

Maryborough Community House Inc

2013-2014

ANNAUL GENERAL MEETING

DATE 14TH OCT 2014

5:30 PM

Web: www.maryboroughcommunityhouse.org.au

ABN: 14 524 323 936

Association No: AA 0026131M

Maryborough Community House

Annual General Meeting

July 2013 to June 2014

14 October 2014 - 5:30pm

OUR STATEMENT OF PURPOSE

- To actively promote a sense of belonging and community spirit and reduce social isolation within the community.
- Work in partnerships to help make our community a better place to live.
- Promote equality, availability and community engagement.
- Develop and deliver activities and programs in response to the needs of our community.
- Provide referral, assistance and information for those seeking a wider range of services, and
- Provide a venue for outside organisations to run functions and programs.

Present Committee of Management 2013-14

President – Jeff Fraser
Vice President – Frances Fraser
Secretary – Margaret McCullagh

Committee Members –
Gus Hogg, Steven Fryer, Monika Geschowski, Ruth Bumpstead (Staff)

Staff of House

Coordinator – Ruth Bumpstead
Bookkeeper – Margaret McCullagh
Cleaner – Viven Price

With thanks to past Committee Members 2013-14

Debra Eversham, Jeannette Adams, Jan Murphy, Nicole Fornal

We would like to express our sincere thanks to:

All the people who come through our doors, to the groups and organisations that utilize our venue and services. Also to the volunteers who generously give of their time, their skills and knowledge. To funding received and ongoing support of the State Government Department of Human Services, Good Shepherd Microfinance the National Australia Bank, Australia Post, Department Family, Housing Community Services and Indigenous Affairs – FaHCSIA, and Central Goldfields Shire.

We would also like to thank the following local business and people for their support:

Albion Hotel	GV Bargains	Noonan & Sutherland
Aldi	IGA	O'Halloran's
Amaroo facepainting	Ivy Baugh	Paint Place
ANZ Bank	Jenny Melton	Pam Brightwell
Beckworth Electrical Services	Joe Helper MP	Park View Bakery
Bendigo Bank	State Member for Ripon	Plumbtec
Bent Stems	Julie & Bree Hairdresser	Possamai Family
Bi-Rite	Kids with Class	Priceline Pharmacy
Bill's Fish Shop	Kmart	Primes Maryborough
Brides and Blokes	Lions Club	Professionals
Central Highland	Liz Shaw	Red House Bakery
Central Musik	Lyal Eales Store	Reece
CFA – Victoria	Lyn Layfield	Repco
Coiltek Gold Centre	Macks Fashion and Surf	Rinaldi's
Coles	Maggie's Cafe	Ruby Beauty House
Commonwealth Bank	Mario's	Showtime Entertainment
Coverdales Cane & Craft	Maryborough Golf Club Inc.	SportsPower Maryborough
Country Trends	Maryborough Highland Society	Steve's Fish Shop
C & J Automotive & Electrical	Maryborough Locksmith Services	Sue's Kitchen
Cramer Pty Ltd	Maryborough Seafood Bar	Telstra
Darri Rees	MB Law Barristers & Solicitors	The Centre of Excellence
Debbie Lee Fashions	Members of the Baptist Church	Tony's Pest Control
Eileens Frock Salon	Members of the Salvation Army	Treasure Hunter
Food Share Bendigo	Members of the Uniting Church	Treble Jewellers
Graham Jacka Holden	Millikans Pharmacy	Waste Not Stockfeeders
Gus Hogg	Murphy's Gym	Wattle Office Supplies
Hair Works	Nancey McQuienn	Wattle Travel
Hartwell Shoes	NewsExpress Maryborough	Wear J'a 'Get That
Haymes Paints Ballarat		Westpac Bank
		Your Mantra
		Zan Ristov – Microsolutions

Maryborough Community House

Annual General Meeting 2014

Agenda

1. Welcome
2. Apologies
3. Minutes of previous AGM - attached
4. Business arising from the minutes
5. Annual Reports – attached
 - Chairperson
 - Co-ordinator
 - Finance
6. Motions of which due notice was given

NIL
7. General business
 - Membership Fees
 - Auditor/Financial
8. Election of Committee of Management and Committee Members
President
Vice-President
Secretary
Treasurer
Committee Members – Members present to decide by resolution the number of ordinary members of the Committee to hold office for the next year. (Clause 53 of the Rules.)
9. Any other Business
10. Close of meeting.

