



# 2023 - 2024 Annual General Meeting

Tuesday 19th November 2024





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# Moe Neighbourhood House Overview

## STRATEGIC PLAN 2024-2029

### OUR VISION

A safe and supportive centre where all our community can connect, learn and belong.

### OUR VALUES

#### *Safe and supportive*

- Providing a safe environment where individuals can thrive supported by our community and resources.

#### *Empowerment*

- Community members should feel able to express themselves openly, to foster a feeling of confidence in their own abilities and to take control of their lives in a positive way.

#### *Connection and Belonging*

- Encourage a welcoming space for all community members and provide opportunities to share and grow.
- Promote positive relationships and inclusivity ensuring everyone feels valued and part of our community.

#### *Lifelong Learning*

- Enable community to participate and learn in various fields to encourage knowledge and increase living experiences.
- Delivering diverse programs for personal development, enhancing skills, and enriching lives at any stage.

### PRIORITY AREAS AND GOALS

#### *1. Building Connections*

- 1.1. Foster and promote a safe & welcoming space for whole of community.
- 1.2. Create opportunities for connections.

#### *2. Lifelong Learning*

- 2.1. Provide pre-accredited programs which are safe and inclusive and meet the needs of our community.
- 2.2. Include programs supporting life skills, independence, health and lifestyle.

#### *3. Organisational Capability & Capacity*

- 3.1. Ensure the Committee of Management is accountable and acts with honesty, integrity and in-line with legislation and good practice standards
- 3.2. Provide a safe working environment for staff, and volunteers.
- 3.3. Ensure MHNs sustainability by effective succession planning.
- 3.4. Effectively identify and manage organisational risk.

#### *4. Partnerships*

- 4.1. Recognise the importance of developing and extending partnerships which benefit the community and organisation



## 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.



## 2023 - 2024 Committee of Management

<b>NAME</b>	<b>POSITION</b>
Sue Biddiss	President
Margaret Maxwell	Secretary
Mark Weymouth	Treasurer
Erynne Baynes	Floor Member
Wendy Hope	Floor Member

# Moe Neighbourhood House 2023-2024 Annual General Meeting Agenda

**Date:** Tuesday 19<sup>th</sup> November 2024  
**Time:** 11:30am  
**Location:** Moe Neighbourhood House  
**Chair** Suzanne Biddiss

#	Item
1	<b>Open meeting:</b> Acknowledgment of country
2	<b>Welcome:</b> President's welcome and apologies  Cr Sharon Gibson, Antoni Halloran-Lavelle (NHG), Julie Pawley (Foodbank), Several Stakeholders had out of office auto replies are being away on annual leave, Lucy Severson (Latrobe Community Health Service).
3	<b>Guest Speaker – Julie Pawley from Foodbank Victoria</b>
4	<b>Confirmation of 2022-2023 AGM minutes:</b> <b>Moved:</b> <b>Second:</b>
5	<b>Presentation of 2023 - 2024 Annual Reports:</b> <ul style="list-style-type: none"> <li>• President's Report - <i>Suzanne Biddiss</i></li> <li>• Manager's Report - <i>Abbe Moriarty</i></li> <li>• Treasurer's Report / Auditor's Report - <i>Mark Weymouth</i></li> </ul> <b>Moved:</b> <b>Second:</b>
6	<b>2023 - 2024 MNH Special Resolution</b> CoM will be presenting a special resolution to update a and amend MNH's Rules of Incorporation. This amendment will ensure compliance with regulatory requirements, align with best practices, and support the ongoing goals of MNH.  Members will be asked to vote on this resolution during the AGM, with passage requiring approval by at least 75% of eligible voting members present.  Please refer to the document titled ' <b>2023-2024 Moe Neighbourhood House AGM Special Resolution</b> ' for each of the motions that will be presented today.
7	<b>Election of 2024/2025 Committee of Management</b> Run by Tabitha Seccombe

8	<p><b>General Business:</b></p> <ul style="list-style-type: none"> <li>- Membership fees set for 2024-2025             <ul style="list-style-type: none"> <li>• Single \$10</li> <li>• Family \$15</li> </ul> </li> <li>- Selection of auditor for 2024-2025             <ul style="list-style-type: none"> <li>○ Completed in 2023/2024 by Tower Business &amp; Taxation Services</li> </ul> </li> </ul>
9	<p><b>Close Meeting</b> Meeting closed at:</p>

