

2021

ANNUAL REPORT

TATURA COMMUNITY HOUSE INC.

INC. NO: A0004736S

ABN: 59445324671



COMMITTEE OF MANAGEMENT 2020-21



JEN PAGON
PRESIDENT



SALLY SHERMAN
TREASURER



GAYNOR LEE
VICE-PRESIDENT



SUE MORETON
SECRETARY



BEV ROBERTS
COMMITTEE
MEMBER



JENNY STAMMERS
COMMITTEE
MEMBER



IRIS OAKES
COMMITTEE
MEMBER

STAFF 2020-21

Manager	Leeane Bullard
Bookkeeper	Sally Sherman
Administration Officers	Nadine Pichler Tom Boocock
Childcare Coordinator	Tarja Byrne
Childcare Staff	Karen Mangan Janenne Veitch
Tutors	John Kriesfeld Naomi Kerr Sam Daniel



BOOMERANG BAGS & HELPING HANDS TATURA



Our Thursday morning Boomerang Bags volunteer group operated throughout the year making bags and masks. At times we couldn't meet at the Community House due to conditions imposed by Covid -19 pandemic restrictions. As a result, quite a few people collected material so that they could continue cutting, sewing or finishing bags at home. We completed and distributed hundreds of bags over the last year. Thank you to the dozens of people and groups such as Generations Op Shop and Gouge, they have helped in so many ways from donating material, screen printing, cutting, ironing, sewing and much more.

In April 2021 we had a morning tea to re-launch Boomerang Bags. It was good to have a chance to share a cuppa and catch up with past, present and new volunteer helpers. The TCH Boomerang Bag group started three years ago. We launched TOTES for TAT on 27th August 2018. The logo on the bag has also evolved over that time. We started with the BORROW AND BRING BACK then added BOUGHT TO SUPPORT and the current logo has changed to I'M YOURS - RE-USE ME.

The Helping Hands Project started last year during lockdown when a need for support in the community was recognised. A cuppa and then trees were delivered by many volunteers to each house in Tatura with the message 'Your Community Cares'. The need for masks became an issue. So in August we switched to making masks instead of bags to support the community. We received funding to help cover the cost of materials to make masks. We also bought a sewing machine capable of sewing through the many layers of material. Hundreds of masks were given away or sold. Some were put into the Reverse Advent Calendar Boxes. It looks like we will continue making masks for a while yet.

We were unable to have our High Tea fundraiser last year and again this year. Instead we made cakes and put them in boxes to sell for Mother's and Father's Day / High tea. It was great to see the smiles on faces when they were picked up.

CHOP & CHAT



Lots of chopping and chatting has occurred every fortnight by a small team of workers. With a focus on seasonal produce, the year started with an emphasis on fruit. Among the many products produced were delicious jams, sauces, fruit paste, fruit leathers, cordial and dried fruit. Plum jam and peach & passionfruit jam proved to be extremely popular. When the tomatoes were abundant, we were able to make relish, chutney, dried tomato and passata. As the year progressed, we were able to make meals and contribute to our target of 500 meals for the year.



With our new entrance to the Community House we have been able to set up our harvest table and food stall which is now a lovely place to display and sell our products. These sales generate some money to assist our program and make it sustainable in the future. We are very grateful for all the people who donated produce, jars, time, labour and ideas.



The Chop & Chat sessions have given the participants a chance to make new friendships, work as a team, develop new skills, have new food experiences and enjoy preparing and sharing food together.



LETTERS & NUMBERS

This year TCH introduced a new after school program for students from grades 5 to 10. This program is available to students who wish to improve their reading, writing and number skills. The activity takes place in the Tatura Library every Tuesday from 3.45 to 5.00 pm during term. The tutoring is free of charge.

The aim of the program is to encourage children to enhance their understanding and their enjoyment of Mathematics and Literacy. We would also like children to realise that it is okay to get something wrong because it is from mistakes that we begin to improve.

