

30th ANNUAL GENERAL MEETING

A0018310T



Meredith **Community** Centre
working for our community

Held on May 20th, 2019

Contents

Mission Statement	4
Vision Statement.....	4
Goals and Objectives:.....	4
Values:	4
Neighbourhood houses - Who are we	5
Volunteers and staff.....	6
Committee of Management	6
Sub Committees	6
Staff.....	6
Courses offered	7
Other Groups	8
Other services and programmes	8
AGENDA – 30th Annual General Meeting - To be held on Monday 20th May 2019	9
Minutes 29th Annual General Meeting	10
Chairperson's Report 2018.....	12
Treasurers Report 2018	13
Coordinator's Report 2018.....	14
Childcare Report 2018.....	17
The Meredith and District Newsletter Sub-Committee Report 2018	19

Mission Statement

The Meredith Community Centre Inc., as a non-profit organisation, exists to provide a centre in which our services and activities supports each member of the community in fulfilling their social, health, recreational and education needs in an environment that reflects our core values.

Vision Statement

- To increase the participation level in the classes and services offered in our programmes.
- To involve more under-represented groups in Centre activities such as men, youth, senior citizens and those with a disability.
- To attract more people to the committee representing the various backgrounds, age groups and regional areas that are in our district.

Goals and Objectives:

- To increase and diversify committee members with the skills needed to run our business and to represent the geographical and demographic area of our district
- To provide courses suited to the demographics of our region.
- To effectively operate as an information, resource and referral service.
- To continue to provide appropriate courses that cater to the needs of all community members regardless of age, religious, gender nationality, physical, social and educational background.
- Ensure we provide a facility that is accessible by those of all abilities.

Values:

- To provide an atmosphere at the Centre that is welcoming, caring, hospitable and respectful of all members of the community we serve.
- To deliver our services in a non-discriminatory, just and open manner.
- To provide an environment that is safe and secure and where confidentiality is respected by and for all those associated with the Centre.
- To provide activities that are affordable and are inclusive of the needs of all individuals in our community.
- To be accountable and trustworthy in all matters and in all transactions within the Centre and with all organisations associated with the Centre.

Neighbourhood houses - Who are we

The neighbourhood house and learning centre sector works in a community development framework with a membership-based governance model. This builds social connections and networks that are based on trust, respect and reciprocal interaction – known as social capital.

Our principles

- **Community ownership**
To set, manage and control the direction, resources, decision making and processes of the centre so that local members have a sense of ownership and intrinsic belonging
- **Community participation**
Recognises that everyone has a valuable contribution to make and to facilitate community members to join in at any level.
- **Empowerment**
Putting into practice a process that respects, values and enhances people's ability to have control of their lives.
- **Access and equity**
To ensure fair and equitable access for all people. Striving to make meaningful opportunities, programs, activities and services accessible to individuals, groups and the community.
- **Lifelong learning**
To build and support the personal skills, knowledge, abilities and resilience of people. To develop the health, wellbeing and connection of people and their families through formal and informal pathways in education, employment and self-development.
- **Inclusion**
To value the diverse contributions that people make and to be sensitive to their individual needs.
- **Networking**
To link, form alliances, collaborate and work with individuals, groups, other agencies, government and business.
- **Advocacy**
To act with and on behalf of community members to endeavour that their individual or group needs are met.
- **Self-help**
To come together in a supportive group environment to share information, knowledge, skills and life experience in order that each participant can reach their own personal goals.
- **Social action**
To analyse internal and external factors that have an impact on the local community, and to transform relationships between individuals, groups and organisations and within the community through collective action.

Volunteers and staff

Committee of Management

Paul Dakin (Hon.President)
Dawn Macdonald (Hon.Vice President)
Robyn Blackman (Hon. Secretary)
Robyn Blackman (Hon. Treasurer)
Diane Ritchie
Joy Smith
Desma Blow
Pam Ridd (Coordinator)
Meredith Primary School Principal

Sub Committees

Newsletter

Jim Elvey (chair/editor)
Dawn Macdonald (secretary/accounts)
David Jones (treasurer)
Trudy Mitchell (production)
Stefania Parkinson
Ian Penna

Staff

Pam Ridd (Coordinator)
Trudy Mitchell (Office Assistant and Program planning)- Resigned during 2018
Leah Phillips (Program planning and office assistant)
Jo Vermeend (Child Care)
Cate Jeffrey (Childcare assistant)
Donna Murrell (Casual Childcare assistant)
Kerryn Beauchamp (Casual Childcare assistant)
Hannah Grant (Casual Childcare assistant)
Matthew Murrell – After School club

Courses offered

In 2018 we offered a wide range of courses to meet the interests and needs of our Community and our Funding Bodies