# Minutes from the previous Annual General Meeting 2022-2023

**Date:** Tuesday 17<sup>th</sup> October 2023  
**Time:** 11:30am to 12:20pm  
**Location:** Moe Neighbourhood House  
**Chair** Suzanne Biddiss

#	Item
1	<b>Welcome:</b> Welcome everyone. Welcome to the country read by Susan Welsh.
2	<b>Attendance:</b> Suzanne Biddiss (President), Margaret Maxwell (Secretary), Erynne Baynes (Floor Member), Ann Robinson (Treasurer), Anna Stojkovic, Wendy Hope, Abbe Moriarty (Manager), John Major (guest speaker), Antonia Halloran-Lavelle (NHG), Alan Edwards (Gippsland FM), Bradley Law (Latrobe City Council), Mattia Mercurio, Victor Bennett, Valerie Edgar (MNH Volunteer), Cliff Jamieson (KISS Professional Solutions), Jess Clark (MNH Volunteer), Tabitha Seccombe (MNH Staff)
3	<b>Apologies:</b> Mark Weymouth
4	<b>Guest Speaker: John Mauger from Paid Forward Gippsland</b>
5	<b>Confirmation of previous AGM minutes from 2021-2022:</b>  <b>Moved:</b> Anna Stojkovic <b>Second:</b> Valerie Edgar Unanimously carried by those present.
6	<b>Presentation of Annual Reports:</b> <b>President's Report-</b> Suzanne Biddiss – Read by Suzanne Biddiss <b>Manager's Report</b> – Abbe Moriarty – Read by Abbe Moriarty <b>Treasurer's Report including Financial Report:</b> Ann Robinson – Tabled and Read  <b>Moved:</b> Erynne Baynes <b>Second:</b> Margaret Maxwell Unanimously carried by those present.
7	<b>Committee 2023-2024</b> Tabitha Seccombe announced the committee positions vacant, and announced the nominations received for the 2023/2024 Committee of Management. The new Committee of Management are as follows: <ul style="list-style-type: none"> <li>• Suzanne Biddiss</li> <li>• Margaret Maxwell</li> <li>• Mark Weymouth</li> </ul>



	<ul style="list-style-type: none"> <li>• Erynne Baynes</li> <li>• Ann Robinson</li> <li>• Wendy Hope</li> </ul> <p>All nominations were accepted unopposed.</p>
8	<p><b>General Business:</b> Suzanne Biddiss addressed the audience.</p> <p><u>Membership fees for 2023/2024</u> <b>Suzanne Biddiss put forward the below motion –</b> “MNH membership fees will remain the same, \$10 for singles and \$15 for families, for the next financial year”</p> <p><b>Moved:</b> Suzanne Biddiss <b>Second:</b> Wendy Hope. Unanimously passed by those present.</p> <p><u>Election of the 2022/2023 auditor</u> Tower Business and Taxation Services completed the 2023/2024 financial audit.</p> <p><b>Suzanne Biddiss put forward the below motion –</b> “Tower Business and Taxation Services to be renewed for the next 2024/2025 financial year”</p> <p><b>Moved:</b> Suzanne Biddiss <b>Second:</b> Margaret Maxwell Unanimously passed by those present.</p>
9	<p>Suzanne Biddiss thanked everyone for attending, welcomed them to stay for a light lunch and closed the meeting.</p> <p><b>Meeting closed at: 12:26pm</b></p>

# President's Report 2023 -2024 AGM

Welcome to Moe Neighbourhood House Inc. Annual General Meeting for 2023/2024,

Another year has gone with amazing people doing amazing things. This last year has been another big learning and achieving time, and I hope some fun on the way for the House and the Committee.

The House participated in "The Paint Back" program through our local waste station and "The Detox" program run by our local Council. This sorted out our sheds a lot.

The Outdoor decking has finally come to fruition. The car park has been redone with all the lines and disability spaces re painted, shrubs and branches pruned or lopped for safety and the garden getting a makeover back and front. Thank you to everyone who helped in some way to achieve this.