We have extended the session to include younger students due to the interest from parents. At the moment we have approximately 8 primary students. Although we have had some interest from secondary students, they are not always able to attend. As a result we have offered for them to contact us when required.

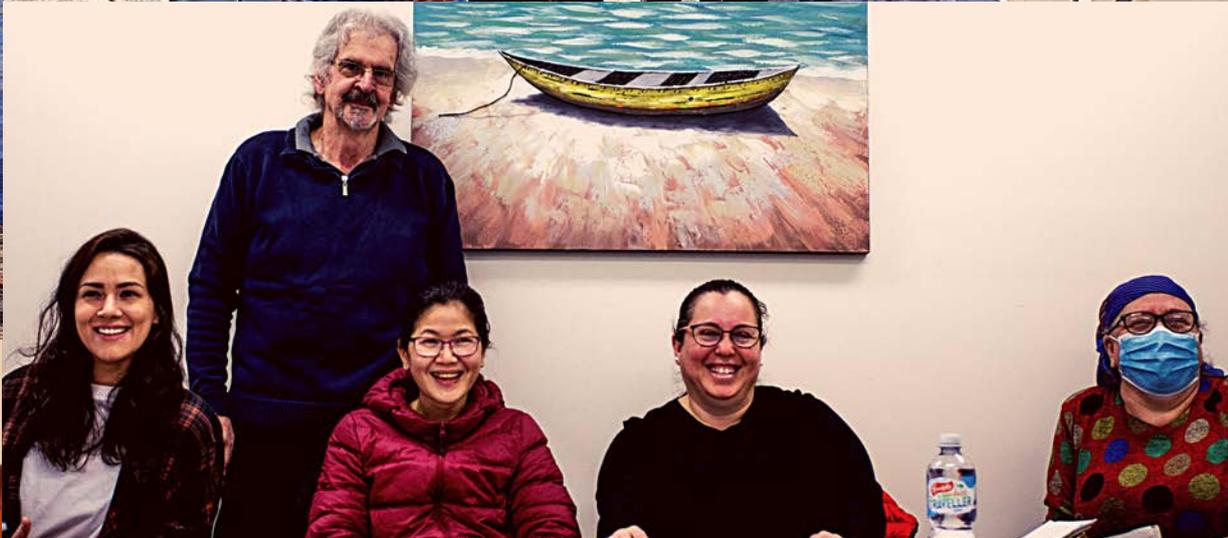
The library is a wonderful venue. We greatly appreciate and thank Kerrie for her positive support and help.

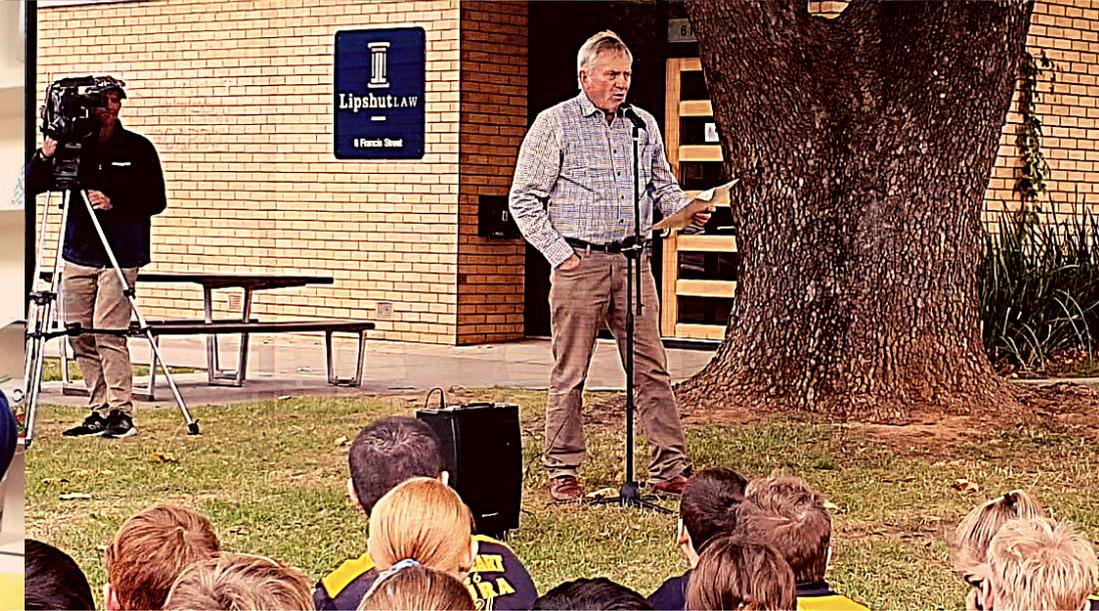
A special thanks to Bev, Ali, Robyn and Iris who work well together to provide, review and enhance the program.