Computers and technology	
Computer for the terrified	Next step Computers
Image sharing	Facebook for business
Ipad basics and next step	Create a wordpress web site
Create a simple website	Microsoft Word
Social media for business	Create a photobook
Techno help	Communication online
Be Connected program	Graphic design for your projects with canva
Photo editing basics	Communicating with social media
Become a Google Guru	Tech Tea and Tales
Keeping Safe online	Windows 10
Skills for study and employment	
Work ready	First aid and CPR
Home Business Basics	Communicating with social media for business and groups
Cooking for living	
Health and Fitness	
Steady Feet	Pilates
Group personal training	Tai chi advanced/beginners Meredith Bannockburn & Teesdale
Weeknight work out	Hearing Checks
Self defence for women	
Information sharing and services	
Tuckers – Information sessions	Seniors week - Community lunch & guest speakers
Hobbies and Personal interest	
Introduction to guitar	Bee keeping
Fermentation workshop	Zero Waste workshop
Boomerang bags workshop	Gluten free & pizza oven cooking
Art and Craft	
Free machine embroidery	Inktense pencil drawing
Quilt Class – a new quilt each term	Silk scarf painting
King fisher coloured pencil workshop	Basic Sewing
Watercolour painting	Learn to knit and crochet
Watercolour landscapes	Inktense workshop
Community Events	
Showcasing our community	A well planned journey (Seniors week)

A very special thank you to our dedicated group of tutors without whom we would not be able to offer the above range of courses.

As well as the above courses the following groups meet regularly to do their own thing and have a chat including Scrapbooking and the Sewing group, who participate in patchwork, embroidery, knitting and spinning. Meredith Sew N Sews, Saturday Art group, Friday Creative painting and craft.

Other Groups

The centre is also used as a meeting place for the following groups:

Meredith / Bamganie & District Landcare Group
Playgroup
Red Cross
CERT Team
Golden Plains Shire
Meredith Lions Club
Golden Plains Arts Inc
Landcare

Other services and programmes

We provide a number of other services to the community.

Computer Use / Internet
Photocopying
Information Brochures
Room Hire for various groups & Private Functions
Maternal & Child Health (Golden Plains Shire)

Other programmes we offered and participated in:

- Free Hearing tests

AGENDA – 30th Annual General Meeting - To be held on Monday 20th May 2019

Date: Monday 20th May 2019		Start Time: 10:30	
Item	Agenda		
1.0	Welcome:		
2.0	Persons Attending:		
3.0	Apologies:		
4.0	Confirmation of Minutes of AGM held on Moved: _____ Seconded: _____		
5.0	Reports: <ul style="list-style-type: none"> • President • Treasurer • Newsletter • Childcare • Coordinator Motion: That the reports as tabled be accepted. Moved: _____ Seconded: _____		
6.0	6.1 Reaffirmation of subcommittee: The 'Meredith and district Newsletter' as a subcommittee. Moved: _____ Seconded: _____		
7.0	Election of the Committee of Management: All positions declared vacant and appointment of Interim Chair.		
	Nominee	Moved	Seconded
	Dawn Macdonald		
	Desma Blow		
	Joy Smith		
	Paul Dakin		
	Dianne Ritchie		
	Pamela Ridd		
	Robyn Blackman		
	MPS Principal, or delegate		
8.0	Date for Committee meeting to elect Executive: To be deferred to the Ordinary meeting to be held immediately after the AGM, in keeping with previous years, except for 2016.		
9.0	Appointment of accounting firm to review accounts: 9.1 Appointment of accounting firm to undertake the financial review of accounts for 2019: Motion: Seek Accounting to be engaged to undertake the 2019 Financial Review and audit. Moved: _____ Seconded: _____		
10.0	Constitution (Model Rules have been adopted): Recommendation that no change be made. Moved: _____ Seconded: _____ Carried		
11.0	Meeting Close:		

Minutes 29th Annual General Meeting

**MEREDITH COMMUNITY CENTRE Inc.
MINUTES of the 29th ANNUAL GENERAL MEETING**

Date: Monday, 21 st May, 2018		Start Time: 10:00am		
Item	Agenda			
1.0	Welcome: Vice Chairman, Paul Dakin welcomed all present to the meeting.			
2.0	Persons Attending: Paul Dakin; Robyn Blackman; Shane Sachse; June Cameron; Desma Blow; Dawn Macdonald (Hon. Secretary); Pam Ridd; Diane Ritchie; Heidi Preston; Cr Nathan Hansford.			
3.0	Apologies: Trudy Mitchell, Joy Smith, Kerrie Kruger, Cr Helena Kirby.			
4.0	Confirmation of Minutes of AGM held on Monday, 19 th June, 2017 Moved: Dawn Macdonald Seconded: Desma Blow Carried			
5.0	<p>Reports: President: Former President, Kerrie Kruger did not speak to her report as she was an apology. The President's report was tabled in the 2017 Annual Report. Treasurer : Robyn Blackman, Treasurer, spoke to the Treasurer's report and the audited accounts as tabled in the 2017 Annual Report. Newsletter : Dawn Macdonald spoke to the report as tabled in the 2017 Annual report. Childcare: Pam Ridd spoke to the Occasional Care report written by Jo Vermeend and as tabled in the 2017 Annual Report. Coordinator: Pam Ridd spoke to the Coordinator's report as presented in the 2017 Annual Report.</p> <p>Motion: That the reports as tabled be accepted. Moved: June Cameron Seconded: Pam Ridd Carried</p>			
6.0	<p>Reaffirmation of subcommittee: The 'Meredith and district Newsletter' continue to be a subcommittee: Moved: June Cameron Seconded: Pam Ridd Carried</p>			
7.0	Election of the Committee of Management: Paul Dakin declared all positions vacant and asked Cr Nathan Hansford to take the chair for the election of committee for the next year.			
	Nominee	Moved	Seconded	Accepted
	Dawn Macdonald	Paul Dakin	Desma Blow	Yes
	Desma Blow	Paul Dakin	Diane Ritchie	Yes
	Joy Smith	Paul Dakin	Desma Blow	Yes
	Paul Dakin	Robyn Blackman	Diane Ritchie	Yes
	Kylie Smith	Paul Dakin	Diane Ritchie	Yes

