

Maybanke Association Inc

Operating As
Maybanke Accommodation & Crisis
Support Service

ANNUAL REPORT

Annual General Meeting

Wednesday 13th of October 2021

Supported by



**Queensland
Government**



Redland
CITY COUNCIL



Maybanke Association Inc.

Back in 1987, a group of dedicated and committed women began the Redlands Domestic Violence Action Group, later becoming Redlands Domestic Violence Association Incorporated.

In 2005, the name Maybanke Association Incorporated was adopted and takes its name from Maybanke Anderson. Born in 1845, Maybanke was once a household name and her achievements were remarkable; she owned and edited a newspaper; she campaigned tirelessly and successfully for the right of Australian women to vote; for fair property and divorce laws; for free kindergartens and children's playgrounds; for sex education and adult education. Maybanke epitomised the spirit of bold self-help that women needed to grasp the opportunities that were becoming available to them at the time.



The refuge known as MACSS, Maybanke Accommodation & Crisis Support Service, offers crisis accommodation for women with or without accompanying children escaping domestic and family violence. As well as accommodation, MACSS provides crisis support, transport, trauma support, financial counselling, information sessions, therapeutic programs and referrals to other relevant services. In 2009 the Queensland Government built a new refuge, which is operated by MACSS, and has provided a significant improvement in the quality of the accommodation provided by the service.

In 2019 they built a further 2 units which greatly increased the number of women and children that can be accommodated. Funds raised by the Redlands Foundation have been used to furnish the new units and refurbish the existing units.

In 2019 The Department of Child Safety, Youth and Women funded Maybanke for a much needed full time Child Support Worker. Children can now receive individualised support that develops resilience and builds a solid foundation for their future.

MISSION STATEMENT

To offer services within a feminist / social justice framework to women and their children who have experienced domestic violence, thereby empowering them to make informed decisions about their own lives.

OUR VISION

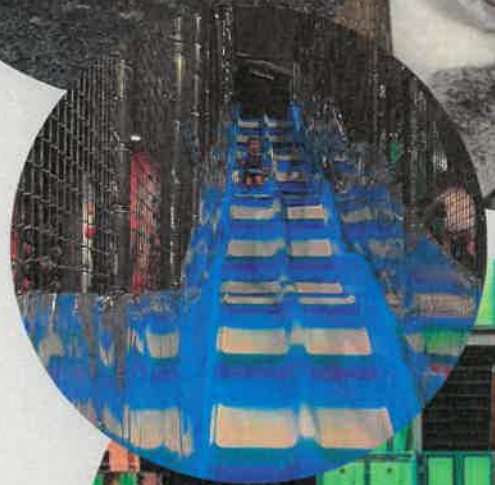
Providing excellence in accommodation and support services to women and children affected by domestic violence, thereby providing safety and empowering them to make informed decisions about their own lives.

What have the kids been doing?

The Children have been very lucky this year, with Maybanke completing their brand new playground. The kids enjoy interacting with each other and their mums in this new area. They spend lots of time on the equipment and playing games.

All of the Maybanke staff and families were able to go on a day trip to Australia Zoo. It was a brilliant day filled with lots of excitement and joy from both the children and the mothers.

During term two and three school holidays all the children came along to bounce where they spent hours jumping on the trampolines and playing dodgeball. The children also went bowling throughout these holidays and we finished the holidays off with a big day out at The Jungle Adventure Playground. There were endless options for the children to engage and play in - giant slides, climbing frames, parkour and an interactive soft foam ball bit.



Special Thank You

TO OUR MANY SPONSORS

QLD Department of Environment and Science

QLD Ambulance Services

Redlands RSL

Mother Duck Children & Childcare - Wynnum

The Christian Church - Carina

Zonta Club of Brisbane

Zonta Club of Wynnum/Redlands

Soroptimist International Bayside Inc

Councillor Tracey Huges

Zephyr Education Inc

Friends With Dignity

Quilters by the Sea

Quota Club of Brisbane Inc

Redlands Foundation

Diner En Rouge

Many Private Donors in the Redlands

Messages from past families

"You gave me hope and made me confident."

"Caring support during our worst times. Above and beyond."

"They helped me find housing and I am forever grateful."

"You helped me do what I should have done long ago. Now I am independent"

"I cannot believe the amount of support we got here at Maybanke."

