



Port Fairy Community House

Annual Report 2018 – 2019



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About Port Fairy Community House

The Port Fairy Community House (PFCH) is in its 29th year of operation. The House receives funding from the Department of Health and Human Services (DHHS), the Department of Education and Training (DET) and the Adult Council for Education (ACFE). Additional funding is raised by the Community Market, a social enterprise operated by PFCH, which allows the organisation to re-invest funds back into its program and services. A voluntary Committee of Management sets the strategic direction of the PFCH and is accountable for its operations. A team of part-time employees is responsible for program development and implementation.

Mission

Our mission is to provide inclusive social, cultural, environmental and educational experiences for our community.

The Neighbourhood House Community Development model

In order to meet our local community needs and Organisational goals we aim to:

1. Involve the community and encourage participation and inclusion, valuing diversity and difference at all levels of Neighbourhood House operation.
2. Identify community needs and aspirations.
3. Determine appropriate programs, activities and services in response to community needs, ensuring that diversity and difference are valued.
4. Partner with community organisations, businesses, government and philanthropic organisations to secure appropriate funding and support.
5. Deliver quality programs, activities and services.
6. Evaluate the effectiveness of all aspects of Neighbourhood House operations, including programs, practice and governance.

Committee of Management Members

Chairperson	Pam Grendon
Deputy Chair	Jo Levey
Treasurer	Tony Hutchinson
Secretary	Mary Kerr

