





## Walker Close and Brooklyn Hall Association Inc. Annual Report 2014-15

11<sup>th</sup> November 2015

WALKER CLOSE COMMUNITY CENTRE

180 MILLERS ROAD Altona North 3025

**BROOKLYN COMMUNITY HALL** 

CYPRESS AVENUE BROOKLYN



## Acknowledgements

The Walker Close and Brooklyn Hall Association Inc. would like to thank the following organisations for their on-going support.



#### **Hobsons Bay City Council**

We proudly thank for the recurrent funding support provided to Walker Close to cover the Centre operation costs.



#### Victorian Department of Human Services

We also thank for the recurrent funding support provided to Walker Close to cover management and coordination costs.

## Mobil<sup>®</sup>

#### ExxonMobil Altona Refinery

We would like to extended our appreciation for the substantial contribution made to purchase computers, data projectors, website design software and data projector screen which benefit the Walker Close Community to great extent and the community at large.



#### Officeworks

We are appreciative to the Altona North Store for supporting the Altona North and Brooklyn Community in partnership with Walker Close.



## CONTENTS

| Executive Summary                | . 4 |
|----------------------------------|-----|
| About Us                         | . 5 |
| Organisational Overview          | . 6 |
| Services and Programs            | . 7 |
| Chairperson's Report             | . 8 |
| Treasurer's Report               | . 9 |
| Centre Manager's Report          | 10  |
| Appendix A - Centre Attendance   | 17  |
| Appendix B - Auditors Report     | 18  |
| Appendix C - Financial Statement | 19  |

## EXECUTIVE SUMMARY

Walker Close and Brooklyn Hall Association Incorporated is a growing prospect.

The main objective of the Association is to provide a welcoming environment which is affordable and accessible to everyone recognising that our community comes from all parts of the world can come together to find relaxation, learning opportunities, companionship and involvement in the local community and to encourage practical support, direction and skill development for disadvantage people and families in our community and to develop community awareness.

#### WHAT IS IMPACTING OUR COMMUNITY CENTRE?

The local community is complex, with a high number of disadvantaged people and with high level of cultural and linguistic diversity seeking support and services.

There are complex social issues that need to be addressed such as relief services, wellbeing support for elderly people, personal counselling, referral services, concerns about safety and social isolation in the area.

Over 40 different nationalities reside in the area. Our slogan is "our diversity is our beauty". With this insight we closely monitor the programs/activities and services we deliver are meeting the needs of the community.

#### WHAT HAVE WE ACHIEVED?

Some of the highlights that the Association has achieved in the past twelve months include:

- Worked well in partnership with government and non-government organisations
- Our consistent performance has achieved additional ten hour coordination funding which will enable us to deliver more programs and services to the community and further strengthens our capacity to continue to meet community needs and expectations
- Gained clients support, increased participation and usage
- Run diverse programs that benefit the local community
- Maintained ongoing management capability and built good governance
- Developed and implemented sound financial management system and worked within the budget
- Staff and volunteers worked well
- Management worked well
  - o Members committed and devoted their skills and time
  - o Management supported staff
  - Management developed and built confidence
- The Association continued providing auspice support to other non-incorporated groups.



ABOUT US

#### MANNER OF ESTABLISHMENT

Brooklyn Community Hall in Cypress Avenue, originally built in 1969, was extensively redeveloped by Hobson's Bay City Council in 2006. Walker Close Community Centre was purpose built by Hobsons Bay City Council and opened in July 2004.

The community management model is used by Hobsons Bay City Council for most of its community facilities. In November 2006 Walker Close Community Centre and Brooklyn Community Hall became incorporated under this model.

Walker Close & Brooklyn Hall Association Inc. is one of nine Community Centres (Neighbourhood houses) under Hobsons Bay City Council, which provides diverse programs and services to the residents of Altona North and Brooklyn, in Melbourne's inner Western Suburbs.

#### OUR PURPOSE

Working with local communities to enhance quality of life by providing a range of Programs and Services that are responsive to the identified needs of all residents living within the Altona North and Brooklyn area and surrounding suburbs, especially those disadvantaged by age, income, disability or social isolation, to families with young children, and to promote the wellbeing of all members of the community.

#### OUR STRATEGIC OBJECTIVE(S)

To ensure that Walker Close and Brooklyn Hall Association provides vibrant, accessible, and diverse services and programs to assist in building and celebrating the capacity of the local community.