Maryborough Community House
Annual General Meeting
July 2012 to June 2013
15 October 2013 – 5pm

1. Welcome – NF acknowledged country and people on which we are meeting.
2. Present – N Fornal (Chair), D Eversham, M Geschkowski, C Wilson, J Adams, J Murphy, R Bumpstead, N McQuienn, J Melton, E Layfield, G Hogg, S Fryer, M McCullagh, F Mason, J Fraser, F Fraser, M Crew, J Tasley (visitor).
3. Apologies – Members – S Bamford, J harris, T Jones, S Kelly. Invited Guests – Cr B Rialdi, N Chandler, D Perry, P Nixon.
4. Minutes of previous AGM – attached – following two corrections these were signed as a true record of that meeting, passed all in favour.
5. Business arising from the minutes - nil
6. Annual Reports – attached
 - Chairperson – N Fornal read
 - Coordinator – R Bumstead read
 - Auditor – reviewed by members present.Moved J Melton, Seconded Frank Mason
Passed all in favour
7. Motions of which due notice was given
 - Motion – that the Association accept the Model Rules as our Rules (Constitution) and a set of By-Laws be created for the conduct and management of the Association and that no By-law shall be inconsistent with or affect or repeal the efficient operation of the Association.
Moved J Murphy, Seconded J Fraser
Reason read by J Murphy
Passed all in favour.
 - Motion – that the amount of the annual subscription for the following financial year 2014-2015 be set at \$5.
Moved F Fraser, Seconded L Caine
Reason read by J Murphy
Following discussion this was passed all in favour
 - Motion – that a pro-rata fee of the annual subscription for the following financial year 2014-2015 be set at \$3 for a six month fee, that is January to June.
Moved F Fraser, Seconded J Fraser
Reason read J Murphy
Following discussion this was passed all in favour.

No motions without notice.
8. Election of Committee of Management and Committee Members
President – Debra Eversham

Vice-President – Nicole Fornal

Secretary – Jan Murphy

Treasurer – no nomination, incoming committee to seek candidate.

Committee Members – Members present to decide by resolution the number of ordinary members of the Committee up to five. (Clause 53 of the Rules.)

Nominated L Caine, M Geschkowski, and Ruth Bumpstead (staff)

Two nominations were called from the floor.

Steven Fryer and Jeannette Adams.

9. General business

Name tags – incoming CoM to source.

G Hogg offered a vote of thanks to the previous committee and staff members

N Fornal offered a vote of thanks.

Debra Eversham offered a vote of thanks, the new committee members and thanks for the attendance.

9. Close of meeting 5.40pm, followed by light refreshments.

PRESIDENT'S REPORT
Maryborough Community House AGM
14th October, 2014

Over the past twelve months the Maryborough Community House Committee of Management has been very active in bringing the Community House in line with other Community and Neighbourhood Houses.

The Committee has changed from the old constitution to new Model Rules, which is a government set of rules that are easier to follow and makes sure the house is following correct procedure. The strategic plan has been updated to better reflect Maryborough Community House in 2014 and going forward.

The updating of our policies and procedures manual is almost complete. The House's Code of Conduct has been updated and displayed throughout the Community House.

Over the last few months the Committee has been working with Neighbourhood Renewal to secure a grant from DHS for improvements to the Community House internally. The current plan is to upgrade the toilets and kitchen and gain an additional meeting room. Hopefully the incoming Committee of Management will continue working towards these objectives.

Both staff and the Committee of Management have undertaken performance assessments. These assessments should be completed every six months and are an ongoing requirement for Community Houses.

I would like to thank the Committee of Management, Coordinator Ruth and bookkeeper Margaret for their efforts over the past twelve months and thank you Margaret for taking on the role of Secretary and organising the Annual General Meeting.

I would also like to thank the volunteers. Without them the Maryborough House simply could not run.

I would especially like to thank Jan Murphy, past secretary, for her hard work. As the driving force behind all the Committee of Management's activities over the past year, her expertise will be sorely missed.

Finally, thank you for attending the Annual General Meeting of the Maryborough Community House and I wish all the best for the new Committee of Management and the House for the coming years.

Jeff Fraser
COM PRESIDENT

COORDINATOR REPORT

The past year has seen a number of changes throughout the Maryborough Community House and I think all would agree the changes have been positive for the community house and everyone involved.

What began as a one on one sewing lesson last year has grown into a quilting group of five or more. Our Wednesday craft group continue to do all sorts of craft from knitting, scrap booking, felting and what ever they can think of to do for themselves or the community. The group also makes knee rugs and gifts for the elderly living in the nursing homes.

