
ANNUAL REPORT

2020/21

BONNIE DOON COMMUNITY GROUP INC
ABN 76 165 429 404

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BONNIE DOON COMMUNITY GROUP INC
ANNUAL GENERAL MEETING
MINUTES
7.00 pm on Tuesday 9, November 2021

The Meeting was chaired by Paul Sladdin, Member of the Bonnie Doon Community Group and Network Manager for Goulburn and North East Association of Community Centres.

Paul opened the meeting at 7.10 pm and on behalf of President Nola Evans welcomed all present.

1. PRESENT:

Tony Devine, John Egan, Nola Evans, Lisa Greenwood, Judy Henwood, Ewen Huggins, Gabriele Nowicki, Bob Pearce, Graham Peck, Barry Sinclair, Beth Sinclair, Paul Sladdin, Gwenda Tait, Rod Tamblyn, Jennifer Thompson and Barryne Wilson

2. APOLOGIES:

Jennie Baker, Corinne Brewis, Mary-Anne Egan, Helen Jamison, Colin Kennedy, Heather Kennedy, Rachelle Kinsmore, Dawn Kipping, Trish Morris, Peter Nowicki, Joy Peck, Kerry Pezzimenti, Leon Pezzimenti, Bonnie Tamblyn, Richard Wood, Chris Wilson and Tracy Wood

3. MINUTES OF PREVIOUS MEETING HELD ON TUES., 13 OCTOBER 2020:

The Minutes were distributed at the Meeting. Following discussion and the addition of Jennifer Thompson as being in attendance, the Minutes were accepted. **MOVED:** Tony Devine. **SECONDED:** Rod Tamblyn.

4. REPORTS:

- 4.1. Presidents Report: Nola Evans presented a verbal report (Appendix 1)
- 4.2. Treasurer's Report: Gwenda Tait presented the Financial Report (Appendix 3)
- 4.3. Manager's Report: Gabi Nowicki presented a verbal report (Appendix 4)

Following discussion on each of the Reports they were accepted.
MOVED: Barry Sinclair. **SECONDED:** Barryne Wilson.

5. ELECTION OF OFFICE BEARERS:

The 2020 – 2021 Committee Members stood down and Paul presided over the appointment of a new Committee for the next 12 months. Appointment of Proxy: Nola for Kerry Pezzimenti

The following positions were filled unopposed.
Office Bearers for 2021 – 2022

President:

Nominee: Nola Evans. Proposer: Kerry Pezzimenti. Secunder: Leon Pezzimenti.
Accepted.

Vice President:

Nominee: Jennifer Thompson. Proposer: Nola Evans. Secunder: Gabi Nowicki.
Accepted.

Secretary:

Nominee: Graham Peck. Proposer: Nola Evans. Secunder: Lisa Greenwood.
Accepted

Treasurer:

Nominee: Gwenda Tait. Proposer: Nola Evans. Secunder: Rod Tamblyn.
Accepted

General Committee Members:

Nominee: Rod Tamblyn. Proposer: Gabi Nowicki. Secunder: Bonnie Tamblyn.
Accepted.

Nominee: Tony Devine. Proposer: Helen Jamison. Secunder: Gabi Nowicki.
Accepted.

6. APPOINTMENT OF AUDITOR:

Nominee: Ron Black. Proposer: Nola Evans. Secunder: Gwenda Tait. Accepted

7. DETERMINATION OF MEMBERSHIP FEES:

The Meeting discussed the Membership Fees for 2021 – 2022 and agreed the fees will be \$5 for individuals and \$10 per family. Moved: Gwenda Tait. Seconded: Rod Tamblyn. Accepted.

8. OTHER BUSINESS:

No other business was raised for discussion.

9. MEETING CLOSURE:

Paul Sladdin and President Nola Evans thanked everyone for their attendance and look forward to their continuing support for the Centre in the next 12 months.

The Meeting closed at 7.45 pm.

PRESIDENT'S REPORT
Bonnie Doon Community Group
Annual General Meeting
Tuesday, November 9th, 2021

Welcome to our Annual General Meeting 2021. Our local area is experiencing a period of quite rapid change in many ways. It seems especially noticeable at the Community Centre as a number of long-term residents who supported us move on and new people come to the district.