Ordinary Members

Carole Howlett	Kate Donelan
Maureen Joyce	Maggie Currie
Morgan McAlinden	

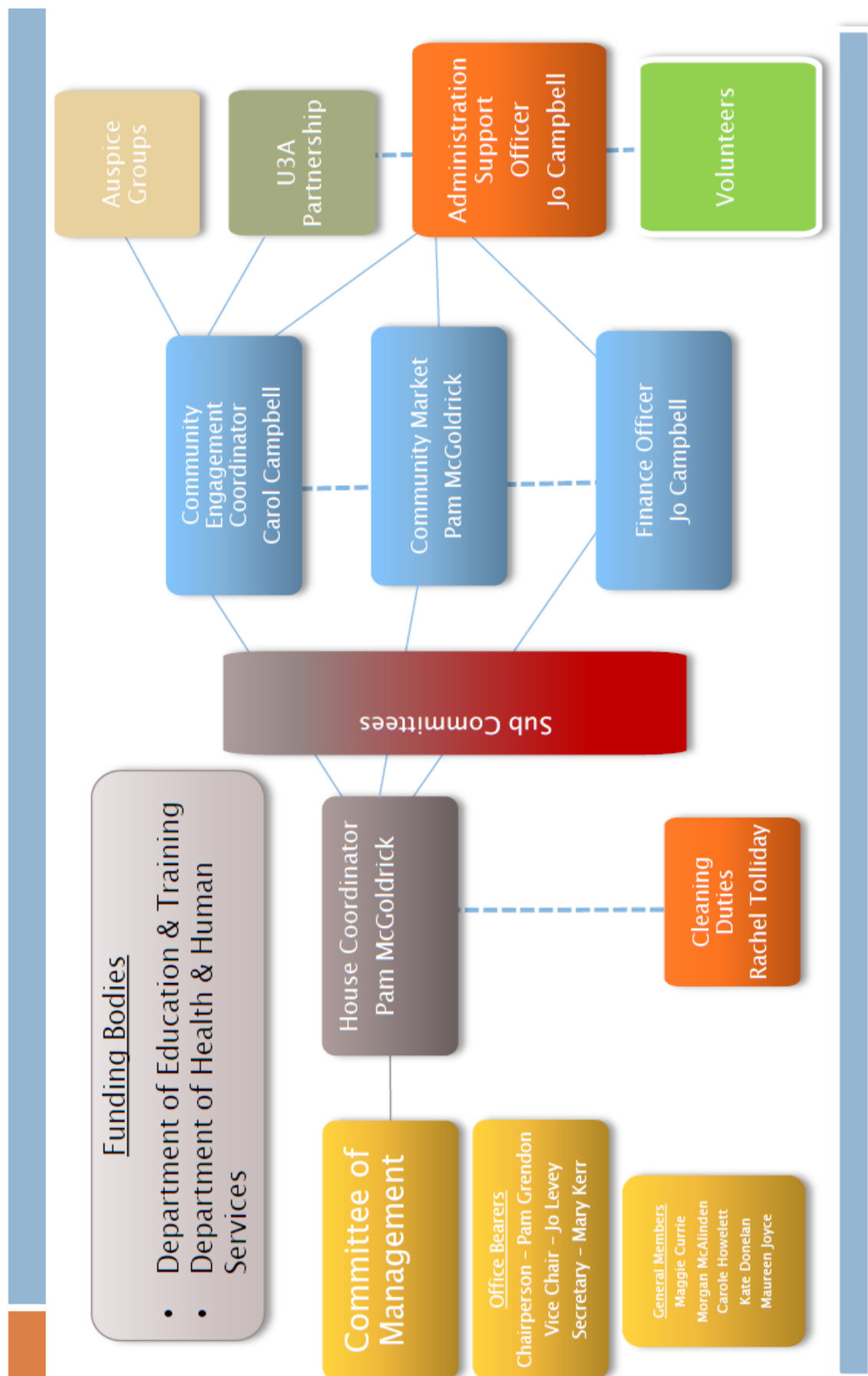
Staff Members

House & Market Coordinator	Pam McGoldrick
Finance & Admin Support Officer	Jo Campbell
Community Engagement	Carol Campbell
House Maintenance	Rachel Tolliday
Pre Kinder Coordinator	Suzan Finnigan (July – December 2018)
OCC Coordinator	Nicole Fulton (July – December 2018)
Childcare Assistant	Miquela Crawford (July – December 2018)

Volunteers 2018-19

Adi Tayler	Catherine Haldane	Jeanette Robertson
Jill Burgoyne	Keitha Smith	Rachel Ross
June Crawley	Valerie McIlwain	Bianca Schultz
Annie Davies	Milly Vingrys	Dennis Kavanagh
Jude Dawson (Ret)	John Miller	
Amy Gibson	Tanyth Moore	

PFCH Organisational Chart - 2019



Chairperson's Report

As I reflect on the completion of my first year as Chairperson of Port Fairy Community House, I find so much to celebrate and look forward to as the House continues to provide an important service to the residents of Port Fairy.

Changes to Government funding, dwindling attendance numbers and changes in legislative requirements resulted in much deliberation and soul searching regarding continuation of Childcare activities. As it would not be financially viable, the decision was made to discontinue activities this financial year. Changes and upgrading of the spaces previously used by Childcare have resulted in income being generated by hire of these spaces.

To ensure financial viability for the House, changes to the structure of the organization have been undertaken. Position descriptions have been changed and staff have settled in under the guidance of newly appointed House Coordinator, Pam McGoldrick. A further "Human Resource Healthcheck" was undertaken to build on an organizational review undertaken by an external consultant last year.

As Chairperson of the Committee of Management I would like to sincerely thank the staff for their commitment and hard work over the past year which has involved so much change in the organization. Pam McGoldrick, House Coordinator and her team, Carol Campbell, Community Engagement Coordinator and Jo Campbell, Support Officer / Financial Officer have worked tirelessly with volunteers to raise the profile of the House and provide a positive and lively community centre. All have worked toward a positive culture of owning and contributing to provide community services.

The Strategic Plan has been reviewed this year and will be revised in early 2020 to ensure that it continues to provide a clear vision and set strategic direction. Members of the Committee of Management attended a workshop "Governing quality for clients in community service organisations" to enable better understanding and enable committee members to enact their governance role and responsibilities and ensure delivery of safe, effective, person centered community services. There will be regular monthly reviews of components of the Strategic Plan at each meeting of the Committee of Management. This will enable the Committee of Management to monitor and evaluate all aspects of the service. Ongoing and systematic policy review clarifies organization directives for staff and volunteers.

