



Inverloch Community House

Annual Report

2019/2020

‘The House in the Hub’



Annual Report 2019/2020



Presented at the Annual General Meeting

November 16th 2020

Inverloch Community House Inc.

16 A'Beckett St Inverloch Vic 3996

Phone: 03 5674 2444

Email: office-ichi@dcsi.net.au

Website: www.inverlochcommunityhouse.org.au

ABN: 65 010 913 131

Committee Of Management 2019 – 2020

President: Andrea Evans-McCall

Treasurer: Jenny Cummings

Secretary: Sue Haddock

General Committee Members

Alan Meredith

Sue Horvath

Emily Physick

Staff

Coordinator: Lisa Archibald

Office Support Worker: Jill Vella



NEIGHBOURHOOD
HOUSE WEEK

8-15 MAY 2020
Loneliness: the solution is community

Community Art Project

Join us and celebrate our community spirit with
Inverloch Community House during Neighbourhood
House Week!

During this time of social isolation loneliness can make
us feel even more isolated. Let's cover our windows,
our footpaths and decorate our gardens with colourful
hearts. Reach out to our neighbours, friends and family
to let them know we ♥ them

When: 8 -15 May

Where: Everywhere!

Contact: 5674 2444 on Thursday and Friday

More information:

www.inverlochcommunityhouse.org.au

for ideas, templates, worksheets etc



*What a simply beautiful
idea, I love it!"* – Kim responding
to our Community Art project



Strategic Plan 2018 -2021

Vision

The House in The Hub Connecting Our Community

Purpose

Fostering Community Connections by Providing a Supportive Environment to Learn, Share Ideas, Skills & Information

Inverloch Community House aims to ensure we operate in conjunction with our policies and procedures in line with the Neighbourhood House Victoria best practice framework

Goal 1 - Our Community

To Provide Opportunities for Enjoyment, Contributions & Learning

Goal 2 - Our Partners

To Actively Develop and Promote Partnerships, Relationships and Networks

Goal 3 - Our House

To Operate a Viable, Effective & Accountable Community House



Inverloch Community House Inc.

Annual General Meeting for 2019

When: 18-11-2019 at 6:00 PM

Location: Inverloch Community House Inc., 16 A'Beckett St, Inverloch VIC, 3996

Chairperson: Robert KENYON

Minute Taker: Susan HADDOCK

Minutes

1. Welcome and Introduction

Rob Kenyon presided over the AGM as the President was unavailable, he outlined the meeting agenda and welcomed those present as well as the traditional owners past and present.

Copies of the 2018 AGM minutes, President's report & Coordinator's report were handed out.

2. Call the Annual General Meeting 2019 to Order

Present: Margaret Key, Trevor Key, Sue Haddock, Geoff Haddock, Rob Kenyon, Etsuko Yasunaga, A Bek, B Bek, Ann Howard, Peter Gardiner, Gero Gardiner, Peter Jones, Bev Krzyzanowski, Lisa Archibald, Jill Vella.

Apologies: Andrea Evans-McCall

3. Confirmation of the Minutes of the Annual General Meeting of 2019

Copies of the 2018 AGM were emailed to members and handed out on the day with time given for reading

Motion: Minutes of Previous Meeting be accepted as read

Moved: Marg Key

Seconded: S. Haddock

Carried: unanimously

4. Receive and consider the President's Annual Report & Coordinator's Annual Report

Rob Kenyon read out the Presidents report.

Motion: Peter Gardiner

Seconded: Trevor Key

Carried

The Coordinator's Annual Report was handed out and time given for reading. Lisa gave a brief rundown of activities conducted over the year and thanked several members for their assistance over the year.

Motion: The Coordinator's Report be accepted as read

Moved: M. Key

Seconded: G. Haddock

Carried: unanimously

5. Receive & Consider the Financial Report for FY 2019

Etsuko Yasunaga reported that ICHI was in excellent financial order and stated that Cardell Accountants had prepared the financial statement.