We hope to continue the program into the future and rely on the support and input from parents and the community to make it a success.











AGM AGENDA

- 1. OPENING**
- 2. APOLOGIES**
- 3. PRESIDENT'S REPORT**
- 4. MANAGER'S REPORT**
- 5. OCCASIONAL CARE COORDINATOR'S REPORT**
- 6. TREASURER'S REPORT**
- 7. GENERAL BUSINESS**
- 8. CONFIRMATION OF MINUTES FROM 2020 AGM**
- 9. BUSINESS ARISING FROM MINUTES 2020 AGM**
- 10. CORRESPONDENCE ADDRESSED TO THE AGM**
- 11. ELECTION OF OFFICE BEARERS**
- 12. APPOINTMENT OF AUDITOR**

PRESIDENT'S REPORT - JEN PAGON

What a journey the past twelve months has been. In some ways, it only seems a few months ago that I was writing my first President's report, but in other ways it has been a long twelve months.

“ *With Covid-19 continuing to impact how we operate the Community House and The Cubby, I would like to sincerely thank all the staff and volunteers for their commitment to keeping the House and the Cubby operating in these very testing times.* ”

It is encouraging, on reflection of the year, that our Strategic Plan goals are still very applicable regardless of the ongoing pandemic. The goals being:

1. Deliver quality programs and education
2. Increase partnerships
3. Build a sustainable organisation
4. Provide opportunities that encourage and empower our community

While some of the courses and activities have had to be cancelled, there have been other initiatives, projects and work completed that clearly align to these goals.

Reflecting back on the year, we have achieved so much, from completing the Community Quilt, Helping Hand delivering trees to all houses in Tatura, Fathers Day boxes, Reverse Advent Calendar boxes, Men's Mental Health fishing trip, Women's Breakfast, Chop & Chat and the Food Relief grant to mention a few. The impact of these initiatives and projects throughout the community is evident and some excellent feedback has been received.

On a sad note, long standing Committee of Management member, Chris Court passed away in January. Chris was a tremendous support to the House and was always willing to lend a hand and nothing was ever too onerous. Chris is dearly missed.

Finally, thank-you to the members of the Committee of Management. Your support and direction provide the House and Cubby with a positive way forward. I would like to acknowledge the resignation of Gaynor Lee from the Committee of Management, thank-you for your input to the House and wish you well.

I look forward to being involved with the Community House in the next twelve months, hoping that it will be a better year for everyone.

MANAGER'S REPORT - LEEANE BULLARD

In my first AGM report as Manager of Tatura Community House, I ended with this quote:

"Sometimes the most ordinary things can be made extraordinary, simply by doing them with the right people."

I have had the honour of working with a great many people over this last year who have made the impossible, possible, meeting the challenges of the new COVID world with creativity and a can-do attitude. The "right" people have been our Committee of Management, Volunteers, Tutors, Staff, various stakeholders and suppliers as well as our wonderful community.

"Thankyou to the Committee of Management, who not only effectively govern TCH, but give hands-on support and leadership to many of our programs and activities. Their oversight style allows me a level of autonomy that supports new ideas and independent decision making."