#### OUR ROLE (MISSION)

We are a dynamic and inclusive local community centre that develops and delivers efficient, affordable and accessible programs and responsive services in partnership with the local community to provide opportunities, build capacity and advocate for our community.

#### OUR VISION

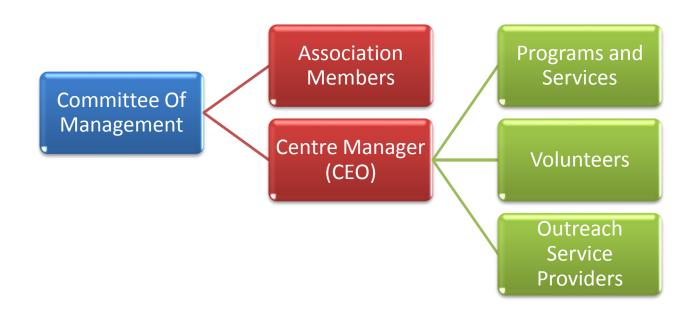
The Walker Close & Brooklyn Hall Community Centre Association Inc. is committed to being responsive to community needs and beliefs in equality of access for all people to its programs and services and "creating a community that sustains itself".

#### OUR APPROACH (VALUES)

We are committed to excellence in:

- Reliable Community Services
- Quality and continuous
  improvement
- Inclusive and non-discriminatory services
- Making decisions transparently to ensure accountability and financial stability
- Providing a safe, caring environment built on trust
- Professional and respectful interactions with our service users, colleagues and volunteers.

## ORGANISATIONAL OVERVIEW



#### Our Board

The Walker Close & Brooklyn Hall Association Inc. board typically consists of 6 to 8 members who are appointed in accordance with the associations' rules. Board members are elected each year at the AGM.

#### $C\,\text{ommittee of } M\,\text{anagement}$

| Chairperson             | Clovis Mwamba   |
|-------------------------|-----------------|
| Vice Chairperson        | Rebecca Biddle  |
| Secretary               | Wayne Bowers    |
| Treasurer               | Renza Dirksz    |
| Youth<br>Representative | Position vacant |
| Ordinary Member         | Brian Long      |
| Ordinary Member         | Bert Boere      |
| Ordinary Member         | Mark Clark      |
| Ordinary Member         | Geoff Peacock   |

#### ROLE OF THE BOARD

The board is responsible for the good governance and effective leadership of Walker Close & Brooklyn Hall Association Inc. It:

- sets the strategic direction, objectives and performance targets for the organisation
- selects the Chief Executive Officer (Centre Manager)
- monitors the operational and financial performance of the organisation
- oversees compliance with laws, regulations and other obligations
- sets and monitors internal controls to manage risks
- ensures appropriate conduct and effective stakeholder relationships
- manages and monitors board and committee conduct and performance



## SERVICES AND PROGRAMS

The Centre services and programs are dynamic; there is always a change depending on the needs of the community. When some of the existing community groups move out newly emerging community groups join the community. And thus, new programs developed and put in place to meet the needs of the prevailing community needs in line with the Council's Social Planning Process.

Currently over 30 programs and services are provided at the Centre.



# Services

- Immunisation
- •Emergency Relief
- •Recreational Social Group
- •Tax help
- •New Mums Group
- Migration Service
- •Maternal & Child Health
- Seniors Group
- •General Information (referrals)
- Internet Access (for job search)
- Crisis Intervention Counselling

# Programs

#### •Revive excercize program

- •Karate for self defence
- •Bone Boosters for health and wellbeing
- Weight lifters
- •Columbian traditional dance
- •Advanced Math and English for young children
- •Action TaekoDO Martial arts
- •Combined Probus retired and semi-retired professional group
- •Computer training courses
- •Camera Professional photograhic club
- •Group exercise for health social
- TAP-JAZZ &Ballet Dance
- Calisthenics Australian Dance
- Professional Courses
- Brooklyn community forum
- •Various casual programs





## CHAIRPERSON'S REPORT

It has been a wonderful privilege to be the Chairperson of the committee of Management of Walker Close and Brooklyn Hall Association Incorporated.

Our committee is made up of a group of dedicated people who either work or live in the local area which ensures we continue to meet the specific and unique needs of the community of Altona North and Brooklyn at all times.

It has been yet another productive year and successful year that we should all be proud of our achievements.

