

Venus Bay Community Centre Inc. Annual Report 2018

VENUS BAY COMMUNITY CENTRE

YOUR COMMUNITY
NEIGHBOURHOOD HOUSE



VENUS BAY COMMUNITY CENTRE
27 CANTERBURY RD, VENUS BAY

P: 5663 7499
E: vbcc@bigpond.com
W: www.vbcc.org.au

September 2018

Venus Bay Community
Centre Inc.

Annual Report 2018

It gives me great pleasure once again to report on the work of the Venus Bay Community Centre for the 2017-18 year; it is always a challenge to encapsulate the whole story of the Centre in one report.

The Venus Bay Community Centre is common ground for the district of Tarwin Lower, Venus Bay and Walkerville; creating a community hub, somewhere to meet others, to find out what is happening in the area, and a place to be.

The work of the centre is guided by our Neighbourhood House Coordination program guidelines as well as our strategic plan that is developed for and with our community members. Representing a small regional community with a diverse demographic including about 800 permanent community members, 1500 part time community members and thousands of seasonal visitors, we aim to provide programs and events that service and align with identified and emerging community needs, as well as advocating for a strong and connected district.

Over the past year we have undertaken a range of existing and new programs and events.

Our Cook n Book playgroup which has been servicing the needs of our youngest community members had the support of our local shire family services team until the end of 2017. In 2018 the playgroup relocated to the Tarwin Lower Primary School to seek better alignment with the primary school and to encourage future enrolments at the school. This may provide data to facilitate the future development of a kinder for the district and addresses our role in community strengthening. While we did not offer a facilitated playgroup in 2018, we remain welcoming and inclusive of young families and often provide an informal playgroup environment.

Our Drama classes for young folk have been really successful with over 16 primary school age children joining in the fun on Wednesday evenings. This year saw increased enrolments in drama; local community member Daniel Lawrie has been leading these classes and the kids love him! We held a performance gathering earlier this year and all participants were awarded a trophy and gave a short demonstration of their work to parents and family. We finished this season of drama with a visit to Lyric Theatre's production of Annie which also included a backstage tour; a fantastic link to what they are doing locally. Drama is on hold for the winter term and will resume in spring.



To address loneliness and isolation in our community, we have been hosting a winter warmers soup day on Mondays. Welcoming all community members to come along, help to prepare a hearty soup prepared with local ingredients and share a meal together has proved to be popular and a lovely way to gather together over food.

Dovetailing with this, we introduced an 8-week pilot of the Uber-bus pick up service. Utilising the Men's Shed bus and providing a volunteer driver to pick up and drop off community members anywhere within Tarwin Lower and Venus Bay on Mondays. We know that lack of public transport is a problem in our district; the aim of the trial was to address this situation and to provide data and information about what people may want and need. While this pilot was not well used or understood, it has given us information to advocate for better funding and provision of transport

options for our district, which may align with funding opportunities from the Flexible Transport Solutions program.

One of the ways we address our strategic aims to provide accurate and timely information to our community is by producing and publishing our free community newsletter **Matter of Fact**. This publication is now in its 11th year, and is printed and distributed at local outlets, emailed to over 600 people and published on our website along with 12 months of back issues. We have complimented this by increasing our social media reach and using Facebook and Instagram to reach a wider demographic, and to provide more immediate engagement and day to day information.

Some of the other programs we host are our Wednesday walking group, a monthly Book Club, Good Morning Yoga on Friday mornings; these are all well supported and provide different avenues for people to be involved in the Centre.

A community information forum on the rollout of NBN was hosted earlier this year, and proved to be informative and relevant to residents in the compulsory transition to NBN that will see the copper wire network decommissioned in September.

We continue to provide computer lessons as well as one on one support for individuals. We provide free Wi-Fi as well as access to computers and printing services. Our IT manager Paul Miles does a wonderful job of maintaining and updating all our computer and IT systems; his services are invaluable.