The Department of Health and Human Services continues to be the main funding body to meet the running costs for the House. Moyne Shire and other community organisations also contribute. The House is also dependent on the income provided by the increasingly successful markets, course fees, membership fees and venue hire.

In 2019, Port Fairy Community House established a partnership with the newly formed Port Fairy U3A. The U3A is auspiced by the House and provides an exciting range of courses for retired and semi-retired community members. In conjunction with the Community House courses, which provide educational and recreational activities for a broad range of ages, we believe this partnership enhances the local community's engagement in education.

The Committee of Management monitors the activities of the House through a system of sub committees including Governance, Finance, Market and Community Engagement. I sincerely thank all Committee members for their input and support over the past year, and to Jo Levey, Deputy Chairperson, for her support and guidance to me in my position as Chairperson.

We will be losing the valued input of some committee members as they will not re-nominate for the coming year to pursue other commitments. Kate Donelan joined the House in 2013 and Jo Levey in 2014. Both have given tirelessly of their time and efforts to the function of the House over long periods of time and have both served as Chair and Deputy Chairperson. Maureen Joyce joined in 2017 and Tony Hutchinson in 2018. Thank you to you all for your dedication and input, we wish you well for the future.

A very sincere thank you to all members of the Committee of Management, staff and volunteers who all give so freely of their time and dedication to enable Port Fairy Community House to provide programs to the residents of Port Fairy.

Pam Grendon
Chairperson, Committee of Management

Treasurer's Report

At the time of writing this report, the annual financial audit by our external auditors has not yet been completed. Notwithstanding that situation, the provisional reporting of the annual financial result tabled at the July Committee of Management meeting indicated an excellent result for the Community House for the 2018/19 year. Measures put in place prior to the 2017/18 year end, and the closely monitored budget in the 2018/19 year, resulted in the very successful result attained. The attention now being given to the budget should see successful results into the future. Congratulations to all those responsible for their efforts.

I take this opportunity to thank all Pam Grendon and on the Committee of Management, Pam McGoldrick and Jo Campbell for the time and assistance they provided to me over the past two years. I thank them also for giving me the opportunity to serve on the Committee as Treasurer. I wish the Community House well for the future.

Tony Hutchinson
Treasurer.



Grown by the community, for the community



Take what you need, Give what you can!

This is a perpetual sharing cart for home produce, preserves and the like, provided by Grow Free.

House Coordinator's Report

The last 12 months has been a flurry of activity. We have had the challenges of change, triumph of success and look into the future with continued drive to prosperity.

We have undergone an internal staff restructure which was triggered by several factors in the previous 12 months. Utilising internal and external resources, we have altered some staff roles, removed some roles and created new ones to allow us to continue to provide the services at Community House to our members and the wider community. This new organisational structure was implemented over December and January, and a diagram of this new structure is included in this report. So far the results of this restructure have had a positive impact on the Community House and we are continually monitoring our results to ensure that this continues.

In December, we sadly closed the doors on our Occasional Childcare service. With a loss of government funding, ever declining numbers, increasing compliance obligations and facing more financial losses, the very difficult decision was made that it was no longer a viable service for us to offer to the community. We farewelled our lovely childcare coordinators and assistant in December, closing a service that was the original reason behind the establishment of our Community House.



With assistance from the Moyne Shire, the old childcare rooms have had a much needed facelift, allowing us to create an office space, a hot desk and a function room which have all been heavily utilised by many different groups in the past 6 months.

Our Community markets have operated successfully again this year. Our markets continue to grow in size and number, offering a large variety of products to locals and tourists to our town. We had our largest January markets due to glorious weather, and then a very successful Easter Fair Market, running the day in conjunction with the Belfast Lions Club.

Once again our Community Engagement Coordinator, Carol, has brought to the House a large selection of courses we have been able to offer to our community. With courses ranging from learning a language to making cheese, the breadth of courses on offer continues to grow each year.

The Women's Weekend, held in August 2018, was another successful event, with 42 participants coming together over a weekend to explore, challenge and enjoy themselves. With the numbers in this weekend increasing each year and the feedback continuing to tell us how much this weekend is enjoyed, we look forward to offering this again each August. We thank all our sponsors for supporting us with this event.