Motion: Financial Statement be accepted

Moved: Ann Howard

Seconded: Peter Jones

Carried: unanimously

6. Declare All Committee Positions Vacant

Rob. Kenyon thanked the existing committee for their work. He thanked the outgoing members, declaring all Committee positions vacant and handed over to Trevor Key for purposes of electing a new Committee

7. Election of Office Bearers & Ordinary Members of the Committee of Management

Rob Kenyon declared all committee positions vacant. Trevor Key conducted the election of new committee members. They are as follows:

President: Andrea Evans-McCall

Nominated: Robert Kenyon

Seconded: Etsuko Yasunaga

Vice President: no nominations received

Treasurer: Jenny Cummings

Nominated: Etsuko Yasunaga

Seconded: Bev Krzyzanowski

Secretary: Susan Haddock

Nominated: Margaret Key

Seconded: Andrea Evans-McCall

Ordinary: Ann Howard

Nominated: Andrea Evans -McCall

Seconded: Margaret Key

Ordinary: Peter Jones

Nominated: Geoff Haddock

Seconded: Ann Howard

8. Close AGM 2019

Closing Remarks: Sue Haddock thanked everyone for attending, welcomed in the new Committee and asked if there were any additional members to join. Thank you to Trevor Key and declared the 2019 AGM closed.

9. Guest Speaker - Tammy Logan, Gippsland Unwrapped

Tammy spoke on The Environment and Plastics

10. Refreshments and Discussion

Rob Kenyon thanked everyone

End of minutes.

Annual General Meeting 2020

1. Apologies
2. Confirmation of Minutes of AGM held on Monday 18th November 2019
3. 2019/2020 Annual Report – President's Report
4. 2019/2020 Annual Report – Audited Financials
5. 2019/2020 Annual Report – Coordinator Report
6. Adoption of 2019/2020 Annual Report
7. Election of Committee of Management
8. Confirmation of the annual fee
9. Meeting Close



President's Report

Well, what a year it has turned out to be! Who could have imagined the challenges that we were all to face this year! As we stream live to you in the comfort of your own home our COVID-19 special AGM, I apologise for any confusion and inconvenience this may cause for our members but 'interesting times' often require different approaches!

It is difficult to write a report that captures the last 12 months; to find the right words to describe what we have experienced. The Committee of Management started our year with so many new ideas from our Community Needs Analysis Report. And then came COVID-19! The impact of this global pandemic hit hard at community level and the work of our House was turned on its head as there were closures and lockdowns. This was new territory for all of us. Not surprisingly, our wonderful staff Lisa Archibald and Jill Vella rose to the challenges of these new circumstances with creative ideas and innovative responses on how to support our community. Lisa and Jill your response was simply magnificent and greatly appreciated by the COM.

There are so many people to thank for their support during this year of change, new experiences and uncertainty.

To our members thank you for your patience and understanding during COVID-19. I hope whilst in isolation and keeping a social distance, that you are all safe and well.

To our Committee of Management thank you for your hard work throughout the year.

Sue Haddock, our secretary, her support and timely manner in providing minutes. Her positive attitude and support are always appreciated.

Jenni Cummings, our treasurer, it's quite the workload, but she has managed it very well.

To Sue Horvath, Allen Meredith and Emily Physick who all joined the committee during the year. Thank you for reinvigorating the committee with new opinions and ideas. Also thank you to Peter Jones who retired from the committee during the year.

To all of our wonderful volunteers, without your efforts the House would not be as successful as it is, nor function as well as it does. And while all volunteers have done an excellent job, the House is always in search of new volunteers. If this is something that interests, you please make contact.

I look forward to the coming year at the House. Hopefully soon easing or removal of restrictions may allow us to recommence COVID-19 normal House activities.

To those who have lost loved ones, our deepest sympathy and to those in ill health we wish you better health in the coming year.

Thank you

Andrea Evans-McCall - President



Treasurer's Financial Summary

I am pleased to present the Annual Treasurers Report for 2019-2020. In the financial year to June 30, after a gross income of \$125,534 and expenses of \$98,808, the House had a net profit of \$26,726.

In what has been an unusual and tough year so far it is good to note that memberships have remained steady with a slight increase of \$124 and through much hard work by our Coordinator we received grants of \$34,000 comprised of JobKeeper, a Small Business Grant and a Cash Flow Boost which have helped to allay the reduction in income due to the restrictions and effects of COVID-19. These effects being that our Student Contributions reduced by \$14,512 and our COVID-19 Safety Measures cost to June 30 was \$745.

The full Financial Report as published was prepared by Cardell Assurance and Audit of Wonthaggi and an independent audit was completed successfully.

