

2021 - 2022

Annual General Meeting

Wednesday 12th October 2022





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Moe Neighbourhood House Overview

OUR VISION

Moe Neighbourhood House aims to provide support, respect, and a place of belonging through community participation.

OUR MISSION STATEMENT

Helping the community to build confidence and extend themselves, bringing people together for mutual benefit through the use of skills building and community support.

OUR HISTORY

Moe Neighbourhood House (MNH) was established in 1983 and became an incorporated association in January 1986. MNH is managed by a volunteer Committee of Management, comprising volunteers and house participants, who have the best interests of the Neighbourhood House and the local community at heart. MNH was originally located over two locations Kingsford St and Service Rd South in Moe.

In 2006 Department of Families Fairness and Housing purchased two portable buildings from the 2006 Commonwealth Games Athletes Village (used by the athletes from Uganda) in Melbourne and had them transported to vacant land that they own in James Street Moe. The Department purposely built a new home for Moe Neighbourhood House which opened in January 2007. For many years Moe Neighbourhood House ran a childcare service, however due to changing community needs, at the end of August 2021 our childcare service ceased operation.

Moe Neighbourhood House works within a community development framework and within a membership-based governance model. This builds social connections and networks based on trust, respect, and reciprocal interaction - known as social capital.



2021 - 2022 Committee of Management

<u>NAME</u>	<u>POSITION</u>
Susan Welsh	President
Erynne Baynes	Secretary <i>(17/05/2022 - current)</i>
Elisha Mangion	Secretary <i>(14/10/2021 - 16/05/2022)</i>
Valerie Edgar	Treasurer
Margaret Maxwell	Floor Member
Ann Robinson	Floor Member



Moe Neighbourhood House 2021-2022 Annual General Meeting Agenda

Date: Wednesday 12th October 2022
Time: 7:00pm
Location: Moe Neighbourhood House
Chair Susan Welsh

#	Item
1	Open meeting: Acknowledgment of country
2	Welcome: President's welcome and apologies
3	Guest Speaker - Teresa Pugliese
4	Confirmation of 2020-2021 AGM minutes: Moved: Second:
5	<u>Presentation of Annual Reports:</u> President's Report- Susan Welsh Manager's Report – Abbe Moriarty Treasurer's Report / Auditor's Report: Valerie Edgar Moved: Second:
6	Election of 2022/2023 Committee of Management:
7	General Business: <ul style="list-style-type: none">- Membership fees set for 2022-2023- Selection of auditor for 2022-2023<ul style="list-style-type: none">o Completed in 2022 by Tower Business & Taxation Services
8	Close Meeting Meeting closed at:

Minutes from previous Annual General Meeting 2019-2021

Date: Thursday 14th October 2021

Time: 12:38pm to 12:49pm

Location: Moe Neighbourhood House

Chair Margaret Maxwell

#	Item
1	<p>Welcome: Welcome everyone. Welcome to the country read by Margaret Maxwell.</p>
2	<p>Attendance: Noreen Plozza, Tanya Harkom, Anna Stojkovic, Erynne Baynes, Margaret Maxwell (President), Wendy Hope, Shirley Wassink (Co-ordinator), Sheila Crossman, Susan Welsh (Treasurer) , Ann Robinson, Gabe Riches, Valerie Edgar.</p>
3	<p>Apologies: Teresa Pugliese (Latrobe City), Tabitha Seccombe (MNH Admin), Antonia Halloran-Lavelle (Network Manager – NHG), Samantha Jones, Elisha Mangion (Secretary), Dr Carol Broxham (Moe Lifeskills).</p>
4	<p>Confirmation of previous AGM minutes from 2020: Ann Robinson stated she was not present at the 2020 AGM, however in the 2020 minutes she is marked present. Please amend.</p> <p>After the above amendment has been made, minutes confirmed as true and correct.</p> <p>Moved: Noreen Plozza Second: Shirley Wassink</p>
5	<p>Presentation of Annual Reports: President’s Report- Margaret Maxwell – Read by Margaret (refer to attached report)</p> <p>Co-ordinator’s Report - Shirley Wassink – Shirley requested everyone to read her report individually (refer to attached report)</p> <p>Treasurer’s Report: Susan Welsh – Read by Susan (refer to attached report)</p> <p>Moved: Erynne Baynes Second: Sheila Crossman</p>