Covid has shown it is more essential than ever to build on and continue our work towards a strong community presence and connection to everyone. Social media presence is important today. Thank you to Gabi, our manager, for looking after our facebook group 'Keeping People in Bonnie Doon Connected'. Our quarterly publication The Bridge also helps to keep people connected. We plan to refurbish the website in 2022.

It would be remiss not to mention the wonderful service given by Dr. John Hall and his wife Merran who retired in April after 17 years of providing a weekly medical service from the professional room here. This is one of the services that were instrumental in getting the Community Centre 'off the ground' a most sincere thank you to Dr. Will Twycross for continuing to provide a monthly service. It is worth noting; in 2003 the professional room was funded by a Federal Government grant to bring services to small towns. It has enabled quite a number of different services to be offered in Bonnie Doon.

We understand community development requires hard work. We are therefore very pleased to acknowledge the funding assistance we receive from the State Government for coordination hours and our Youth program. We also received State Government funds this financial year through our membership of the Mechanics' Institute of Victoria for the Library. So far, these funds have been used to redo the library floor, external painting and reprinting the booklet Historical Aspects of Bonnie Doon. Mansfield Shire as owner of the building and grounds continue to mow and generally assist with maintenance.

It was not possible to do any of our normal fundraising due to Covid restrictions and the Op Shop was also closed, however we received some Covid funding relief via the Federal Government. We are fortunate to be in a sound financial position.

All being well this coming year without Covid hold-ups, the passageway will be re-stumped and we can proceed with the plan to refurbish the computer room. There is always plenty to spend our money on. Recently we were presented with a unique opportunity to relocate a local 1930's house for historical purposes. Planning is well underway and Mansfield Shire has approved relocation to the Community Centre site.

I will close by thanking all our staff, volunteers, committee and our peak bodies for their hard work and help over the last year and look forward to continuing our work in 2022.

Nola Evans

APPENDIX 2

Annual Cash Indicators Statement (CIS)

Please note: When total cash receipts are in excess of \$200,000 or assets greater than \$500,000 for an Incorporated Association, then an audited financial report must be prepared (Associations Incorporation Act) and the DHS Annual Financial Indicators Statement (FIS) and Auditor's Report should be prepared instead of this Annual Cash Indicators Statement.

Organisation Name:
Organisation Ref No:

Date from: 01-Jul-20
Date to: 30-Jun-21

Total cash at start of year \$66,236.44

A) Cash receipts and payments, for the year ended 30-Jun-21

Cash receipts (1)

DHS/DEECD ordinary grant	A	\$119,837.00
Specific purpose funding (eg. DHS capital grant)	B	\$0.00
Fees	C	\$0.00
Other	D	\$18,511.00
Total cash receipts	E	\$138,348.00

Cash payments (1)

Salaries and wages	F	\$92,594.00
Rent	G	\$0.00
Other (eg. program expenses, consumables)	H	\$18,776.65
Specific purpose expenditure (eg. capital works)	I	\$0.00
Total cash payments	J	\$111,370.65

NET CASH SURPLUS/(DEFICIT) K \$26,977.35

B) Cash balances as at 30-Jun-21

Bank account balance/s (2)	L	\$66,236.44
Amounts included in bank account balance/s item, above		
Short-term liquid investments	M	\$67,867.43
Bank overdraft (if any)	N	\$0.00
Cash held for staff provisions (eg. LSL and defined benefit plans)	O	\$15,167.30
Reserved funds (3)	P	\$0.00
Provision for employee benefits	Q	\$0.00
Un-earned income (including government grants in advance)	R	\$0.00
Net cash surplus/(deficit) budgeted for next year		

- | | |
|---|--------------|
| (1) Capital purchases, DHS capital grants, cash raised and/or expended specifically for purchase of equipment, are listed separately under specific purpose funding/expenditure as shown. | \$0.00 |
| (2) Summed total of cash balances as shown on all bank statements. | \$168,841.87 |
| (3) This should include any amounts that are committed to other expenditure (eg. cash raised specifically for the purchase of equipment). | \$0.00 |