	Diane Ritchie	Paul Dakin	Desma Blow	Yes
	Pamela Ridd	Paul Dakin	Diane Ritchie	Yes
	Robyn Blackman	Paul Dakin	Diane Ritchie	Yes
	June Cameron	Paul Dakin	Diane Ritchie	Yes
	Kerrie Kruger	Paul Dakin	Diane Ritchie	Yes
	Meredith Primary School Principal, Shane Sachse or delegate	Paul Dakin	Diane Ritchie	Yes
8.0	Election of the Executive / Office Bearers: To be deferred to the Ordinary meeting to be held immediately after the AGM, in keeping with previous years, except for 2016.			
9.0	<p>Appointment of accounting firm to undertake the financial review of accounts for 2018:</p> <p>Motion: Seek Accounting be engaged to undertake the 2018 Financial Review and audit.</p> <p>Moved: Robyn Blackman Seconded: June Cameron Carried</p>			
10.0	<p>Constitution (Model Rules have been adopted):</p> <p>Motion: That no change be made. Moved: Robyn Blackman</p> <p>Seconded: Shane Sachse Carried</p>			
11.0	Meeting Close: 10:40am			

Vision Statement: We, the Meredith Community Centre Inc. aspire to meet the needs of the Meredith and District community by the provision of a wide range of educational, health, social and recreational services to foster a sense of community spirit.

Chairperson's Report 2018

I would like to welcome all in attendance to the Annual General Meeting today.

2018 has been another busy year for the Committee and Staff and I would like to thank the staff, for their ongoing support and hard work, the Committee of Management members, especially Robyn for holding down the Secretary and Treasurers roles, to our tutors, volunteers, community groups and our funding bodies for their individual and collective contributions to the ongoing success of the Meredith Community Centre. (MCC)

Currently the Committee of Management meets bi monthly throughout the year to support all staff, program delivery, ensure we stay financial and meet all governance policies and procedures and of course to promote the Centre to the community of Meredith and District.

I would like to specifically thank Coordinator Pam Ridd and Treasurer Robyn Blackman for their commitment and diligence in ensuring the Centre has a strong budget and a return to surplus this year, I am said that our loss of AFE funding due to nobody wanting classes.

Our continual control and review of our income stream and our running expenses are kept in check, we are able to keep a tight rein on our budget. The Committee, also ensures that we are meeting all governance policies and responsibilities that must be adhered to.

As in previous years despite the enthusiastic and hardworking Staff and the Committee, we often feel disappointed by the apparent lack of support in the wider community.

Our Occasional Care Program, led by Jo Vermeend, continues to grow and is much needed and well used program offered by the MCC.

Over many years we have enjoyed an ongoing relationship with the Meredith Primary School, with outcomes being beneficial to both parties and we look forward to ongoing collaboration.

On a sad note MCC lost one of its long term employee Trudy Mitchell Our thoughts and best wished go Trudy's Family and friends

Paul Dakin
President/Chairperson

Treasurers Report 2018

It is with pleasure that the Financial Statements for the year ended 31 December, 2018 are presented for your information.

The end of the year result was a pleasing surplus of \$40,551.19 with a corresponding increase in the value of member funds (refer to the Balance Sheet, p.8). End-of-year surpluses are vital to ensure the Centre's sustainability and this achievement provides a much needed boost to member funds that have failed to grow as desired over recent years.

In comparison to the previous year, total income for the year increased by \$29,168.10 while total expenses fell by \$16,899.06.

This result had been achieved through a combination of careful financial management, both in terms of budgeted expense restraint and income enhancement, and two unanticipated factors that have enhanced the end-of-year result.

These two factors are as follows: 1. The Community House successfully applied for a Federal sustainability grant for Occasional Care (the Occasional Care Supplement), and we received the first payment of \$10,000, in the second half of the year; 2. There was unspent RYAP grant money that resulted from an inability to complete the project by our partner in the project. Grant money is usually fully expended but on this occasion there were surplus funds of \$9,654.03. Both of these factors have added approximately \$20,000 to the end of year surplus.

Expenditure was reduced by pulling back in a number of areas as the opportunity arose. Total employment expenses were reduced mainly as a result of the Coordinator taking on the additional role of bookkeeper without additional paid hours. This has been a very successful initiative in terms of expense management and in providing the Coordinator with a timely and accurate financial perspective to decision making.

It is to be noted that two further Occasional Care Supplement payments will be received during 2019 which will assist greatly in managing the Occasional Care budget, and thus the overall budget for MCH. However, the financial management of Occasional Care will continue to require careful monitoring as the number of special needs children enrolled has increased, and additional staff are required to provide for the special needs of these children. I am sincerely grateful to Jo Vermeend for her careful attention to, not only the quality of the service, but also her management of the staffing profile when attendances have permitted this.

Managing the finances of the Centre is a team effort and I would especially like to thank Pam Ridd, Coordinator, for her diligence and care in all matters pertaining to the Centre's finances. I would also like to extend my sincere gratitude to all members of the Committee of Management for their support and contribution to the financial discussions and decisions throughout the year.