6	<p>Committee 2021-2022</p> <p>Margaret announced the committee positions vacant, and Ann Robinson announced the incoming committee. The new committee of management are as follows:</p> <table border="1" data-bbox="349 325 956 592"> <tr> <td>President</td> <td>Susan Welsh</td> </tr> <tr> <td>Secretary</td> <td>Elisha Mangion</td> </tr> <tr> <td>Treasurer</td> <td><i>Position vacant</i></td> </tr> <tr> <td>Floor member</td> <td>Erynne Baynes</td> </tr> <tr> <td>Floor member</td> <td>Margaret Maxwell</td> </tr> <tr> <td>Floor member</td> <td>Valerie Edgar</td> </tr> <tr> <td>Floor member</td> <td><i>Position vacant</i></td> </tr> </table>	President	Susan Welsh	Secretary	Elisha Mangion	Treasurer	<i>Position vacant</i>	Floor member	Erynne Baynes	Floor member	Margaret Maxwell	Floor member	Valerie Edgar	Floor member	<i>Position vacant</i>
President	Susan Welsh														
Secretary	Elisha Mangion														
Treasurer	<i>Position vacant</i>														
Floor member	Erynne Baynes														
Floor member	Margaret Maxwell														
Floor member	Valerie Edgar														
Floor member	<i>Position vacant</i>														
7	<p>General Business:</p> <p><u>Shirley's Retirement:</u></p> <p>Margaret thanked Shirley for all her years of service and hard work at the MNH – “Thank you to Shirley for all those years that she’s put in here, all that hard work, well supported by Tabitha,” etc.</p> <p>On behalf of MNH, Margaret presented Shirley a gift of vouchers for the many years of service as Co-ordinator of the House.</p>														
8	<p>Margaret thanked everyone for attending and closed the meeting.</p> <p>Meeting closed at: 12:49PM</p>														



President's Report 2021 -2022 AGM

I would like to welcome you all to the 2021/2022 AGM and many thanks to the hard work of the Manager, Staff, Committee and Volunteers that have made this year successful.

Highlights of the year.

Started with Shirley leaving us to retire and eventually go to travel our great land. Shirley has been a major face of the Moe Neighbourhood House for many years, and we wish her well in her new adventure.

Classes have been very successful and well attended in Computers, Literacy, Drawing, Folkart, Family History, Patchwork, Sit and sew, Mosaics, and many groups also being run. Abbe our Manager started late 2021 with a fresh outlook and has put many policies into action and lots of jobs done to improve the House. We had new power points in centre of room 3 and cameras installed inside and out to improve our security. Many maintenance issues with DHSS have also been followed up and Abbe has achieved many tasks in her short time with us and many more to come.

Weekly run Community Lunches have been well attended and amazing in bringing people together. Devonshire lunches once a month have also been very well attended.

Abbe has initiated new ventures during the year with Tabitha's Closet attending with free clothing, child car seat safety check program in the car park, also food hampers dropped off weekly to help in our community. We also had a health initiative program running for 6 weeks with regular speakers on general health and wellbeing, blood pressure monitoring and hearing tests. We also had a Mental Health program running for a term. We also run yoga and chair exercises via Zoom.

Due to cost cutting Charles, our gardener and Work For the Dole Supervisor, finished with us, also our Work For the Dole program finished with a shortage of participants.

Looking ahead

In October we have a Quilt Hanging Day. A Market/Garage Sale will be run in November along with the National Garage Sale Trail. We are also looking at organising another Trivia Night before the end of the year due to the success of the last one. Plants for the next market are looking good and our vegetable gardens are producing plentiful produce and supporting our fundraising efforts. Also, on fundraising we have a trading table with donations added from our talented volunteers.

Good Luck to the new committee for the coming year.

Susan Welsh

President



Manager's Report 2021 -2022 AGM

Hello everyone

This has been my first year at the Moe Neighbourhood House and I would like to thank everyone who has been so welcoming to me. It has been a huge year of learning for me and building relationships with our community.

After all the ups and downs with COVID restrictions, this year was the first year in a while that MNH was not interrupted with extended lockdowns and was able to run the House as businesses as usual.

This year MNH has had to say goodbye to several long-term staff members. I would like to thank them for their exceptional contribution to House and for all the support, time, and effort they put in to making MNH the welcoming, lovely place it is today.

