

ANNUAL REPORT

2018/19

BONNIE DOON COMMUNITY GROUP INC
ABN 76 165 429 404

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**BONNIE DOON COMMUNITY GROUP
ANNUAL GENERAL MEETING
Minutes
Tuesday, 15th October, 2019**

Meeting opened at 7:04 pm in the 'Old Library' building of the Community Centre at 75 Arnot Street in Bonnie Doon.

PRESENT:

Jennie Baker, Elizabeth Biro, Sandra Condon, Tony Devine, John Egan, Mary Anne Egan, Leigh-Ann Eldridge, Nola Evans, Merran Hall, Jakob Meiser, Gabriele Nowicki, Bob Pearce, Graham Peck, Joy Peck, Anne Prudames, Rod Tamblyn, Jenny Thompson, Kristy Wells, Barryne Wilson, Chris Wilson

APOLOGIES:

Angi Parsons, Bonnie Tamblyn, Corinne Brewis, Dawn Kipping, Gail Westwood, Graeme Jennion, Grant Pearce, Greg Smith, Helen Jennion, Howard Evans, Ian Thompson, Jeff Lester, John Hall, Kerry Pezzimenti, Leon Pezzimenti, Marie Evans, Paul Sladdin, Peter Nowicki, Rachelle Kinsmore, Tom Condon, Corinne Brewis

ACCEPTANCE OF THE MINUTES FROM THE 2018 ANNUAL GENERAL MEETING:

Motion: Bonnie Doon Community Group confirm the minutes of the 2018 Annual General Meeting held on October 17th be accepted as a true and correct record of the meeting.

Moved: Gabriele Nowicki Seconded: Jennifer Thompson Carried

REPORTS:

President Report: Nola Evans (Attachment 1)

Treasurer Report: Leigh-Ann Aldridge (Attachment 2)

The Financial Report was audited by Ron Black & Co as a true and fair view of financial position free from material misstatement as at 30th June 2019

Motion: Bonnie Doon Community Group accept the Treasurer's Report as presented.

Moved: Leigh-Ann Eldridge Seconded: Rod Tamblyn Carried

Coordinator Report: Gabriele Nowicki (Attachment 3)

Youth Report: Kirsty Wells_(Attachment 4)

ELECTION OF OFFICE BEARERS:

The 2018 – 2019 Committee stood down and Mary Anne Egan presided over the election process by first declaring all positions vacant. She thanked the committee for their hard work over the past year.

APPOINTMENT OF PROXY:

4 proxy forms to appoint, vote in favour/against all resolutions, election of Board Members and any other items on Agenda were received

Corinne Brewis appointed Nola Evans.

- Leon & Kerry Pezzimenti appointed Nola Evans.
- Helen Jennion appointed Gabriele Nowicki.
- Angi Parson appointed Gabriele Nowicki.

Attachment 1

Bonnie Doon Community Group, President's Report Annual General Meeting October 15th 2019

Welcome to our Annual General Meeting for 2019. In my last annual report one of our main targets was to strengthen our connections with young families in our widespread rural community. Receiving the extra five hours coordination funding in 2018 from the State government (total of 20 hours per week) has supported us to organise activities for Children's Week and during school holidays. The activities and a sports morning with Valley Sports were well attended and it was great to see younger ones enjoying the community centre. Our renovations prevented us holding a program during this September holidays.

The Youth program continues to be well attended after a recess for one term while we recruited another youth worker. We farewelled and thank Bonnie Clark who resigned to take a position at Mansfield Shire. Rachelle Kinsmore has stepped up to be the program coordinator ably assisted by Katie Cunningham.

A challenging aspect is finding suitable grants for our redevelopment plans. Our application to the Neighbourhood House Minor Capital Works program to upgrade our entrance and kitchen area was unsuccessful. Regional Development Vic and Mansfield Shire are aware of our plans. We just have to maintain persistence and patience. We received \$3,000 from the Shire Matching fund for renovation of the youth/activities room. The works are now completed, our thanks to Richter Constructions for their most professional work and valuable help.

Shire also contributed \$10,000 towards the future redevelopment works. Given the general financial difficulties it is unlikely we will receive more than this amount. Shire also assists by mowing and a peppercorn lease for the building.

This year the committee have met with our Goulburn North East Association of Neighbourhood Houses (GNEACC) resource worker and local councillor Paul Sladdin to ensure we understand and have in place our necessary governance requirements. An induction booklet for committee members is underway.

