

Maryborough Community House

2009 – 2010

ANNUAL GENERAL MEETING

Date 25th October 2010

4 pm

ORGANISATIONAL CHART

Present Committee of Management (2009-10)

President	Peter Milthorpe
Vice President	Gus Hogg
Secretary	Maragret McCullagh
Treasurer	
Committee Members	Paul Smith Mike Maclean Heiner Bauch Susan Anthony Peter Burke Jenny Melton

Staff

Coordinator	Yvonne Maclean
Bookkeeper	Margaret McCullagh
Assistant	Ed Watkins
Cleaner	Bridget Gurdler

Agenda

1. Welcome
2. Present
3. Apologies: Frank Mason, Sue Kelly, Paul Smith
4. Minutes of Last AGM
5. Business Arising from Minutes
6. Annual Reports
 - a) Chairperson
 - b) Auditors
 - c) Coordinator
7. Vacate office bearers positions
8. Election of new office bearers
9. General Business
 - a. Raising of fees for room hire
 - b. Association members fees raised from \$2.00 to \$3.00
10. Guest Speakers - Neighbourhood Renewal Team
11. Close and supper

MISSION STATEMENT

Maryborough Community House will be an innovative, responsive, flexible service that is of the highest quality – proactively encouraging participation in the community.

Aims and Objectives

- To provide a high quality service, which is innovative, flexible, and responsive to community and service user needs and which is accessible to all
- To encourage and support service users to participate to the fullest extent in the community by:
 - a. Providing education, social and leisure opportunities within the community
 - b. Providing information, advocacy and referral

As an organisation to actively participate within the community

The organisation will be a non-profit organisation that actively seeks funding to provide low cost/ no cost high quality service to the community

Chairpersons Report

This is my fourth year on the committee of management but my second year as Chairperson. This year has gone by so very fast I can't believe that is so very close to Christmas

The community house has done a lot this year and we are looking forward to partnering up with Neighbourhood renewal this should make a very good team and they have offered to help us with some areas

Gus, Margaret and I are in talks with DPCD (our funding body) to see how we can make things happen better in the future.

All the Community House programs and activities are going well and we are working on trying to find some new thing for the house to implement

I would like to thank everyone for their help a very big thanks to Yvonne, Ed and Margaret for their hard work and would like to thank Gus for his guidance and wisdom throughout the past year but we would like to see more faces at the Committee meetings sometimes we find it hard to have enough people to hold a meeting. I would like to encourage people to debate things if they feel it is not in the best interest of the community house

Looking forward to seeing you and all your friends in the coming New Year ask your friends and neighbours to come along and have a cuppa and a chat as you know the kettle is always on

Chairperson

Peter Milthorpe

Coordinators Report

I would like to welcome our members and guests to the Annual General Meeting. As you may have noticed there have been some changes made, we now have the office near the door. We are part of the Neighbourhood Renewal Scheme and also in the Eco-living grant along with GELC. We have started the Central Goldfields No Interest Loans Scheme.

Strengths

I am always grateful to the Committee of Management for their guidance and support over the year. The members of the Committee who attend regularly are my anchors. Their decisions and leadership have kept the Community House in a positive frame.

Bookkeeping

Margaret McCullagh has been a great asset to the Maryborough Community House..

Having had our last Annual General Meeting in October I will now report on programs and activities offered since then.

AA

Both our AA groups are running well even though the Maryborough Community House was closed for the Christmas holidays the Alcoholic Anonymous groups continued with their regular meetings at the House.

Craft

Our group enjoys a chat looking through our collection of patterns and doing some sewing, knitting or crocheting.

Belly Dancing

The women come every Monday afternoon and delight us with music which they shimmy to with great enjoyment.

Sewing

We have been going steady with new members every now and then. We have had a class on how to use one's own sewing machine which went very well and will be holding a course on How to use Your Overlocker in January 2011.

Computers

We have been running various computer classes with Peter Milthorpe teaching people how to use their computers. .

Scrapbooking

We are a bit low on numbers at the moment hopefully more people will join soon.

Early Intervention

This group is run by Deanna and helps children to adjust to school life as well as pick up any problems

Cards

This is a lovely group of ladies with the occasional man who play a game called step-up, gin rummy, poker or any other card game we can. .

Art from the Heart

We wish to thank John for doing such a good job running this group and Cyril for the music. This is our most successful group. It is fascinating to see the different pictures the artist have produced. There are examples all over Maryborough and on our walls as well.