I would like to take this opportunity to personally thank my committee members for the time and effort they have each given to the Centre over the past year and without their assistance my job as a Chairperson would have been so much harder.

To Ayelign our tireless, committed and hardworking manager whom with out, we would never have been able to achieve and continue to grow as we have over the past years. He has been such a dedicated asset to the Centre and for that matter to the community in general.

The Centre has very successful run several special days over the past twelve months that have given the Centre extra exposure with the local community.

I would like to take this opportunity to thank Hobsons Bay City Council and Department of Human and Health Services for the recurrent funding support given to Walker close to cover the operation and coordination costs.

I would also like to acknowledge that our consistent achievement has convinced DHHS to support the Centre with additional ten hours funding under Neighbourhood Houses Coordination Program and we are very much appreciative of the support and recognition of our effort which makes us very fortunate to have Colleen Nelson on board taking over the role of admin assistance position.

Thank you to Wayne Bowers for closely working with Ayelign on the affairs of the Association and Renza Dirksz helping Ayelign with the financial transaction activities also Colleen Nelson helping with admin support as well as Alexandra Chavez for her effective cleaning services.

Our future is continuing to look bright and over the next twelve months and ahead I can envision the organizations continued growth and development.

Once again I wish to extend my many thanks to each and every one who has been involved in making our 2014 – 2015 year so memorial.

Clovis A. Mwamba Chairperson.





## TREASURER'S REPORT

I am pleased to report that the Walker Close and Brooklyn Hall Association Incorporated Continues to operate well.

The income and expenditure repot for the year ended 30th June 2015 showed that the total income received for the year was 149,369 against the total expenditure of \$141,536. This compares with 2014 financial figures of income \$119,640 and expenditure of \$117,357.

The last twelve months presented an increase in both income and expenditure by a 25% and 21% respectively resulting \$7,833 saving. This potentially covers GST liabilities and super contribution withheld reflected on the balance sheet.

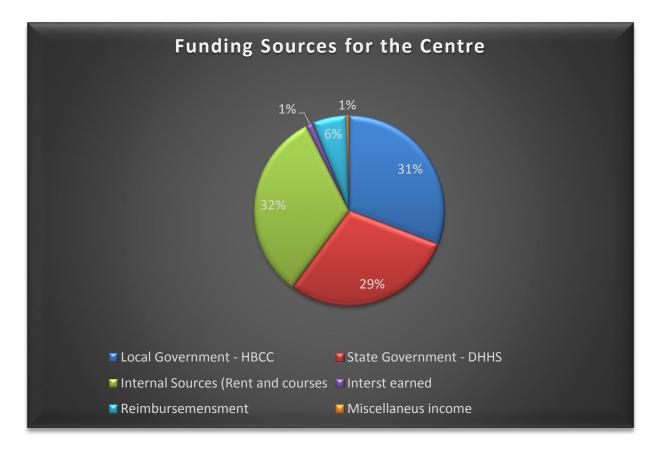
I would like to acknowledge the majority of Centre income are mainly from three sources from Local Council (HBCC) (\$45,927), State Government (DHHS) (43,954) and the rest from own source; room hire and from course fees (\$48,415) as shown below.

The main expenditures of the Centre comprises; wages and salary (\$68,363) Cleaning Services (\$8,797), Utilities (\$19,868), Telephone (\$3,519), promotion and supplies (\$12,314) making up approximately 75% of the total expenditure.

I would like to take this opportunity to commend our Centre manager Ayelign Tessema for the responsible management of the Centre budget and the efforts of management committee.

Renza Dirksz

Treasurer





Serving the Hobsons Bay Community

## CENTRE MANAGER'S REPORT

It is with great pleasure I present that Walker Close and Brooklyn Hall Association Incorporated continues operating very well.

Before, I carry on to my report I would like to thank with great respect the Walker Close and Brooklyn Hall Association Incorporated Committee of management, for the guidance and support given to me for the successful operations of the Centre.

I also would like to thank Hobsons Bay City Council (HBCC) and Department of Human and Health Services (DHHS) for the recurrent funding support provided to cover the Centre operational and coordination cost which makes Walker Close to be a growing prospect.

The year 2014 -15 has been a busy year many things to learn and lots of things to do. I have had the pleasure of meeting and working with diverse community groups. Every day is new and challenging always learning and finding ways for a better community service. We have a warm and welcoming environment. We believe this is well demonstrated by the staff, volunteers, and outreach service providers.