"Maybanke gave me time to think. Time to rebuild myself"

MAYBANKE ASSOCIATION INC
Maybanke Accommodation & Crisis Support Service (MACSS)
PO Box 524
Capalaba Q4157

**NOTICE OF
ANNUAL GENERAL MEETING**

7pm Wednesday 13th October 2021

The Gallipoli Room, Redlands RSL, Cleveland

AGENDA

- Welcome and opening of meeting
- Apologies
- Minutes of previous AGM
- Matters arising from the minutes
- Reports
 - President's Report
 - Manager's Report
 - Financial Report
- Election of Office Bearers and appointment of Auditor
- Membership Fees increase (please see below)
- Any other business

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Motion to Increase Membership Fees

The fees for membership of Maybanke Association Inc have been at the current rate (\$11 adult, \$5.50 concession) for several years. The cost of managing membership and processing fees has increased over the years and therefore the Management Committee propose an increase in fees.

MOTION

The Maybanke Management Committee propose an increase in membership fees to commence 1st January 2022. The proposed new fees are:

Adult: \$15

Concession: \$10

Proposed by: Jacky Burkett

Seconded by: Ros Kinder

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At the conclusion of the formal meeting there will be a presentation by Maybanke staff highlighting their work with clients.

Light Refreshments will be served after the meeting.

MAYBANKE ASSOCIATION INC.
ANNUAL GENERAL MEETING
MINUTES OF MEETING HELD 17th OCTOBER 2020

Apologies: As per Register

President Rosemary Skelly extended an apology for her absence due to ill health

Attendance: As per Register

In the absence of President Rosemary, the Vice President Rob Long presided over the meeting.

Rob acknowledged the Quandamooka People, the traditional owners of the land, water and seas where we meet today and paid his respects to the Elders past, present and emerging.

Rob sent good wishes to Rosemary for a speedy recovery and he hoped she will return to good health soon.

Rob declared the meeting open at 7p.m.

Rob extended a welcome to Redland City Mayor, Karen Williams who has been a steadfast supporter of Maybanke for many years. He extended a welcomed to Councillor Paul Bishop along with our auditor Wally Kerr.

Rob welcomed all members and friends to the meeting including representatives from various organisations Soroptimist International Bayside, Quota Club of Brisbane, Zonta Club of Wynnum/Redlands and the Rotary Clubs of Wellington Point and Cleveland.

Rob expressed our thanks to the RSL Cleveland for generously donating the room for this meeting.

Reports

Minutes as tabled for the Annual General Meeting held on the 25th October 2019

It was moved by Suzie Gair and seconded by Roz Kinder

"That the minutes be accepted as a true record" Carried

The Presidents Report

Due to the absence of the President; Treasurer Jacky Burkett gave an overview of the highlights of the Presidents report and encouraged all to read the detailed interesting report covering all the accomplishments of Maybanke throughout the year.

It was moved by Suzie Gair and Seconded by Judith Trevan-Hawke

"That the Presidents report be accepted as a true record" Carried

Managers' Report:

Valda thanked everyone for attending tonight's event and stated it had been a very busy year with the two new buildings being completed and furnished beautifully through the generous donation from the Redland Foundation. There have been staff changes, audits, and finally the adoption of the rules and regulations relating to the COVID 19 Pandemic ensuring the staff and clients are safe and well protected.

Valda acknowledged the thirty-two years of service that Rosemary has given to Maybanke Assn. Inc. and wished her good health and happiness in her retirement.

The Managers' detailed report is tabled in the Annual Report.

The Managers' Report: Presented by Valda Carrington and accepted by acclamation.

Financial Report:

The Treasurer Jacky Burkett thanked the Management Committee and the staff for their support throughout the year. A special thanks going to Barb Long.

Auditors Report:

Auditor Wally Kerr stated that it had been a very different year and reported the organisation is in a very good shape and showing a surplus, this is due to receiving generous donations and grants throughout the year.

The complete Auditors report is tabled in the Annual Report

It was moved by Ros Kinder and seconded by Jacky Burkett

"That the Auditors report be accepted as a true report" Carried

Election of by Office Bearers:

Vice President Rob Long vacated the chair and requested Cr. Karen Williams, Mayor of Redland City to preside over the election of Office Bearers for the upcoming year.

President: **Jacky Burkett** was nominated for the position of President by Ros Kinder and seconded by Jenny Matulaitis.

Jacky accepted the nomination and was duly elected

Vice President: **Rob Long** was nominated for the position of Vice President by Jenny Matulaitis and seconded by Ros Kinder.

Rob accepted the nomination and Rob was duly elected.

Secretary: **Jenny Matulaitis** was nominated for the position of Secretary by Rob Long and Ros Kinder.

Jenny accepted the nomination and was duly elected.

