503
Liabilities			
Current Liabilities			
Accounts payable		15,615	13,308
GST payable		3,477	4,749
Prepaid subscriptions	4	89,000	81,968
Dufour Conservation Fundraising Project		8,567	8,567
Total Current Liabilities		116,659	108,592
Total Liabilities		116,659	108,592
Total Assets less Total Liabilities (Net Assets)		112,627	135,911
Accumulated Funds			
Accumulated surpluses or (deficits)	5	112,627	135,911
Total Accumulated Funds		112,627	135,911



The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

31 March 2019

	2019	2018
	\$	\$
Cash Flows from Operating Activities		
Cash was received from:		
Membership subscriptions receipts	75,608	80,402
Receipts, functions etc.	140,931	55,227
Donations	4,670	3,450
Interest income	6,916	9,112
Grants	1,000	-
Net GST	-	376
Cash was applied to:		
Payments to suppliers and employees	243,070	201,094
Donations or grants paid	-	-
Net GST	1,272	-
Net Cash Flows from Operating Activities	(15,217)	(52,527)
Cash flows from Investing and Financing Activities		
Cash was received from:		
Decrease in funds in Bank Deposit Accounts	-	81,950
Decrease in funds held in Investments	51,164	-
Cash was applied to:		
Increase in funds in Bank Deposit Accounts	29,077	-
Net Cash Flows from Investing and Financing Activities	22,087	81,950
Net Increase / (Decrease) in Cash	6,870	29,423
Opening Bank of New Zealand Current Account	48,720	19,297
Closing Bank of New Zealand Current Account	55,590	48,720
This is represented by:		
Bank of New Zealand Current Account	55,590	48,720



The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended

31 March 2019

Basis of Preparation

The Friends Of The Museum of New Zealand Te Papa Tongarewa Inc has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Investments

All investments are measured on a market value basis with movements recognised through the Statement of Financial Performance. Interest income is recognised on an accruals basis.

Bank Accounts and Cash

Bank and Cash in the Statement of Cash flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Revenue

All revenue is recognised when earned. Subscriptions received under the "five years for the price of four" plan are allocated pro-rata to each of the relevant years.

Donations/Grants

Donations/grants received are accounted for as income unless received as part of a specific fundraising project. In such circumstances, they are held in reserve until utilised on that project.

Employee Entitlements

Employee entitlements are measured at undiscounted nominal values based on accrued entitlements at current rates of pay. These may include salaries and wages accrued up to balance date and annual leave earned but not taken at balance date.

Income Tax

The Friends of the Museum of New Zealand Te Papa Tongarewa Inc is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (last year - nil)



The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Notes to the Performance Report

For the year ended

31 March 2019

Note 1 : Analysis of Income

Income Item	Analysis	2019 \$	2018 \$
Revenue related to events and tours			
	Events	45,720	22,720
	Tours	82,899	30,769
Total		128,619	53,489

Note 2 : Analysis of Expenses

Expense Item	Analysis	2019 \$	2018 \$
Costs related to events, tours and other services			
	Events	28,990	15,049
	Tours	73,646	23,268
	Speaker fees	11,572	4,080
	Website & newsletters	9,425	6,456
Total		123,633	48,853

Note 3 : Investments - NZ Bonds

Asset Item	Analysis	Interest rate % pa	Maturity date	2019 Principal amount \$	2018 Principal amount \$
Investments - NZ Bonds					
	Transpower	5.14%	30.11.18	-	50,000
	ANZ	3.16%	26.08.20	30,000	30,000
	BNZ	4.43%	18.06.20	30,000	30,000
	Auckland Council	4.02%	24.09.20	20,000	20,000
	Genesis	4.14%	18.03.22	40,000	40,000
	Accrued interest			3,620	4,784
				123,620	174,784

Note 4 : Prepaid Subscriptions

Liability Item	Analysis	2019 \$	2018 \$
Prepaid Subscriptions	2018/19	-	42,800
	2019/20	46,934	16,639
	2020/21	16,947	11,369
	2021/22	13,168	7,591
	2022/23	9,146	3,569
	2023/24	2,805	-
Total		89,000	81,968

Subscriptions received under the "five years for the price of four" plan are allocated pro-rata to each of the relevant years.



The Friends of the Museum of New Zealand Te Papa Tongarewa Inc

Notes to the Performance Report

For the year ended
31 March 2019

Note 5: Accumulated Funds

	2019	2018
	\$	\$
Accumulated surpluses or (deficits)		
Opening Balance	135,911	174,080
Surplus/(Deficit) for the year	(23,284)	(38,169)
Closing Balance	112,627	135,911

Note 6 : Commitments and Contingencies

There are no commitments or contingencies as at balance date (last year - nil)

Note 7 : Related Party Transactions

Friends of Te Papa no longer receives administrative support from Te Papa but receives some assistance from Te Papa towards certain events held at the Museum. (Refer Performance Report.)

Note 8 : After Balance Date Events

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (last year - nil)