We always have a range of programs/activities and services flexibly run both at Brooklyn Hall and Walker Close which are identified through surveys and consultations as well as evaluations of programs and from users' feedback during and after completion.

As shown below, there were 1,234 sessions held at Walker Close and Brooklyn Community Hall during 2015 totalling 3,976 hours. This compares to 2, 071 hours during 2014 used to run 745 sessions. This shows quite a number of activities have been running progressively each year with an increase of 66% and 92% respectively that is 86 hours used per week for this year as compared 45 hours per week used in the previous year.

#### Number of Sessions - Two Year Comparison **Total sessions** Youth groups (13-25) Volunteer training Seniors group (60+) Self help group Play group Personal counselling program & Emergency Relief **Parenting courses Outside school hours program** Literecy and numerecy life style skills program **CALD** cultural activities Health and welbeing and social connections 315 Family support programs Environmental sustainablity project English as a second language Early child hood development program **Computer training digital literecy Community Safety Community Social events** Arts and Craft Alternative school progams Acredited vocational education & training 0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

2015 🛛 2014

**ACTIVITES AND PROGRAMS** 



#### PROJECTS AND GRANTS

In this reporting period two projects have been executed. A project to enhance Community Understanding of Environmental Issues with the concept of "**Recycling in the local community**" aimed to increase community engagement and participation that delivers best practice and ensure excellence for environmental and sustainability education with three main elements.

- Promotion of recycling, freecycle, and Terracycle via flyer
- Introduce recycling at both Walker Close Community Centre and Brooklyn Hall; and
- Organising an event launch and workshop to promote recycling which was held on 16th April 2015 at Walker Close accompanied by the Hobsons Bay Community Recycling Guide and information on composting at home and was accomplished effectively.

I would like to thank Wayne Bowers for dedicating his time and effort to the effectiveness of the project which has been so educational and sustainably useful to the community. Also thank you to the Council for financing the project. establish the project and is exciting to see the program on going.

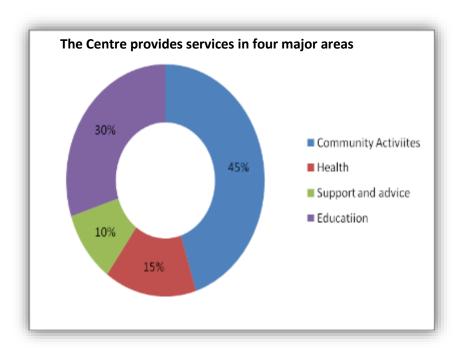
#### OUR LINKS AND WORKING RELATIONSHIPS

Community service delivery is not a matter of competition between Neighbourhood houses. It is rather a collaborative effort to feasibly address diverse community issues and needs.

In this regard we have a good working relationship with all community Centres under Hobsons Bay as well as with local businesses and other service providers such Loraine Beddela seniors, Hobsons Bay Planned Activity Group, Marina Age Care, Altona Gate Kindergarten, Annunciation Primary school and Altona North Primary school etc.

#### SUPPORT SERVICE HIGHLIGHT

Brooklyn and Altona North community is made up of over forty (40) different ethnic community groups with a high number of disadvantaged group having complex issues seeking a lot of support. The centre has been playing an important role to the following programs.



The second project was wellbeing 'Revive Project' especially designed for over 50's with disabilities run by a qualified professional to ensure a healthy and strong heart and that creates opportunity to get out socialise while being active with other likeminded people. It has been successfully run over the year. A big thank you to Lorelei Drake for professionally running the program.

I would also like to thank Hobsons Bay Community

Fund for supporting with a seed funding to



### WALKER CLOSE

Walker Close is an ideal place for the community. It has a welcoming atmosphere attracting lots of interest lots of different people coming and going. It is a focal point for all community groups to meet and learn from each other. It truly is a pleasing place to be. With this insight quite a lot of programs and activities run throughout the year.

Some of the regular programs, services and activities run include:

- Revive exercise program a core strengthening and stability workout designed for people over 50s with disability. Exercises are low impact and low intensity ensuring a healthy and strong heart on going run by a qualified fitness instructor.
- Health and wellbeing weight lifters and bone boosters exercise programs which benefits at the most for elderly people run every Tuesdays and Wednesdays.
- Professional courses: Cert III in Children's services and computer
- Training run by accredited organisations; National Training Centre of Australia (NTCA) and Organisational Learning Australia (OLA).Macedonian women self-help welfare group.
- Chin/Burmese community groups in various activities.
- Seniors group from diverse community group.
- New mums parenting and breast feeding group.
- Counselling and crisis intervention services etc.