BONNIE DOON COMMUNITY GROUP INC

FINANCIAL REPORT

For Year Ended 30 June 2021

R N BLACK & CO
CHARTERED ACCOUNTANTS

PO Box 201
Mansfield, Vic 3722
Ph. (03) 5775 2466
Fax: (03) 5775 1354
email: rnblackandco@bigpond.com

BONNIE DOON COMMUNITY GROUP INC

PROFIT AND LOSS STATEMENT FOR YEAR ENDED 30 JUNE 2021

INCOME	\$	\$
Activities	8,314.60	
ATO - Covid Grant	9,484.00	
Donations	2,263.00	
Grant - DHS	119,837.00	
Grant - Good Things Foundation	1,000.00	
Grant - Mansfield Shire Community Resilience's	1,500.00	
Grant - Vic Govt Mechanics Institute	9,027.00	
Interest	877.42	
Room Rent	2,290.00	
Sales of Product	145.00	
Sponsorship - Community Support	<u>560.00</u>	<u>155,298.02</u>
EXPENSES		
Accountancy/Audit	440.00 ✓	
Activities - Community	6,733.48 ✓	
Activities - Youth	13,176.27 ✓	
Administration - Office	442.83	
Advertising	302.50	
Bank Charges	63.35	
Bookkeeping	2,130.00 ✓	
Bridge	250.00	
Cleaning	4,300.06	
Computer Software	330.00	
Discounts	33.00	
Electricity	2,973.14	
Filing Fee	59.20	
Fuel	582.80	
Insurance	711.02 ✓	
Long Service Leave	1,324.94	
Photocopy costs	5,226.90	
Purchases - Supplies	261.51	
Repairs & Maintenance	5,969.00	
Staff Amenities	89.34	
Subscriptions & Licences	140.00	
Sundry Expenses	18.00	
Superannuation	7,475.27	
Telephone & Internet	3,731.09	
Wages	83,793.96	
Workcover	<u>884.22 ✓</u>	<u>141,441.88</u>
NET PROFIT		<u><u>13,856.14</u></u>

BONNIE DOON COMMUNITY GROUP INC

BALANCE SHEET AS AT 30 JUNE 2021

ASSETS

	\$	\$
CURRENT ASSETS		
Bank Accounts - Youth Account	7,771.76	
- Kitchen Account	19,570.53	
- Long Service Leave Account	15,167.17	
- Community Account	58,734.68	
- Activities Account	0.17	
- Term Deposit	67,867.43	
Petty Cash	170.00	<u>169,281.74</u>
FIXED ASSETS		
Office Equipment		<u>2,266.00</u>
TOTAL ASSETS		<u>171,547.74</u>

LIABILITIES

CURRENT LIABILITIES		
Accruals	<u>11,264.19</u>	<u>11,264.19</u>
NET ASSETS		<u><u>160,283.55</u></u>

EQUITY		
Retained Earnings	146,427.41	
Profit for Year	<u>13,856.14</u>	<u><u>\$160,283.55</u></u>

BONNIE DOON COMMUNITY GROUP INC.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

Statement of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

Income Tax

The association is a non-profit organisation established for community service purposes so it is exempt under the Income Assessment Tax 1997 s 50-10

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Any consideration deferred is treated as the provision of finance and is discounted at a rate of interest that is generally accepted in the market for similar arrangements. The difference between the amount initially recognised and the amount ultimately received is interest revenue.

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and cessation of all involvement in those goods.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised inclusive of the amount of GST.
Receivables and payables in the balance sheet are shown inclusive of GST.

Review report

To the members of Bonnie Doon Community Group Inc

Report on the financial report

I have reviewed the accompanying financial report of Bonnie Doon Community Group Inc which comprises the Balance Sheet as at 30 June 2021, the Profit & Loss Statement for the year then ended and the notes comprising a summary of significant accounting policies and other explanatory information.

