



Portarlington
NEIGHBOURHOOD HOUSE

2016

Annual Report

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PORTARLINGTON NEIGHBOURHOOD HOUSE INC.

ANNUAL GENERAL MEETING

Saturday, 1 October 2016, 9.00am.
Portarlington Neighbourhood House
28 Brown Street. Portarlington

AGENDA

1. Welcome
2. Attendance
3. Apologies

4. Approval of Minutes of the previous AGM (03/10/15)

5. Business arising from the Minutes

6. President's Report

7. Treasurer's Report

8. No. of ordinary members of committee to be elected for next year.

9. Appointment of Auditor for 2016/17 (If Applicable)

ELECTION OF OFFICE BEARERS AND COMMITTEE MEMBERS:

President

Vice President

Secretary (Public Officer)

Treasurer

Assistant Treasurer

Committee Members

Other Business –

Close of Meeting

PORTARLINGTON NEIGHBOURHOOD HOUSE INC

MINUTES OF ANNUAL GENERAL MEETING

Date: Saturday October 3, 2015

Venue: Portarlington Neighbourhood House
28 Brown Street, Portarlington Vic 3223

Chairperson: Sue Wilson

Minute Taker: Pam Hateley

The meeting opened at 9:40 AM. Sue Wilson welcomed those present.

Present: Sue Wilson, Gemma Tobschall ,Pam Hateley, Jude Oakley, Marg Jucker, Alan Edlin, Lorraine Stokes, Jenny Macaulay, Jennifer Thomas-Bell, Rod Needham

Apologies: - Tony Meagher, Ruth Wachtel, Robyn Hope, Fred Wachtel

All present received a copy of the previous AGM minutes and current President's and Treasurer's Reports.

Motion: *That the minutes of the 2014 AGM be received.*

Moved: Jenny Macaulay **Seconded:** Gemma Tobschall **Carried**

Business arising from the minutes: None

President's Report: Presented and read by Sue Wilson.

Motion: *That the President's report be received*

Moved: Rod Needham **Seconded:** Lorraine Stokes. **Carried**

Treasurer's Report: Presented and read by Jude Oakley.

Motion: *That the Treasurer's report be received.*

Moved: Jude Oakley **Seconded:** Alan Edlin **Carried**

Auditor for 2015/2016: Not required but an Auditor could be appointed if the CoM decide this is necessary at some later date.

Moved :- Jenny Macaulay **Seconded :** Gemma Tobschall **Carried**

ELECTION OF OFFICE BEARERS AND COMMITTEE MEMBERS:

Sue thanked the outgoing committee then appointed Rod Needham to take the Chair to announce the following Office Bearers and Committee Members. No election was required as there were no nominations over and above the committee's capacity. The resolution had been carried unanimously to appoint all nominees for the ordinary members of the Committee which was 8 in total (this included the position of Assistant Treasurer)

President: Sue Wilson Nom: Hetty Anbeek Sec: Gemma Tobschall

Vice-President: Gemma Tobschall Nom: Pam Shay Sec: Sue Wilson

Secretary /Public Officer: Pam Hateley Nom: Sue Wilson Sec: Jenny Macaulay

Treasurer: Judith (Jude)Oakley Nom: Sue Wilson Sec: Lorraine Andrew

Assistant Treasurer : Marg Jucker Nom: Jude Oakley Sec: Julie Hyslop

Committee: (7)

Jenny Macaulay Nom: Sue Wilson Sec: Pam Hateley

Alan Edlin Nom: Hetty Anbeek Sec: Gemma Tobschall

Ruth Wachtel Nom: Jenny Macaulay Sec: Julie Hyslop

Robyn Hope Nom: Jenny Macaulay Sec: Pam Hateley

Lorraine Stokes Nom: Jenny Macaulay Sec: Hetty Anbeek

Fred Wachtel Nom: Jenny Macaulay Sec: Julie Hyslop

Jennifer Thomas-Bell Nom: Gemma Tobschall Sec: Lorraine Andrew

Sue Wilson resumed the Chair and welcomed the new committee members of the Portarlington House and thanked Rod Needham for his assistance.

Other Business:

General comment:

Gemma Tobschall thanked Sue and Julie (Co-Coordinator) for all their hard work and dedication to Portarlington Neighbourhood House.

Future Committee of Management meetings to be held on the third Wednesday of the month at 3.30 pm.

Meeting Closed: 10.30 am.

**PORTARLINGTON NEIGHBOURHOOD HOUSE INC.
COMMITTEE OF MANAGEMENT
PRESIDENT'S REPORT
October 1, 2016**

I am honoured to present the 2016 President's Report.