We have hosted **Life Drawing classes** off site and in conjunction with Thirsty Works Gallery in Tarwin Lower. This has proved to be a better location and not only supports an emerging community gallery, but fosters interest in the arts. The Centre was successful in a grant application for the Gallery (auspice arrangement) to purchase a community printmaking press. Housed in the gallery, this press is a community asset; printmaking classes are on the radar.

Our **native plant group** has continued this year, led by our wonderful volunteer Sue Peterson, the group meets most Monday mornings at the Centre. A result of our work to try to establish a native plant nursery

in Venus Bay, this is emerging as a sustainable way to not only propagate and grow native and indigenous plants, but to provide information about our local flora. This is complemented by the wonderful resource we have compiled over five years with Plant of the Month. Generously supplied by local botanist and passionate flora enthusiast Lorraine Norden and included each month in our newsletter.

The Centre continues to be the home base for our CERT team; using the Centre for training days, storage of equipment as well as meeting space and induction programs for new volunteers.

Along with CERT and with support from South Gippsland Shire council, we hosted a Level 2 First Aid certificate course in May 2018. This was well supported and places were quickly booked.



Our **sustainability** aims have been addressed in many ways at the Centre; the most significant of these is our social enterprise of the Community Recycling Op Shop as well as solar power, installing LED lights and energy audit, participating in plastic free July, making beeswax wraps and our volunteers have made nearly 1,000 boomerang bags to help reduce single use plastic bags and to support our local businesses. We also hosted a trial Repair Café where community members are welcome to bring broken things to learn how to repair them rather than discard. This is a project we will continue to work on over the coming year.



The **Venus Bay Koala Project** was once again a success with over 400 manna gums being planted in the district to provide food and habitat for our koala population. A partnership project with Friends of Venus Bay Peninsular, we provide manna gum tube stock for free along with a selection of other native plants. Now in its fifth year, we have helped to plant over a thousand manna gums in the district.

Our Community Recycling Op Shop remains as an enduring enterprise of the Centre, addressing redistribution of goods within our community, reducing landfill, creating volunteer opportunities, a reason to come into the Centre as well as an enduring fundraiser for our Centre. With an increase in house sales as well as unprecedented growth in new community members, the amount of articles that come through our op-shop has significantly increased. With increased volume of goods we are now seeking additional ways to redistribute goods and refining and improving our procedures around stock management and pricing; the enterprise is growing beyond our capabilities in terms of space and resources. In response, we have employed a part time social enterprise coordinator and this is having a positive effect on our operations. We welcome Katherine Sumaru to this position.

Summer stories

One of the ways we respond to the seasonal nature of our demographic is to provide a range of family friendly holiday activities over summer and school holidays. This year the holiday program included the enduring favourites like the wildlife display, skate park street art, lots of craft (and mess!) and a new addition in the form of our Giant Bird sculpture: a hoop framework that is enduring and this year was decorated in 'feathers' created with recycled and repurposed materials. As this was a long project, it promoted community engagement and curiosity; a really great addition to the holidays and capturing media attention as well. Comments such as "Wow, you guys do amazing stuff here" and "We just love this place, we come back every year" are heartening





Our **Free Summer Beach Shuttle** service is now in its 8th year and has become an enduring feature of summer in Venus Bay. While it is difficult to measure the impact of reducing parking congestion at the beach (the original aim of the project), there is no doubt it is a great community response and initiative of the Centre. It also provides another avenue for folk to contribute to their community. We work closely with the Venus Bay Surf Life Saving Club to promote beach awareness and safety, and to swim between the flags.

Over many years, the Centre has been involved with the **Tour de Tarwin**. With the original committee stepping away and the future of the event in jeopardy, we worked hard to promote and encourage participation in the running and planning of the event over many months, however it seemed that while the event was beloved and a success, there was not enough people who emerged to take on the significant volunteer leadership roles to make it happen. While this is disappointing, it may be that another event or festival can be created to fill the gap and ultimately, a festival or event of this calibre needs significant community drive to make it happen. All funds held on behalf of the Tour de Tarwin have now been distributed to our volunteer emergency service organisations: CFA, CERT, VBSLSC.