Primarily, TCH is a professional Community Development agency. Our role is to support and empower our community, create opportunities that enrich the lives of individuals and better connect them to our local Tatura community.

During trying times, the team has delivered some amazing programs and activities.

Our "Helping Hand - Your Community Cares" initiative has been the 2020-21 jewel in the crown. A small idea to deliver a goodwill message during the COVID-19 lockdown in an envelope with a teabag and a coffee sachet, snowballed into a movement to embrace and support each other. In the twelve months, many people have contributed to making and giving away hundreds of masks, delivering an indigenous plant to every Tatura home, putting together a beautiful community quilt, contributing to our YouTube channel and providing Christmas hampers to over 90 families. The helping hand now extends to making meals and providing food relief to families in need and in lockdown.

MANAGER'S REPORT - LEEANE BULLARD

Another key element of the year has been sustainability and the environment. The new harvest table which sits in the foyer has been a runaway success where people can drop off and take excess produce, reducing food waste in our town. People have also donated excess produce to our Chop & Chat group which has been making beautiful jams, sauces, preserves and dried goods that are shared and available for sale at the community house. TCH is also a part of Zero Carbon Tatura, actioning ways to help the community with adapting to climate change. A grant from DELWP supported the production of the "Adapting to Climate Change" videos which showcase local adaptation activities.

Despite COVID, the Community House has delivered some wonderful events and programs including the Women's Breakfast, Men's Fishing, Jobs and Skills morning, Learn Local adult education, exercises, Children's tutoring, Social groups, First Aid amongst others.

I am very proud of the Cubby Occasional Care service where staff continue to develop their professional practices as we transition to the National framework. The service is enthusiastically led by Tarja, supported by Janenne and Karen and also Volunteer Heather. The children absolutely love attending the personalised and fun program. Thank you to the families, community members and especially the educators who contribute to making the service what it is today.

A really heartfelt thanks must go to the incredible band of volunteers and staff who really do utilise their talents and deliver the best customer service in the world. Finally, thank you to my staff Tom and Nadine who keep the ship afloat. They work hard to facilitate the programs and activities, when not in lockdown, to over 300 people that visit the community house each week.

Let's hope these next 12 months brings some stability. Whatever happens, all of us here at the Tatura Community House are committed to supporting and caring for our community.

CUBBY REPORT - TARJA BYRNE

Well, what a mixed up year it has been these last 12 months but we are happy to say we are still going strong. The attendance numbers have been all over the place this year due to lockdowns and uncertainty. The lowest we have had is two children but the highest we have had is 14 children.

The staff have been very busy cleaning each day to make sure toys and the environment is safe for everyone. Parents now drop their children off at the door as they say goodbye.

We are still operating on Tuesday, Wednesday and Friday 9:00am until 2:00pm. These days and times suited the parents when a survey was carried out at the end of 2020 ready for 2021. Some parents did indicate they would like longer hours, so that is something I have discussed with Leeane.

Through these crazy time it has become more apparent how well we all work as a team. We are there to support each other and step into each others' roles when needed.

“ *I would like to say THANK YOU to Karen and Janenne for all their hard work and support.* ”

For a fundraiser in 2021 we have been working on a cook book that all families can contribute to. We will be selling them at the end of the year to families and the community.

Even with COVID we opened in the June school holidays and had a great turnout with 10 or more children each day. Each day we planned different activities from cooking to dress up days to movie days. There was lots of fun had by everyone.

I would like to thank Leeane for all her hard work in the last 12 months, she keeps us all on track and is always there if we need her. So we look forward to whatever pops up in the next 12 months. Stay safe everyone. Tarja, Janenne and Karen

TREASURER'S REPORT - SALLY SHERMAN

2020/2021 has been a very interesting year. Despite a lot of our normal programs and fundraising events being severely impacted by restrictions or closures due to COVID-19 the Community House has returned a substantial surplus.

This was solely due to the Business support provided by the Federal and State Governments. The Federal Government money came by way of subsidising our PAYG and BAS obligations as well as subsidising wages through JobKeeper and the State Government gave direct cash support. Without this support the Community House would have been around \$25,000 in deficit.