Treasurer Robyn Blackman

Coordinator's Report 2018

I am pleased be able to present my report as Coordinator. 2018 was a busy year at the Centre and saw some significant changes in several areas of our operations.

We continue to work really well together with the Kindergarten staff and the Children's Services team at Golden Plains Shire and we also have a strong working relationship with the various other Shire departments responsible for the maintenance and other aspects of our building particularly.

The re-evaluation and changes we implemented to rectify our financial position from 2017 has been very successful and I am proud of the strong financial position we have been able to present in this report.

The other significant change which we endured this year was the implementation of the new Federal Government Childcare package which provides subsidies for our families attending occasional care. A huge number of hours were taken up putting all of the legislative requirements into place and we are still finding other factors we need to address to be compliant.

Staff

We had several changes of staff over the course of the year. We were very sad to see a very valued and long term staff member Trudy Mitchell leave us due to illness. Trudy was a dedicated and loyal worker. Her knowledge of the Centre and its programs and the local community left a very large hole to fill.

In the last term we welcomed Leah Phillips into the new role of Program Coordinator and administrator. Her bright positive attitude is proving very popular and it is great to have fresh ideas to invigorate our programs.

Childcare staffing is always a moveable feast with our core staff supported by a number of casual staff to enable us to maintain our regulated ratios of staff to children. Jo does an excellent job keep all the balls in the air. I would like to thank all of the part time and casual staff for their ongoing loyalty and support for the Centre and myself.

Our other educational, personal interest and health and wellbeing programs could not continue without the support of both paid tutors and volunteers I thank them as well. I would particularly like to acknowledge Desma Blow and Sandra Pearce who have been our Tai Chi Tutors for many years for providing such an important program supporting the health, wellbeing and social connections to participants in Meredith, Bannockburn and Teesdale.

Donna & Matt Murrell have capably facilitated our after school program with a small group of children from the primary school attending regularly. Due to some judicious spending we have been able to extend the duration of the program beyond our original expectations.

Funding and Grants

We continue to rely heavily for our operational funding from a number of Local State and Australian Government sources which of course puts us at the mercy of the whatever policy regimes are in place. To ensure our sustainability we need to be constantly developing other sources of income so that we are not totally reliant on Government funding. This can be difficult in small communities where we want to provide activities people want to participate in at a reasonable price, but need to ensure we are generating an income as well. Also as an employer we need to maintain our financial assets to cover our responsibilities.

Successful Grants

We were very pleased to achieve success in acquiring a Federal Government **Community Child Care Fund grant** of \$60,000.00 over 3 years which will significantly benefit the Occasional Care program and give us some breathing space to work on the sustainability of the service. We were also successful in gaining a grant from the **Geelong Community Foundation** to help us implement an after school program.

Our funding sources include:

Dept. Health and Human Services (DHHS-Victoria) – Neighbourhood House Coordination programme, provides the recurrent funding for our operations

Dept. Education and Training (DET –Victoria) Learn Local (Adult Community and Further Education) – Provides funding for delivery of training and also support including professional opportunities and childcare support. This has been a great source of our funding and for the continuing development of the Centre. However, we are finding it is getting more difficult to deliver the training required to meet the requirements of an “employment outcome” focus for our centre participants. We decided not to apply for Learn Local delivery funding in 2019.

Dept. Education and Training (DET –Australia) Provides rebates for our parents to access our occasional care program.

Golden Plains Shire – the Shire are very supportive using our facilities on a regular basis.

Support

The Central Highlands Neighbourhood Houses Network has provided valuable guidance and assistance together with Neighbourhood Houses Victoria. I would also like to thank local, state and federal government representatives for their interest and assistance over the past year.

Childcare

Our Occasional Care service has gone from strength to strength this under the dedicated and professional management of our Coordinator Jo Vermeend. I would like to commend Jo and her staff for providing a caring and enriching program for the children in her care.

Our playgroup is very well attended every week and is very well organised with new members made very welcome.

With the current economic situation, it is apparent that in order for our Centre to remain viable, sustainable and have access to funding, it must have a Committee of Management and staff that are skilled, focused and passionate about their commitment to the community. I would like to thank the Committee of Management and volunteers of the Meredith Community Centre for their assistance, encouragement and support over the past year. I would like to say a special thank you to Trudy, Leah, Jo and our cleaner Joy. I couldn't do the job I do without their support they are always there to back me up in so many ways.

The Centre strives to be inclusive of the varying needs of the community through the classes, services and activities that we provide. We endeavour to offer a varied programme relying on input from the community, the availability and dedication of tutors and staff, support given by local, state and federal government bodies and the commitment given by members of the Committee of Management. With the joining together of the Community Centre and Kindergarten the Meredith Integrated Learning Hub truly has become a lifelong learning centre. We aim to meet the demands of the current trends in various fields of education, the workforce and personal development so that we remain a viable and vibrant part of our community.

I look forward to continuing to be a part of the Centre's journey in 2019

Pam Ridd, Coordinator

Childcare Report 2018

As the demand for childcare remained high, we were again beginning the year with longer sessions every day except Thursday. On top of this we were again offering After Kinder care on Mondays and Tuesdays, to fill the gap between the end of Kinder and the end of school.