This financial year (2021-2022) just gone we have had 4,023 visitors come to the Neighbourhood House - please note that this is a conservative number as people don't always sign in upon entering the house. This was roughly 500 more visitors than the previous year. This is a wonderful amount of community members accessing the House again given people have been hesitant to engage out in the community. This demonstrates that MNH is a comfortable place for individuals to connect again and participate back in their community. We hope to see this number continue to grow!

This year has been a fantastic year, full of highlights and new exciting things for MNH. A significant achievement this year was receiving a grant from Neighbourhood Houses Victoria (NHV) and Department of Health 'Partners for Change – Connecting for Health'. This grant funded MNH to run a series of free community lunches/sessions with featured guest speakers from a range of health providers within the community. These sessions covered health topics such as hearing checks from Hearing Australia, flu vaccines, blood pressure, gambling addiction and mental health. This project helped improve community members access to local health information, re-establish social connection and start conversations about health topics in a safe environment that may have been difficult for some individuals. We had terrific attendance for each session and featured as a case study in the NHV final report for the grant. We also had three fantastic TAFE Gippsland students who completed their placement here and supported the delivery of this project.

NHV partnered with Good Shepard again this financial year to assist people to apply for the \$250 Power Saving Bonus Scheme. Since July 1, 2022, MNH has helped 29 community members submit applications for the bonus.

We have unfortunately ceased hosting Work for the Dole (WFD) from end of June 2022. While WFD was a fantastic opportunity to those that participated to improve their employability skills and for the House to have our outdoor area maintained, financially it was not viable for us to continue to run. This meant saying goodbye to the beloved WFD Supervisor, Charles Bailey. Charles gave so much to the House, and I would like to thank him for everything he did. Also, thank you to those that have maintained our beautiful garden in his absence.

We have had quite a few changes in our administration processes which everyone has been fantastic at taking these adjustments on board and learning how to use them. These changes include a new electronic student management and booking system, and a new payment agreement and tracking system. Both have resulted in ensuring that our courses are viable to run. I have also focused on increasing our marketing strategy by increasing presence on social media (advertising what's on at the House) and rebuilding our website.

I had the pleasure helping organise the Easter Market Day in March. This was a fantastic day filled with sunshine, lots of community members, and plenty of amazing stall holders. We had 29 stalls on the day and MNH had a plant stall, food stall, and 2 raffles at the door to raise money for the House. In total we raised \$1,300 which is outstanding! Thank you to everyone who helped with this successful event.

MNH had an incredible opportunity to run a Learn Local Digital Essentials Course to assist in upskilling digital skills of age care workers. These workers had been retrenched and need support as they transition to new service providers. Local Job's Program and ACFE needed assistance quick to get a course up and running and MNH saw this as an important opportunity to help support these individuals to ensure they had the confidence to stay in the career they loved and one that plays an important part in our community. Eight learners went through the course and expressed they really enjoyed it and learnt a lot. Thank you to the ACFE team for their support and our amazing tutor, Luke Wakefield, for delivering such an excellent course.

Being new to the community, I spent a lot of time reaching out to other organisations within the local area, learning about how they service the community and building relationships with them. We have some new partnerships that allow us to offer our community members more valuable programs through the House including ReLink Australia who run online chair yoga twice a week and Tabitha's closet who provide a mobile clothing drive once a month at MNH, supplying free clothes to those that need it.

The Manager's role is a huge responsibility, so I want to thank everyone who has supported me while I learn to navigate this new position. Thank you to Tabitha, our Administration Officer, for all her support since my first day. Thank you to the amazing Committee, volunteers & tutors for their hard work and dedication to the House. Lastly, I would like to thank the community members that use the House. You have been so welcoming to me, and it has been so lovely joining the family here at MNH. There is still so much for me to learn, and I am very excited for the year to come.

Thank you,



Abbe Moriarty

Manager



Treasurer's Report 2021 -2022 AGM

Welcome everyone,

Please refer to the attached Financial Statements for the year ending 30th June 2022.

The 21-22 financial year has been a somewhat interesting and challenging journey for the MNH. Because of this we have had to make some difficult financial decisions along the way for the MNH budget.

However, with Abbe's management expertise and determination, along with Tabitha's strong business admin proficiency, the support of the COM and other supportive staff/volunteers - we have managed to tighten our belt and the dividends have been progressively paying off.

Thank you to a great team of people and for all your support!