Throughout the year quite a number of one-off casual programs and functions such as, workshops, training, family gatherings, social events and other celebrations also run.

To effectively use the two venues additional facilities such as data projectors, projector screens, podiums and other sources have been included which helped very much to deliver courses, workshops and for presentations.



#### EMERGENCY RELIEF PROGRAM

#### SUPPORT

From time to time the number of Emergency Relief Service user has been increased. Almost every day we receive an average of 6-8 clients over the phone and/or visited by the clients.

Since long in the prior years the ER-service was delivered adequately in a very structured and coordinated way jointly by Anglicare Victoria, Laverton Community Integrated Services and Walker Close every Wednesdays and Thursdays by dedicated volunteers providing assistance in the form of food voucher, food parcel, crisis counselling, advocacy and referrals in Altona North and Brooklyn including the nearest surrounding areas who are referred by individuals, organisations, community workers, carers and those who drop in by themselves.

Walker Close has been supporting the program and service providers since 2007 in many ways:

- Providing convenient spaces at a lower level of community facility rate from the start of the program.
- Providing appropriate information before, during and after the program daily services.
- Providing kitchen facilities for clients while they are waiting for their turn to get the assistance.
- Providing relevant information kit and travel smart guide prepared by the Council which is found to be useful especially for those newly moved to the area and who are in need of public transport to go to the ER service locations.
- Taking enquires over the phone, in person and via email on the other days and referring the clients to the other centres where the program provides its service by rotation at the other locations.

- Referring clients to other services providers while the service is not delivered at the Centre.
- Promoting the program with Centre brochure and on the website.

I would like to thank Laverton Community Integrated Services for providing outreach service to help run effectively the crisis intervention counselling service along with Anglicare Victoria providing ER support; also the volunteers who have been dedicating their time and energy for a long period of time.

These two programs are so vital to the Altona North and Brooklyn area where there are a large disadvantaged diverse community groups who are highly dependent on this service.

Unfortunately, due to funding cut Anglicare has ceased the ER service at Walker Close while the need still on high demand and yet very hard to tell to the clients the service is no more functioning at Walker Close while they are desperately looking for help. The demand is the same even more and worth.

#### AUSPICING AND ADVICE SUPPORT

As part of community development initiative the Centre help organise different community groups. This year Chin self-help community group and Macedonian Women welfare group were supported to secure council's community grant \$5,000 each and





they were able to organise themselves to effectively run their project.

#### WORK PLACEMENT AND INDUSTRY EXPERIENCE

The Centre is open to everyone Being Pathways to Employment through Education. Every year we give the opportunity for students coming from Colleges or universities such as from Leap Training Collage, Evocca College, Victoria University and from other accredited course providers.

After successfully completing their placement many of them including Free TAX-Help volunteers have secured employment.

Ms Colleen Nelson was accepted for work experience in 2011 after completion she continued volunteering with us for a couple of years finally she managed to secure a par time admin assistant position with us. It is an absolute success for her and we both are happy of having her.

#### PARTICIPATION AND INVOLVEMENT

The Centre usually participates with Council coordinated programs. This year during the Let's Celebrate Cultural Diversity Week we had a great cultural performance night at BH on the 17<sup>th</sup> March named 'Our Diversity is Our Beauty; Our Strength is

**Our Unity**' it was beautifully performed by:

- New Zealand Seniors Choir Traditional Poe demonstration
- Congolese Traditional African dance; and
- Cook Islanders Traditional Art dance performance

The event has been executed very well with 65 people attending the event.

#### VOLUNTEERING

Providing volunteering service to the community is a rewarding job. There are many opportunities to give, learn and to get involved. Off course, Neighbourhood House and Community Centres committee members are volunteers and they do great job in support of staff and other volunteers in a way sharing their diverse skills, talents and experience.

Obviously, Walker Close is relied on volunteers in this regard a big thank you to all my committee of management members for dedicating their time and support that has been given to me. Without their support I would not be able to successfully accomplish my job.

Great work Renza Dirksz for handling financial transaction and collections with MYOB and generating financial statements that are relevant for management reporting purposes. She has been busy as she comes every Tuesday. She also helped folding thousands of our term brochures. Her input is high value.