For Easter, we produced and promoted a range of holiday activities, some as a legacy of the 'Tour and other new events, there was certainly plenty to do around town.

Over the past year, the Centre has been involved in facilitating engagement and information around two infrastructure projects as determined by the shire community budgeting exercise in the previous year. The **Van Cleef Reserve masterplan** process has commenced with the assistance and perspective of a community advisory group which has reflected sentiment and ideas around the preservation and enhancement of the reserve. The **skate park project** has been delayed until a suitable location can be determined. While this is disappointing, there may be a better opportunity to take this time to seek further engagement with community members and align with a strategic plan for the Venus Bay precinct (that council is undertaking); there is also further opportunities to apply for additional funding for the project.



Staff and Volunteers

We employ five part time staff members and have over 25 volunteers who have contributed to the day to day operations and enterprises of the Centre; I give my heartfelt thanks for the support of our wonderful team. It is very much a team environment at the Centre, and this was celebrated during the year at our annual volunteer gathering/lunch; here are some of the reasons people like being involved at the Centre:

Centre is wonderful, coming into town as new person, inclusive, make connections, know your neighbours, welcoming, meeting people, privilege working with the people, catch up with people, first port of call, have a cuppa, join other groups, keeps me alive, social aspect, doors are open, grown and learned a lot, get skills for work, socialising with adults as single mum, VBCC is only a building without the people.

Strategic Relationships and partnerships are a critical part of our operations. I am a member of the Community Reference Group, Bald Hills Wind Farm Community Grants committee, Municipal Emergency Management Planning Committee as well as representing our Centre at local and state

level through the Neighbourhood House Network, Gippsland Regional Neighbourhood House network and South Gippsland Cluster of community houses. We continue to work alongside, and with, most of our local service and interest organisations and take every opportunity to strengthen our district through these relationship with shared resources, projects and advocacy. The Centre is used by a range of user-groups and other organisations as meeting space, hosting events and training.

Funding

We have been successful in the application to Bald Hills Wind Farm to renew the viewing platform above the Centre. While on shire ground, funds have enabled us to purchase materials, and with generous support from shire workers, have renewed and refurbished a wonderful community asset.

Our building is leased from the Shire; we have negotiated a new lease for a further 9 years. The shire provide essential services and infrastructure maintenance; we provide all other repairs, improvements and refurbishments. The council workers have been very supportive of our Centre and address issues such as bore water pumps, water tank issues, toilet cistern breakages quickly and efficiently; we acknowledge this support gratefully.

We were involved in campaigning and advocating to the Victorian State Government to address funding inequities for the sector and acknowledge past commitments. This year we learned the sector was successful in this campaign with ***the Minister for Families and Children announcing that neighbourhood houses across Victoria will benefit from a record \$21.8 million funding boost as part of the 2018-19 Victorian Budget. This includes the biggest ever funding boost to neighbourhood house coordination hours.***

Over 160 neighbourhood houses across the state currently funded for less than 25 hours per week will be eligible to increase their funding with an additional 76,700 hours per year available through the Neighbourhood House Coordination Program.

All neighbourhood houses will also benefit from increases support to mobile neighbourhood house networkers with an additional 4,500 hours per year available for networkers, allowing them to spend more time with individual houses to improve access to key services and activities.

The Venus Bay Community Centre was successful in the application for additional funding; we are now funded for 25 hours per week. While we have been punching above our weight in terms of hours, it is a great acknowledgement of the work we do.