All things considered I'm pleased to report that the House finances are in a healthy state as at 30th June, 2020 and with continuing diligence are expected to remain so.



Jen Cummings
Treasurer

The full financial report is available at the end of this document



“

*I can vouch for this course
- it's great!" – Clare commenting
on our Kokedama and Keshiki
workshop*

Office Support Report

The Office Support role was initially a six month funded position. I was gratified that at the end of the period, the position was renewed for a further six months, and at the end of that contract I was offered ongoing employment with the House. The role for 5 hours a week on a Friday and is focused on communications, publications and computer based activities such as the website, social media, newsletters and databases.

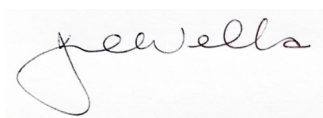
Getting to know the House users and volunteers that I meet in the House on Fridays, and at the other activities I attend has been the highpoint of the job. If only I could go to everything!

It wouldn't be a report about this FY if I didn't mention the COVID-19 emergency and the changes this has brought to the way House activities are run and contact is maintained between the staff, and with our members and volunteers. Because we are mostly working from home, this has been by telephone and email, with very little face to face contact, which has made it quite tricky. Some of our members are comfortable online, but many understandably, are not. It has meant a lot of adaptation and new ways of working for us as well, and I would like to thank Lisa for being so supportive and flexible and also Andrea for always being just an email away when advice is needed.

I have endeavoured to use the House website and Facebook page to keep House members and friends up to date with what limited activities we have been able to run, and with links to activities that other organisations are running. I think I have just about shared every National, International and local 'day of' with our Facebook audience (now over 600 people). Some of them are very worthy and some just plain indulgent, like International Chocolate day. We also aim to make sure that all our members know about all the programs, support and help that various agencies are offering to Victorians and Bass Coast residents, through 'shares' on Facebook and on our dedicated 'Navigating COVID-19' webpage .

Please continue to follow us on Facebook, and read all about our programs on the website, from the Newsletter and in the South Gippsland Sentinel Times, and come back to the House as soon as you are able.

Cheers,



Jill Vella



Coordinator's Report

It has been somewhat surprising to reflect on what feels like the year of COVID 19, which has dominated and challenged us all in our own individual ways and as a community. For many of us the separation of family, friends, income and networks has been difficult to navigate our way through and as many of you have mentioned, has created instability, anxiety, and a sense of loss in our lives.

The wonderful news is as a community, the positive outlook and empathy for each other has shone through. It has been amazing and humbling to observe our House users and members determination and creativity in maintaining and supporting each other through these very unpredictable times.

As an organization our doors were closed from March 2020. Initially, while this may have been daunting and unexpected, eventually we were able to determine our place and role as a community driven organization.

Checking in and advocating became our primary focus along with ensuring a COVID safe environment for all. We have had to modify and be creative to maintain our contractual obligations while still encouraging community connections at a time when physically we were unable to.

As the coordinator of the House, the year has thrown up many challenges personally and professionally. The support and guidance from the Committee of Management has been amazing and has strengthened us as a team and an organization. Our Office Support Worker Jill Vella has stepped up to the COVID-19 challenge and has gone above and beyond her role. It has been a privilege and exciting to work alongside her during the year.

Our Community

Welcome to Inverloch Morning Tea has been an ongoing partnership between CWA and the House. Once a month, newcomers are invited to enjoy a cuppa to get to know each other and learn more about Inverloch. It has attracted over 30 participants who have gone on to become House volunteers, CWA members and participants of other local groups. We thank the CWA for their ongoing support and look forward to more morning teas in the future.

South Gippsland Mental Illness Carer's Group meet once a month at various local locations including Inverloch Community House. We are proud of the relationship and trust we have developed over the years and look forward to supporting the group into the future.

The Soup Café continues to be a community favourite over the cooler months. Local groups and organisation's such as The Inverloch Angling Club, The Mens' Shed, The Chatty Crafters and the Walkie Talkies have all supported these events as hosts. It is their input and community spirit that keeps this event alive. Every year the event attracts newcomers who primarily come to "enjoy a bowl of soup and meet new people". Over 300 serves of soup have been enjoyed.

During COVID-19 the Chatty Crafters hosted a virtual Soup Café with the support of local bakery, Paul the Pieman. The simple matter of sharing food and making connections has many health and wellbeing benefits for these attending and volunteering at these events. The generosity and enthusiasms of all involved is a wonderful contribution to the community.