JobKeeper gave us the confidence to retain all our staff in the early part of 20/21 and as we continue to deal with restrictions and closures our strong financial position allows us to keep everybody employed.

“ Our wonderful staff are constantly thinking outside the square to come up with ways to connect and support our community during these difficult times. ”

The staff along with a committed group of volunteers have done an amazing job. Some initiatives look like continuing into the future supporting our most vulnerable members of the Community.

Staff are constantly on the hunt for Grants to help with the costs of these initiatives but having the surplus to fall back on allows us to provide more reliable continuity.

Preparing a budget for this 21/22 financial year has been very challenging. At the point of writing this, COVID-19 is still an issue, and the Community House is again closed. In the end we modelled the budget on 20/21 financial year with minimal income coming from In-House activities. No business support from Government was included as that is an unknown, nor did we include any Grants that may be available to help offset some expenses. The budget therefore represents a worst-case scenario. The surplus from the 20/21 financial year will enable us to continue to respond to our communities' needs during these trying times.

**TATURA COMMUNITY HOUSE
INCORPORATED**
ABN 59 445 324 671

FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021

TATURA COMMUNITY HOUSE INCORPORATED

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TATURA COMMUNITY HOUSE INCORPORATED

COMMITTEE'S REPORT

Your committee members submit the financial report of Tatura Community House Incorporated for the financial year ended 30 June 2021.

Committee Members

The names of the committee members in office at anytime during or since the end of the year are:

Jen Pagon, President
Gaynor Lee, Vice President
Sue Morton, Secretary
Sally Sherman Treasurer
Bev Roberts
Jenny Stammers
Iris Oakes (appointed 6 October 2020)

Principal Activities

The principal activities of the association during the financial year were:

provision of service programs to its members and the wider public.

Significant Changes

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

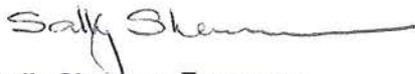
Operating Result

The profit after providing for income tax amounted to \$88,441.

Signed in accordance with a resolution of the members of the committee:



Jen Pagon, President



Sally Sherman, Treasurer

Dated: 28/9/21

TATURA COMMUNITY HOUSE INCORPORATED

COMMITTEE'S REPORT

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Sally Sherman, Treasurer

Dated:

TATURA COMMUNITY HOUSE INCORPORATED

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2021

	Note	2021 \$	2020 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	3	208,936	123,099
Accounts receivable and other debtors	4	4,684	386
TOTAL CURRENT ASSETS		213,620	123,485
NON-CURRENT ASSETS			
Property, plant and equipment	5	-	-
TOTAL NON-CURRENT ASSETS		-	-
TOTAL ASSETS		213,620	123,485
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and other payables	6	13,965	26,115
Revenue in advance	7	15,386	3,193
Provisions	8	20,331	19,680
Other liabilities	9	1,000	-
TOTAL CURRENT LIABILITIES		50,682	48,988
TOTAL LIABILITIES		50,682	48,988
NET ASSETS		162,938	74,497
MEMBERS' FUNDS			
Retained earnings		162,938	74,497
TOTAL MEMBERS' FUNDS		162,938	74,497

The accompanying notes form part of these financial statements.

TATURA COMMUNITY HOUSE INCORPORATED

STATEMENT OF CHANGES IN EQUITY

AS AT 30 JUNE 2021

	Retained Earnings \$	Total \$
Balance at 1 July 2019	75,066	75,066
Comprehensive income		
Profit (loss) attributable to members	(569)	(569)
Balance at 30 June 2020	<u>74,497</u>	<u>74,497</u>
Balance at 1 July 2020	74,497	74,497
Comprehensive income		
Profit attributable to members	88,441	88,441
Balance at 30 June 2021	<u>162,938</u>	<u>162,938</u>

The accompanying notes form part of these financial statements.