Treasurer: **Ros Kinder** was nominated for the position of Treasurer by Jacky Burkett and seconded by Jenny Matulaitis.

Ros accepted the nomination and was duly elected.

Committee Member: **Suzanne Gair** was nominated for the position of Committee Member by Jenny Matulaitis and seconded by Rob Long.

Suzanne accepted the nomination and was duly elected

Judith Trevan-Hawke was nominated for the position of Committee Member by Jacky Burkett and seconded by Ros Kinder.

Judith accepted this nomination and was duly elected.

Jen McFarlane was nominated for the position of Committee Member by Jacky Burkett and seconded by Jenny Matulaitis.

Jen accepted the nomination and was duly elected.

Jenny Roppola was nominated for the position of Committee Member by Jacky Burkett and seconded by Jenny Matulaitis.

Jenny accepted the nomination and was duly elected.

Auditor: **Wally Kerr** was nominated for the position as Auditor by Rob Long and seconded by Suzie Gair.

Wally accepted the nomination with pleasure.

Address by Cr. Karen Williams, Mayor of Redland City:

Cr. Williams expressed her concern that Rosemary was unable to be at the AGM due to ill health and wished her a speedy recovery.

Cr. Williams honoured Rosemary's thirty-two years of service to Maybanke, how she worked tirelessly to raise awareness of DFV throughout the community and how she assisted in making Maybanke a high quality service and accommodation, where the survivors of DFV can feel safe and are encouraged to become empowered women, in order to achieve a better future for themselves and their children.

Cr. Williams expressed her congratulations to Rosemary, on her name being placed on the DFV Prevention Honour Roll also for being a finalist for the Alison Woolla Memorial Award 2020.

Cr. Williams spoke about the people she had been fortunate to work with, she acknowledged the Redland Foundation, the Diner en Rouge committee and other generous benefactors within the Redlands.

Incoming Presidents Address.

Jacky thanked the Management committee for electing her to the office of President and welcomed the new committee members.

Jacky spoke of Rosemary's contribution to the Organisation from 1987 when the Redland Domestic Violence Action Group was borne to the 1990s when the name changed to Maybanke Assn. Inc. through hard work and dedication over the years Maybanke has become a strength-based well-respected organisation.

Jacky congratulated Rosemary for her achievement of being placed on the DFV Prevention Honour Roll and being a finalist in the Alison Woolla Memorial Award.

Jacky stated she is looking forward to an interesting year.

Vice-Presidents Address.

Rob congratulated Jacky on her election as President and he thanked her for giving so much of her time and energy to Maybanke throughout the year. Rob stated not having Rosemary around will seem quite strange, but it is good to welcome our new members Judith and Jenny to our committee.

Rob stated he is sure Maybanke Association Inc. will go from strength to strength and will carry on Rosemary's legacy for many years to come

As there was no further business the President declare the Annual General Meeting was closed at 7.35p.m.

MAYBANKE ASSOCIATION INC

PRESIDENT'S ANNUAL REPORT

ANNUAL GENERAL MEETING WEDNESDAY 13th OCTOBER 2021

2020/2021 has been another busy year for Maybanke Association Inc for both the Management Committee and the staff.

In addition to dealing with the constantly changing conditions due to the COVID-19 pandemic the manager, Valda Carrington, and her staff have continued to provide high level services to women and children experiencing domestic violence seeking safe accommodation and support services. As well as the normal workload associated with the refuge the staff have overseen the upgrade to the BBQ area and complete renovation of the children's playground. This provides a safe, positive, environment for the children to play in and a space for the mothers to socialise and spend time with their children. This improvement to facilities has only been possible by the funding received from the Redland Foundation.

In my detailed report below, you will see that the Management Committee have also worked very hard this year. Rob Long has been a supportive Vice President and has continued to manage the important Risk Assessment process, Jenny Matulaitis has continued to efficiently undertake the role of Secretary. Jenny Matulaitis has also continued in the role of Staff Liaison Officer which has taken up many hours of her time and her contribution has been invaluable for both staff and Management Committee. In her role as Treasurer Ros Kinder has ensured that the Management Committee is fully briefed on financial matters, but it has been her work on the review of Policies and Procedures and Employment Contracts where her contribution has been most appreciated. Committee members Judith Trevan-Hawke and Jenny Roppola have provided assistance and helpful input throughout the year.