Thank you to Bass Coast Shire Council for their in kind support of Kitchen Hire.

Holiday Programs - Due to community demand, we delivered a range of art focused and creative workshops throughout the holiday periods which proved to be highly successful. Thank you to local artist Annette Marshall for sharing her skills and expertise.

Creating *Kokedama* and *Keshiki* plant workshops were also a great success with participants aged from 10–70 learning and creating alongside one another. Thank you to Alex Reardon for your wonderful demonstration.

As an ongoing partnership with *Inverloch Library*, Melbourne based organization Green Hat ran a *Summertime Planks Workshop*. Children and Parents enjoyed the creative and engineering challenge of working together in creating their own Plank dimensions. Over 50 participants attended.

Ongoing Groups such as the Walkie Talkies, Walk and Wag, Chatty Crafters, Pilates, Tai Chi, French, Italian, Bass Coast Writers, Inverloch Camera Club, Circle dancing and Line Dancing have been a staple at the Community House for many years. All in all, over 250 participants attend these groups on a weekly basis. Thank you to Geoff and Sue Haddock, Helen O'Brien, Cathy Bruton, Leah dal Pozzo, Carmel Cattach, Bernadette Stevens, Lucia Carotenuto, Villya Congreve, Bev Huntley, Gayle Marion and Kerri-Anne Pratt.

Due to the courage and persistence of tutors and key group contacts, many of the classes have been running online sessions throughout the COVID shutdown. Communications with these key contacts played a pivotal role in understanding the needs of and maintaining connections with our House users and individuals.

Hirers - There are 3 main rooms available for hire at the Community House. Between our regular hirers, local and Melbourne based organisations also utilize the rooms. Over the year we have seen an increase in demand for spaces needed for functions or meetings of outer region organisations. Some of those include: Victorian First Aid, Dive2U, Australian Hearing, Interact Australia, Thompson Bridge, Red Cross Patient Transport and Bird Life Australia.

Local representatives comprise of Inverloch Primary School, Bass Coast Shire Council, Inverloch Residential Aged Care Committee, Ian Symonds and Associates and personal hirers. As part of our operational plans, our Application for Room Hire form was reviewed and updated earlier on in the year to include the Emergency Evacuation Policy and procedures. It has since been updated once more, along with many other operational procedural documents to adhere to government requirements of the COVID-19 Safe Plan.

Our Partners and Stakeholders

Inverloch & Kongwak Primary School once again supported the House in the creation of the second part of our external Mural. Over 600 children have proudly contributed to the development of the mural over a 3 year period. The Mural is an outcome of the community's response to a previous survey. Inverloch people suggested that the House "needed its own identity" and the mural was a way of achieving this. Unfortunately, due to COVID restrictions, the Mural launch has been put on hold. We look forward to celebrating the launch in the hopefully not too far off future.

Neighborhood House Week takes place across Australia in May every year. A nationwide initiative celebrating the role of Neighborhood Houses and Centres in the community. “Loneliness, the solution is community” was the very timely theme for the year. The event was embraced as a Network Collective promoting the work and diversity across Gippsland. As a show of support to our Community House and the theme, Inverloch and Kongwak Primary School incorporated the initiative within the remote learning curriculum. It was an opportunity for children to reflect on loneliness and embrace the strength of themselves and their peers. Paper hearts were created and hung in windows to symbolize the sharing of hearts and connections within their neighborhood.

In August 2019, *West Gippsland Inverloch Library, Morwell Neighborhood House* and *Inverloch Community House* shared the Latrobe Valley Repair Café with Inverloch. The Café is an Initiative of Morwell Neighborhood House who are passionate about the environment and finding ways to reduce waste. By travelling around Gippsland, the café can educate and support similar cafes across Gippsland. Over 47 people visited the café during the day. Local repairers came on board to learn and share skills. Items repaired included soda streams, CD players, ornaments and more. As a House we value the opportunity to support such sustainable programs as these.

The community of Inverloch continue to support such campaigns as *Share The Dignity* and *It's In the Bag*. Inverloch Community House is a registered Drop off agency and has been for the last several years. Over 60 bags and many individual sanitary items were generously donated.