TATURA COMMUNITY HOUSE INCORPORATED

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 \$	2020 \$
Cash flows from operating activities			
Receipts from customers		392,478	311,545
Payment to suppliers and employees		(308,262)	(323,749)
Interest received		621	585
Interest paid		-	-
Net cash provided by operating activities	10	84,837	(11,619)
Cash flows from investing activities			
Proceeds from sale of Property, Plant & Equipment		-	-
Purchase of Property, Plant & Equipment		-	-
Net cash provided by (used in) investing activities		-	-
Cash flows from financing activities			
Receipt of monies held in trust		1,000	-
Net cash provided by (used in) financing activities		1,000	-
Net increase in cash held		85,837	(11,619)
Cash and cash equivalents at beginning of financial year		123,099	134,718
Cash and cash equivalents at end of financial year	10	208,936	123,099

The accompanying notes form part of these financial statements.

TATURA COMMUNITY HOUSE INCORPORATED

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

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 (Vic). The committee has determined that the association is not a reporting entity. The Association is a not-for-profit entity.

The financial statements have 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.

(a) Income Tax

No provision for income tax has been raised as the entity is exempt from income tax under Div 50 of the Income Tax Assessment Act 1997.

(b) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

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

Depreciation

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

(c) Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

(d) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

(e) Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

TATURA COMMUNITY HOUSE INCORPORATED

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

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(f) 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 statement of financial position.

(g) Revenue and Other Income

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

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.

When grant revenue is received whereby the association incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

The association receives non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in the statement of comprehensive income.

Donations and bequests are recognised as revenue when received.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customer.

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

(h) Accounts Payable and Other Payables

Accounts payable 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 that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(i) 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 statement of financial position are shown inclusive of GST.

TATURA COMMUNITY HOUSE INCORPORATED

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

	Note	2021 \$	2020 \$
2. REVENUE			
ACFE		4,255	7,715
Cubby house		74,083	70,855
Investment returns		1,729	-
Funding		110,307	109,569
ATO and Covid-19 Income		146,976	46,000
Fundraising		990	465
Grants		37,326	42,521
Other Income		21,110	30,427
Interest		621	585
		397,397	308,137
3. CASH AND CASH EQUIVALENTS			
Cash on hand		466	140
Bank - CBA Chq		107,657	72,635
Bank - CBA Debit		192	324
Bank - Bendigo Term Deposit		100,621	50,000
		208,936	123,099
4. ACCOUNTS RECEIVABLE AND OTHER DEBTORS			
CURRENT			
Accounts receivable		4,684	386
5. PROPERTY, PLANT AND EQUIPMENT			
Plant and equipment		-	-
Less accumulated depreciation		-	-
Total property, plant and equipment		-	-
6. ACCOUNTS PAYABLE AND OTHER PAYABLES			
CURRENT			
Good and services tax		2,094	2,413
Accounts payable		863	158
Superannuation payable		-	4,798
Withholding taxes payable		11,008	18,746
		13,965	26,115
7. REVENUE IN ADVANCE			
CURRENT			
Revenue in advance		15,386	3,193

TATURA COMMUNITY HOUSE INCORPORATED

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

	Note	2021 \$	2020 \$
8. PROVISIONS			
Provision for annual leave:			
Annual leave and time in lieu		<u>5,653</u>	<u>5,975</u>
Provision for long service leave:			
Long service leave		<u>14,678</u>	<u>13,705</u>
9. Other Liabilities:			
Money held in Trust		<u>1,000</u>	<u>-</u>
10. CASH FLOW INFORMATION			
(a) Reconciliation of Cash			
Cash at the end of financial year as shown in the Statement of Cash Flows is reconciled to the related items in the statement of financial position as follows:			
Cash on Hand		466	140
Cash at Bank		107,849	72,959
Term Deposits		<u>100,621</u>	<u>50,000</u>
		<u>208,936</u>	<u>123,099</u>
(b) Reconciliation of cash flow from operations with profit			
Profit (Loss) after income tax		88,441	(569)
Non-cash flows in profit:			
Depreciation and amortisation expenses		-	-
Changes in Assets & Liabilities:			
(Increase)/decrease in accounts receivable		(4,298)	2,584
Increase/(decrease) in accounts payable		(12,150)	1,284
Increase/(decrease) in revenue in advance		12,193	(14,298)
Increase/(decrease) in employee provisions		<u>651</u>	<u>(620)</u>
Net cash provided by operating activities		<u>84,837</u>	<u>(11,619)</u>
11. EVENTS AFTER THE REPORTING PERIOD			
The Committee is not aware of any significant events since the end of the reporting period.			