Jennifer McFarlane was re-appointed at the last AGM as a member of the Management Committee, and we were disappointed that she was unable to take up the appointment for this year due to a change in circumstances. The Management Committee were also sorry that Suzanne Gair, who has been a Management Committee member for several years, resigned during the year due to a change in her circumstances. We'd like to thank both Jennifer and Suzanne for their contribution to Maybanke over recent years.

Maybanke is fortunate that we have an excellent team of staff members led by the Manager Valda Carrington. They are a strong team who work well together and always work with the organisation's Strategic Plan in mind. They focus on Maybanke's Mission and work to empower the clients and their children.

There are many organisations and individuals who have supported Maybanke this year and I would like to thank them all. As stated earlier the playground renovation would not have happened without the funding from the Redland Foundation and we are enormously grateful to everyone involved in the fundraising program Diner en Rouge. Another important supporter is Zephyr Education Inc who supply the children accommodated at the refuge and those of our outreach clients with brand new school requirements from school uniforms through to stationery. We are grateful for their support which helps the children feel more comfortable starting a new school. I

would also like to acknowledge the Redlands RSL who have supported Maybanke by providing a meeting space for our monthly committee meetings.

This has been my first year as President and I would like to recognise the support given to me by the Management Committee, Valda and her staff and in particular the Executive team Rob, Jenny and Ros.

Maybanke is in a healthy financial situation due to the financial prudence and efforts of all involved and its reputation for providing high quality, empowering support services for women and children affected by domestic and family violence is continuing to grow. We look forward to the year ahead when, hopefully, we will see the back of the pandemic and the clients, and their children will have the opportunity to make the most of the upgraded facilities.

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MANAGEMENT COMMITTEE

The Management Committee have made certain changes to their meetings and procedures during the year. These include:

- Monthly meetings are now held at the Redlands RSL
- Maybanke specific email addresses have been introduced for Executive members
- Process PA Board management software has been introduced which provides easier and more secure access to documents

We are currently reviewing and updating the Management Committee Induction process and documents to ensure they align with the Australian Charities and Not for Profits Commission (ACNC) governance standards.

In addition, a bi-annual Maybanke newsletter has been introduced which gives us the opportunity to improve our connections with the community and supporters. Newsletters include: Maybanke news, positive case studies, details of upcoming events and acknowledgement of support.

QUEENSLAND STATE GOVERNMENT SERVICE AGREEMENT

Maybanke Association Inc receives ongoing support given by the Queensland State Government with funding provided for Maybanke Accommodation Crisis Support Service (MACSS). In March 2021 there was a change to Queensland Government departmental structure and The Department of Child Safety, Youth and Women (DCSYW) became the Department of Children, Youth Justice and Multicultural Affairs (DCYJMA). As a result, funding and contract responsibilities for domestic and family violence services were transitioned to the Department of Justice and Attorney General (DJAG).

The current Service Agreement is for a period of five years and will conclude in 2023. The Performance Review results for 2020/2021 were:

	Target	Achieved	Percentage
Places (Bed nights)	3279	3251	99%
Users	89	113	127%

Earlier this year the online reporting process to State Government was moved from OASIS to P2i. Procure to Invest (P2i) provides the Queensland Government and funded organisations with a complete procurement and contract management solution including request for quote, supplier evaluation, contract setup, contract management, performance reporting and payments. Training for this change was undertaken by staff and Management Committee members.

In April 2021 a Human Services Quality Standards Maintenance Audit was undertaken. No nonconformities were identified at the audit. The audit summary made two observations, the first in relation to the current updating of policies and procedures project and the second regarding the process of transferring Management Committee members Blue Cards from 'V' to 'P' which was in process at the time of the audit.

The fact that there were no nonconformities identified and that the nonconformities from the previous audit have been resolved demonstrate that the staff and Management Committee work together to ensure continual compliance with customer, statutory and regulatory requirements. In the Executive Summary of the audit, it was noted that the Maybanke clients interviewed confirmed their high level of satisfaction with Maybanke services, and how Maybanke staff have responded to their needs.

EFFECTIVE GOVERNANCE

The Effective Governance Section of the Policy Procedures Manual is an essential document in guiding the maintenance of quality assurance, good practice, and continuous improvement. The manual also assists the Committee of Management in understanding its legal responsibilities, roles, and functions in terms of the following:

STRATEGIC MANAGEMENT:

A Strategic Plan was put in place for the period 2020-2022 and monitoring the outcomes take place via an Action Plan which is reviewed on a three-monthly basis. Basically, apart from the usual practices that take place in a women's refuge, the actions are:

- Access to more counselling for children
- Child Support Worker to obtain training in play therapy and possible access to music therapy
- Education for at-risk children
- Resources for no-income clients
- Engaging the services of a Migration Agent when required
- Employment of an Outreach Worker for the Bay Islands who will monitor housing issues
- Develop relationships with supportive businesses and other organisations
- Increase community awareness of domestic violence, utilising a newsletter and other means
- Establish partnerships with NDIS and other relevant agencies in the disability sector
- Maintain effective administrative systems processes and equipment, particularly with Internet Technology systems.