I attended with Abbe Moriarty (Manager) the Neighbourhood House Victoria Conference at Creswick earlier this year and found it quite interesting how other Houses function and what and how they run classes. Most Houses had to adapt themselves to accommodate the growing need for food relief in their local community.

Our Thursday lunches are going from strength to strength, we have introduced some new classes and some outside services who use our facilities.

Committee of Management members have been working diligently on our Policy & Procedures, attending workshops and sitting in on various changes that are occurring through the sector.

For the coming year the Committee will lose 2 valuable members plus 2 members from our Fundraising sub-committee. We wish them all the best for their new ventures.

It is with great sadness that Moe Neighbourhood House is losing our Manager, Abbe Moriarty, who has been at the helm for 3 years bringing us back into a more viable/noticeable House for all. We wish her well and good luck in whatever venture she chooses to tackle next.

Tabitha Secombe has been offered and accepted the position as Interim Acting Manager until a new Manager has been installed. Thank you, Tabitha, for your assistance with this.

Sincerely,



Suzanne Biddiss  
President, Moe Neighbourhood House.

# Manager's Report 2023 -2024 AGM

Hello all,

It is with great pleasure that I present this report, reflecting on an such an incredible year of growth, innovation, and community impact at Moe Neighbourhood House (MNH). I am happy to share some of our key achievements and initiatives as we continue MNH's vision to connect, learn, and belong.

This financial year (2023-2024) we have had 6,394 visitors come to MNH - please note that this is a conservative number as people don't always sign in upon entering the house. This was roughly 1,300 more visitors than the previous year. It is great to see an increase in the number of community members accessing the House.

One of our major milestones this year was the launch of MNH's new Strategic Plan for 2024–2029. This plan sets a clear vision for the future of MNH, focusing on connection, safety, empowerment, and lifelong learning, ensuring that MNH remains a foundation of support and opportunity for our community.

MNH has been actively involved in the Food For All Latrobe Valley initiative, working collaboratively to improve food security across the region. Through our Food Relief Program, we distributed 551 pantry hampers and 847 meals to individuals and families in need. Our partnership with the Baptist Church, Foodbank, Peoples Kitchen, and FareShare has been vital to helping support those who are finding themselves in a difficult situation and in need. This number continues to grow every year and MNH will try our best to continue to meet this need within our community.

This year, we also delivered the ACFE Innovation Support Grant project in partnership with Sale Neighbourhood House. The project developed an Orientation Guide for new leaders in organisation that are Learn Local Providers and developing guideless for a manager mentorship program, which has been highly praised by the other Learn Local Leaders in the sector.

We were thrilled to host our first Carols by Candlelight event, coinciding with the Lions Club of Moe Christmas Spectacular. With performances by a Beatlez cover band and the carols by the South Gippsland Brass Band, free raffles, and even a visit from Santa, the event attracted over 600 attendees and showcased strong community engagement.

Our Community Lunch Program continues to thrive, with an average of 20 attendees weekly. This initiative creates connection, reduces loneliness and helps address food insecurity.

This year also saw several new team members join MNH. Their contributions in gardening, reception, social media, group facilitation, and more have been vital in enhancing our programs and services. We were fortunate to have Kathryn, a placement student who completed numerous impactful projects, and has continued to volunteer intermittently.

We welcomed the Home Interaction Program for Parents & Youngsters (HIPPY) Program to MNH. This collaboration has brought more families into the House, and our new partnership with Playgroup Victoria will further increase this engagement in the new financial year.

This year, MNH ran various courses and workshops, including long-time favourites like Drawing, Family History, Sewing and Beginners Computers, as well as new ones such as Beginners Photography. Other

highlights included workshop of grief and loss, a new Carers Support Group led by BrainLink, and a Community Day for the International Day of Disability.

We also worked hard to improve MNH's financial sustainability. With Administration Officer, Tabitha Seccombe and Treasurer, Mark Weymouth's support, we refined our budget and financial management systems. We also had the difficult decision to increase our course fees in 2023 to offset losses from these courses as we do not receive any funding to run them.

We secured significant grants which will be outlined in more detail in the Treasurer's report, however a significant one is the Long Yang B Community Grant for a larger oven to support the community lunch program.

Additionally, MNH benefited from volunteers participating in the Work Development Permit Scheme through Fines Victoria, and our partnership with the Country Women's Association (CWA) has brought regular donations to our food relief program.