Cate and I became the primary Educators each day with Hannah also returning to more study in the medical field and reducing her availability to casual relief days. Kerryn became a more staple Educator within the room, assisting on days that were particularly busy and Cindy joined us as a student one day a week and became an invaluable member of the team and a constant source of enjoyment for the children.

While these happenings went on in the background, children were learning and thriving. They moved through their environment with confidence, exploring all corners of the room and the outdoor play space.

Games of "Hullabloo", Lava, scarecrow and freeze, invoked children's sense of self, taught them about spatial awareness, listening and communicating effectively. Dinosaurs, animals and sea creatures taught children about the world in which we live, differences and similarities and caring for others. Home play, dress ups, doctors and hair dressers, all assisted children in developing a sense of belonging and being active participants within their community. Small group play helped to lay the foundations for becoming strong in their social and emotional wellbeing. Familiar songs, stories, toys and Educators assisted in fostering the children's sense of Identity, feeling supported as well as feelings of safety, security within their environment.

All of this happening, without children ever realising they were building relationships, conversing, learning and growing.

May saw us again participating in National Simultaneous Story time and again we shared the experience with the 3 year old Kinder program. We shared the story "Hockory Dickory Dash" by Tony Wilson and Laura Wood. We shared many other experiences with both Kinder programs as we visited, played together and met up in the shared areas of our space. This was rewarding to see as children were again able to find familiar faces in both programs when it was really needed and then grow from this to finding their own friendships within their own groups. It has definitely made transitioning to kinder a much easier and more confident experience for both children and parents.

Outside, children extended their learning with mountains to climb, construction to complete and cooking to be done. There were ladders, A frames, boards, blocks and rocks to balance on and jump between. Shovels, diggers and containers allowed them to dig to the bottom of the sand and discover what lay beneath. Sand was carted in wheel barrows, mixed with water and painted onto every

surface the children could find. Swinging became a way to sit back and watch the goings on in the rest of the yard. It was also a fantastic way to build confidence and strength as the children learned to swing themselves and go higher and higher. The mud kitchen remained an endless supply of entertainment as it was used for cooking mixing and creating. Water also remained in great demand as children learned how to make the pump work to obtain the precious liquid. Working together holding containers and pumping water was still one of the first introductions to team work and co-operation the children had.

Catching snapshots of each child's journey is a privilege and I feel blessed to be able to share these precious moments with the children and each of their families.

I would like to conclude by thanking the Committee of Management for your understanding and the commitment you continue to show towards our Occasional Care Service. I also wish to sincerely thank Pam, Cate, Kerryn, Hannah and of course Trudy. We would not have the great service we provide without the support of you all.

Kind Regards
Jo Vermeend

The Meredith and District Newsletter Sub-Committee Report 2018

1st January 2018 to 31st December 2018

Committee

The Committee comprises:

Jim Elvey (chair/editor)
Dawn Macdonald (secretary/accounts)
David Jones (treasurer)
Trudy Mitchell (production)
Stefania Parkinson
Ian Penna

2018 was another successful year in the production of the Meredith and District News. It was also a year in which our heavy reliance on two volunteers for production was exposed as a weakness leading to not publishing a November issue. The following is a brief account of some of the features of the year.

Volunteers

With Trudy taking extended leave in March, we were put under pressure. While we have long recognised our vulnerability to such an event, our repeated attempts to recruit more volunteers had failed. With the remaining production volunteer having a period of unavailability, the Committee reluctantly decided to postpone the October issue and cancel the November issue.

About the same time, four members of the community came forward to assist. They were Peter Boer (who already shared the proof reading role), Cheryl Gilbert, Don Atherton and Mike Palmer. Peter, Cheryl and Don are learning the production role and Mike is learning the accounts role. This plan will give us two volunteers for each role (except advertng) and a more sustainable model.

Production

In late January the general store and post office closed for business, without warning. This presented us with a significant distribution problem which you eventually overcome by dealing directly with the Bannockburn post office and paying for distribution by the outer Meredith and Elaine contractors. We are grateful for the increased efforts of volunteer Ralph Holtz during this time.

Notwithstanding the abandoned issue, we had a successful year, publishing 460 pages over the 10 issues, including a record equalling 52 pages on the December issue.

Notably, we recruited two new regular contributors – a second cartoon and a creative writing piece. We have an extensive and diverse array of content, providing good balance to high levels of advertising we continue to support.

Colour Pages

2018 marked the first year we have produced a full colour cover for every issue. This has given the magazine a consistently attractive look. It was an experiment, relying on advertising support which pleasingly has been strong.

Appreciations

We remain grateful to...

- The Community Centre for provision of an office and the attendant support facilities.
- All our volunteers: the creatives who write the articles, our proof readers and the volunteer who picks up and delivers the print run – a big job. Some of our committee members are counted among this group too, for managing advertising, accounts, finances and invoices, and composing and editing every issue.
- Local and district businesses for their help with distribution.

I close in thanking my fellow committee members for their commitment to maintaining this important community service. Ian Penna, Stefania Parkinson, David Jones, Dawn Macdonald and Trudy Mitchell. All take an active interest in the guidance and monitoring of this very significant community project.