So, without further ado I would like additionally thank the following people/organisations:

- ❖ I would like to highlight and thank the waged tutors at MNH that are/were willing to volunteer their time, due to the lower numbers of students that have been attending their classes. This was partly due to community members being hesitant in re-engaging back into classes, after covid restrictions etc.
- ❖ **GRANTS/FUNDING:** Thank you and we greatly appreciate the supports from the following funding bodies:
 - **ACFE:** Pre-Accred Delivery SCH, Pre-Accred Fee Concessions and Training Support Grant. This funding supports MNH with the running of the funded courses and provides in-house support to students with equipment and training materials.
 - **LATROBE CITY COUNCIL:** Operational Grant. This Grant provides support to MNH towards some of the costs outlaid for general operations such as photocopying costs, insurance, Telstra etc.
 - **NHV:** Partner's for Change Project Funding. The Partners for Change funding was used for six consecutive community events held at MNH. This was held as six Community Lunch Health Sessions encompassing guest speakers such as Hearing Australia's local advisor who also provided pre-booked hearing tests. Other services involved in this program were, flu vaccines administered by Advantage Pharmacy – Morwell, Nutrition with Chloe, blood pressure checks etc.
- ❖ **FUNDRAISING:**
 - **MNH Fundraising Committee (Erynne Baynes Coordinator, Sue Welsh, Lisa Tisdell and Abbe Moriarty):** Our fundraising comprises of items such as the MNH Trading Table, Market Day(s), Drinks, Snack foods, Raffles and Events.

Some of the money we have raised at MNH has been utilised to replace the heating unit in the computer room and also for the purpose of marketing/advertising costs.

We wish to thank the Fundraising Committee for all their hard work and everyone else who has participated in and supported all our fundraising events throughout the year.



Overall, we are continuing to make good progress in our finances and remain confident that we will go from strength to strength. Once again, I wish to thank everyone who has supported MNH throughout the past year and thank all the staff/tutors/volunteers and committee members for their exceptional support.

**“NO PROBLEM IS INSURMOUNTABLE.
WITH A LITTLE COURAGE, TEAMWORK AND
DETERMINATION WE CAN OVERCOME
ANYTHING.” (B Dodge)**



Thank you,

Valerie Edgar

Treasurer



Moe Neighbourhood House Inc.

ABN: 81 447 575 268

**Financial Statements
For the year ended 30 June 2022**

ABN: 39 146 989 997

(03) 5173 6823
office@towertax.com.au
Level 1 / 55 Grey Street, Traralgon VIC 3844

Profit & Loss [Last Year Analysis]

July 2021 To June 2022

ABN: 81 447 575 268

Email: office@mnh.org.au

	This Year	Last Year	\$ Difference	% Difference
Income				
Jobkeeper Subsidy (NO GST)	\$0	\$54,000	-\$54,000	(100.0)%
Members	\$115	\$165	-\$50	(30.3)%
Funded Class Fees	\$5,250	\$2,550	\$2,701	105.9%
Fee for Service	\$10,108	\$8,029	\$2,079	25.9%
Workshop	\$10	\$25	-\$15	(60.0)%
Ammenities	\$571	\$404	\$167	41.2%
Class Materials	\$125	\$142	-\$17	(12.0)%
Ancestry Access	\$6	\$0	\$6	NA
Venue Hire	\$2,059	\$1,886	\$173	9.2%
Interest	\$19	\$89	-\$69	(78.0)%
Work For Dole	\$2,576	\$2,273	\$303	13.3%
Donations	\$360	\$11,324	-\$10,964	(96.8)%
Refunds	-\$5	\$44	-\$49	(111.4)%
Sale Superseeded MNH Equipment	\$1,092	\$150	\$942	627.8%
Childcare				
Childcare Fees	\$176	\$2,751	-\$2,576	(93.6)%
Funding				
DFFH - NHCP	\$124,820	\$120,056	\$4,764	4.0%
DET -Pre-Accred Delivery SCH	\$15,378	\$8,986	\$6,393	71.1%
DET - Pre Accred Fee Concessions	\$985	\$587	\$398	67.8%
DET - ACFE Training Sup Grant	\$5,500	\$3,281	\$2,219	67.7%
DFFH - Indexation	\$614	\$0	\$614	NA
Operational Grant-Latrobe City	\$3,500	\$3,636	-\$136	(3.7)%
Community Grants- Latrobe City	\$0	\$7,000	-\$7,000	(100.0)%
Project Funding	\$10,000	\$0	\$10,000	NA
DET - Pre-accredited Regional Loading	\$1,421	\$0	\$1,421	NA
Cashier Error	\$0	\$5	-\$5	(100.0)%
ATO COVID-19 Cash Flow Boost	\$0	\$10,476	-\$10,476	(100.0)%
DET- Digital Adjustment Fund	\$0	\$5,000	-\$5,000	(100.0)%
DET - LEAP Program 2021	\$0	\$1,310	-\$1,310	(100.0)%
PSB - NHVic	\$460	\$0	\$460	NA
Fundraising Income				
Fundraising	\$5,009	\$5,296	-\$287	(5.4)%
Adjustments & Rounding	\$0	\$0	\$0	100.0%
Total Income	\$190,149	\$249,465	-\$59,315	(23.8)%
Cost of Sales				
Freight	\$33	\$230	-\$197	(85.8)%
Total Cost of Sales	\$33	\$230	-\$197	(85.8)%
Gross Profit	\$190,117	\$249,235	-\$59,118	(23.7)%
Expenses				
Donations	-\$49	-\$11	-\$38	(341.8)%
Staff Christmas Break-up	\$45	\$337	-\$291	(86.6)%
Catering	\$1,109	\$623	\$487	78.1%
Insurance	\$2,995	\$3,277	-\$281	(8.6)%
Ammenities	\$449	\$248	\$201	81.3%
Memberships & Subscriptions	\$3,005	\$3,658	-\$652	(17.8)%
Advertising	\$708	\$1,514	-\$806	(53.2)%
Classroom Supplies	\$27	\$107	-\$80	(74.8)%
Childcare Supplies	\$0	\$24	-\$24	(100.0)%