We continue to support *Inverloch Jazz Festival* by offering in kind Room hire over the long weekend in March. The House is used as a bit of musician's headquarters during the event. It is our pleasure to be able to support the Jazz community of Inverloch.

A positive outcome of the pandemic has been the development of stronger relationships with local providers and organizations. The House now currently meets with a number of service providers including *Bass Coast Shire Council* and *South Coast Primary Care Partnerships* on a regular basis. It provides us an opportunity to advocate on behalf of our community, provide feedback on initiatives and learn about valuable local service provider, COVID specific, community support.

I have also attended Neighbourhood Gippsland network meetings throughout the pandemic. These meetings previously took place in person on a quarterly basis but were ramped up due to the pandemic and the demand of Coordinators need of support and information. They have played a vital role in establishing an environment where coordinators feel free to voice concerns, seek advice from peers and advocate on behalf of their Communities across Gippsland.

Our Volunteers are the backbone to our organization. While some of our longstanding volunteers have spread their wings and flown the coop, friendly new staff have enthusiastically joined the team. This year we farewelled Sharon Morgan, a volunteer who has been with the House for 10 years. When I began my time as coordinator, Sharon was my go-to on office operations and information on our membership management systems. She played an integral role in training and educating myself, volunteers and new committee members. Other enduring, conscientious volunteers have also moved on. Pam McKay, Carol Young, Bev Krzyzanowski and Moragh Tyler have all made amazing contributions to the House. From managing rosters, office administration and general data base systems, these women ran a tight ship. We wish them all the best in their years of retirement. Thank you also to Anne

Howard and Marg Key. It has been a year in which we are forever grateful to have had these highly skilled and passionate volunteers on board.

Funding- Inverloch Community House were successful in securing 2 rounds of funding from the Victoria Government Business Support Fund. We were also successful in securing the Victorian Government Job Keeper payment in relation to the Coordinator employment status. The funding has enabled us to establish a COVID 19 safe environment for House users, staff and volunteers. Inverloch Community House receives 25 hours per week of recurrent annual funding from the Department of Health and Human Services via the Neighbourhood House Coordination Program. The organisation undertakes all compliance, accountability and outcome requirements for the funding received.

Our House

This year the 20 Neighborhood Houses across Gippsland contributed funds to engage Deloitte Access Economics to conduct a study and report on the Social impact of the work of Neighbourhood Houses. The report seeks to measure the social return of investment in the following key impact areas.

Health and wellbeing: Improved physical, mental and personal health and wellbeing

Connectedness and/or reduced social isolation: Built community relationships and improved social connectedness

Safety: Developed a safe and supportive community

Resilience and pride: Provided access to essential resources and crisis support, and developed community pride of place and empowerment

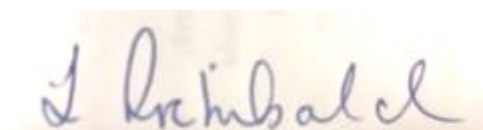
Independence and productivity: taught life skills.

A snapshot of the report is on the next page

The full report is available on our website ([here](#))

COVID 19 Pandemic. Since March this year we have been working diligently behind closed doors to ensure a COVID safe workplace and environment for all. Procedures, policies and operational practices have all been updated to reflect Victorian State Government, DHHS and Neighbourhood House Victoria guidelines and recommendations and function within our COVID Safe Plan. With our doors, and the doors of the Hub closed to the public it has been difficult to practically support our community, however I do feel confident in the knowledge that the operational practices now in place are carefully researched and thorough.

Jill Vella has done an amazing job of creatively connecting with our community through online platforms including Facebook, our web page and the promotions of Zoom sessions. Her creativity, humour and persistence is to be admired. Thank you, Jill, for virtually sitting alongside me through this journey. We look forward to the day when we can once again welcome our community back into the House. In the meantime, we are taking things slowly, making sure our volunteers are comfortable and our community is ready to return. We hope to see you soon.



Lisa Archibald

Coordinator

Inverloch Community House

Real **Impact**. Real **Value**.



INCOME

\$116,234

Services include:

- Computer/internet usage: \$1,296
 - Room hire: \$5,016
- Community lunch, frozen or other meals: \$4,200



VALUE

\$543,330

This figure includes the value of:

Improved quality of life through social connection: \$417,261

Volunteer contributions: \$115,557

Services provided: \$10,512

Employment value

1.54 FTE jobs

including 1.1 direct and 0.4 indirect
Full Time Equivalent positions



These calculations were conducted by Neighbourhood Houses Victoria. Based on data provided in the 2019 Neighbourhood Houses Survey. Only activities where a determinable valuation method exists are included.