Our Community Garden Group has tended to our lovely garden each week, sharing their knowledge, while developing and maintaining this community resource. The Grow Cart has been utilised throughout the year with members of the community dropping off excess home grown produce and others taking the fresh produce to ensure nothing goes to waste. We look forward to further promoting and developing these two community resources in the coming year.

Our Auspice Groups continue to offer a selection of activities for their respective members. An update on their achievements for the year can be found later in this report. Our new partnership with the University of the Third Age Port Fairy (U3A) was established and courses were offered to their members from the beginning of the year in 2019, creating a new level of activity around the House

Financially, we are happy to report we have had a strong result consequently putting us in a healthy financial position. Due to the restructure and changes made in the last year, we have been able to recoup of the losses from last financial year and add to our retained funds balance. Details on these results can be found in our financial statements, included in this report. We have carefully budgeted for our next financial year and believe we can again produce results to maintain our financial viability.

Our small team of four part-time staff has continued to produce quality sessions, courses, events and all the things that have to happen in the background to keep us in operation. To them a well done on their endless commitment and many successes over the past year.

Our Committee of Management has once again volunteered their time and expertise to lead the Community House through another challenging but successful year. Without this dedicated group of community minded individuals, our Community House would not exist and, on behalf of the staff, I thank them for their continued support.



As a not-for-profit community based group, we could not offer our services to the community without the ongoing support of our volunteers. We have a fantastic group of volunteers who assist us in many areas of the House – from answering the phone at reception to running a course or mending a shelf. I thank everyone who has given up their time to assist us and acknowledge the important role our volunteers play.

The year ahead is always exciting and we continue to strive to achieve our best for the programs within community house. There are many opportunities already in the making and we look forward to bringing them to our members and the greater community of Port Fairy in the coming year.

Pam McGoldrick
House Coordinator

PROGRAM & SERVICES HIGHLIGHTS

Port Fairy Community Market

Our markets aim to deliver a vibrant market full of produce from around our region, while providing a vital source of income which contributes to the financial viability of the Community House.

A total of 31 markets were held over the 2018-19 financial year at Railway Place. This included three additional regular markets from our 2nd and 4th Saturdays. In conjunction with our markets, our annual car boot sale was held in November and a second hand book stall in September. A total of 1694 stallholders attended the markets throughout the year which is our highest ever market attendance and this has given us strong financial results for the markets.

During the year there has been strong interest from new stallholders to join our markets, and after consideration of our selection criteria, 64 new stallholders were approved to offer a fresh array of locally made merchandise and delicious produce.

Our markets continue to support many groups in our local community with the involvement throughout the year of the Belfast Lions Club, Rotary, Red Cross, CFA, U3A, Port Fairy Consolidated School, Port Fairy Surf Lifesaving Club, Very Special Kids, Port Fairy Citizen's Band, Cancer Council, Winter Weekends, Koroit Irish Festival and Port Fairy Tennis Club.

Port Fairy hosted the inaugural Vintage Weekend in September, and the market was part of this weekend with vintage goods on offer and free valuations of collectibles/antiques held at Community House. At our large December Christmas market, volunteers manned the Coon Toastie Truck, with all proceeds going to Community House.

Our third year at Railway place with our five January Holiday markets was very successful - in part due to the weather treating us to perfect market days. Our first market in February was held in conjunction with the Jazz weekend and a successful Easter Fair market was held in conjunction with the Belfast Port Fairy Lions Club. Railway Place was packed full of more than 90 stalls, Irish dancers, face painters and a bouncing castle, along with 20 car boot sellers on Easter Saturday. Our June markets finished off a successful year and were held in conjunction with the Winter Weekends and included a toy making session from the Men's Shed.

The "Sit & Relax" area at the market is ever popular as a place to sit and chat or enjoy a coffee and some delicious market food, and we thank the volunteers that turn up early each market to set up and then return pack this area up.

We look forward to another busy year with total of 30 markets booked for next financial year including the new markets as part of the Folk Festival in March 2020.