We also belong to our peak body Neighbour Houses Vic (NHV) who provide very useful resources for all houses e.g. policies. In a small community with limited resources this help is invaluable.

At the recent GNEACC conference we learned that every Neighbourhood House is very different in what they provide depending on community needs and what works for them. We often find newcomers and visitors drop in to use the BBQ and playground but also enquire about our local history.

Finally, my sincere thanks to all our staff, volunteers, committee and all who have supported us in the past year. I look forward to your continued support for 2020.

Nola Evans

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 2019, 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.

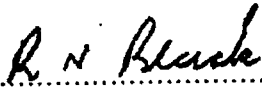
Conclusion

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 2019 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.



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Ronald N Black

30th September 2019

R N Black & Co
64 High Street
MANSFIELD VIC 3722

BONNIE DOON COMMUNITY GROUP INC.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

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.

BONNIE DOON COMMUNITY GROUP INC.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019**

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.

BONNIE DOON COMMUNITY GROUP INC

PROFIT AND LOSS STATEMENT FOR YEAR ENDED 30 JUNE 2019

INCOME	\$	\$
Other Activities	2,426.00	
Bridge Advertising	660.00	
Childrens Week Grants	980.00	
Donations	4,040.40	
Grant - DHS	110,943.97	
Grant - Mansfield Shire	12,640.00	
Interest	1,658.33	
Exercising & Line Dancing	1,660.00	
Memberships	350.00	
Opportunity Shop	4,953.00	
Printing & Fax	566.80	
Reimbursement - Telephone	699.50	
Room Rent	5,875.00	
Sales	<u>681.00</u>	148,134.00
EXPENSES		
Activities - Community	11,237.21	
Accountancy/Audit	550.00	
Activities - Youth	15,672.70	
Administration - Office	228.95	
Advertising	484.43	
Bank Charges	45.50	
Bookkeeping	1,875.00	
Contractor	5,550.00	
Computer Software	593.50	
Cleaning	4,113.65	
Electricity	2,655.72	
Fuel	255.00	
Insurance	1,350.44	
Photocopier	4,862.14	
Conferences	50.00	
Purchases - Markets	300.00	
Office Equipment	2,266.00	
Purchases - Supplies	824.85	
Youth Worker	200.00	
Repairs & Maintenance	6,355.91	
Storage Shed	2,500.00	
Staff Amenities	202.35	
Subscriptions & Licences	472.80	
Superannuation	5,410.95	
Telephone & Internet	3,482.81	
The Bridge	700.00	
Wages	<u>59,343.17</u>	<u>131,583.08</u>
NET PROFIT		<u><u>16,550.92</u></u>

BONNIE DOON COMMUNITY GROUP INC
BALANCE SHEET AS AT 30 JUNE 2019

ASSETS

	\$	\$
Activities Account	0.17	
Community Account	70,316.47	
Kitchen Account	9,043.16	
Long Service Leave Account	2,012.22	
Youth Account	<u>7,598.87</u>	88,970.89
Petty Cash	170.00	
Term Deposit	<u>55,505.40</u>	<u>55,675.40</u>
TOTAL ASSETS		<u><u>144,646.29</u></u>

LIABILITIES

PAYG Withholding Payable	3,124.05	
Superannuation Payable	<u>1,522.13</u>	<u>4,646.18</u>
TOTAL LIABILITIES		<u><u>4,646.18</u></u>
NET ASSETS		<u><u>140,000.11</u></u>
Represented by Equity		<u><u>140,000.11</u></u>

Coordinator Report

Presented at

Annual General Meeting

October 15, 2019

As I sat down to think about what to focus on in this year's annual report, it occurred to me that it may be interesting to compare what is happening at the present time to what went on some years ago. I randomly picked the year 2011 to see how the usage of services had changed. I found some interesting facts. For example, in 2011 our printing and photocopying service was used 123 times, during the past year it received almost the exact same usage with 122 times. However, other services did not compare as favourably. Faxing, in particular, had a great downturn in usage, dropping from 35 times to only 13 times in the past year. Similarly, room hiring fell from 23 times in 2011 to only 5 times during the past year. In regards to faxing, these findings are not at all surprising as virtually nobody, except medical professionals, use fax machines.

Room hiring, on the other hand puzzled me a little bit until I discovered that the decline occurred simultaneously with the ending of the playgroup and parents' social group. In 2011 many of the playgroup kids celebrated their parties at the Community Centre but once they started school, other venues were found. Sadly, we haven't had much success since then in establishing another playgroup. On the positive side, I must mention that those children who played here eight years ago are now returning to the Centre as teenagers to take part in youth group activities.