Looking ahead, I have every confidence that MNH will continue to thrive and evolve. There are exciting developments underway, including:

- A new Community Playgroup in partnership with Playgroup Victoria.
- Collaborations with other Learn Local providers in Latrobe Valley to expand Adult Education opportunities.
- Programs with Mental Health and Wellbeing Local to reduce isolation and loneliness.
- Continued participation in the Food For All Latrobe Valley initiative.
- The release of our new Policies and Procedures Manual. This is a comprehensive project of developing a new Policy and Procedures, which is now under review. This essential work will ensure MNH's legal compliance, governance clarity, and protection against risks, while providing structured guidelines for staff, volunteers, and community members.

I cannot express enough gratitude to the Committee of Management (CoM), staff, volunteers, and community members who have supported me in this role. This is my final AGM as Manager of MNH, as I have made the difficult decision to resign. This role has been truly life-changing for me. I have loved building connections with this kind, generous community and being part of the incredible work we do at MNH.

Thank you from the bottom of my heart for your support, kindness, and sense of community.

Best wishes,

Thank you,



Abbe Moriarty

Manager, Moe Neighbourhood House

# Treasurer's Report 2023 -2024 AGM

Hello to everyone here today attending our 2023/24 AGM,

For those that don't know me my name is Mark Weymouth, and I have been on the Committee of Management from October 2023 and took on the role as Treasurer at that time.

Please find attached financial statements for the Financial Year ending June 30, 2024.

MNH thanks our auditor Dylan Berends at Tower Business Advisors for compiling our financial statements and auditing our books. I would regard the end result as a very good outcome for Moe Neighbourhood House (MNH) at present and for looking forward into the future.

I must acknowledge the strong support and guidance I received throughout the year from MNH Manager Abbe and Administration Officer Tabitha. Without the strong managerial skills and knowledge of Abbe and her willingness to share ideas, the processes of my treasurer duties would have been difficult to perform. The wealth of knowledge Tabitha has of the systems and history of MNH, as well as her efficiency in keeping all financial details up to date and accessible is invaluable to me as a treasurer and consequentially, MNH as an organisation.

I also wish to also acknowledge the support of my fellow Committee members who have been very supportive of any financial measures and changes we wished to make during the year.

Many people make up the hard work involved to keep MNH running successfully including reception staff taking sales transactions at the front office, tutors which keep our classes going and many MNH volunteers.

## **PROFIT AND LOSS STATEMENT**

Below will address some key points from the profit and loss statement from the year.

### Donations and Special Mentions

We are grateful for the generous donation during the year of \$2000 from Harriet Shing Labor MP for Eastern Victoria region. MNH thanks Harriet for her generous support.

It is also important to note other various donations from the public which totalled \$568.35. Every single donation from the public is very much appreciated and all adds up to improved services at MNH.

We thank our sponsors for their continued support of MNH.

I would particularly like to acknowledge the generosity and help of one particular company: KISS Print Solutions Gippsland. They have been invaluable in setting up a new printer at MNH making our office printing so much more efficient and saving costs in collating manpower as well. MNH does a massive amount of printing and costs saved in this area can be substantial over time.

### Grants and Funding

Without major funding from Government organisations all Neighbourhood Houses could not survive and MNH is no exception.

Much of the funding MNH receives is on the basis of “use it or lose It” agreements. Some funding is for a specific purpose, some funding we can adapt to use for particular programs and some funding we can use as we see fit. However, we are always required to account to funding bodies how money was used. . If we don’t use all of the specific funding as required we may have to return some or all of the funds.

Some of our major funding throughout the year is as follows from various organisations:

- **DFFH-NHCP \$133,192.15 (Dept of Families, Fairness and Housing through the Neighbourhood House Co-ordination Program):** This funding allows us to employ a manager and allows MNH to open its doors to the public. It is paid to us in instalments throughout the year.
- **DJSIR-Gippsland ACFE \$26309.58 (Dept of Jobs, Skills, Industry and Regions through Gippsland Adult, Community and Further Education):** This funding allows MNH to deliver funded courses and to enable course participants to upscale for further work.
- **DJSIR-Pre-accredited Regional Loading \$3375.35 (Dept of Jobs, Skills, Industry and Regions):** MNH is paid a loading as we are in a regional area and receive an extra amount because of where we are situated.
- **DFFH-Indexation \$2452.45 (Dept Families, Fairness and Housing):** This is an extra amount paid by DFFH to keep up with the cost of living.
- **Operational Grant - Latrobe City \$3500:** This grant goes towards our utilities, phone, Internet and photocopying costs. MNH has recently reviewed our utility costs and have decreased them significantly. Our photocopying costs have decreased as per new photocopier as mentioned earlier.
- **Community Grants Minor Events - Latrobe City \$2000:** This grant went towards Carols by Candlelight in Apex Park.
- **Project Funding \$25,043.60:** This funding came from various areas for different programs and services. The biggest amount of \$6,000 was thanks to a generous grant from Energy Australia which also went towards our abovementioned Carols by Candlelight event. MNH thanks Energy Australia for this grant which allows us to have significant impact in our local community.

It must be stressed that grants don’t just happen by themselves. It takes a lot of skilled grant applications and significant time and input by our manager, Abbe, to obtain these grants. Thank you to Abbe for all her time and effort in this area in addition to all her other work.

### Fundraising

Out total fundraising income for the year was \$8,190.15



A big shout out to our fundraising committee who are tirelessly coming up with new ideas to keep funds coming to MNH and inventing new activities and events for our community enjoy. MNH keeps all fundraising amounts in a separate account, and it can be used when needed for purchases required separately from special grants and mandatory funding.

Other major fundraising is by our frequent raffles throughout the year, soft drink sales and purchases made from our Trading Table at front of House. MNH expresses warm gratitude to the amazing craft volunteers in our Knit & Sew 2 Give group who donate their beautiful, practical handmade work to the table which adds to our funds significantly.

### Liabilities

After our liabilities are listed our 2023/24 Operating Profit was \$29,439.64. Well done everyone.

### **BALANCE SHEET AND CONCLUSION**

With exceptional management and budgeting by Abbe, reliable record keeping and administration by Tabitha and a strong, involved Committee of Management the 2023/24 financial year has ended with MNH in a strong position and a good base to move forward prosperously in the future.

We have set aside money for Portable Long Service Leave commitments as we are legally required to do. With that money set aside we were also able to invest \$10,000 in a Term Deposit for MNH which we do not need to access immediately and can be used as required at some future date.

Our operating profit (\$29,439.64) is very pleasing. The more we can build on these funds in future, the more we can offer in programs, classes, services and activities to benefit our local community.

I have thoroughly enjoyed my role as treasurer and on the Committee of Management this past year.

Thankyou,

Mark Weymouth,

Treasurer Moe Neighbourhood House.

# Financial Reports – By Tower Business

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Moe Neighbourhood House

1-11 James Street, Moe,  
Victoria 3825

ABN: 81 447 575 268

Email: office@mnh.org.au

## Profit & Loss Statement

July 2023 To June 2024

<b>Income</b>		
Catering		-\$3.18
Members		\$275.00
Administraion Fee		\$2.00
Funded Class Fees		\$6,200.36
Fee for Service		\$21,144.40
Workshop		\$37.10
Ammenities		\$1,504.25
Class Materials		\$77.70
Ancestry Access		\$75.01
Reimbursement		\$25.00
Venue Hire		\$11,245.43
Interest		\$148.25
Work Experience		\$195.00
Donations		\$2,568.35
Sale Superseeded MNH Equipment		\$482.00
<b>Funding</b>		
DFFH - NHCP	\$133,192.15	
DJSIR - Gippsland ACFE	\$26,309.58	
DFFH - Indexation	\$2,452.45	
Operational Grant-Latrobe City	\$3,500.00	
Community Grants- Latrobe City	\$2,000.00	
Project Funding	\$25,043.60	
DJSIR - Pre-accredited Regional Loading	\$3,375.35	
PSB - NHVic	\$160.00	
<b>Fundraising Income</b>		
Fundraising	\$8,190.15	
Adjustments & Rounding		-\$0.01
<b>Total Income</b>		<b>\$248,199.94</b>
<b>Cost of Sales</b>		
Freight		\$191.71
<b>Total Cost of Sales</b>		<b>\$191.71</b>
<b>Gross Profit</b>		<b>\$248,008.23</b>
<b>Expenses</b>		
Donations		\$402.45
Staff Christmas Break-up		\$425.54
Catering		\$3,045.31
Insurance		\$4,516.13
Ammenities		\$202.42
Memberships & Subscriptions		\$4,264.65
Advertising		\$666.13
Classroom Supplies		\$2,737.82
Maintenance		\$3,603.94
Photocopier		\$8,780.52
Office Supplies		\$946.73
Gifts		\$117.45
Cleaning Consumables		\$1,262.82
Accommodation		\$400.00
Capital Equipment		\$1,923.99
Garden Maintainence		\$579.91
PIAP		\$175.09