Pam McGoldrick
Market Coordinator



Community Education

Restructuring of the organisation in late 2018 resulted in the change from Adult and Community Education to Community Engagement. The newly defined structure emphasises the Community House as a place for the community that it serves. This has meant taking a giant step away from dependence on annual Adult and Further Education Funding, which supported class delivery, and becoming a self-sustaining model through fee for service delivery.

In the past twelve months the Community House has increased online presence and all workshops, classes and activities are being listed on social media. Our webpage is now working more effectively for online bookings and the extension of opening hours has made the Community House more accessible to the public.

We have introduced socially responsible interactions such as becoming a drop off point for Warrnambool and District food share, collecting for the Bread tags for Wheelchairs program, and having a scarf collection for the Cancer Council of Victoria to name a few.

In the 2018 – 2019 financial year, the Community House has offered 100 classes and activities including the annual Port Fairy Women's Weekend. We have had 562 enrolments for the year. In addition we have provided low cost school holiday programs and trialled (unsuccessfully) school holiday care. The addition of U3A has been complementary to the term programs and has introduced a new level of activity to the house for 2019.

Women's Weekend 2018

The Women's weekend held in 2018 had 42 people enrol and 38 paying participants attend. With changes to the advisory group, a suggestion was made to hold a special dinner event on the Saturday night. One of the workshops assisted with the dressing up of the Anglican Church Hall and participants and volunteers were treated to a 'vintage' inspired evening.

To gain feedback from the weekend we sat as a group and asked people to reflect on each of the activities that they had been involved in. This provided us with immediate feedback and more of it.

'My weekend felt personalized. I feel empowered, inspired and thankful for the experience. Never been before but will be back!'

'Gave us a great opportunity to feel and do and say things we don't usually give our time to do.'

Thank you to sponsors that made it possible.

Moyne Shire Council, St John of God Warrnambool Hospital, Port Fairy & District Community Bank Branch, Leskes Jewellers - Port Fairy, Rachel Ross - Arbonne Independent Consultant, Shaw River Buffalo Cheese, Wannon Water, Lifeline Port Fairy, Boomerang Bags Warrnambool, Warrnambool Neighbourhood and Community Centre, Elizabeth Veale, Port Fairy Community House Committee, BLARNEY BOOKS & ART, Laura Mahony Photographer, Belfast Aquatics Port Fairy, Gracie's Pantry, Janis Vingrys

Thank you to the volunteers that play an important role in all aspects of the Community Engagement.

Carol Campbell

Community Engagement Coordinator



Auspice Groups

Port Fairy Community Group have a strong focus on supporting local community groups to pursue their areas of interest, share their expertise and provide learning and social activities for the residents of Port Fairy and surrounding district. Auspice groups come under the umbrella of the Community House. Their members are financial members of PFCH which covers the group for insurance and assists with risk management and grant applications without the need of that group to incorporate. Auspice groups deliver a wide variety of activities throughout the year. In the last twelve months these have included:

WATER AEROBICS

Thanks to the **Port Fairy Community House** for their ongoing support of **Water Aerobics @ Belfast Aquatics Indoor Heated Pool Port Fairy** with Instructor Martina. Attendance has been extremely consistent with an average in the winter of 12 - 20 & increased numbers when the weather is more pleasant & our travellers return from their trips north & overseas we can have up to 30 participants & more on Thursday morning. I have about 55 fairly regular participants on the books with the occasional visitor or friend or relation joining us, the more the merrier I say!

We aim to encourage more attendance at the Classes at Belfast Aquatics – why don't you come & join in a class such as Water Aerobics or Deep Water running. Water allows *everyone* to be able to exercise no matter what size, age or fitness level & it's especially gentle on any injury or ailment. Come along & join us, the benefits are yours to experience. We all come along for various reasons; sometimes the exercise is a bonus – chatting is certainly encouraged & engaged in with fervour!