POLICY & PROCEDURES DEVELOPMENT

This aspect of the service is monitored on a regular basis by the Manager. A project to review and update the Operational Policy & Procedures Manual is currently taking place led by Committee Member, Ros Kinder.

STAFF CONTRACTS

Earlier in 2021 the Management Committee planned to introduce individual Employment Contracts for all staff. As part of this process the Enterprise Agreement needed to be terminated. These changes were undertaken in line with procedures including full consultation with staff. An application was made to the Fair Work Commission in relation to this matter and approval received. This project was led by Ros Kinder, and the Management Committee would like to acknowledge her assistance.

STAFF PERFORMANCE APPRAISALS

These have all been completed and some of the Manager's stated goals for the year are:

- Continue networking and building up secure relationships with others in like sectors
- Continue to encourage women who come through Maybanke to upskill and return to the workforce
- Continue to raise awareness of Domestic Violence by being involved in community events
- Oversee the upgrade of the children's playground
- Work to source suitable housing for clients who are ready to leave Maybanke and start the next stage of their lives
- Continue to work with children at the refuge to give them an understanding that it is not normal to live in fear and empowering clients to be strong and leave Maybanke with the confidence that they need to be back into mainstream living.

The Performance Indicator items were:

- Number of women furthering their education to enable them to re-enter the workforce
- Number of women who have been successful in obtaining employment
- Number of women who choose to return home to where the perpetrator lives
- Number of women who better understand the cycle of violence
- Number of children whose level of engagement has improved.

PERFORMANCE MANAGEMENT & QUALITY IMPROVEMENT

The Management Committee is required to undertake an annual self-assessment exercise to gauge the extent to which the members have upheld the principles of good governance. This shows that they have a good understanding of their responsibilities in all areas of our operations, which includes Mission, Policy & Planning, Organisational and Industry Knowledge, Marketing and Fundraising, Financial and Risk Management. This process also highlights areas where Management Committee members would like to improve their skills and so influences the training undertaken on a regular basis at Management Committee meetings. The training this year has included: P2i, Department of Justice and Attorney General, and Process PA.

RISK MANAGEMENT

Vice President Rob Long has the ongoing responsibility of ensuring that risk assessment is undertaken as the need arises following the steps outlined in our guidelines. This year as part of this process the Management Committee approved a modified risk assessment template. This included reviewing all our Risk Assessments at least once annually. This year the Management Committee carried out a review of the following:

Business Continuity	Committee Responsibilities
Committee Responsibilities	Covid-19 Safety Plan
Critical Incidents	Disaster Management Plan
Membership and Committee Recruitment	Misconduct
Occupational Health and Safety	Office Security
Risk Assessment Plan	Service Takeover
Staff Retention	Transition Property Security

The Covid-19 Safety Plan is reviewed monthly.

STAFF LIAISON OFFICER

Jenny Matulaitis was re-appointed to this position for 2021 following an annual review which highlighted Jenny's contribution. Jenny has substantial relevant experience for the role through her previous employment as a Manager within the Custodial Correctional Service. As part of her role Jenny has assisted with the annual Performance Appraisal for the Manager in addition Jenny regularly attends the refuge and is available to all staff for consultation if required.

CODE OF CONDUCT

Members of the Management Committee are expected to abide by the Code of Conduct during their term of office, and members are aware of the policies around managing financial delegation and internal controls that guide protection of departmental funding.

FINANCIAL SUSTAINABILITY

To ensure the organisation is financially sustainable, we continue to adopt a prudent practice of expenditure with the result that the organisation is in a healthy financial position. We are grateful that we continue to receive donations from the community. The funds received from the Redland Foundation have been incredibly valuable and enabled Maybanke to improve the facilities for the clients. Since the end of the financial year the new playground has been finished, fully funded through the Redland Foundation monies. We would like to thank all organisations and individuals who have donated this year. We also acknowledge the important work carried out by Friends with Dignity in furnishing the rental properties where women and children begin their new lives free from violence when they move on from the refuge.

