

MARYBOROUGH COMMUNITY HOUSE INC

2014- 2015

ANNUAL GENERAL MEETING

DATE 29TH SEPTEMBER 2015 1.30PM

ABN: 14 524 323 936

ASSOCIATION NUMBER: AA 0026131M



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MARYBOROUGH COMMUNITY HOUSE Annual General Meeting

July 2014- June 2015 29th September 2015 1.30pm

Our Statement of Purpose

- To actively promote a sense of belonging and community spirit and reduce social isolation with the community.
- Work in partnership 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 2014-2015

Chair – Tracey Wilson

Secretary- Amanda Crameri

Treasurer- Bernie Crameri

Committee Members

Jeni Melton, Ruth Bumpstead (Staff)

Staff of House- Coordinator – Ruth Bumpstead, Book Keeper/Nils- Margaret McCullagh,
Cleaner – Vivien Price, Nancey McQuienn

With thanks to past Committee Members

Monika Geschkowski & Narrina Colliccoat

Thank you for your association with us and for your support and input to our community house,
which keeps us alive and active due to all your efforts.

WE WOULD LIKE TO ACKNOWLEDGE THE FOLLOWING

All the people who come through our doors, to the groups and organisations that utilize our venue and services. The many dedicated volunteers who generously give of their time, their skills and knowledge to assist other residents in the community.

For funding received and ongoing support from the State Government Department of Health and Human Services -

Acknowledgment of our partnerships with

- Good Shepherd Microfinance
- National Australia Bank
- Maryborough District Health Service
- Central Goldfields Shire Neighbourhood Renewal

The following local business and people for donations of goods or services:

Aldi	Joe Helper MP Past Member for Ripon
Bendigo Bank	Current Member for Ripon Louise Staley MP
Members of the Salvation Army	Carisbrook Lions Club
Bent Stems	Central Goldfields Garden Club
Bi-Rite	Lyal Eales Store
CFA – Victoria	Maxine Greenwood
Coles	Members of the Uniting Church
C & J Automotive & Electrical	Millikans Pharmacy
Crameri Pty Ltd	Nancey McQuienn
Food Share Bendigo	Pam Brightwell
Maryborough Lions Club	Gus Hogg
Members of the Baptist Church	John Richards Electrical
GV Bargains	Tony's Pest Control
Redpath Tyre and Battery	Jenifer Melton
Graham Jacka Holden	Possamai Family
Ivy Baugh	Primes Maryborough
IGA	Lions Club Carisbrook
Herring & McMillan Solicitors	Treasure Hunter
Jeanette Adams	Zan Ristov – Microsolutions
Judy Walter	Maryborough Highland TOWN Club

Maryborough Community House

Annual General Meeting

29 September 2015

Agenda

1. Welcome
2. Apologies
3. Minutes of previous AGM- attached
4. Business Arising from meeting
5. Annual Reports- attached
 - Chairperson
 - Co-ordinator
 - Financials/Auditor
6. Election of Committee of Management and Committee members
 - President
 - Vice-President
 - Secretary
 - Treasurer
7. Committee Members
8. General Business
9. Close of Meeting.

Annual General Meeting Minutes

July 2013 to June 2014

14th October 2014—5:30pm

Welcome – J Fraser welcomed all present and Ruth introduced new faces to the meeting.

Present: J. Fraser (Chair), J.Melton, F.Fraser, G. Hogg, S.Fryer, N McQuienn, T. Wilson, J. Adams,

D.Bradley, R.Bumpstead, C.Gilfillan, M Geschkowski, S Pisano, J Pisano, M McCullagh

Apologies: L Layfield-Cain, A Cramer, P. McCallister, C. Possamai, Carolyn Passamai

Apologies accepted Moved S Fryer Second J Melton Passed Yes

Minutes of the previous AGM-attached

Business arising from the minutes-nil

Annual reports –attached

- Chairperson- J Fraser-read
- Coordinator-R.Bumpstead-read
- Finance- as we have no Treasurer J.Fraser said that attached to the AMG report is a copy of our Balance Sheet and Profit and Loss Statement. Does anyone have any queries?

All reports and the minutes from the last AGM were accepted on motion

by S Fryer and seconded by J Melton. Passed Yes

General Business

1 Membership Fees. The CoM has recommended that the membership fee, renewal and fees remain the same for the next financial year.