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## Profit & Loss Statement

July 2023 To June 2024

Rounding Adjustments		-\$0.89
Accountability Requirements		\$3,344.74
Program Development		\$239.30
Food Relief Expenses		\$416.57
Freight		\$71.49
Fundraising Expenses		
Fundraising	\$2,266.34	
Discounts		
Discounts Taken	-\$519.19	
Project Funding		\$6,810.00
Employment Expenses		
Superannuation	\$15,957.84	
Wages & Salaries		
Wages - Tutors	\$26,412.13	
Wages - Administration Staff	\$122,614.81	
<b>Total Employment Expenses</b>		<b>\$164,984.78</b>
Reimbursement		
Refund Class Fees	\$157.00	
Refund	\$86.77	
Services		
Electricity	\$2,033.64	
Gas	\$1,024.27	
Telephone & Internet	\$912.82	
Website	\$180.00	
IT	\$445.81	
Staff Training		
Training & Seminars	\$1,538.64	
Bank Charges		
Transaction Fees	\$525.60	
<b>Total Expenses</b>		<b>\$218,568.59</b>
<b>Operating Profit</b>		<b>\$29,439.64</b>
<b>Net Profit/(Loss)</b>		<b>\$29,439.64</b>

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Moe Neighbourhood House

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Victoria 3825

ABN: 81 447 575 268

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## Balance Sheet [Last Year Analysis]

June 2024

	This Year	Last Year	\$ Difference	% Difference
<b>Assets</b>				
<b>Current Assets</b>				
Cash At Bank				
S1	\$32,765.46	\$25,617.92	\$7,147.54	27.9%
S6 Fundraising	\$3,949.45	\$4,694.33	-\$744.88	(15.9)%
Everyday Mastercard	\$6.12	\$1,337.91	-\$1,331.79	(99.5)%
Commercial Saver	\$11,125.93	\$8,000.00	\$3,125.93	39.1%
Cash Register Float	\$150.00	\$150.00	\$0.00	0.0%
Petty Cash	-\$73.15	-\$73.15	\$0.00	0.0%
Knit & Sew 2 Give - Petty Cash	\$40.00	\$0.00	\$40.00	NA
<b>Total Cash At Bank</b>	<b>\$47,886.96</b>	<b>\$39,650.16</b>	<b>\$8,236.80</b>	<b>20.8%</b>
Term Investment	\$10,000.00	\$0.00	\$10,000.00	NA
Accounts Receivable	\$12,992.58	\$2,406.25	\$10,586.33	440.0%
<b>Total Current Assets</b>	<b>\$70,956.39</b>	<b>\$42,133.26</b>	<b>\$28,823.13</b>	<b>68.4%</b>
<b>Non Current Assets</b>				
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%
<b>Total Non Current Assets</b>	<b>\$3,232.04</b>	<b>\$3,232.04</b>	<b>\$0.00</b>	<b>0.0%</b>
<b>Total Assets</b>	<b>\$74,188.43</b>	<b>\$45,365.30</b>	<b>\$28,823.13</b>	<b>63.5%</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$749.27	\$3,846.25	-\$3,096.98	(80.5)%
<b>GST Liabilities</b>				
GST Collected	\$6,239.03	\$5,181.01	\$1,058.02	20.4%
GST Paid	-\$6,406.23	-\$6,628.68	\$222.45	3.4%
<b>Total GST Liabilities</b>	<b>-\$167.20</b>	<b>-\$1,447.67</b>	<b>\$1,280.47</b>	<b>88.5%</b>
GST Payable	\$308.00	\$308.00	\$0.00	0.0%
<b>Payroll Liabilities</b>				
Payroll Accruals Payable	\$1,193.85	\$1,193.85	\$0.00	0.0%
PAYG Withholding Payable	\$7,193.88	\$5,993.88	\$1,200.00	20.0%
<b>Total Payroll Liabilities</b>	<b>\$8,387.73</b>	<b>\$7,187.73</b>	<b>\$1,200.00</b>	<b>16.7%</b>
<b>Total Current Liabilities</b>	<b>\$9,277.80</b>	<b>\$9,894.31</b>	<b>-\$616.51</b>	<b>(6.2)%</b>
<b>Provisions</b>				
Prov'n for Long Service Leave	\$19,030.40	\$19,030.40	\$0.00	0.0%
<b>Total Provisions</b>	<b>\$19,030.40</b>	<b>\$19,030.40</b>	<b>\$0.00</b>	<b>0.0%</b>
<b>Total Liabilities</b>	<b>\$28,308.20</b>	<b>\$28,924.71</b>	<b>-\$616.51</b>	<b>(2.1)%</b>
<b>Net Assets</b>	<b>\$45,880.23</b>	<b>\$16,440.59</b>	<b>\$29,439.64</b>	<b>179.1%</b>
<b>Equity</b>				
Accumulated Funds	\$16,512.40	\$4,713.20	\$11,799.20	250.3%
Surplus/Deficit for Year	\$29,439.64	\$11,799.20	\$17,640.44	149.5%
Historical Balancing	-\$71.81	-\$71.81	\$0.00	0.0%
<b>Total Equity</b>	<b>\$45,880.23</b>	<b>\$16,440.59</b>	<b>\$29,439.64</b>	<b>179.1%</b>