During the 2020/2021 financial year to assist with additional costs incurred due to the pandemic we received one-off payments from the Queensland State Government, and refund of taxes from the Australian Tax Office. These funds were used to help with rental assistance to enable women to

transition to longer term accommodation, essentials for families, supplies for children including home schooling, and other client related costs.

- Department of Child Safety, Youth & Women - Queensland \$12,757
- Australian Taxation Office \$24,573

As reported in previous years, Maybanke transferred \$100,000 from the main account to a separate long-term deposit account. These funds represent the money Maybanke Association Inc saved from fundraising carried out by volunteers during the early history of the organisation going back over 25 years, together with the small profit received from the sale of a private property owned by Maybanke in more recent times. This money continues to be retained as a back-up for any financial issues that may arise in the future.

Jacky Burkett AGIA ACG BA JP (Qual)
President

Managers' Report AGM 2021 – Valda Carrington

This year seems to have gone by so fast with another up and down year of COVID. However, we have come through safely with another positive year and some excellent outcomes. The staff at Maybanke are committed to delivering client focused, strength based, and a continual improvement process despite the lockdowns. Maybanke staff are skilled and dedicated and the team has been flexible and able to pivot service provision practices quickly to respond to rapidly changing circumstances during COVID.

Jacky who is the new president for Maybanke has filled the roll after Rosemary, who resigned after 30 plus years. We have new members who have come on board and shared their skills with other committee members. I would like to thank each one of them for the exceptional work they do for Maybanke and the support they give to all staff.

The biggest achievement this year was the new playground being built which has been such a success. It is wonderful watching and hearing the laughter of the children enjoying the playground and the mums relaxing while their children play. We are grateful to the Mayor Karen Williams through her Dinner en Rouge and the Redlands Foundation for making this possible. The new playground will be a great place enjoyed by women and their accompanying children for many years to come.

The Children along with their mums enjoyed a day out at Australia Zoo. This was made possible through our partnership with The Department Environment and Science, who have fundraising events to support Maybanke. The funds we receive go to outings for the children during the school holidays.

The support Maybanke receives from the Redland Community is invaluable. Without the support of the community, we could not offer our clients the extras that turn their units into homes. We like to make the units as welcoming as possible filling them with toys and books for the children and ornaments and other donated goods to make it feel welcoming.

It has been a slow year for movement of families. Housing being the major problem as the waiting list for Department of Housing is extremely long and private rental is not affordable for most of our clients. We have continued with our education program, getting the women involved in study which is popular and gives the woman something to focus on rather than dwell on the past. It also leads to an income which builds on self-esteem and independence allowing them the capacity to afford a private rental.

There are many services we work with, and I would like to acknowledge the collaborative working relationship we have with all these services. Having the support of collective services working together makes for good outcomes for the clients. This is the aim of Maybanke to ensure positive outcomes for clients.

We have had women from many different cultures with or without children with various challenges over the past twelve months. We have faced the challenges together and have had wonderful outcomes with some needing their visa status sorted, to be able to go on and study, some completing their studies and others gaining employment. Our aim is to respect each individual story of the women we work with and to see them leave with the confidence to keep moving on and not look back.

A big thank you to my staff who are all dedicated to their roles of working with women and children escaping domestic violence and work with a passion that is shown through the appreciation of the women and children they support. Each staff member contributes in their various ways to make sure all who come through Maybanke receive the respect and support that they deserve.

2021 ANNUAL TREASURER'S REPORT

It is my pleasure to present to you the Maybanke Association Incorporated Audited Financial Statements for the year ended 30 June 2021.

Our annual financial position has not been impacted by the difficulties of the past twelve months because of COVID-19 but rather highlights our good financial management over the period resulting in an increase in our asset base by some \$15000. Our Manager and staff must be congratulated for containing expenses according to our budget. During the year Maybanke received additional funding from the Department of Child Safety, Youth and Women because of COVID 19 and the Association received relief from PAYG Tax from the ATO. This additional funding was welcome and contributed to our bottom line however as in previous years a cautious approach was also taken to expenditure.

The Committee of Management in consultation with the staff approves an annual budget and regularly monitors income and expenditure compared to the approved budget. Major expenses in the 2020-2021 financial year included a major upgrade of technology. Our modern IT system is now fully integrated to make life much easier for our staff and admin. There was a significant increase in electricity charges last financial year however it is anticipated that with the installation of the solar panels this will reduce in the coming year. Another major expenditure was the creation of a new play ground area for the children. This has been well received and is well used by the children and their mothers. The playground was funded using funds remaining from the substantial donation received from the Redland Foundation in 2018-2019. There remains a small balance in this account and it is planned to further enhance the play area and grounds during the 2021-2022 year using these funds.