This community value equates to:

\$4.67 for every \$1 of income

\$6.85 for every \$1
of Neighbourhood House Coordination
Program funding

Over **\$301.85** for every hour the
neighbourhood house is in use

Partners, Supporters, Funding Bodies and Stakeholders

Paul The Pieman
Inverloch Quality Meats
Aldi Wonthaggi
Coles Wonthaggi
Foodworks Inverloch
Mitre 10 Capeview Inverloch
Bunnings Wonthaggi
Inverloch Newsagency
Ian Symonds and Associates

CWA Inverloch
Anglicare Victoria
Rotary
Lions
Inverloch Men's Shed
Inverloch Kongwak Primary School
Inverloch and District Pre School
Inverloch Childcare

Share The Dignity Campaign
It's In The Bag
Planet Ark
Anglicare Financial Counselling Service
Parkinson's Victoria
South Gippsland Mental Health Carers' Support Group
Inverloch View Club
KoGo

Bass Coast Shire Council
Neighbourhood Houses Gippsland
Inverloch Community Hub
Neighbourhood Houses Victoria
Department Health and Human Services
Bass Coast Health
Inverloch Library
Friends Of Inverloch Library



Welcome to Inverloch *Morning Tea*

Come along and meet
other newbie's over a
cuppa and some
delicious CWA treats

Thursday 29th August
from 10:30–11:30am @
"The House in the Hub"
This event is FREE!

Phone 5674 2444
for details



www.inverlochcommunityhouse.org.au



INVERLOCH COMMUNITY HOUSE
'THE HOUSE IN THE HUB'

MACRAME WITH TRISH

Saturday 20th July 9.30am - 1.00pm
Saturday 17th August 9.00am - 1.00pm
Cost \$30 members \$35 non members



*I highly recommend this class,
my 12 year old daughter and I attended this
class a few weeks back and we both loved it.
Trish is so patient and a great teacher, we
learned so many different knots, my
daughter has since done more macrame.
Thank you Trish for an awesome day" – Rita
recommending our Macramé class with
Trish.*





Community Art Project



INVERLOCH COMMUNITY HOUSE INC.

A0030114D

SPECIAL PURPOSE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

INCOME AND EXPENDITURE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2020

	Note	2020	2019
INCOME			
Student contribution		19,451	34,037
Donations		59	501
Membership		3,722	3,597
Office services		14	20
Grant received – NHCP		83,033	80,894
Hire income		3,579	2,910
Interest received		1,385	1,969
Op shop tour		-	136
Soup café		817	943
Cash Flow Boost	4	15,000	-
JobKeeper subsidy	4	9,000	-
Victorian Government – Small Business Grant	4	10,000	-
Other income		873	455
Total income		146,933	125,462
EXPENDITURE			
Accounting review fees		600	540
Advertising & promotion		427	1,455
Annual leave provision expense		1,692	3,494
Bank fees & charges		467	556
Book-keeping expenses		6,955	6,580
Cleaning/rubbish removal		863	1,175
Commission on paintings sold		-	176
Consultants fees		-	9,252
Depreciation & amortisation expense		-	1,853
Donations paid		50	135
Hire plant & equipment		5,973	5,543
Insurance		417	393
Internet expense		700	673
Long service leave provision expense		3,316	2,709
Men's Shed expense		80	-
Mural project		737	386
Office expenses		955	1,269
Postage		342	321
Printing & stationery		3,421	1,621
Program expenditure		9,121	11,736
Rent		91	208
Repairs & maintenance		1,419	521
Soup café expenses		634	782
Staff amenities		836	1,230
Staff training		660	200
Subscriptions		2,136	1,151
Superannuation		6,532	4,073
Telephone expense		109	123
Tutor fees		6,712	15,496
Wages		68,911	42,877
Workcover		265	-
Total expenditure		124,421	116,528
Net surplus for the financial year		22,512	8,934

The accompanying notes form part of this financial report.