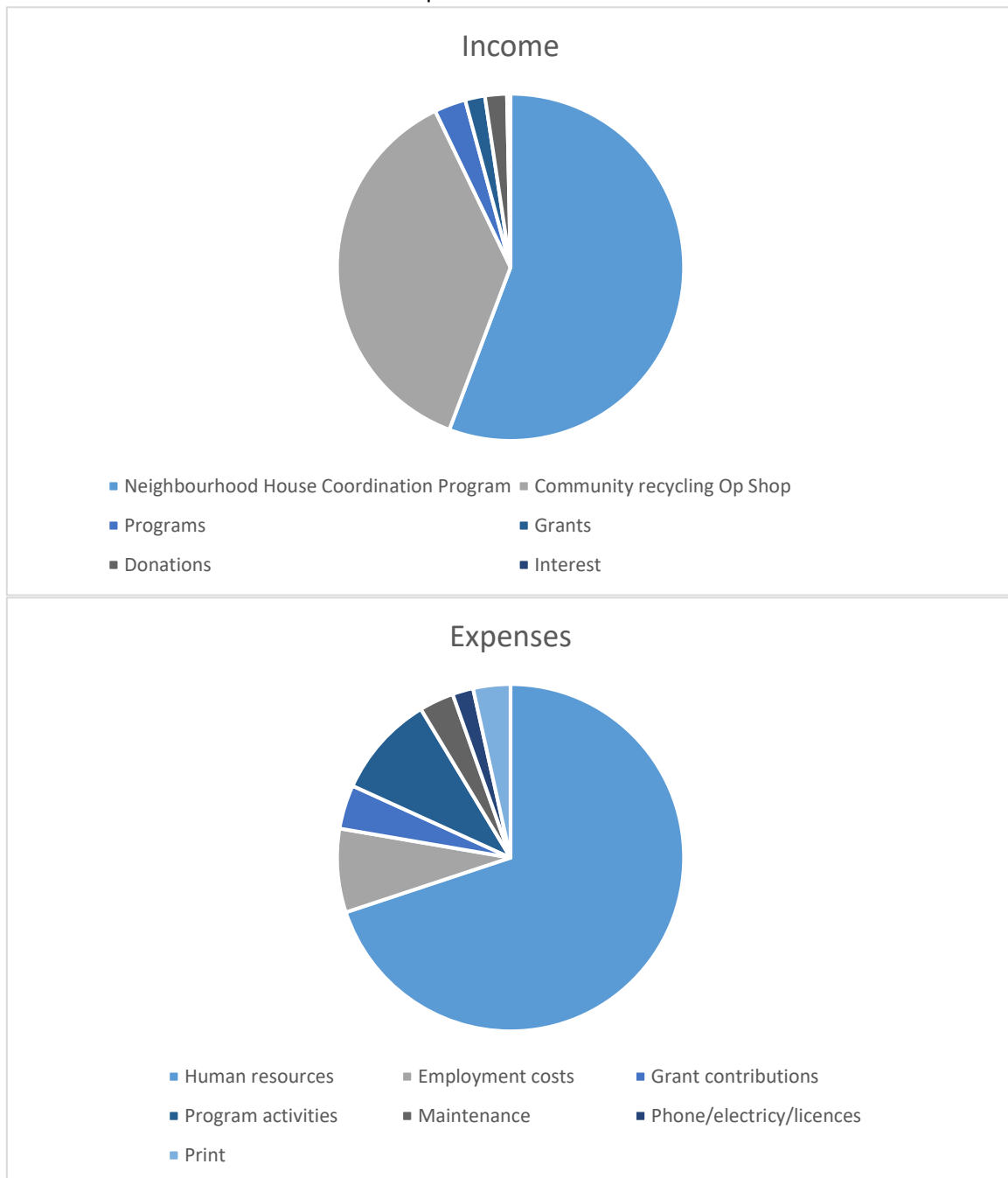
I would like to pay special respect and grateful thanks to the committee who have supported me; each person has made a valuable personal and collective contribution to our Centre. In particular, I would like to acknowledge the wonderful mentoring and support I have received both personally and professionally over the past 8 years from Helen Macrae who is resigning this year from the committee. A behind the scenes driver in our community, she has made a significant and enduring contributions not only to the Centre, but to the whole community: the founder of Matter of Fact newsletter, one of the forces behind the establishment of the Friends of Venus Bay Peninsular group, establishing the Centre as an incorporated body and championing the principles of social equity and inclusion, a strong policy maker and social change agent; her legacy will endure beyond her direct involvement in the Venus Bay Community Centre.



Finance Report

The audited finance statement for the year 2017 – 2018 are presented as an attachment to this report.