A highlight continues to be our weekly social gatherings @ Rebecca's for coffee after Thursday morning Aerobics. We like any excuse to go out for lunch or an evening meal especially birthdays. The strength of friendships begun & forged because of attendance @ Water Aerobics is wonderful to witness. You will find us very inclusive, friendly & welcoming - in fact it is a very good way to meet people. Once again, a huge thanks to the **Port Fairy Community House** for your ongoing support.

**Martina Murrihy–
Instructor**



UKULELE GROUP

Another great year for the Port Fairy Ukes. This is our 7th year and our numbers are growing slowly but steadily. We average about 10 to 14 people each week (Thursday evenings) but sometimes as many as 20. Ages range from 12 to 70ish

The group played at several community functions this year, including Christmas Carols on the Green at Port Fairy, Moyneyana Festival, a fundraiser for Moyne Health and last year's Community House AGM. We also play every second month at Belfast House for the residents, and more recently have commenced playing at the Mercy Aged Care facility in Warrnambool.

With the assistance from Carol and Pam the group was successful in obtaining a grant for sound equipment. This will be a real asset for us and other Community House groups.



Lastly we would like to thank the Committee for their ongoing support of the group.

New members are welcome.

Contact:

Tony 0400 214 503 or

Judy 0400 543 936

Tony Bishop - Coordinator

BEACHCOMBING WALKS

The Port Fairy Beachcombers have enjoyed another wonderful year on the beach. Whatever the weather our intrepid group set off to discover the delights that the Southern Ocean offers up, particularly after strong southerly gales. There have been many highlights but probably our most intriguing find this year was the



female Blanket Octopus which washed up on Little East Beach. It seems that this mainly tropical and sub-tropical oceanic octopus has not been recorded previously at Port Fairy. The Museum of Victoria was very excited about it as well.

Of course, there were many other interesting finds but the best bit is just getting out on South Beach on Thursday mornings at 8 am with our small group to explore and enjoy our spectacular coastline.



Another find on South Beach

Blanket Octopus

John Miller – Group Leader

TAI CHI

The Port Fairy Tai Chi Group has had another great year. The participants must really enjoy our Wednesday mornings, because they keep coming back, year after year. We also have had new members join, throughout the year. Every Wednesday morning at 1000 AM, we meet at St John's Hall for an hour. Once the morning chatter has quietened, we concentrate on our Tai chi, with a short period of meditation half way through, which also gives us a rest!! Coffee at the Hub follows.

During December and January, we meet informally either on the beach or in the Botanical gardens, and this year we intend to meet at the area near the rail trail. Anyone is welcome.

Tai Chi is a wonderful practice to keep the joints mobile and strong, and to improve our balance, not to mention, keeping our brains active by remembering the moves! It truly is healing for body mind and spirit.

I would like to thank the Port Fairy Community House as they continue to Auspice the Group. Also to Jackie Favelle who leads the class when I am unavailable. But most thanks to all the people who attend. It is a wonderfully friendly and supportive group, and I hope that we will continue to practice our Tai chi together for many years to come.



Netta Hill - Tai chi Group Leader.

HEART FOUNDATION WALKING GROUP



How time flies when you are having fun, well that's how it seems and the walking group is no exception, still trying to have plenty of fun! The Heart Foundation Friday Morning walking group has grown larger than ever in 2019. There are now 47 registered members (12 male and 35 female) and despite winter escapes to warmer climes and overseas, we are averaging 14 walkers attending each week in Winter and 18 in Summer. We have completed a total of 2772 walks. (covering approx. 13,000 kms)

Our members are of varying ages and fitness levels and the weekly walks cater for all levels of ability. Each of the eight selected walking routes features a long track and a short one (with appropriate detours). The distance covered is between 4 and 6 kilometres and the time taken is around one hour and some minutes. Our meeting point is outside Driftwood Coffee Shop, we gather at 9-30 am each Friday. The first few minutes are spent in warm up and stretching exercises that are lead by experts in the field and these take place outside Community House, in Railway Place.

The group not only enjoys the exercise but a social get-together, coffee and a good old chat after each walk. We meet for dinner and an event at least once a year. Apart from the Port Fairy Community House membership fee of \$10, there is no other associated cost to belong to the Heart Foundation Walking Group.