The community lunches are a great social get together for not only those coming for lunch but also those who do the cooking. Our Flash Photo participants have been taking photos not only around the house for the shipping container project, harmony meal and other events but they have also utilised their passion for the opportunity to be involved in a Shire led project to create post cards that have been sent throughout Australia and overseas.

Through funding we received just after the 2013 financial year we were able to purchase much needed equipment for programs and the house. As each new delivery arrived be it a cupboard, set of lockers, desk or computers our volunteers and participants were at the ready to begin utilising them.

From gaining new computers and thanks to the volunteers who have taken the time and patience to teach, there are a number of parents and grandparents now out in the community who have started buying or selling on Ebay, using Facebook to keep in touch with family and friends whilst becoming comfortable using modern technology.

We lost a few volunteers through employment opportunities, family or health issues and were sad to say goodbye. Through interaction with the house staff, volunteers or programs, we have since gained a number of volunteers into the team. Some to conduct interviews of our No Interest Loans, freeing up time for staff members with others taking over where others have left a gap.

Many people come into the house for a variety of reasons and whether it's an inquiry, a Loan, learn new hobbies and skills or for any other purpose you can guarantee friendships and ideas grow. From that growth the house gains proactive volunteers and the community is strengthened.

It's fantastic to see how the additional equipment, volunteers, staff, our associations and growing partnerships throughout the Shire continue to change people's lives in very positive ways.

All of the above would not be possible without the dedicated team of staff, volunteers and Committee members who contribute their time, effort and experience for the benefit of the Community House and the residents we are here for. Thank you each and everyone for all that you do. Also thank you to our partners and other affiliated organisations for the support they provide to the residents, the Community House and myself. Last but not least I would like to thank our funding bodies for which none of the above would be possible without them.



Thank you, Ruth Bumpstead

Maryborough Community House inc.

Profit & Loss

July 2013 through June 2014

23 Primrose St Maryborough 3465

ABN 14 524 323

Ordinary Income/Expense

Income

Donations Income	3,061.66
Grants	68,811.69
Hire income	5,199.03
Interest Income	784.24
MCH Projects	3,466.10
Memberships Dues	137.00
NILS whitegoods income	1,300.00
Office Income	265.95
Total Income	83,025.67

Expense

Admin Expenses	1,613.46
Advertising	1,787.56
Audit Fees	659.09
Computer & Software Expense	7,704.53
Contributions for use of room	2,000.00
Depreciation Expense	3,247.00
Donations & Fundraising	431.53
Equipment	2,320.90
Gas & Electricity	2,206.25
House Activities	637.32
Insurance	1,279.19
PAYROLL EXPENSES	52,396.40
Postage	0.50
Professional Development	954.19
Programme Expense	2,287.80
Rates	1,235.33
Repairs & Maintenance	2,248.22
Staff/Client Amenities	263.17
Subscriptions & Memberships	1,269.99
Telephone & Communications	2,946.69
Travel & Accommodation	2,467.20
White goods customer rebate	1,000.00
Workcover	460.68

Total Expense 91,417.00

Net Ordinary Income **-8,391.33**

Other Income/Expense

Sale of Assets 55.00

Total Other Income 55.00

Net Other Income 55.00

Net Income -8,336.33

Maryborough Community House inc.

Balance Sheet

As of June 30, 2014

23 Primrose St Maryborough 3465

ABN 14 524 323

ASSETS

Current Assets

Chequing/Savings

Bendigo Bank Account 16,913.90

Investments 32,838.16

Total Chequing/Savings 49,752.06

Total Current Assets 49,752.06

Fixed Assets

COMPUTERS 73.24

Total COMPUTERS

GROUND IMPROVEMENTS

House & office 195.64

office equipment 3,162.02

Total GROUND IMPROVEMENTS

Total OFFICE HOUSE EQUIPMENT 3,430.90

Total Fixed Assets

TOTAL ASSETS 53,182.96

LIABILITIES

Current Liabilities

Other Current Liabilities

PAYROLL LIABILITIES

PAYG tax -126.00

Super payable 943.48

Total PAYROLL LIABILITIES 817.48

TAX Payable 463.54

Total Other Current Liabilities 1,281.02

Total Current Liabilities 1,281.02

TOTAL LIABILITIES 1,281.02

NET ASSETS 51,901.94

EQUITY

Opening Bal Equity 31,214.27

Retained Earnings 29,024.00

Net Income -8,336.33

TOTAL EQUITY 51,901.94