The Venus Bay Community Centre remains in a healthy financial position; most of our income is derived from our recurrent funding from Department of Health and Human Services (DHHS) through the Neighbourhood House Coordination Program (NHCP); this allows us to employ a Manager to coordinate the strategic work of the Centre. We are lucky to have an enduring fundraiser with our community recycling social enterprise; this year raising just over \$40,000. These funds allow us to provide programs, events and activities for our community, to maintain and invest in our building and grounds and to employ three part time staff members. We retain about \$20,000 in our investment account as both a safety net and to provide for future long service leave and entitlements. We fulfil and exceed all our reporting requirements. A snapshot of our finances are provided below.



President's Report

This is my 4th term as president of the Venus Bay Community Centre and I'm proud to present this report of our Committee's activities over past 12 months to September 2018.

VBCC Committee

It is our role to have a plan to ensure that VBCC builds a strong connected community – people connected with each other and with our special natural environment. The committee sets the boundaries and direction, and our fabulous energetic general manager Alyson Skinner brings it to life each day.

As always our committee meetings are interesting, collaborative, respectful and importantly fun. It is a privilege to have a voice in our local community and we all take pleasure in doing what we can to make our district a great place to be.

At **each meeting** our committee reviews

- The operation of the centre to ensure that VBCC effectively delivers on our policies.
- Fundamental elements of good governance i.e.
 - our **financial performance**. We check to ensure we are spending our money responsibly and in line with our plans and monthly budgets.
 - **minuting** every committee meeting.

It is these simple disciplines that differentiate us as a “professional” organisation.

I do want to take this opportunity to remind everyone of our 8 purposes that drive everything we do:

1. Build a stronger community in the district of Venus Bay, Tarwin Lower and Walkerville.

This is the central, fundamental reason for our existence. Our other seven purposes are the key ways in which we build a strong community.

- 2. Publish reliable and useful information for the community.**
- 3. Generate and support programs and activities for all age groups that connect people and expand their knowledge, imagination, curiosity, skills and experience.**
- 4. Offer services that meet expressed community needs.**
- 5. Strive towards a sustainable community through energy saving, recycling and local food production.**
- 6. Arrange, promote and engage in community discussions about matters that affect the future well-being of the district.**
- 7. Maintain and improve the building and grounds leased from South Gippsland Shire Council as safe places for the community.**
- 8. Partner with other organisations and agencies on initiatives designed to strengthen the community**

It has been steady as she goes on the strategic front over the last 12 months as we find our policies are standing us in good stead. A few call outs of committee activities this year are:

We worked collaboratively with council over some months to agree a new lease for our grounds and building, which means our place here in Venus Bay remains secure.

Our recycle shop continues to be popular and provides us an income which funds much of what we do, so this year we have agreed to employ a part time social enterprise co-ordinator who is improving the organisation and promotion of our recycle shop so that we can further grow this income to reinvest back into our Centre's activities.

We spent many days trying to create a plan to save the Tour de Tarwin festival, but with the demise of the Tour de Tarwin organising committee it was not to be. We did give much consideration to running the event ourselves, but cognisant of our existing work and obligations, the additional effort involved was too great for us to take on. We also publicly sought community members to lead the organising but no people came forth. Nevertheless, VBCC maintained an Easter presence with plenty of community activities and we hope that this grows into a new Easter festival.

We conducted an "Energy Audit" to ensure we understand our energy use and to ensure that we have selected the best energy retailer for our needs.

Finally, I want to express my ongoing delight in working with our committee and our wonderful and hardworking and collaborative general manager. Our committee is warm, courteous, respectful, social, hard working and professional. We are united by our commitment to our district and importantly we enjoy what we do here.

Goodbye Roger, Annette and Helen

I am so sad to say good bye to our friends and committee members, Roger and Annette Watkin, who've left Venus Bay to move closer to their grandchildren but I'm sure that they are enjoying every moment of that.