Jim Elvey

Chair/Editor

Meredith and District Newsletter Sub-Committee March 2019

MEREDITH NEWSLETTER COMMITTEE

FINANCIAL STATEMENT FOR THE YEAR ENDED 31ST DECEMBER 2018

REVENUE

Advertising in Newsletter	25,412.50
Donations Received	65.00
Subscriptions	455.00
Term Deposit repayment	3,000.00
TOTAL REVENUE	\$ 28,932.50

LESS EXPENDITURE

Printing	23,101.10
Postage	1,671.50
Computer and Website expenses	157.89
Gifts and Catering	1,816.36
CNAV Membership	40.00
Bad debts written off	40.00
TOTAL EXPENDITURE	\$ 28,366.35

Balance in Bank as at 31st December 2018 **\$ 4,945.44**

Term Deposit Investment as at December 2018 **\$ 17,164.18**

Meredith Community Centre Inc.

ABN13517940306

Financial Statements
For the year ended 31 December 2018

SEEK Accounting Services Pty Ltd
117 Inglis Street
Ballan 3342

Phone: (03) 5368 2011 Fax: (03) 5368 2012
Email: info@seekas.com.au

Meredith Community Centre Inc.
ABN 13 517 940 306

Contents

<u>Committee's Report</u>	<u>3</u>
<u>Income and Expenditure Statement</u>	<u>5</u>
<u>Detailed Balance Sheet</u>	<u>7</u>
<u>Notes to the Financial Statements</u>	<u>9</u>
<u>Depreciation Schedule</u>	<u>11</u>
<u>Statement by Members of the Committee</u>	<u>13</u>
<u>Certificate by Member of the Committee</u>	<u>14</u>

Meredith Community Centre Inc.
ABN 13 517 940 306
Committee's Report
For the year ended 31 December 2018

Your committee members submit the financial accounts of the Meredith Community Centre Inc. for the financial year ended 31 December 2018.

Committee Members

The names of committee members at the date of this report are:

Dawn MacDonald
 Robyn Blackman-Gallichio
 Desma Blow
 Paul Dakin
 Joy Smith
 June Cameron
 Johanna Klein
 Shane Sacche
 Diane Richie
 Kerry Kruger

Principal Activities

The principal activities of the association during the financial year were: Community Centre.

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The profit from ordinary activities after providing for income tax amounted to

Year ended	Year ended
31 December 2018	31 December 2017
\$	\$
40,551.19	(5,515.97)

Meredith Community Centre Inc.
ABN 13 517 940 306
Committee's Report
For the year ended 31 December 2018

Signed in accordance with a resolution of the Members of the Committee on:

Dawn MacDonald

Robyn Blackman-Gallichio

Meredith Community Centre Inc.
ABN 13 517 940 306
Income and Expenditure Statement
For the year ended 31 December 2018

	2018	2017
	\$	\$
Income		
Funding		
ACFE Funding	3,653.11	8,031.50
ACFE Course Fees		1,126.00
ACFE Delivery Support Grant	4,545.45	5,000.00
DEEWR House Child Care	34,105.34	26,192.56
DHS Grants	77,556.27	73,243.40
Golden Plains Shire Grant	250.00	704.55
RYAP Grant	21,045.40	7,931.82
Geelong Foundation Grant	8,550.00	
Community Child Care Fund	10,882.00	
Course Fees	8,024.25	12,305.95
Donations	200.00	51.00
Membership Fees	67.27	125.46
MCC Fundraising		5.00
Printing, Stationery & Photocopying	529.83	1,156.44
Room Hire	2,403.41	1,013.91
OCC Parental	36,229.97	40,994.23
Interest received	1,093.17	880.24
Other income	94.15	146.00
Consulting Income	3,220.17	4,887.96
Rebates & refunds	6,511.52	5,997.19
Total income	218,961.31	189,793.21
Expenses		
Accountancy	1,987.76	2,152.18
ACFE Refund		3,608.00
Advertising & promotion	2,365.02	1,395.83
Bank fees & charges	182.94	181.94
Child Care Supplies	672.23	379.59
Cleaning & rubbish removal	3,415.00	3,450.00
Computer Expenses	1,858.77	3,914.79
Conference/Seminar costs	359.09	281.82
Consultants fees	3,220.18	1,883.18
Course Fees	114.18	129.00

**These financial statements are unaudited. They must be read in conjunction with the attached Accountant's
Compilation Report and Notes which form part of these financial statements.**

Meredith Community Centre Inc.
ABN 13 517 940 306
Income and Expenditure Statement
For the year ended 31 December 2018

	2018	2017
	\$	\$
Depreciation - Plant	2,202.00	1,959.00
Donations	227.27	300.00
Electricity	8,146.01	8,372.85
Equipment Purchases	140.86	
Grant Expenditure		
GPS Grant Seniors Week		226.15
Innovation 9 - RYAP	7,726.24	4,569.19
Hire/Rent of plant & equipment	3,120.30	2,407.64
Insurance	676.26	592.31
Lease payments	10.00	
Long service leave	1,070.95	2,039.02
Permits, licences & fees	4,179.18	2,956.98
Photocopying	600.13	1,328.98
Play group money		(31.00)
Postage	178.19	452.03
Printing & stationery	453.22	1,778.05
Rent on land & buildings		717.35
Repairs & maintenance	850.86	1,824.03
Staff amenities	549.12	641.54
Staff training	136.36	254.54
Subscriptions	690.91	721.45
Subcontractors	4,645.00	13,169.64
Sundry expenses	180.15	282.45
Superannuation	9,542.80	10,939.25
Telephone	1,451.52	1,869.60
Wages	116,664.92	119,782.83
Workcover	792.70	778.97
Total expenses	<u>178,410.12</u>	<u>195,309.18</u>
Profit from ordinary activities before income tax	40,551.19	(5,515.97)
Income tax revenue relating to ordinary activities		
Net profit attributable to the association	40,551.19	(5,515.97)
Total changes in equity of the association	40,551.19	(5,515.97)
Opening retained profits	73,421.87	78,937.84
Net profit attributable to the association	<u>40,551.19</u>	<u>(5,515.97)</u>
Closing retained profits	<u>113,973.06</u>	<u>73,421.87</u>