Thank you to Jean Lerscure on top of volunteering to ER service for many years he also built a flyer and brochures rack free of charge that can hold large quantity information materials displayed on the front entrance desk. His input is great value to Walker Close as a whole to the community.





#### WALKER CLOSE AND BROOKLYN HALL ASSOCIATION Serving the Hobsons Bay Community



One of the free community services is migration advice. This is a professional advice provided to the community, joining families, students and others to come to Australia. The service has been going for over years. I would like to take this opportunity to thank Jambu Nathan for undertaking this important community service.

Another service is Free TAX-HELP runs every year from July to October. The volunteers are assigned by Taxation office to provide professional support to clients. In this regard I would like to thank Aladdin for dedicating his time and energy to this important service.

#### MAJOR AIMS FOR THE COMING YEAR

- Open to everyone who needs help, providing information, resource, support and referral of people from the communities of Altona North and Brooklyn and the surrounding areas of Hobsons Bay.
- Review ongoing development and diversification of service delivery and create strong partnership with local community and business groups.
- Strengthening governance and sustainable financial recording and

reporting systems for better decision- making processes.

• To look for funding source to strengthen our service delivery.

I have the confidence that Walker Close/Brooklyn Hall is truly a growing prospect. If we keep working closely with stakeholders generally identified as people who are adversely or positively impacted by our operations, those who have an interest in what we do, or those who have an

influence on what we do no doubt there is nothing impossible to achieve the goals we are aiming to the benefits of the community.

In concluding my report, I thank all regular and casual users, the wonderful emergency relief support service staff, the maternal child health and Immunisation nurses, the Altona Gate Kindergarten staff members, the Lorraine Bedella Seniors, the Planned Activity Group and others for the support and the help they so kindly have given to the Walker Close and Brooklyn Community.

Thank you.

Ayelign Tessema





## BROOKLYN COMMUNITY HALL

It is very exciting to see Brooklyn Community Hall has become more known and usable from year to year. In this reporting period we have had quite a number of casual and regular programs/activities. Some of the regular programs run include:

- Action Tae Kwan-Do Martial Arts for children 5-12 years and adult classes for selfdiscipline, coordination, strengthening, stamina, shape and physique run every Tuesdays and Thursdays.
- Dance training for children and adults: combined TAP, JAZZ and classical BALLET and other forms of dance while meeting new friends and build up confidence, physical and mental skills run every Saturdays.
- Traditional self-defence karate for the local community, run regularly every Monday and Thursday evening.
- Altona North Combined Probus, the semi-retired and retired professionals and business entrepreneurs' social activity groups share their diverse experience and skills; strengthen their relationship through socialisation.
- Macedonian pensioner group meet thrice in a month to celebrate and practice their culture and social activities.
- Tonga community seniors and youth group. Get together social activities maintaining their culture and beliefs.
- Cook Islanders children and youth group perform and train their glamorous traditional dance.
- Interestingly, every Sunday a large diverse community group members with a bond of common interest come together and harmoniously celebrate their culture and religious belief.
- A community Forum, Brooklyn Community Reference Group (BCRG) occasionally meet at Brooklyn Hall to facilitate community, industry, local government and EPA working together to ensure that public concerns and aspirations regarding odour, noise and dust in the general Brooklyn area are constantly understood and considered.

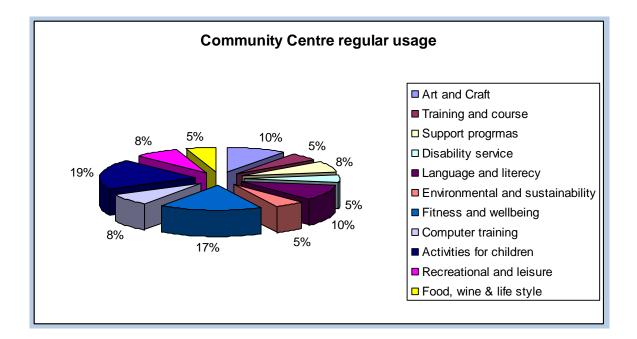
Additional improvements to Brooklyn Hall will enhance the facility to be more usable. In this regard council's close attention is vital for example to replace the existing old model stove with industrial type, adding more storage rooms outside the hall, installing raised stage inside the hall maintain and varnish the floor board etc.