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

BALANCE SHEET

FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020	2019
CURRENT ASSETS			
Petty cash		85	100
Cash at bank:			
- Bendigo bank account		68,049	50,268
- Mastercard account		<u>59</u>	<u>166</u>
		68,108	50,434
Term deposit		82,163	80,778
Accounts receivables		117	-
JobKeeper subsidy receivable	4	3,000	-
Cash Flow Boost receivable	4	5,000	-
TOTAL CURRENT ASSETS		158,473	131,312
NON CURRENT ASSETS			
TOTAL NON CURRENT ASSETS	3	-	-
TOTAL ASSETS		158,473	131,312
CURRENT LIABILITIES			
GST payable		1,633	1,845
PAYG payable		3,416	2,086
Superannuation payable		1,978	1,364
Provision for annual leave		4,967	3,494
Funds held on account:			
- Walkie Talkies		740	1,206
- Walk and Wag		1,430	944
- Autism Support Group		112	1,430
TOTAL CURRENT LIABILITIES		14,276	12,369
NON CURRENT LIABILITIES			
Provision for long service leave		5,451	2,709
TOTAL NON CURRENT LIABILITIES		5,451	2,709
TOTAL LIABILITIES		19,727	15,078
NET ASSETS		138,746	116,234
MEMBERS FUNDS			
Opening accumulated surplus		116,234	107,300
Current year surplus		22,512	8,934
TOTAL MEMBERS FUNDS		138,746	116,234

The accompanying notes form part of this financial report.

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2020

	Retained Earnings
Balance at 30 June 2018	107,300
Operating surplus for the year	8,934
Balance at 30 June 2019	116,234
Operating surplus for the year	22,512
Balance at 30 June 2020	138,746

The accompanying notes form part of these financial statements.

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2020

	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES		
Donations received	59	501
Grants received	91,336	88,983
Interest received	1,385	1,969
Operating receipts	31,205	46,290
COVID-19 funding received	26,000	-
Payments to employees and suppliers	(130,941)	(120,093)
NET CASH PROVIDED BY OPERATING ACTIVITIES	19,044	17,650
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property, plant & equipment	-	(1,485)
Transfer of funds to term deposits	(1,385)	(1,968)
NET CASH USED IN INVESTING ACTIVITIES	(1,385)	(3,453)
NET INCREASE IN CASH HELD	17,659	14,197
CASH AT THE BEGINNING OF THE FINANCIAL YEAR	50,534	36,337
CASH AT THE END OF THE FINANCIAL YEAR	68,193	50,534

The accompanying notes form part of these financial statements.

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

NOTES TO THE CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2020

CASH FLOW INFORMATION	2020	2019
a) Reconciliation of cash for purposes of cash flows:		
Cash on hand	100	100
Cash at bank	68,093	50,434
Total	68,193	50,534
b) Reconciliation of net cash provided by operating activities to surplus from ordinary activities:		
Surplus from ordinary activities	22,512	8,934
Add back non-cash items:		
Depreciation	-	1,853
<i>Changes in assets & liabilities</i>		
(Increase) / decrease in receivables	(8,117)	-
Increase / (decrease) in trade payables	646	308
Increase / (decrease) in provisions	4,215	6,203
Increase / (decrease) in GST	(212)	352
NET CASH PROVIDED BY OPERATING ACTIVITIES	19,044	17,650

c) The association has no credit standby or financing facilities in place.

d) There were no non-cash financing or investing activities during the year.

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2020

NOTE 1: 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 (Vic) 2012* and the *Australian Charities and Not-for-profits Commission Act 2012*. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on a cash 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 this financial report.

Accounting Policies

(a) Income Tax

The association is exempt from income tax due to the nature of its activities.

(b) Plant and Equipment

Leasehold improvements are recorded at cost.

The carrying amount of plant and equipment is reviewed annually by the association to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the bases of the expected net cash flows which will be received from the asset's employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

Depreciation

Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements. The building is leased from the Bass Coast Shire Council. The current lease expired on 30 November 2019. Negotiations are continuing with Bass Coast Shire Council to renew the lease. It is expected the renewed lease will be based on similar terms to the current lease.

(c) Revenue

Revenue is recognised when the entity obtains control over the funds which is generally at the time of receipt.

Grant revenue is recognised in the income statement when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be reliably measured.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

(d) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of the acquisition of the asset or as part of the item of expense.