**Moe Neighbourhood House Inc.**  
**ABN 81 447 575 268**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2024**

**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.

**Moe Neighbourhood House Inc.**  
**ABN 81 447 575 268**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2024**

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.

A handwritten signature in black ink that reads 'J. Biddies'.

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Chairperson

A handwritten signature in purple ink that reads 'M. Weymouth'.

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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.

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We have compiled the accompanying special purpose financial statements of Moe Neighbourhood House Inc., which comprise the balance sheet as at 30 June 2024, 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*

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Tower Business Advisors

Lvl 1 / 55 Grey Street

Traralgon VIC 3844

19th September 2024

# 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)
- Luke Wakefield
- Erynne Baynes
- Ivan Kobiolke
- Tabitha Seccombe (Admin Officer)
- Esther Kennedy
- Angela Grant
- Chris Hooper

## Volunteers

- Wendy Hope
- Gabrielle Riches
- Knit & Sew 2 Give Group
- Lisa Tisdell
- Kate Mullan
- Mattia Mercurio
- Sharon Bullard
- Phil Cunningham
- Kaye Brooks
- Lolita Jefferies
- Karen GALBRAITH
- Jacqui
- Yooralla Participants
- Grant Riches
- Helen Culjkovic
- Valerie Edgar
- Glen Symes
- Ellie Moriarty
- Kathryn Tubecki
- Olivia Mitchell
- Rob Piplow
- Gardening group
- Asun Marshall
- Jordan Spitzbart
- Sebastian Riches
- Tetiana Adamovych
- Dannielle Dixon

## Committee of Management

- Margaret Maxwell
- Sue Biddiss
- Mark Weymouth
- Erynne Baynes
- Wendy Hope
- Anne Robinson

## Supporters and Services:

- Department of Families fairness and Housing
- Neighbourhood Houses Gippsland (NHG)
- Tabitha's Closet
- TAFE Gippsland
- Life Skills Victoria
- Latrobe City
- Moe Yoga with Caroline
- Partners in Training
- ATO
- Woolworths Moe
- Latrobe Community Health Services
- All incredible local businesses and community members that donated to fundraising raffles
- Latrobe Community Health Service
- Department of Jobs, Skills, Industry and Regions
- Neighbourhood Houses Victoria (NHV)
- Yooralla Druin Community Hub
- Job's Victoria
- Wellways
- Skills and Jobs Centre
- LV Quilters
- Baptist Church – Moe
- BrainLink
- Paid Forward Moe
- Mental Health and Well-being Local
- Playgroup Victoria
- Food For All Latrobe Valley

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