I would like to place on record my sincere thanks to our Admin Officer and Bookkeeper Barbara Long for her advice and for the efficient manner in which she manages and reports monthly on the Association's finances. My thanks also to our Manager Valda Carrington and our support workers for their support. I must also mention our President and members of the Management Committee for their support and patience with me as I took on this role. Lastly I must thank our Auditor Wally Kerr for his advice during the year and for his work in preparing our Audited Financial Statements.

As I said at the beginning Maybanke Association has carefully managed its expenditure during the year resulting in a strong financial position to face the challenges which no doubt will come during 2021-2022.

Ros Kinder
Treasurer 2020-2021

WALTER J KERR

INDEPENDENT AUDITORS REPORT

I have audited the attached special purpose financial report, comprising the Balance Sheet as at 30 June 2021 and the Income and Expenditure Statement of Maybanke Association Incorporated for the year ending 30 June 2021. The Committee is responsible for the preparation and presentation of the financial statements and the information contained therein. I have conducted an independent audit of the financial report in order to express an opinion on it to the members.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. My procedures included examination on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, 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 statements are presented fairly in accordance with the accrual basis of accounting.

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

Audit Opinion

In my opinion, the financial statements present fairly the financial position of Maybanke Association Incorporated as at 30 June 2021 and the results of its operations for the year then ended.

Date : 24th August 2021

Address : 81 Pioneer Rd Sheldon Qld 4157

Signature



Walter J Kerr
Fellow Institute of Public Accountants (FIPA)
Approved Auditor

Maybanke Association Inc.
Notes to and forming part of the Financial Statements
For the year ended 30 June 2021

Note 1: Statement of Accounting Policies

These financial statements are a special purpose report prepared in order to provide accounts which satisfy the requirements of the Associations Incorporation Act 1981 as amended. The Committee has determined that the Association is not a reporting entity as defined in Statement of Accounting Concepts 1 'Definition of Reporting Entity' and therefore, there is no requirement to apply accounting standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) in the preparation and presentation of these statements. Accordingly none have been adopted.

The financial statements are prepared on an accrual basis, whereby income is brought to account when it is earned.

The financial statements are based on historical costs and do not take into account changing money values.

The accounting policies have been consistently applied, unless otherwise stated. The following is a summary of the significant accounting policies adopted by the Association in preparation of the financial statements.

Depreciation

The depreciable amount of all plant and equipment is depreciated over its useful life commencing from the time the asset is first held ready for use based upon amounts furnished in the comparative information.

Note 2: Treatment of Redland Foundation Donation

In the years 2018/19 and 2019/20 \$250,000 was donated by the Redlands Foundation. At the end of June 2021 \$98,226 was unexpended. It is expected that this will be fully expended by the end of 2022.

Note 3: Treatment of Covid 19 Grant

During the last year an additional \$12,757 was granted by the Queensland Department of Child Safety, Youth and Women. At 30th June 2021 \$4,443 was unexpended as is shown as a liability.

Note 4: Treatment of ATO Cash Flow Boost

The Australian Taxation Office, during the year provided relief from PAYG Taxation to cover Covid 19 expenses, the amount of \$24,573 is shown as income in the Statement of Income and Expenditure.

Maybanke Association Incorporated
Statement of Financial Position as at 30 June 2021

	2021	2020
	\$	\$
Current Assets		
Cash Assets		
Main Cheque Account	5,443	14,472
ER Cheque Account	5,271	2,604
Gift Fund Account	27,181	27,514
Office Petty Cash	240	1,149
ER Petty Cash	365	550
Visa Debit Card	637	1,635
Premier Investment	102,323	101,685
Web Savings Account	441,693	397,320
	<u>583,153</u>	<u>546,929</u>
 Total Current Assets	 <u>583,153</u>	 <u>546,929</u>
 Non Current Assets		
Property, Plant and Equipment		
 Plant & Equipment	 53,259	 53,259
Less Accumulated Depreciation	(48,069)	(43,675)
Motor Vehicles @cost	44,583	61,363
Less Accumulated Depreciation	(7,217)	(7,218)
	<u>42,556</u>	<u>63,729</u>
 Total Non Current Assets	 <u>42,556</u>	 <u>63,729</u>
 Total Assets	 <u>625,709</u>	 <u>610,658</u>

Maybanke Association Incorporated
Statement of Financial Position as at 30 June 2021