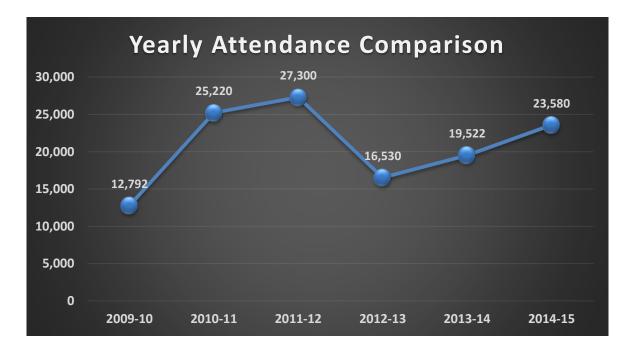




## APPENDIX A - CENTRE ATTENDANCE

The two venues, Walker Close and Brooklyn Community Hall, have been actively used throughout the year with many regular and casual programs and events run all the time.



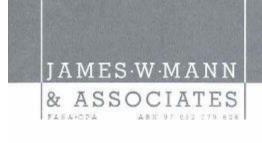


This year a total of 23,580 people have attended both structured and unstructured programs, activities, functions and meetings with a total of 3,826 hours.



WALKER CLOSE AND BROOKLYN HALL ASSOCIATION Serving the Hobsons Bay Community

## APPENDIX B - AUDITORS REPORT



#### ACCOUNTANTS

170 Blackshaws Rd · Altona North Vistoria · Australia · 3025 Telephone 3314 6011 · Fax 9314 4774 Email · office@/wmann.com.au Website ·www.jwmann.com.au

27th October 2015

#### INDEPENDENT AUDITORS REPORT

To the Members of Walker Close & Brooklyn Hall Association Incorporated

#### Scope

We have audited the financial statements being the Profit and Loss Statement and Balance Sheet of Walker Close & Brooklyn Hall Association Incorporated and supporting documentation for the year ended 30 June 2015. The Committee is responsible for the financial statements and has determined that the accounting policies used are consistent with the financial reporting requirements of the constitution and are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion on them to the members. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial statements have been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the constitution. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Accounting Standards. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies so as to present a view which is consistent with our understanding of the Association's financial position and performance. These policies do not require the application of all Australian Accounting Standards and other mandatory professional reporting requirements.

The audit opinion expressed in this report has been formed on the above basis.

#### Audit Opinion

In our opinion, the financial statements give a true and fair view of the financial position of Walker/Olose & Brooklyn Hall Association Incorporated as at 30 June 2015 and the results of its operations for the year then ended.

Janes W. Mahn FCPA

James W. Mann & Associates C

N: Documents James W Mann Walker Close Auditors Report 2014.doc

Post Office Box 135 + Altona North Victoria + Australia + 8025



## APPENDIX C - FINANCIAL STATEMENT

## Walker Close and Brooklyn Hall Association Incorporated

#### Balance Sheet as at 30 June 2015

| Current Assets  | Jun-15           | Jun-14        |
|---|------------------|---------------|
| Real Associate Conservation                               | \$               | \$            |
| Bank Accounts - Current account                           | 76,854           | 65,717        |
| Bank account - contingency reserve<br>Petty cash accoount | 95,716<br>500    | 93,455<br>500 |
| Prepaid expense   | 898              | 1,238         |
| Accounts Receivable                                       |                  | -             |
| Total Current Assets                                      | 1,040<br>175,007 | 160.010       |
| Total current Assets                                      | 1/5,007          | 160,910       |
| Non-Current Assets  |                  |               |
| Furnitures & Equipment                                    | 91,933           | 87,797        |
| Acc-Deprecialion -Eqpt                                    | 88,189 -         | 81,411        |
|   | 3,744            | 6,386         |
| Total Assets  | 178,752          | 167,296       |
|   |                  |               |
| Current Liabillities                                      |                  |               |
| Trade creditors   | 190              | 305           |
| Accrued expenses  | 1,937            | 6,153         |
| Pre-paid income   | 345              | 4,625         |
| Recycling Project   | 198              |               |
| Mobil grant for copier                                    |                  | 5,500         |
| HBCF - Revive project grant                               | 162              | 1,550         |
| Bond withheld   | 5,023            | 4,013         |
| Aucipiced Accoun - THB                                    | 750              | 750           |
| Aucipiced Accoun - Chin                                   | 180              |               |
| GST- Liabilities  | 3,007            | 1,611         |
| Payroll liabilities                                       | 4,102            | 2,438         |
| Superannuation contribution                               | 2,360            | 1,673         |
| Provision long service leave                              | 10,203           | 6,294         |
| Total Current Liabilities                                 | 28,456           | 34,912        |
|   |                  |               |
| Net Assets  | 150,296          | 132,384       |
| Faulty  |                  |               |
| Equity  | 142.462          | 120 101       |
| Retained earnings   | 142,463          | 130,101       |
| Current earnings  | 7,833            | 2,283         |
| Total equity  | 150,296          | 132,384       |