Art Classes by Trevor

The classes are still going strong. The students come and do all sorts of forms of art under Trevor's tutorage

Youth Group

We have a group of young people about 10 with 4 to 5 coming together to meet and socialize with a light supper afterwards.

Kool Kids

The children come and use the computers from 4 till 5 pm Monday, Wednesday and Thursday. During the term holidays they can come in for 2 hours from 2 till 4 p.

Central Goldfields No Interest Loan Scheme

We have started the Nils program and averaging one loan a month. Interest has been very hi with at least one enquiry a day. We hope to increase this as the word becomes more well known.

Yvonne Maclean
Coordinator



Peter M. Egan & Associates Pty. Ltd.

CERTIFIED PRACTISING ACCOUNTANT

A.B.N. 62 007 040 968

OFFICE:

14 BRYANT STREET,
MARYBOROUGH 3465

Telephone: (03) 5461 2479

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Director

P. M. EGAN FCPA

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF THE MARYBOROUGH COMMUNITY HOUSE INC.**

Scope

We have audited the special purpose financial report of the Maryborough Community House Inc. comprising the Income Statement and Balance Sheet for the year ended 30 June 2010.

The Committee is responsible for the financial report and have determined that the accounting policies used are appropriate to meet the needs of the Associations Incorporations Act (Victoria) and are appropriate to meet the need of the members. We have conducted an independent audit of this financial report in order to express an opinion on it to the members. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for the purpose of fulfilling the requirements of the Associations Incorporation Act (1981). We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly and gives a true and fair view of the financial position of the Incorporated Association, so as to present a view, which is consistent with our understanding of the associations financial position and performance as represented by the results of its operations. These policies do not require the application of all Australian Accounting Standards and other mandatory professional requirements in Australia

It is not practical for Maryborough Community House Inc. to maintain an effective system of internal control over donations and fund raising activities until their initial entry on the accounting records. Accordingly, our audit in relation to donations and fundraising was limited to amounts recorded.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion, the financial report presents a true and fair view of the financial position of Maryborough Community House Inc. as at 30 June 2010 and the results of its operations for the year then ended.

Peter M Egan & Associates Pty Ltd

A handwritten signature in black ink, appearing to be 'PME', with a long horizontal stroke extending to the right.

Peter M Egan FCPA

8 October 2010

1:14 PM
08/10/10
Cash Basis

Maryborough Community House inc.
Balance Sheet Prev Year Comparison
As of June 30, 2010

	Jun 30, 10	Jun 30, 09
ASSETS		
Current Assets		
Chequing/Savings		
Bendigo Bank Account	15,257.27	17,936.36
Petty Cash	35.30	19.00
Term Deposit 1st.	20,199.13	31,168.87
Term Deposit 2nd.	16,394.75	26,559.59
Total Chequing/Savings	51,886.45	75,683.82
Other Current Assets		
Undeposited Funds		162.80
Total Other Current Assets		162.80
Total Current Assets	51,886.45	75,846.62
Fixed Assets		
COMPUTERS		
3 Computer New Office	3,177.27	
4 Computers, 2 terminals	1,200.00	1,200.00
Brother Printer	435.45	435.45
Canon Printer	329.00	329.00
Computers	13,203.55	13,203.55
zLess accum depreciation (20%)	-11,110.00	-7,893.00
Total COMPUTERS	7,235.27	7,275.00
GROUND IMPROVEMENTS		
Half Court	4,343.00	4,343.00
Play Ground	2,700.00	2,700.00
Shade Tents		361.82
Storage Container	1,600.00	1,600.00
zLess accum depreciation 10%	-8,329.00	-8,164.00
Total GROUND IMPROVEMENTS	314.00	840.82
HOUSE EQUIPMENT		
2 New Heaters	2,563.64	
2 Split Systems coolers	1,563.64	
Airconditioner	2,727.27	2,727.27
zLess Accum depn Airconditioner	-3,627.00	-2,064.00
HOUSE EQUIPMENT - Other	1,909.09	1,909.09
Total HOUSE EQUIPMENT	5,136.64	2,572.36
OFFICE HOUSE EQUIPMENT		
Digital Camera	566.88	566.88
Furniture	4,732.73	560.00
Kitchen equipment	1,076.32	1,076.32
Vacuum cleaner	527.27	527.27
Video Equipment	171.82	171.82
zLess accum Depreciation (20%)	-3,445.00	-2,518.00
OFFICE HOUSE EQUIPMENT - Other	1,850.00	
Total OFFICE HOUSE EQUIPMENT	5,480.02	384.29
Total Fixed Assets	18,165.93	11,072.47
TOTAL ASSETS	70,052.38	86,919.09