**These financial statements are unaudited. They must be read in conjunction with the attached Accountant's
Compilation Report and Notes which form part of these financial statements.**

Meredith Community Centre Inc.
ABN 13 517 940 306
Detailed Balance Sheet as at 31 December 2018

	Note	2018 \$	2017 \$
Current Assets			
Cash Assets			
Cheque Account		70,583.12	17,000.26
Bendigo Bank Cash Card		429.52	373.59
Bendigo Bank Cash & Cheque Acc		13,287.35	15,921.62
Westpac Business Cash Reserve		31,508.54	31,365.47
Petty Cash		209.45	24.10
Pay Pay Account		1,148.14	3,169.38
		<u>117,166.12</u>	<u>67,854.42</u>
Receivables			
Trade debtors		512.00	173.00
		<u>512.00</u>	<u>173.00</u>
Other			
Westpac Term Dep 213131		40,013.10	39,195.64
Accrued Interest		227.13	226.51
		<u>40,240.23</u>	<u>39,422.15</u>
Total Current Assets		<u>157,918.35</u>	<u>107,449.57</u>
Non-Current Assets			
Property, Plant and Equipment			
Furniture & fittings		46,380.56	45,573.29
Less: Accumulated depreciation		(41,296.00)	(39,094.00)
		<u>5,084.56</u>	<u>6,479.29</u>
Total Non-Current Assets		<u>5,084.56</u>	<u>6,479.29</u>
Total Assets		<u>163,002.91</u>	<u>113,928.86</u>

These financial statements are unaudited. They must be read in conjunction with the attached Accountant's
 Compilation Report and Notes which form part of these financial statements.

Meredith Community Centre Inc.
ABN 13 517 940 306
Detailed Balance Sheet as at 31 December 2018

	Note	2018 \$	2017 \$
Current Liabilities			
Payables			
Unsecured:			
Superannuation Payable		3,067.68	3,649.45
Provision for LSL		6,144.51	5,073.56
Other creditors - ATO ICA		(813.00)	(813.00)
		<u>8,399.19</u>	<u>7,910.01</u>
Current Tax Liabilities			
GST payable control account		2,183.00	2,269.00
GST payable - Accruals		29.23	1.36
GST payable adjustment control account			1,329.32
Input tax credit control account		(665.00)	(1,429.00)
Input tax credit adjustment control a/c		(43.63)	257.03
Amounts withheld from salary & wages		6,412.00	6,596.00
		<u>7,915.60</u>	<u>9,023.71</u>
Other			
Advance payments		32,715.06	23,573.27
		<u>32,715.06</u>	<u>23,573.27</u>
Total Current Liabilities		<u>49,029.85</u>	<u>40,506.99</u>
Total Liabilities		<u>49,029.85</u>	<u>40,506.99</u>
Net Assets		<u>113,973.06</u>	<u>73,421.87</u>
Members' Funds			
Accumulated surplus (deficit)		113,973.06	73,421.87
Total Members' Funds		<u>113,973.06</u>	<u>73,421.87</u>

**These financial statements are unaudited. They must be read in conjunction with the attached Accountant's
Compilation Report and Notes which form part of these financial statements.**

Meredith Community Centre Inc.
ABN 13 517 940 306
Notes to the Financial Statements
For the year ended 31 December 2018

Note 1: Summary 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 Incorporations Act . 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 historical 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.

(a) Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

(b) Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

(c) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

(d) 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. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).

(e) Leases

Leases of PPE, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the association, are classified as finance leases.

Meredith Community Centre Inc.
ABN 13 517 940 306
Notes to the Financial Statements
For the year ended 31 December 2018

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for that period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the period in which they are incurred.

(f) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the assets and liabilities statement are shown inclusive of GST.