This report includes Year-End Adjustments.

Profit & Loss [Last Year Analysis]

July 2021 To June 2022

ABN: 81 447 575 268

Email: office@mnh.org.au

	This Year	Last Year	\$ Difference	% Difference
Maintenance	\$1,594	\$30,458	-\$28,865	(94.8)%
Photocopier	\$2,545	\$1,385	\$1,159	83.7%
Office Supplies	\$509	\$186	\$323	173.6%
Postage	\$100	\$99	\$2	1.5%
Gifts	\$1,244	\$88	\$1,157	1,318.5%
Cleaning Consumables	\$461	\$278	\$183	65.6%
Capital Equipment	\$1,960	\$17,125	-\$15,165	(88.6)%
Garden Maintenance	\$744	\$5,222	-\$4,478	(85.7)%
PIAP	\$0	\$144	-\$144	(100.0)%
Rounding Adjustments	\$2	-\$1	\$2	428.3%
Accountability Requirements	\$2,814	\$1,936	\$878	45.4%
Fundraising Expenses				
Fundraising	\$723	\$860	-\$137	(15.9)%
Discounts				
Discounts Taken	-\$949	-\$1,383	\$434	31.4%
Employment Expenses				
Superannuation	\$14,785	\$12,413	\$2,372	19.1%
OH & S	\$0	\$93	-\$93	(100.0)%
Wages & Salaries				
Wages - Tutors	\$15,209	\$20,773	-\$5,564	(26.8)%
Wages - Childcare	\$13,622	\$26,357	-\$12,735	(48.3)%
Wages - Administration Staff	\$107,892	\$86,247	\$21,645	25.1%
Wages - Cleaners	\$3,148	\$2,707	\$441	16.3%
Wages - Gardener	\$21,372	\$29,355	-\$7,983	(27.2)%
Total Employment Expenses	\$176,027	\$177,944	-\$1,917	(1.1)%
Reimbursement				
Travel Reimbursement	\$0	\$2	-\$2	(100.0)%
Refund Class Fees	\$60	\$84	-\$24	(28.6)%
Refund	\$23	\$0	\$23	NA
Services				
Electricity	\$2,761	\$4,302	-\$1,541	(35.8)%
Gas	\$675	\$637	\$38	6.0%
Telephone & Internet	\$4,174	\$3,986	\$188	4.7%
Website	\$0	\$221	-\$221	(100.0)%
IT	\$1,743	\$0	\$1,743	NA
Staff Training				
Training & Seminars	\$0	\$125	-\$125	(100.0)%
Bank Charges				
Transaction Fees	\$439	\$410	\$29	7.1%
Total Expenses	\$205,941	\$253,885	-\$47,944	(18.9)%
Operating Profit	-\$15,824	-\$4,650	-\$11,174	(240.3)%
Net Profit/(Loss)	-\$15,824	-\$4,650	-\$11,174	(240.3)%

This report includes Year-End Adjustments.