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Cash Basis

Maryborough Community House inc.
Balance Sheet Prev Year Comparison
As of June 30, 2010

	<u>Jun 30, 10</u>	<u>Jun 30, 09</u>
LIABILITIES		
Current Liabilities		
Other Current Liabilities		
PAYROLL LIABILITIES		
PAYG tax	744.00	894.00
Super payable	493.18	380.35
Total PAYROLL LIABILITIES	<u>1,237.18</u>	<u>1,274.35</u>
TAX Payable	<u>1,232.84</u>	<u>653.19</u>
Total Other Current Liabilities	<u>2,470.02</u>	<u>1,927.54</u>
Total Current Liabilities	<u>2,470.02</u>	<u>1,927.54</u>
TOTAL LIABILITIES	<u>2,470.02</u>	<u>1,927.54</u>
NET ASSETS	<u>67,582.36</u>	<u>84,991.55</u>
EQUITY		
Opening Bal Equity	31,214.27	31,214.27
Retained Earnings	53,777.28	54,497.18
Net Income	-17,409.19	-719.90
TOTAL EQUITY	<u>67,582.36</u>	<u>84,991.55</u>

Maryborough Community House inc.
Profit & Loss Prev Year Comparison
July 2009 through June 2010

	Jul '09 - Jun 10	Jul '08 - Jun 09
Ordinary Income/Expense		
Income		
Bank Rebate	168.60	50.75
Donations Income	1,391.71	705.81
Fundraising Income	556.20	476.35
Grants		
Dept of Victorian Communities	10,587.75	41,521.00
DPCD	31,763.25	
NILS	5,090.90	
Other Grants	909.09	909.09
Total Grants	48,350.99	42,430.09
Hire of Equipment	147.00	159.50
Interest Income	1,616.64	4,092.69
MCH Projects	1,851.55	2,041.44
Membership Dues	24.00	36.00
Office Services Income	156.71	72.61
Room hire	2,345.91	2,274.55
Total Income	56,609.31	52,339.79
Expense		
Admin Expenses	2,923.78	165.15
Advertising	914.37	402.96
Audit Fees	600.00	575.00
Bank Charges	180.60	50.75
Catering	544.24	499.04
Cleaning	294.88	24.45
Computer & Software Expense	412.55	999.06
Consulting Fees		157.50
Depreciation Expense	6,072.00	4,461.00
Donations & Gifts	450.00	249.50
Equipment	1,117.17	912.26
Gas & Electricity	1,205.62	1,267.21
Insurance	1,351.81	1,250.92
Loss on sale of Assets	61.82	
NILS Program Exspense	1,313.62	
PAYROLL EXPENSES		
Gross wages	32,048.08	31,095.23
Super	2,719.81	1,838.81
Total PAYROLL EXPENSES	34,767.89	32,934.04
Permits, Licences & Fees		39.70
Postage	1,268.60	616.43
Printing & Stationery		504.22
Professional Development	1,200.08	460.73
Programme Expense	637.64	758.07
Rates	579.00	689.55
Reconciliation Discrepancies		
Repairs & Maintenance	13,899.22	1,358.96
Staff/Client Amenities	1,046.95	1,028.06
Subscriptions & Memberships	660.90	573.63
Telephone & Communications	2,165.57	2,595.52

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Maryborough Community House inc.
Profit & Loss Prev Year Comparison
July 2009 through June 2010

	<u>Jul '09 - Jun 10</u>	<u>Jul '08 - Jun 09</u>
Travel & Accommodation	353.41	274.85
Workcover	185.11	211.13
Total Expense	<u>74,206.83</u>	<u>53,059.69</u>
Net Ordinary Income	-17,597.52	-719.90
Other Income/Expense		
Other Income		
Sale of Assets	188.33	
Total Other Income	<u>188.33</u>	
Net Other Income	<u>188.33</u>	
Net Income	<u><u>-17,409.19</u></u>	<u><u>-719.90</u></u>