There was a show of hand in acceptance Passed Yes

2 Auditor. Under Consumer affairs direction and our Constitution (The Model Rules) as we are not a Prescribed Association, that is an incorporated association with an annual gross revenue of more than \$250,000 we do not have to have our books officially audited. We must maintain adequate and accurate accounting records of our financial transactions and these have been presented to you in our financial year Balance Sheet which will be lodged with Corporate Affairs following this meeting. The incoming committee may have to amend the By-Law to reflect the above.

Election of Executive and Committee Members

Statement read by J Fraser

Prior to the election of the Executive and Committee Members, as per our Constitution (Model Rules) the members here today have to nominate how many Committee (ordinary) members they want on the committee of management. The Committee of Management recommend up to five and this is to include the house Coordinator with no voting rights and therefore today we need to call from the floor for four members.

A show of hands accepted the number of ordinary committee members be up to 5 Passed Yes

J Fraser then declared all positions vacant and call for the following positions to be filled:

President: Tracey Wilson Nominated by J Melton Seconded by F Fraser

Vice President: No Nomination, incoming committee to seek candidate

Secretary: Amanda Crameri Nominated by S Fryer Seconded by J Melton

Treasurer: No Nomination, incoming committee to seek candidate

Committee Members

Ruth Bumpstead Coordinator

Jenny Melton Nominated by McQuienn, Seconded by P.Brightwell

Monika Geschowski Nominated by F Fraser Seconded by J Melton

There being no more nomination from the floor the incoming committee to seek candidates.

Tracey Wilson offered a vote of thanks, the new committee members and thanks for the attendance

Closed meeting 5:55pm , followed by light super.



President's Report

29 September 2015

The past twelve months have provided a steep learning curve for me as I have got to know the participants, volunteers, staff and my fellow committee members of the Community House. I have enjoyed the year and my visits to the House. There is always a friendly face and good conversation happening around the kitchen table.

The year has also been a difficult one for many at the house and as a committee we have tried to provide the support and guidance when needed.

Over the past twelve months, Ruth, as the House coordinator, has been amazing as she balanced the needs of the house and its participants with some very difficult personal issues. We have been very glad to see her back at the house in recent times after taking personal time earlier this year.

While Ruth was away we had some fabulous support from a few of the volunteers who stepped up into the various roles and ensured the house kept operating and providing the various programs and activities it is known for as well as some new ones. I would like to thank in particular Lorraine O'Dal who acted as the coordinator in Ruth's absence.

I would also like to thank Margaret McCullagh for maintaining the finances and ensuring that I had the banking details and articles for signature ready for me when I visited the house.

The committee have met on a regular basis this year and we have ensured that the focus of the house has been on the participants and that the programs offered are meeting your needs. In understanding this we are in the process of introducing a series of evaluations and surveys to make sure that the programs are what you want and that they are value for money. We are very keen to have your thoughts on this.

We have continued to seek additional funding and grants to further develop the activities within the house but have not been successful to date. However we were able to support a number of residents to attend the Jamie Oliver sessions earlier this year and this proved to be very successful and popular with those that attended.

I would like to thank my fellow committee members for their commitment and dedication to the Community House and I would also encourage you to join the committee if you are interested.

Thank you all for your attendance today at the Annual General Meeting and I look forward to continuing to work with the House and its committee in the future.

Tracey Wilson

President.

Coordinator Report 2015

As I look back over the past year I feel exhausted both mentally and physically and think everyone involved with the House would agree with me. A very big thank you to all our dedicated team of staff, volunteers and Committee for all their time and effort they continue to contribute each week. Volunteers are the back-bone of an organisation such as this and it is heart-warming to see many have gone that extra mile at a moment's notice on many occasions this year.

With funding coming to an end for Neighbourhood Renewal our partnership is also drawing to a close. The wealth of knowledge and experience the team has provided to the House will no doubt still be available as they each take over other rolls within the Central Goldfields Shire.

This partnership over the past three years and prior, has been instrumental in the upgrading of the garden area and in 2014 after a number of meetings, consultations with volunteers and residents a funding application was put forward for some much needed infrastructure work to the House.