## Walker Close and Brooklyn Hall Association Incorporated

#### Income and Expenditure Statement For the Year Ended 30 June 2015

| For the Year Ended 30.                      | une 2015 |             |            |
|---|----------|-------------|------------|
|   | Note     | 2015        | 2014       |
| Income                                      |          | S           | Ś          |
| Operations grant -Local Governmemt- HBCC    |          | 45,927      | 44,720     |
| Coordination Grant - State Government-DHS   |          | 43,954      | 24,538     |
| Project grant HBCC- Marketing and Recycling |          |             | 2,800      |
| Project grant - revive- HBCF                |          | 1007 100000 | 1,766      |
| Venue hire - Walker Close                   | 15       | 20,778      | 19,904     |
| Venue hire- Brooklyn Hall                   |          | 27,637      | 17,197     |
| Interest received                           |          | 1,838       | 1,466      |
| Course fees                                 |          | 180         |            |
| Reimbursement of utilites                   |          | 3,636       | 4,318      |
| Photocopy and printing                      |          | 268         | 259        |
| Membership fees                             |          | ****        | 2          |
| Reimbursement telephone expense             |          | 4,931       | 2,650      |
| Other income                                |          | 220         | 20         |
| Total income                                | 20       | 149,369     | 119,640    |
| Expenditure                                 | -        |             |            |
| Auditors fee                                |          | 375         | 425        |
| Advertising and promotion                   |          | 857         | 435        |
| Association members fee                     |          |             | 214        |
| License and registration                    |          | 53          | 115        |
| Bank charges                                |          | 73          | 89         |
| Cleaning Walker Close                       |          | 3,543       | 3,876      |
| Cleaning Brookyn BH                         |          | 4,338       | 3,812      |
| Cleaning supplies                           |          | 916         | 419        |
| Booking canceliation                        |          | 1,681       |            |
| MYOB subscription                           |          | 740         | 764        |
| Electric power - WC                         |          | 16,985      | 9,936      |
| Electric power - BH                         |          | 2,882       | 2,261      |
|   |          | 829         |            |
| Volunteers travel                           |          |             | 975<br>708 |
| Repair and maintenance                      |          | 1,208       | 101500     |
| Donation                                    |          | 58          |            |
| Printing & copier lease                     |          | 1,453       | 3,606      |
| Admin and general services                  |          | 1,313       |            |
| Computer maintenance                        |          | 105         | 540        |
| Lease fee printing machine                  |          | 2,186       |            |
| Gathering and celebration                   |          | 443         |            |
| Internet and web hosting                    |          | 1,518       |            |
| Utility - water                             |          | 1,417       | 1,519      |
| Stationery supplies                         |          | 4,258       | 1,489      |
| Telephone expense                           |          | 3,519       | 3,541      |
| Postage                                     |          | 170         | 115        |
| Viscellaneous                               |          | 746         | 668        |
| Meeting amenities                           |          | 822         | 879        |
| Subscription & membership                   |          | 286         | 363        |
| Wages and salaries                          |          | 68,363      | 58,521     |
| Travel expense                              |          | 1,556       | 1,147      |
| Training expenses                           |          | 41          |            |
| Annual meeting                              |          | 959         | 727        |



## Walker Close and Brooklyn Hall Association Incorporated

| Employee entitlement                      | 3,442   | 6,294   |
|---|---------|---------|
| Work cover and safty insuranc             | 548     |         |
| Other payroll lib - superannuation        | 7,075   | 5,414   |
| Depreciaiton                              | 6,778   | 8,505   |
| Total expense                             | 141,536 | 117,357 |
| Surplus/ defict for the year              | 7,833   | 2,283   |
| Previous year surplus increase to equity  | 1,459   | 1,459   |
| Total surplus incearse to earnings/equity | 9,292   | 3,742   |
|   | -       |         |