Committee's responsibility for the financial report

The committee of the association is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Associations Incorporation Reform Act 2012. The committee determines that the internal control is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express a conclusion on the financial report based on my review. I have conducted my review in accordance with auditing standard on review engagements ASRE2410/ASRE2415 in order to state whether, on the basis of the procedures described, anything has come to my attention that causes me to believe that the financial report is not presented fairly, in all material respects, in accordance with the Associations Incorporation Reform Act 2012. As the auditor of the association, ASRE2410/ASRE2415 requires that I comply with the ethical requirements relevant to the audit of the annual financial report.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable me to obtain assurance that I would become aware of all significant matters that might be identified in an audit. Accordingly, I do not express an audit opinion.

Independence

In conducting our review, we have complied with the independence requirements of the Australian professional ethical pronouncements.

Conclusion

Based on my review, which is not an audit, I have not become aware of any matter that makes me believe that the financial report of the association is not in accordance with the Associations Incorporation Reform Act 2012 including:

- a) giving a true and fair view of the entity's financial position as at 30 June 2021 and of its performance for the year ended on that date: and
- b) Complying with Australian Accounting Standards as referred to in Note 1 to the financial statements.

Basis of accounting and restriction on distribution

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Bonnie Doon Community Group Inc to meet the requirements of the Associations Incorporation Reform Act 2012. As a result, the report may not be suitable for another purpose.

R N Black

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Ronald N Black

7th October 2021

R N Black & Co
64 High Street
MANSFIELD VIC 3722

Manager's Report

Presented at

Annual General Meeting

November 9, 2021

I was under the misguided impression that 2019/20 was as bad a year as it possibly could be. Little did I understand when I reported at the last AGM that we had become experts at disinfecting and social distancing, that matters could get worse. The past year seemed to consist of nothing but changing rules, covid casualty figures in the media and foregoing everything that is fundamental to the Community Centre principle, namely being the heart of the community, bringing people together to connect through social, recreational and support activities. No sooner was an activity advertised that it had to be cancelled due to a snap lockdown. The uncertainty of what to expect made it almost impossible to plan anything. Yet, despite the disheartening circumstances, some events did take place. For example, the Beer and Bulls#! Group persevered and worked tirelessly to get their project of producing a calendar under way. I believe they are about to go into print. Well-done to all involved, especially Tony Devine whose brainchild it was. Similarly, the line dancing group determinedly kept going in the face of adversity. Rules permitting, they danced outside and when that was not possible, Barryne, our very own line dancing queen, kept her group involved through facebook posts and personal messages. Thank you Barryne for your dedication. Trish Morris, our library guru, turned up every Thursday without fail to sort and catalogue books in the knowledge that one day, the library would be open again. We even managed to hold some yoga sessions between lockdowns, made some sauerkraut and held a genealogy workshop, the latter had to be postponed a couple of times but finally got under way recently. Sadly, some bigger event such as the International Women's' Day celebration, the Family Fun Night and the Brazilian Day were cancelled completely for this year.

We also had a bit of a restructure on the workforce front. Kristy Wells resigned at the beginning of the year to pursue her teaching career and Lisa Greenwood stepped up to the plate. Lisa now runs the successful 'Monday Mingle' session where people are encouraged to connect with each other while taking part in a crafty activity, play a game or just talk. It seems that people crave social connections as they were not able to get together with their family and friends. Remember that we all were not allowed to have visitors to our homes, so the Community Centre became a place to see other people in a covid safe environment. Lisa and I were almost militant in trying to keep people safe from contagion by relentlessly cleaning and reminding people to wear masks and keep to prescribed distances.

In the middle of the year, our all-time favourites, Doctor and Mrs. Hall, retired, leaving a gaping hole not just in the provision of a medical service but also as confidants to many community members, not to mention the financial loss in revenue for the Community Centre. However, we are lucky to have Dr. Twycross now come from Mansfield once a month to see and treat older locals here in Bonnie Doon. Additionally, myotherapist, Freddi Saleeba, is offering his service every Monday using our space.

In conclusion, I can honestly say that I found the past year extremely challenging and frequently doubted my abilities to adequately provide programs and events. But, on the other hand, I think that by prioritising individuals' desire to socially connect with each other and to keep hope alive for a brighter future, I have addressed a vital community need.

Gabriele Nowicki