Under the direction of a wonderfully hardworking Committee of Management and Coordinator the Portarlington Neighbourhood House has once again surpassed the Vision and Mission Statement expectations for 2015/16.

Membership continues to remain in the mid 500's but member numbers attending many of our classes and events has increased.

New programs added this year include Pilates, Armchair Travel, Walking Group, Community Sing-a-long, Guitar, Open Air Painting, Bead and Pendant Design, Storytime, Mindfulness and Meditation. Ageless Grace and Zumba. A diverse range of talks and events included Pie in July, Can Film Festival, Radio Days, Melbourne Cup Day, and Local Stories of Migration.

Our Community Development Project, which in part is funded by CoGG, was once again a Calendar of Culture, Art and Entertainment. This CoGG funding enables the Portarlington Neighbourhood House to provide free, subsidised or low cost events to the community. Because of costs or lack of available transport these events and trips would not otherwise be accessible to many in the community. Some of the programs presented this year were the Savoy Opera's Yeomen of the Guard, the Navy Band Concert, Free Friday Movies and Lunch, Free Children's Holiday programs including movies, popcorn and activities; Christmas concert and community celebration party. Bus trips to exhibitions included Archibald Prize; Miss Fisher Costume Exhibition; Dressmaker Exhibition.

We again staged a Makers Market to highlight the amazing art, craft and hobby work of our talented community on the Bellarine.

An important contribution to the community from the neighbourhood house is the gift of opportunity –

Portarlington has long been recognised as a disadvantaged area with a low average income per household and poor public transport access. Until the neighbourhood house opened it was impossible for many in the community to ever access classes and events that were only available some distance away and at considerable cost. The Portarlington Neighbourhood House, in providing low cost, no cost or subsidised classes and events has given the community an opportunity once denied them. The opportunity to learn and participate in a friendly, welcoming and non-judgemental environment also provides the opportunity to establish friendships (which many newcomers to our town noted was hard to do until they attended our neighbourhood house). The free children's holiday programs we offer provide some families the only opportunity available to them for children's entertainment which otherwise would be cost prohibitive. These opportunities provided by our neighbourhood house have opened the world to many in our community, from infants to those in their 90's, who have all embraced an opportunity that 7 years ago was not available to them.

Approximately 400 people access the neighbourhood classes and events in an average week. There are 230 activity hours programmed per week (under our funding agreement we are obligated to provide only 40) and the building is in use 52 hours per week. The coordination and organizing, planning and running this huge program is all thanks to Julie (our coordinator), the Committee of Management and all our volunteer tutors and office staff. With this team of 1 paid part-time employee and the volunteers the fact that we are able to operate on the scale of a small school, but without the big budget and facilities, is a remarkable feat. Thank you all for this amazing contribution.

We must once again thank our sponsors and community for their continued support –
CoGG Community Development Fund – helps fund our Calendar of Arts, Culture and Events
DHS – provides the majority of our Coordinator’s funded hours
Portarlington Golf Club Ladies Day – Their donation of \$2,000 is earmarked for an exciting community arts project still in the planning.
Bendigo Bank – the grant for \$3,684.50 purchased a portable audio loop which has enabled class participants with hearing difficulties to now hear the tutor and feel included.
CoGG Senior’s Grant – this grant was for the production and presentation of Radio Days, where we stepped back in time to be entertained with the nostalgic songs and jingles of the era whilst savouring vegemite sandwiches, aeroplane jelly etc.
Anonymous – this very generous donation contributed to the greatly successful community Christmas celebration.
CoGG Children’s Week – purchased large picture books for storytime.
Port Film Society – yearly donation
Bellarine Community Health and Church by the Bay – provide free use of their kitchens for our community cooking classes.
The Portarlington Neighbourhood House is able to support other community groups by providing free use of our hall for community meetings and events.

The continued support from the City of Greater Geelong, Department of Human Services, the Barwon Network of Neighbourhood Houses and Learning Centres and the Hon. Lisa Neville is much appreciated and thank you all.

May our future be as remarkable as the past 7 years and continue to bring enrichment and friendship to the Portarlington community.

Sue Wilson

President

Portarlington Neighbourhood House Committee of Management

THE TREASURER'S REPORT

I hereby table the audited Financial Statement of Portarlinton Neighbourhood House for the Financial Year 2015/2016.

The following is a brief outline of the contents – the full Financial Statement is available for perusal at the end of the meeting.

Our income for the last 12 months was \$128073 which was up \$8010 from last Financial Year, from that we deduct Cost of Sales of \$4693 leaving a total income balance of \$123380.

Our expenditure for the last 12 months was \$102134 which was up \$12867 from last Financial Year which leaves us with a surplus of \$21246.

We have Assets of \$130766, Liabilities of \$6126 which leaves us with a Total Equity of \$124640.