Balance Sheet [Last Year Analysis]

June 2022

ABN: 81 447 575 268

Email: office@mnh.org.au

	This Year	Last Year	\$ Difference	% Difference
Assets				
Current Assets				
Cash At Bank				
S1	\$22,106.22	\$28,297.11	-\$6,190.89	(21.9)%
S6 Fundraising	\$3,946.02	\$2,654.13	\$1,291.89	48.7%
Everyday Mastercard	\$278.62	\$3.95	\$274.67	6,953.7%
Total Cash At Bank	\$26,330.86	\$30,955.19	-\$4,624.33	(14.9)%
Cash Register Float	\$150.00	\$0.00	\$150.00	NA
Term Investment	\$0.00	\$20,737.99	-\$20,737.99	(100.0)%
Accounts Receivable	\$1,869.55	\$7,032.95	-\$5,163.40	(73.4)%
Total Current Assets	\$28,350.41	\$58,726.13	-\$30,375.72	(51.7)%
Non Current Assets				
Plant and Equipment	\$98,840.26	\$98,840.26	\$0.00	0.0%
Less: Accum Dep Plant & Equip	-\$95,608.22	-\$95,608.22	\$0.00	0.0%
Total Non Current Assets	\$3,232.04	\$3,232.04	\$0.00	0.0%
Total Assets	\$31,582.45	\$61,958.17	-\$30,375.72	(49.0)%
Liabilities				
Current Liabilities				
Accounts Payable	\$1,353.03	\$19,368.12	-\$18,015.09	(93.0)%
GST Liabilities				
GST Collected	\$5,373.45	\$4,190.08	\$1,183.37	28.2%
GST Paid	-\$6,380.91	-\$7,572.03	\$1,191.12	15.7%
Total GST Liabilities	-\$1,007.46	-\$3,381.95	\$2,374.49	70.2%
GST Payable	\$308.00	\$308.00	\$0.00	0.0%
Payroll Liabilities				
Payroll Accruals Payable	\$2,126.67	\$2,267.79	-\$141.12	(6.2)%
PAYG Withholding Payable	\$4,967.88	\$3,737.88	\$1,230.00	32.9%
Total Payroll Liabilities	\$7,094.55	\$6,005.67	\$1,088.88	18.1%
Total Current Liabilities	\$7,748.12	\$22,299.84	-\$14,551.72	(65.3)%
Provisions				
Prov'n for Long Service Leave	\$19,030.40	\$19,030.40	\$0.00	0.0%
Total Provisions	\$19,030.40	\$19,030.40	\$0.00	0.0%
Total Liabilities	\$26,778.52	\$41,330.24	-\$14,551.72	(35.2)%
Net Assets	\$4,803.93	\$20,627.93	-\$15,824.00	(76.7)%
Equity				
Accumulated Funds	\$20,626.59	\$25,276.28	-\$4,649.69	(18.4)%
Surplus/Deficit for Year	-\$15,824.00	-\$4,649.69	-\$11,174.31	(240.3)%
Historical Balancing	\$1.34	\$1.34	\$0.00	0.0%
Total Equity	\$4,803.93	\$20,627.93	-\$15,824.00	(76.7)%

This report includes Year-End Adjustments.

Moe Neighbourhood House Inc.
ABN 81 447 575 268
Notes to the Financial Statements
For the year ended 30 June 2022

Note 1: Summary of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the requirements of the Associates Incorporation Reform Act 2012.. The committee has determined that the entity is not a reporting entity, and that the information in the balance sheet and profit and loss is sufficient to meet the needs of the members.

No other Australian Accounting Standards, Australian Accounting Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report is 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 & Equipment

Each class of Plant & Equipment are carried at cost. Depreciation has not been recorded.

(b) Cash and Cash Equivalents

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

(c) 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 balance sheet are shown inclusive of GST.

(d) Income Tax

The entity is exempt from the payment of Income Tax.

These notes should be read in conjunction with the attached financial statements and compilation report of Tower Business & Taxation Services.

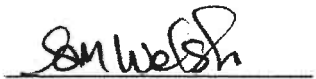
Moe Neighbourhood House Inc.
ABN 81 447 575 268
Notes to the Financial Statements
For the year ended 30 June 2022

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:

The committee declares that:

- (a) Presents a true and fair view of the financial position of the association and its performance for the year ended on that date.
- (b) 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.