(g) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

Meredith Community Centre Inc.
ABN 13 517 940 306

Depreciation Schedule for the year ended 31 December, 2018

	DISPOSAL					ADDITION		DEPRECIATION					PROFIT			LOSS				
	Total	Priv	OWDV	Date	Consid	Date	Cost	Value	T	Rate	Deprec	Priv	CWDV	Upto	+	Above	Total	-	Priv	
Furniture & Fittings																				
Fridge	600.00	28/10/03	600	0.00	0	0	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
Janome 4618 Sewing Machine	399.00	28/10/03	399	0.00	0	0	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
Janome 2040 Overlocker	454.00	28/10/03	454	0.00	0	0	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
Computer	1,365.00	09/08/04	1,365	0.00	0	0	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
12 Bollards	1,152.00	08/11/04	1,152	0.00	0	31/12/18	0	0	P	10.00	0	0	0	0	0	0	0	0	0	0
Air Conditioner	2,000.00	19/10/04	2,000	0.00	0	0	0	0	P	10.00	0	0	0	0	0	0	0	0	0	0
Digital Camera	455.00	21/09/05	455	0.00	0	0	0	0	P	20.00	0	0	0	0	0	0	0	0	0	0
Computer	1,100.00	31/10/05	1,100	0.00	0	0	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
Tech Pacific Printer	391.00	18/07/06	391	0.00	0	0	0	0	P	33.00	0	0	0	0	0	0	0	0	0	0
Multi Media LCD	282.00	18/07/06	282	0.00	0	0	0	0	P	33.00	0	0	0	0	0	0	0	0	0	0
Panasonic Inverter	854.00	31/07/06	854	0.00	0	0	0	0	P	10.00	0	0	0	0	0	0	0	0	0	0
Panasonic Inverter	1,242.00	31/07/06	1,242	0.00	0	0	0	0	P	10.00	0	0	0	0	0	0	0	0	0	0
Mansion Cubby House	3,091.00	08/11/06	3,091	0.00	0	31/12/18	0	0	P	10.00	0	0	0	0	0	0	0	0	0	0
2 JVC Cam Recorders	1,254.00	22/10/07	1,254	0.00	0	0	0	0	P	33.00	0	0	0	0	0	0	0	0	0	0
Canon Printer	245.00	22/10/07	245	0.00	0	31/12/18	0	0	P	33.00	0	0	0	0	0	0	0	0	0	0
Konica Minolla Bizhub C203	5,997.00	16/07/08	5,997	0.00	0	31/12/18	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
16 OSLO Chairs	1,432.00	07/08/09	1,432	0.00	0	0	0	0	P	20.00	0	0	0	0	0	0	0	0	0	0
2 Mitsubishi Air Conditioners	3,273.00	18/08/09	3,273	0.00	535	0	0	535	P	10.00	327	0	208	0	0	0	0	0	0	0
2 x 50" Samsung Plasma TV's	5,360.00	18/08/09	5,360	0.00	872	0	0	872	P	10.00	536	0	336	0	0	0	0	0	0	0
Water Tank	3,043.00	17/12/09	3,043	0.00	598	31/12/18	0	0	P	10.00	304	0	0	0	0	0	294	0	0	0
Samsung TV	1,410.00	20/12/10	1,410	0.00	418	0	0	418	P	10.00	141	0	277	0	0	0	0	0	0	0
Mitsubishi Inverter	2,273.00	03/05/11	2,273	0.00	760	0	0	760	P	10.00	227	0	533	0	0	0	0	0	0	0
Computer	3,140.00	04/03/13	3,140	0.00	0	31/12/18	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
Computer	844.00	15/04/13	844	0.00	0	0	0	0	P	25.00	0	0	0	0	0	0	0	0	0	0
Bro MFC-J6520DW A3 Inkjet MFO	225.00	29/09/14	225	0.00	0	31/12/18	0	0	P	33.00	0	0	0	0	0	0	0	0	0	0
Cupboards for Studio	1,077.30	11/06/15	1,077	0.00	893	0	0	893	P	6.67	72	0	821	0	0	0	0	0	0	0

The accompanying notes form part of these financial statements.

**Meredith Community Centre Inc.
ABN 13 517 940 306**

Depreciation Schedule for the year ended 31 December, 2018

	DISPOSAL		ADDITION		DEPRECIATION				PROFIT			LOSS								
	Total	Priv	OWDV	Date	Consid	Date	Cost	Value	T	Rate	Deprec	Priv	CWDV	Upto	+	Above	Total	-	Priv	
Sofa & Chair for Multi Purpose Room	806.36	20/08/15	806	0.00	614		0	0	614	P	10.00	81	0	533	0		0	0		0
Smart TV & Monitors	1,808.63	22/11/17	1,809	0.00	1,789		0	0	1,789	P	10.00	181	0	1,608	0		0	0		0
Computer	807.27	22/10/18	807	0.00	0	22/10/18	807	807	807	P	25.00	39	0	768	0		0	0		0
			<hr/>		<hr/>		<hr/>	<hr/>	<hr/>		<hr/>	<hr/>	<hr/>	<hr/>		<hr/>		<hr/>	<hr/>	<hr/>
	46,380				6,479		0	807	7,286			1,908	0	5,084						
									Deduct Private Portion			0								
									Net Depreciation			1,908								

The accompanying notes form part of these financial statements.

Meredith Community Centre Inc.
ABN 13 517 940 306
Statement by Members of the Committee
For the year ended 31 December 2018

The Committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of Meredith Community Centre Inc. as at 31 December 2018 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Dawn MacDonald
President

Robyn Blackman-Gallichio
Treasurer

Meredith Community Centre Inc.
ABN 13 517 940 306
Certificate by Member of the Committee
For the year ended 31 December 2018

I, Dawn MacDonald, and I, Robyn Blackman-Gallichio certify that:

- a. We attended the annual general meeting of the association held on 20th May 2019.
- b. The financial statements for the year ended 31 December 2018 were submitted to the members of the association at its annual general meeting.

Dated

Dawn MacDonald
Committee Member

Robyn Blackman-Gallichio
Committee Member