TATURA COMMUNITY HOUSE INCORPORATED

RESPONSIBLE PERSONS' DECLARATION

Per section 60.15 of the Australian Charities and Not-for-profits Commission Regulation 2013

The responsible persons declare that in the responsible persons' opinion:

1. there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and
2. the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.

President



Jen Pagon, President

Treasurer



Sally Sherman, Treasurer

Dated: 28 September 2021

INDEPENDENT AUDITOR'S REVIEW REPORT
To the Members of Tatura Community House Incorporated

Report on the Financial Report

I have reviewed the financial report of Tatura Community House Incorporated, which comprises the statement of financial position as at 30 June 2021, income statement, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the responsible persons' declaration.

Responsibilities of Responsible Entities for the Financial Report

The responsible entities of the registered entity are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, Associations Incorporation Reform Act 2012 and the ACNC Act, and for such internal control as the responsible entities determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, responsible entities are responsible for assessing the registered entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the responsible entities either intends to liquidate the registered entity or to cease operations or has no realistic alternative but to do so.

The responsible entities are responsible for overseeing the registered entity's financial reporting process.

Auditor's Responsibility

My responsibility is to express a conclusion on the financial report based on my review. I conducted my review in accordance with 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 procedures described, I have become aware of any matter that makes me believe that the financial report is not in accordance with the ACNC Act including: giving a true and fair view of the entity's financial position as at 30 June 2021 and its performance for the year ended on that date; and complying with the Australian Accounting Standards. ASRE 2415 requires that I comply with the ethical requirements relevant to the review of the 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.

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 Tatura Community House Incorporated is not in accordance with the *Associations Incorporation Reform Act 2012*, and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

(a) giving a true and fair view of the registered entity's financial position as at 30 June 2021 and of its financial performance for the year then ended; and

(b) complying with Australian Accounting Standards, the *Associations Incorporation Reform Act 2012* and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.



Adam Purtil RCA 419507

Date: 28 September 2021

160 Welsford Street Shepparton, VIC 3630

TATURA COMMUNITY HOUSE INC
MINUTES OF 2020 ANNUAL GENERAL MEETING

Held at the Tatura Community House, Casey Street, Tatura & by Zoom
Tuesday 6 October 2020 at 7pm

PRESENT:

Sue Moreton, Leeane Button, Bev Roberts, Ros Nam, Jenny Stammers, Jen Pagon, Di Downie, Tarja Pena, Sally Sherman, Lena Borzini, Tom Boocock, Ross Musolino, Sean Musolino, Gaynor Lee, Rachael Doller, Iris Oakes

APOLOGIES:

Sue Trevaskis, Carol Ryan, Paul Sladden, Trish Niglia, Nadine Pifler

WELCOME:

Due to this years unprecedented circumstances, Ross Musolino was asked to chair the whole meeting. He welcomed everyone to the Tatura Community House AGM and asked for any apologies. He then asked the TCH president, Jen Pagon, to say a few words.

Jen welcomed everyone to the meeting and for the benefit of the Zoom attendees, told them who was actually present at the TCH – Sue, Sally, Ross, Jen, Leeane, Sean & Tom. Jen also thanked the Board and staff for all their time, effort and support during this difficult year.

PRESIDENT'S REPORT:

Presented by Jen Pagon - as tabled in the 2020 Annual Report.

MANAGER'S REPORT:

Presented by Leeane Button - as tabled in the 2020 Annual Report.