On September 11th 2015 - a giant sigh of relief, followed by shouts went out across the House as we were given the fantastic news we would be receiving \$126,000 to have the upgrade works completed. These works will see many electrical points up at a safer height, the entrance way moved and a reconfiguration of offices, toilets, kitchen and parts of the main program room to accommodate our growing needs and bring the House into line with a number of Health, Safety and Disability Acts. The works will also assist us in offering a larger number of programs and partnerships that will both strengthen and benefit the House and our community.

Such as our partnership with Maryborough District Health Service, who have been providing residents and volunteers with a number of services at the House. These services include health and blood pressure checks, Quit smoking program, Tai Chi classes or private meetings with other health or welfare professionals.

The House has received donations of furniture, equipment and materials throughout the past twelve months thanks to the generosity of individuals, community groups, businesses or other organisations. These donations no matter how big or small have all been gratefully received as each donation assists us in keeping our program fees down for the benefit of all.

During the year a number of funding applications or letters of requests have been submitted and as a result the House has received further funding towards a Defibrillator, a sewing machine soon to be purchased and other materials or equipment in readiness for the upgrades and programs.

The end of this year sees us bidding a sad farewell to a few friendly faces as they each follow their individual dreams. Marg McCullagh who has been with the Community House as a book keeper and No Interest Loan Scheme worker (NILS) bids us farewell in the first week of November as she retires to go traveling with her husband Ron in their Motorhome. Marg has been a familiar face to many regulars over the years putting in countless volunteer hours on top of her paid hours and always going that extra to support the House Community.

A favourite volunteer to many at the House, Steve Fryer also has the travel bug and is leaving in mid-December with his trusty dog and gold detector chasing the golden dream. Steve joined the House two years

ago to become a volunteer gardener but soon took on other rolls as NLS interviewer, receptionist and handyman. Steve even put in time, outside of business hours to ensure the garden was well watered during the summer months and as a result the House won garden awards two years in a row. I wish them both happy and safe travels and thank them for their years of support to us all. Each in their own way has made a difference to the House and those who utilise it. They both will be sadly missed by all.

On a personal note, I want to thank each and everyone involved in the House for their patience, understanding and support they have given me and my family throughout our very difficult time over the past two years.

The way in which you all pulled together to support me in times of need to ensure the House remained open with just a few hiccups was a tremendous display of dedication and Community spirit. This year has been a difficult time not just for myself, but also others involved at the House as they each dealt with their own or their family health or personal issues. It has been heart-warming to see all the support offered at a moment's notice with a few people in particular going above and beyond what was asked or expected of them.

Thank you, you are all true gems of our Community and you prove each and every day why it is so important to have a Community House!

Coordinator, Ruth Bumpstead

Maryborough Community House Inc
23 Primrose St, Maryborough Vic 3465
Financial Statements
For the Year ended 30 June 2015

Trading, Profit and Loss Statement
For the Year ended 30 June 2015

	2015	2014
	\$	\$
Income		
Bank rebates	167.10	182.95
Donation Income	854.29	763.21
Fundraising Income	1,268.90	2,298.45
Grants DHS-NHCP(House Oper Grant)	51,809.41	49,076.57
Grants NILS	7,063.68	9,329.12
Grants - other	2,700.00	5,738.00
Grants Volunteer	-	4,668.00
Interest Income	2,781.34	784.24
MCH Projects	3,180.65	3,466.10
Membership Dues	133.00	137.00
Misc Income	-	70.00
NILS whitegoods income	1,560.00	1,300.00
Office Services Income	20.37	13.00
Room Hire	4,544.41	4,940.55
Hire of Equipment	166.00	258.48
Sale of Assets	-	55.00
	76,249.15	83,080.67
Gross Profit from Trading	76,249.15	83,080.67
Expenditure		
Administration Costs	2,448.15	1,022.85
Advertising	2,357.21	1,787.56
Auditor's Remuneration		
- Audit & review of financial statements	-	659.09
Bank Charges	168.70	227.75
Catering	-	72.37
Cleaning	-	274.87
Computer & Software expense	1,266.10	7,704.53
Consultancy Fees	40.00	-
Contribution room use	-	2,000.00
Depreciation	1,237.90	3,247.00
Donations	135.52	136.36
Equipment	199.05	2,320.90
Freight & Cartage	-	15.62
Fundraising Expenses	291.52	295.17
Gas & Electricity	2,520.41	2,206.25
Hose activities	-	637.32
Insurance	1,228.38	1,279.19
Payroll Expenses - other	102.40	14.74
Postage	225.08	0.50
Printing & Stationery	454.14	-