Chairperson


Treasurer

These notes should be read in conjunction with the attached financial statements and compilation report of Tower Business & Taxation Services.

Moe Neighbourhood House Inc.

ABN 81 447 575 268

Compilation Report to Moe Neighbourhood House Inc.

We have compiled the accompanying special purpose financial statements of Moe Neighbourhood House Inc., which comprise the balance sheet as at 30 June 2022, the profit and loss statement for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1 to the financial statements.

The Responsibility of the Committee

The Committee of Moe Neighbourhood House Inc. is solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information and for the determination that the significant accounting policies used are appropriate to meet their needs and for the purpose that the financial statements were prepared.

Our Responsibility

On the basis of information provided by the Committee, we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies as described in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the significant accounting policies described in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110: Code of Ethics for Professional Accountants.

Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements as the entity is a Tier 1 Incorporated Association.

The special purpose financial statements were compiled exclusively for the benefit of the Committee who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.

Dylan Berends

Tower Business Advisors

Lvl 1 / 55 Grey Street

Traralgon VIC 3844

6th September 2022

14th September 2022

Moe Neighbourhood House Inc.
1-11 James Street
Moe VIC 3825

ACCOUNTANT'S REVIEW

Dear Committee Members

I have been approached by the Moe Neighbourhood Inc. to undertake a review of the financial statements and processes.

Please note this letter has been prepared solely for the use of the members of Moe Neighbourhood House Inc.

After reviewing the financial statements and associated source documentation I believe the financial statements reflect fairly the financial activities of the Moe Neighbourhood House and I now provide the following comments/suggestions based on my findings during the review;

Depreciation is based on the pooled method under S.328-D of the ITAA97 Act reducing the pool balance by 30% per year. The amount remaining in the pool is under the maximum allowance for immediate write off. Please note that due to the pandemic there are two new pieces of legislation introduced. This involves depreciating all assets outright.

The asset register for the club, while maintained within excel can be utilised using MYOB and should be used for completeness.

With changing legislation and job responsibilities within an organisation we also suggest a review of all wages and titles to determine that minimum wages and relevant pay rates are being utilised.

This report was provided based on the information of the accounting file without review of source documentation therefore limiting the scope of the opinion. I hope this report whilst not being an audit report provides comfort to the Committee that the financial statements are being presented in a fair and accurate manner.

Dylan Berends

Dylan Berends – B.BusCom, CA PM, NTAAF, SANA
Director

Our Community



Acknowledgements

To our Volunteers, Staff, Participants, Student Placements, and all those who pass through our doors, you are the reason we are here! THANK YOU!

Staff

- Abbe Moriarty (Manager)
- Shirley Wassink (Co-ordinator)
- Charles Bailey
- Tabitha Seccombe
- Luke Wakefield
- Erynne Baynes
- Samantha Kruc
- Tabitha Seccombe (Administration Officer)
- Esther Kennedy
- Angela Grant
- Susan Welsh
- Elisha Mangion
- Sheila Crossman
-

Volunteers

- Wendy Hope
- Gabrielle Riches
- Ben Duffy
- Victor Bennett
- Susan Welsh
- Val Edgar
- Glen Symes

Committee of Management

- Margaret Maxwell
- Elisha Mangion
- Susan Welsh
- Erynne Baynes
- Val Edgar
- Anne Robinson

Placements:

- All student placements & Work for the Dole participants

Supporters and Services:

- Department of Families fairness and Housing
- Neighbourhood Houses Gippsland (NHG)
- Tabitha's Closet
- TAFE Gippsland
- Life Skills Victoria
- Latrobe City
- Headway Gippsland
- Moe Yoga with Caroline
- Partners in Training
- ATO
- Woolworths Moe
- Latrobe Community Health Services
- Department of Education and Training / Adult Community Further Education
- Neighbourhood Houses Victoria - *Safe Seats Safe Kids, Power Saving Bonus, Health Series*
- Reclink Australia
- Hearing Australia
- Job's Victoria
- Max Employment
- Skills and Jobs Centre
- LV Quilters
- Baptist Church – Moe
- IGA Moe
- White Lion
- Advantage Pharmacy Morwell

Apologies to anyone who we may have missed. You are all important to our Organisation and we thank you!