The themes and subjects of our regular activities have changed over the past eight years. Where we used to have carpet bowls, we now have line dancing. By the way, of all our activities, the latter draws the most attendees with a whopping 393 people over the past year. I suppose it is a sign of the times that where we once had an 'Out and About' group, we now have a well-established 'Computer Clinic' which had a participation rate of 91 in the past year. The UFO group of 2011 may have changed its name to 'Busy Hands' and has fewer people attending but still comes in with an annual attendance rate of 115. Speaking of attendance rates, it may interest you to know that the total number of people who used the Community Centre in an average week during the past year was 98 with about 30 of these participating in programmed activities. Our programmed activities are those that don't occur weekly but may happen only once or at irregular intervals. The participation rate for those special activities was 324 in the past year and included, but was not limited to, events such as 'International Women's Day', 'Spice of Life Cooking', 'Harmony Day', Bike Ride and Picnic' and the particularly successful 'Men's Night'. The latter was started on the initiative of Tony Devine whom I would like to thank at this point for his continued dedication to the cause of limiting loneliness and isolation among men (so, thanks Tony!). Those of you who know me, are aware that both of those concepts belong to my pet projects and that many of our programs are aimed at reducing social isolation and increasing cohesion within the community. For this reason, I urge you to get behind us for the upcoming 'Family Fun Night' on November 2nd. The night is a great opportunity for community members to get together, to meet old friends and to make new ones. The ticket price has been kept very low to make the event affordable to most people. I think it is important for locals to find a way to meet socially as we don't have our own shopping precinct or even a town centre where we could 'accidentally' bump into each other to shoot the breeze, so to speak. We need to get together solely for fun, without a deeper agenda as this will not only strengthen community ties but also lead to better self-esteem in individuals thus lowering incidents of depression.

Thank you for listening.

Gabriele Nowicki

Youth Report, AGM 2019

As some of you are aware for the last 5 years we have been running a number of youth services here at the centre under the Engage funding banner. Nola has asked me tonight provide a brief overview of the program so that you are more aware of how the funding is being used and the great things that we are achieving. We are currently in the second year of our 3 year funded program 2018-20, we were successful in 2017 at securing around \$90,000 over three year to work with young people to develop and deliver activities that engage young people in their local community. Engage funding requirements state they we can work with all young people aged 12 - 25. At the centre we work predominantly with secondary school aged young people 12 - 18 years old. The funding is used for four main projects a year here and covers the wages of Rachelle our youth activities worker and Katie here assistant. My role is to provide assistance and oversee the programs, and this is incorporated in my role as coordinator on Monday. No funding is allocated to this role which means we can do more for the kids! The first program which everyone is probably most familiar with is our youth group which runs every Wednesday from 4.15 - 6.15 as on average attracts 20 young people a session, these kids are mainly 12 - 15 and on the Wednesday they do amazing things like bike riding, fishing, art and craft, movies, cooking and generally hanging out! Our attendance figures speak for themselves, Rachelle does a great job and balancing fun, engagement and learning. Our second program is our holiday program, 3 of the four school holidays we hold a fun and engaging day in/out Rachelle and Katie coordinated their first last term where the kids jumped on a bus and headed to go jump and the skate park. Again, we have great attendance rates with the mini bus being full. Other holiday programs we have done include horse riding, maze visits and mountain bike riding. Our third program is a a homework support or tutoring program which is coordinated by Helen Bernasconi, a local maths and science teacher. According to Gabi's figures this year the service was utilised 130 times. At a normal cost of \$50 an hour for private tutoring this is a really valuable local service that some families in our area would not otherwise be able to afford. Our final program is a community program which changes each year, for the last two years we have run an intergenerational project whereby 5 local young people interviewed some of our famous residents and then they produced a very professional and entertaining magazine, we have also used this project to create the fire pit area up near the CFA shed and early next year are looking at a history exhibit project around the building of the bridge - watch this space!

Our overall aims of our youth program is to provide activities and services whereby our local kids have a greater connection to and active participation in this community, we aim to build their skills and knowledge and improve their health and wellbeing and social connections to friends family and the community. We are very lucky to have such an amazing program in our small town and we cross our fingers that we are successful in the next round of funding that will be coming up next year...

Any questions?