Maryborough Community House Inc

Trading, Profit and Loss Statement For the Year ended 30 June 2015

	2015	2014
	\$	\$
Professional development	174.77	954.19
Program Expense	2,375.46	2,287.80
Rates & Taxes	1,238.79	1,235.33
Repairs & Maintenance	851.93	2,248.22
Staff Training & Welfare	-	263.17
Subscriptions & Memberships	1,337.28	1,269.99
Superannuation Contributions - Employees	4,731.66	4,179.68
Telephone & Communications	2,632.94	2,946.69
Travel & Accommodation	511.69	2,467.20
Wages	53,104.39	48,201.98
White Goods Customer rebate	1,200.00	1,000.00
Work-cover	554.89	460.68
	81,388.36	91,417.00
Loss before Income Tax	(5,139.21)	(8,336.33)

*The accompanying notes form part of these financial statements.
These financial statements have not been subject to audit or review and should be read in
conjunction with the attached Compilation Report.*

Maryborough Community House Inc
Balance Sheet
As at 30 June 2015

	Note	2015 \$	2014 \$
Current Assets			
Cash and Cash Equivalents		10,278.44	16,913.90
Financial Assets	6	35,430.30	32,838.16
Total Current Assets		45,708.74	49,752.06
Non-Current Assets			
Receivables	5	50.00	-
Property, Plant and Equipment	7	4,088.00	3,430.90
Total Non-Current Assets		4,138.00	3,430.90
Total Assets		49,846.74	53,182.96
Current Liabilities			
Trade and Other Payables	8	3,084.01	1,281.02
Total Current Liabilities		3,084.01	1,281.02
Total Liabilities		3,084.01	1,281.02
Net Assets		46,762.73	51,901.94
Equity			
Retained Profits		46,762.73	51,901.94
Total Equity		46,762.73	51,901.94

The accompanying notes form part of these financial statements.

**M/B Community House
Depreciation Schedule**

Item	Supplier	Date Purchased	Cost	Deprn2014	WDV	Deprn 2015	WDV	Total accumulated depreciation
Computers 20%								
Computers 8	Leading Edge	31/03/07	13,204					13204.02
Brother Printer	Viking Office Supplies	25/08/04	435					435
3 New Computers	Wattle Office	10/08/09	3,177	635	71	71	0	3177
<u>Total computer</u>			<u>16,816</u>	<u>635</u>	<u>71</u>	<u>71</u>	<u>0</u>	<u>16816</u>
Less disposals			13,204					13204.02
Total computers			3,612					3,612
Ground Improvement 10%								
Half Court			4,343					4343
Playground			2,700					2700
								0
								0
Shipping container	Royal Wolf Trading	2/11/06	1,600					1600
								0
<u>Total Ground Improvement</u>			<u>8,643</u>					<u>8643</u>
Less disposals								
			8,643					
House / Office Equipment 20%								
Defibriator	St John Ambulance	23/06/15	1,895			7.00	1,888.00	7.00
Canon Photocopier	Southern Cross Telephone Company	1/10/09	1,850	185	\$972	185	\$787	1063

Toshiba Photocopier	Southern Cross Telephone Company	20/08/13	2,250	387	\$1,863	450	\$1,413	837
Video Equipment	Peter McKnight Retravisio	19/02/02	172					172
Fridge	Retravisio	18/08/05	773					773
Airconditioner	Retravisio	17/10/05	2,727					2727
2 Heaters	Retravisio	1/07/09	1,909	381	\$4	\$4	\$0	1909
2 split Airconditioner	The Good Guys- purchase Highland Electrical -Installation	21/09/09	4,127	825	\$190	\$190	\$0	4127
Desk and Drawers	Evolution	19/11/09	4,173	834	\$328	\$328	-\$0	4173
Total Office Equipment			\$19,876	\$2,612	\$3,357	\$1,157	\$2,200	\$15,788

Total Assets			\$32,131	\$2,612	\$3,357	\$1,157	\$2,200	\$28,043
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