Helen Macrae also resigns this year. Helen deserves special mention because she has really been the backbone of the Centre. She was the driving force that has made the Centre the professional but warm and open and fun place that it now is. It is because of Helen that we have policies that govern everything we do and decide. This means that VBCC will be enduring and that's its committee of management and general manager will always stay focused on delivering against our purposes and be supported in doing so by our policies.

It has been a privilege to be the President of the Centre this year and I invite everyone who cares for our community to come to the Centre, chat with our staff and volunteers, participate in a program, or just browse our recycling outlet.

Debbie Kraushofer

VENUS BAY COMMUNITY CENTRE

**Financial Statements
For the year ended 30 June 2018**

Finance Consulting And Accounting

FCAA

10 Williams Street

Inverloch 3996

Phone: (03) 56742922 Fax: (03) 56742413

Email: queries@fcaa.com.au

VENUS BAY COMMUNITY CENTRE

Detailed Statement of Financial Performance For the year ended 30 June 2018

	2018 \$	2017 \$
Income		
Interest received	358.12	442.84
Op/Book Shop	40,205.53	31,190.15
Grants	60,391.34	57,206.33
Hall Hire		605.00
Membership Fees	30.00	120.00
Bald Hills Wind Farm	2,000.00	2,000.00
Broadband for Seniors		360.00
Cook N Book		95.80
Drama	934.00	1,155.00
Holiday Program	758.75	421.70
Native Nursey	940.60	1,965.80
User Groups	545.45	306.20
Donations	2,211.74	1,036.10
Photocopying/Internet	32.15	2,088.95
Total income	108,407.68	98,993.87
Expenses		
Accountancy	385.00	440.80
Administration assistant	6,866.05	4,160.00
Advertising and promotion	280.00	1,046.44
Bank Fees And Charges	94.35	479.83
Bookkeeping	6,614.78	5,747.50
Bus Expenses	1,753.65	1,702.14
Centre Supplies	1,271.79	1,110.07
Community events	2,520.96	1,060.10
Depreciation - other	1,718.00	1,410.00
Donations	30.00	519.75
Electricity	1,106.92	896.28
Garden expenses	229.00	437.24
Gas	735.94	858.24
SGSC Garden Community Grant		2,003.78
Volunteers Grant		4,008.05
Bald Hills Wind Farm	3,806.02	
Holiday program	4,596.69	3,001.80
Office supplies	310.56	441.63
Interest	788.72	213.01

The accompanying notes form part of these financial statements.

VENUS BAY COMMUNITY CENTRE

Detailed Statement of Financial Performance For the year ended 30 June 2018

	2018	2017
	\$	\$
IT Services	6,489.04	7,412.81
Licence Fees/memberships	613.10	805.01
P'ship/trust dist'n deductions	777.75	3,497.22
Photocopying	2,653.20	6,536.18
Postage & stationery	258.25	31.00
Rent on land & buildings		228.80
Repairs & maintenance	4,430.52	4,425.90
Replacements (tools, etc)	1,270.79	77.60
Salaries - ordinary	44,892.27	38,983.51
Op Shop expenses	224.62	
Staff training	1,252.38	2,706.49
Superannuation	5,435.85	4,562.76
Telephone	1,198.97	1,175.18
Travel, accom & conference		168.48
Workers comp	540.55	493.46
Total expenses	103,145.72	100,641.06
Net Profit from Ordinary Activities before income tax	<u>5,261.96</u>	<u>(1,647.19)</u>

The accompanying notes form part of these financial statements.

VENUS BAY COMMUNITY CENTRE

Detailed Statement of Financial Position as at 30 June 2018

	2018	2017
	\$	\$
Proprietors' Funds		
Retained Earnings/ Equity	82,532.02	84,179.21
Net profit / (loss)	5,261.96	(1,647.19)
Less:		
Total Proprietors' Funds	<u>87,793.98</u>	<u>82,532.02</u>
Represented by:		
Current Assets		
Cash Assets		
VBCC Trading	35,449.64	35,161.72
Native Plant Group Account	1,460.27	1,221.10
VBCC Investment Account	20,610.80	20,497.78
Tour De Tarwin		4,063.53
Seeding Account	1,911.80	1,901.31
Mastercard	503.04	453.68
Op Shop Float	150.00	150.00
Cash on hand	463.50	323.45
	<u>60,549.05</u>	<u>63,772.57</u>
Receivables		
Trade debtors	308.80	308.80
	<u>308.80</u>	<u>308.80</u>
Total Current Assets	<u>60,857.85</u>	<u>64,081.37</u>

The accompanying notes form part of these financial statements.