THE CUBBY REPORT:

Presented by Tarja Pena - as tabled in the 2020 Annual Report.

TREASURER'S REPORT:

Presented by Sally Sherman - as tabled in the 2020 Annual Report.

Sally also expressed her appreciation of the Board and staff for their support and are great to work with.

ELECTION OF OFFICE BEARERS 2020 - 2021:

Ross Musolino chaired the election process and declared all positions vacant.

President: Jen Pagon nominated by Jenny Stammers; seconded Sue Moreton
Nomination accepted and carried.

Vice President: Gaynor Lee nominated by Jen Pagon; seconded Jenny Stammers
Nomination accepted and carried.

Public Officer/
Minute Secretary: Sue Moreton nominated by Jen Pagon; seconded Jenny Stammers
Nomination accepted and carried.

Treasurer: Sally Sherman nominated by Jen Pagon; seconded Jenny Stammers

Committee Members: Bev Roberts nominated by Jen Pagon; seconded Jenny Stammers

Jenny Stammers nominated by Sue Moreton; seconded Sally Sherman
Iris Oakes nominated by Jen Pagon; seconded Jenny Stammers
All nominations accepted and carried.

Ross Musolino congratulated all members of the new Committee of Management and wished them well for the future and handed over the meeting to President Jen Pagon.

Jen thanked everyone for attending. Jen congratulated Iris Oakes on her appointment to the Board and is looking forward to working with her. Jen especially thanked both Sean & Rachael who have offered to be volunteers at the TCH.

Jen, of behalf of the Board, thanked Leeane for all her hard work during these trying times and presented her with a gift of a hamper in appreciation.

MINUTES OF 2019 AGM MEETING:

Minutes of the 2019 AGM be accepted as read and to be a correct record.

Moved by Gaynor Lee; seconded Bev Roberts; Carried.

BUSINESS ARISING: Nil

CORRESPONDENCE: Nil

APPOINTMENT OF AUDITOR:

Sally Sherman requested a motion that Goulburn Murray Audit Service be used for the next financial year 2020/2021.

Moved: Jen Pagon; seconded Sue Moreton; Carried

Meeting closed at 8:00pm

OUR PARTNERS & SUPPORTERS

Adult & Community Further Education (ACFE)
Akuot Wundit
Anne Doller
Australia Post
Country Women's Association (CWA)
Department of Education and Training
(Victorian Government)
Department of Education Skills and
Employment (Australian Government)
Department of Environment, Land, Water and
Planning (Victorian Government)
Department of Families, Fairness and Housing
(Victorian Government)
Department of Health and Human Services
(Victorian Government)
FoodWorks Tatura
Generations Op Shop
GO TAFE
Goulburn North East Association for Community
Centres (GNEACC)
Goulburn Valley Libraries
Greater Shepparton City Council
Grow
GV Cares
GV Community Energy

Julz Chua
Lions Club - Tatura
Marisa O'Halloran
Melanie Collett (MCH)
Men's Shed Tatura
Multicultural Affairs (Victorian Government)
Neighbourhood Houses Victoria (NHV)
Partners in Training
Primary Care Connect
Probus - Tatura
Shelley Maskell
Shepparton FoodShare
Shepparton News
St Vincent de Paul - Tatura
Stitches First Aid
Sue Bell
Tatura Children's Centre Inc.
Tatura Community Plan Committee
Tatura Garden Club
Tatura Italian Ladies Group
Tatura Rotary Club
The Tatura Bulletin
Transition Tatura
Waranga News
Zero Carbon Tatura

A special thanks to all our amazing volunteers.

WE ACKNOWLEDGE AND THANK THESE FUNDING BODIES:



PROUD MEMBERS OF:



WE ARE A LEARN LOCAL PROVIDER



Tatura Community House is located on the lands of the Yorta Yorta people and we acknowledge them as Traditional Owners.

We also pay our respects to their Elders, past and present, and Aboriginal Elders of other communities.