	2021	2020
	\$	\$
Current Liabilities		
Financial Liabilities		
Unexpended Redlands Foundation	Note 2 98,226	132,234
Superannuation Payable	1,458	4,080
Accrued Expenses	14,811	12,657
Unexpended Covid 19 Grant	Note 3 4,443	14,091
	<u>118,938</u>	<u>163,062</u>
Current Tax Liabilities		
Gst Payable	8,820	2,144
Amounts withheld from Salary and Wages	7,844	-
	<u>16,664</u>	<u>2,144</u>
Provisions		
Provision for Annual Leave	79,450	56,597
Provision for Long Service Leave	36,740	29,746
Provision for Sick & Special Leave	8,475	8,475
Provision For Future Maintenance	10,000	10,000
	<u>134,665</u>	<u>104,818</u>
Total Current Liabilities	<u>270,267</u>	<u>270,024</u>
Non Current Liabilities		
Financial Liabilities		
Secured Bank Loan	-	-
Total Non Current Liabilities	<u>-</u>	<u>-</u>
Total Liabilities	<u>270,267</u>	<u>270,024</u>
Net Assets	<u>355,442</u>	<u>340,634</u>
Members Funds		
Accumulated Surplus from prior year	340,634	319,638
Plus Current Year Surplus (Deficit)	14,808	20,996
Members Funds	<u>355,442</u>	<u>340,634</u>

Maybanke Association Incorporated
Income and Expenditure Statement
For 12 Months ended 30 June 2021

	2021	2020
	\$	\$
Income		
State Government Funding		
State Operations Recurrent Grant SAAP+ER	548476	497560
Grants (State) Op Non - Recurring	12757	25514
Grants Other	0	0
Other Income		
Redlands Foundation	34008	99912
Administration Fees	0	0
Community Organisation Grants& Contributions	0	0
Interest received	1664	3742
Donations received	3999	6495
Donations use of Redlands RSL Meeting Room	1050	0
Accommodation Charges	61653	48652
Membership Fees	90	80
Rental Income	0	0
Lease Income	19200	19200
Rebates & Refunds	0	0
ATO Prior Years Adjustment	0	2647
ATO Cash Flow Boost	24573	40961
Total Income	<u>707470</u>	<u>744763</u>
Expenditure		
Accountancy	1900	0
Advertising & Promotion	0	0
Audit Fees	3000	2000
Asset Purchases Less than \$5000	0	0
Bank Fees and Charges	0	0
Auspicing Fees	0	0
Business Planning/Mancom Trining	4623	9805
Client expenses	13220	26170
Cleaning/rubbish removal	80	758
Computer expenses	17520	3654
COVID - 19	22405	11423
Meeting Expenses	2811	748
Depreciation Other	4394	6891
Electricity	14392	8093
Equipment Hire and Lease	0	0
Fees and charges	1752	161
Filing Fees	57	57
Insurance	7784	5109
Insurance - Workcover	6204	5812
Qleave LSL Levy	2629	0
Journals & reference material	0	242
M/V car - Depreciation	16780	16780
M/V car - Fuel & oil	2926	2973
M/V car - Lease	19200	19200
M/V car - Rego/ Insurance	5725	5249
M/V car - Repairs/tolls + Fees	1338	1847
Postage	124	729

**Maybanke Association Incorporated
Income and Expenditure Statement
For 12 Months ended 30 June 2021**

	2021		2020
	\$		\$
Printing, Stationary & office supplies	2949		2146
Rent on Land & Buildings	3082		3280
Repairs & maintenance	4488		4949
Security	3666		2310
Staff amenities & meetings	1110		1390
Staff training	2040		1496
Subscriptions	0		1055
Sundry	414		227
Superannuation	38500		37807
Telephone	14577		14724
Tenancy & Property supplies	5041		4135
Travel, accom & conference	0		117
Wages	380346		382416
Salaries on Call Allowance	9572		9734
Annual Leave provision movement	22853		2761
Long Service Leave provision movement	6994		-4091
Employee Support and Supervision	1544		1871
Management Fees	105		0
Refund Rent Overpaid	130		565
Rates & Taxes	22027		15171
Unexpended Covid 19 Grant	-9648	Note 3	14091
Redlands Foundation Expenses	34008	Note 2	99912
Total expenditure	<u>692662</u>		<u>723767</u>
Excess (Deficit) of Expenditure over Income	<u>14808</u>		<u>20996</u>
Opening retained profits	340634		319638
Plus Excess (Deficit) of Income over Expenditure	14808		20996
Closing Retained Profit	<u>355442</u>		<u>340634</u>