VENUS BAY COMMUNITY CENTRE

Detailed Statement of Financial Position as at 30 June 2018

	2018 \$	2017 \$
Non-Current Assets		
Property, Plant and Equipment		
Plant & equipment @ WDV	6,386.00	7,513.00
Furniture & Fixtures @ Cost	9,837.80	10,089.80
Shed @ WDV	13,216.00	13,555.00
	<u>29,439.80</u>	<u>31,157.80</u>
Total Non-Current Assets	<u>29,439.80</u>	<u>31,157.80</u>
Total Assets	<u>90,297.65</u>	<u>95,239.17</u>
Current Liabilities		
Financial Liabilities		
Unsecured:		
Tour De Tarwin Money owing		4,047.35
Secured:		
Bendigo Loan - Copier		8,958.59
Accrued Interest Copier Loan		(1,612.79)
		<u>11,393.15</u>
Current Tax Liabilities		
Super payable	683.67	
Amounts withheld from salary and wages	1,820.00	1,314.00
	<u>2,503.67</u>	<u>1,314.00</u>
Total Current Liabilities	<u>2,503.67</u>	<u>12,707.15</u>
Total Liabilities	<u>2,503.67</u>	<u>12,707.15</u>
Net Assets	<u>87,793.98</u>	<u>82,532.02</u>

The accompanying notes form part of these financial statements.

VENUS BAY COMMUNITY CENTRE

Depreciation Schedule for the year ended 30 June, 2018

	Total	Priv	OWDV	DISPOSAL		ADDITION		Value	T	DEPRECIATION		Priv	CWDV	PROFIT		LOSS	
				Date	Consid	Date	Cost			Rate	Deprec			Upto	+	Above	Total
FIXTURES & FITTINGS																	
FIXTURES & FITTINGS		0.00	10,090					10,090	D	2.50	252		9,838				
								10,090			252		9,838				
								Deduct Private Portion									
								Net Depreciation			252						
SHED																	
NEW SHED		0.00	13,555					13,555	D	2.50	339		13,216				
								13,555			339		13,216				
								Deduct Private Portion									
								Net Depreciation			339						
Plant & Equipment																	
Sharp MX3070N Copier	8,316.00	08/11/16	8,316	0.00	7,513			7,513	D	15.00	1,127		6,386				
								7,513			1,127		6,386				
								Deduct Private Portion									
								Net Depreciation			1,127						

The accompanying notes form part of these financial statements.

**VENUS BAY COMMUNITY CENTRE
NOTE 1 TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018**

1. Statement of Significant Accounting Policies

The Committee have prepared the financial statements on the basis that the Venus Bay Community Centre is a non-reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of members.

The financial statements have been prepared in accordance with the significant accounting policies, which the committee have determined are appropriate to meet the needs of members. Such accounting policies are consistent with the policies adopted in the previous period unless stated otherwise.

The financial statements have been prepared on an accrual basis. Using Historical cost accounting.

VENUS BAY COMMUNITY CENTRE

Auditor's Report

Scope

We have audited the financial report for the financial year ended 30 June 2018 of VENUS BAY COMMUNITY CENTRE who is responsible for the financial report. We have conducted an independent audit of the financial report in order to express an opinion on them to VENUS BAY COMMUNITY CENTRE.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with our understanding of the business's financial position, the results of its operations and its cash flows.

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

Audit opinion

In our opinion, the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements the financial position of VENUS BAY COMMUNITY CENTRE as at 30 June 2018, and the results of its operations for the year then ended.

Signed on : 7/9/18



Walter Taberner, CPA

FCAA

10 Williams Street, Inverloch