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2020

NOTE 2: RELATED PARTIES

Members of the committee receive no payment or other consideration for their services as committee members. Where a member of the committee is engaged to teach courses or to act in a managerial capacity that person receives no special advantage or other consideration when compared with other employees or tutors.

NOTE 3: PLANT & EQUIPMENT	2020	2019
Building improvements at cost	-	1,470
Accumulated amortisation	-	(1,470)
Written down value	-	-
Total plant and equipment at written down value	-	-

NOTE 4: COVID-19 PANDEMIC

In March 2020, a global pandemic for COVID-19 coronavirus was declared by the World Health Organisation. As a result, COVID-19 restrictions were introduced and the Australian Federal Government announced financial stimulus packages, including the ATO *Cash Flow Boost* and *Job Keeper*.

The association was entitled to an initial Cash Flow Boost of \$10,000 for the period from March to June 2020 and is therefore entitled to the second payment of \$10,000 to be paid in instalments from June 2020 to September 2020. The June 2020 instalment has been accrued as income at 30 June 2020, and the remaining \$5,000 will be received in September 2020.

The association was also entitled to participate in the JobKeeper scheme. The reimbursement for wages paid in June 2020 of \$3,000 has been accrued at 30 June 2020.

A \$10,000 grant was also received from the Victoria State Government.

The financial impact of COVID-19 to the 2019-20 financial year has been significant. In accordance with the Victorian State Government directive Inverloch Community House closed its doors to the public on 27 March 2020 and has remained closed to the date of this report. As a result, income generating operations have had to be shutdown, severely impacting the income and cash flow of the organisation. The overall income has declined by approximately 42% due to the loss of activity operations during this period. The receipt of government funding has provided cash flow to compensate for the loss of income.

INVERLOCH COMMUNITY HOUSE INC.

A0030114D

STATEMENT BY MEMBERS OF THE COMMITTEE

FOR THE YEAR ENDED 30 JUNE 2020

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.

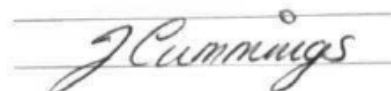
In the opinion of the committee, the financial report as set out on pages 2 to 8:

1. Presents a true and fair view of the financial position of Inverloch Community House Inc. as at 30 June 2020 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Inverloch Community House Inc. 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:



Andrea Evans-McCall
President



Jenni Cummings
Treasurer

11 November 2020

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT
TO THE MEMBERS OF INVERLOCH COMMUNITY HOUSE INC.
FOR THE YEAR ENDED 30 JUNE 2020

We have reviewed the accompanying financial report, being a special purpose financial report, of Inverloch Community House Inc., which comprises the balance sheet as at 30 June 2020, the income and expenditure statement, the cash flow statement and the statement of changes in equity for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation of the special purpose financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the financial reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and to meet the needs of the members. This responsibility also includes such internal control that the committee determine is necessary to enable the preparation of the special purpose 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 special purpose financial report based on our review. We conducted our review in accordance with Australian Auditing Standard on Review Engagements ASRE 2415 *Review of a Financial Report: Company Limited by Guarantee or an Entity Reporting under the ACNC Act or Other Applicable Legislation or Regulation*, in order to state whether, on the basis of the procedures described, we have become aware of any matter that makes us believe that the special purpose financial report does not satisfy the requirements of Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* including; giving a true and fair view of the association's financial position as at 30 June 2020 and its performance for the year ended on that date; and complying with the Australian Accounting Standards to the extent described in Note 1 to the financial report and the *Australian Charities and Not-for-profits Commission Regulations 2013*.

ASRE 2415 requires that we comply with the ethical requirements relevant to the review of the special purpose financial report.

A review of the special purpose 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 us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Conclusion

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the special purpose financial report of Inverloch Community House Inc. does not satisfy the requirements of Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* including:

- a) Giving a true and fair view of the association's financial position at 30 June 2020 and its financial performance and cash flows for the year ended on that date: and
- b) Complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis of Accounting and Restriction on Distribution

Without modifying our conclusion, we draw attention to Note 1 to the special purpose financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the association's financial reporting responsibilities under the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the special purpose financial report may not be suitable for another purpose.

CARDELL ASSURANCE & AUDIT

Lyndal J McKenzie
3A Billson Street
WONTHAGGI VIC 3995

12 November 2020

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Professional Standards Legislation

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