Registered walkers who choose the options, receive regular communications from The Australian Heart Foundation and an occasional local newsletter. The Heart Foundation also awards certificates and offers cash vouchers for milestone achievements for those who have registered for these options.

Walking Group membership is open to all and the group welcomes new members at any time during the twelve months. We aim to walk every Friday during the year. (Because of restrictions on some routes, sorry, but dogs are not permitted)

Morgan McAlinden
Organiser

TEXTILE ART

Our textiles group meets every 1st and 3rd Friday of each month at the Port Fairy Community House. We formed the group 10 years ago. We are a group of people who share a passion and great interest for creating various forms of artwork through the use of many mediums related to textiles. Some of the techniques used include felting, spinning, weaving, hand and machine embroidery and embellishing, knitting, crocheting, screen printing, dying, working with wire, woodworking and paperwork.

The purpose of our group is to meet and share ideas and learn from each other. Members attend workshops and textiles gatherings in other locations around Victoria and are always happy to share their experiences and new textile techniques they have learnt. Through this exchange of ideas we create many and varied works of textile art. There is always a hum of conversation and great interest shown in each other's achievements, not to mention the wonderful social interactions accompanied by coffee and cake!

PROJECTS FOR 2019

- Year project: 9 SQUARES
- Mini projects about every 2nd month:
- Hide
- Animals for the Bandari Project
- Take a piece of fabric
- Springs and Coils
- Make a bag from a pillowcase
- "Pete the Sheep Visits Port Fairy" for the Woolly West Fest – a group project
- A Postcard
- An excursion to visit the Portland Textiles group and participate in an Eco Dyeing workshop.
- An excursion to Shiloh Wool in Portland to learn the process of cold water dyeing with merino wool.



DISPLAY 2019

We display our work at the Port Fairy Lions Club Art Show held in December each year.

Doris Madden
Group leader

U3A PORT FAIRY

The University of the Third Age (U3A) is an international organization embodying the principles of lifelong learning and social interaction for people who are retired or semi-retired. Through participation in U3A courses and activities the health and well-being of seniors within the community is enhanced.

The U3A movement offers a low-cost model of active, positive ageing.

Retired and semi-retired people come together and learn together, not for qualifications but for its own reward: the sheer joy of discovery!

Members share their skills and life experiences: the learners teach, and the teachers learn, and there is no distinction between them.

In mid 2018 a steering group from the PFCH Committee of Management commenced the process of setting up a University of the Third Age (U3A) in Port Fairy. This initiative followed ACFE-funded research conducted through PFCH that investigated the adult education needs of the Port Fairy community and the surrounding region. It found that retired and semi-retired people were not adequately catered for. People in their 'third age of life' expressed a desire to continue to learn and engage with others, to explore new ideas and knowledge.

U3A Port Fairy: purpose and model

These findings informed the mission and purpose of U3A Port Fairy: to promote lifelong learning for people who are no longer engaged in full-time work; to provide opportunities for members to share knowledge, skills and experiences through a wide range of courses and activities; to develop programs which advance healthy, active and positive ageing through social inclusion and engagement.

U3A Port Fairy is an organisation that is run entirely by volunteers who develop and lead courses, organise activities and provide leadership and governance. The U3A model enables costs for members to be kept low. In 2019 the U3A membership was \$60 which included \$10 for membership of PFCH. This annual fee enables U3A members to access as many courses and activities as they wish.

Development and partnerships

In September 2018 U3A Port Fairy was accepted by the peak body, U3A Network Victoria as the newest U3A in Victoria. In Seniors Week in October U3A Port Fairy, the only U3A in Moyne Shire, was officially launched by Moyne Mayor Mick Wolfe.

The PFCH Committee of Management formally accepted U3A Port Fairy as an auspice group and the two Committees of Management signed an MOU to work in partnership to deliver community education programs. It was agreed that in 2019 U3A Port Fairy would hold its classes at the Port Fairy Community House and pay for the use of the rooms and administrative costs.



Moyne Shire launches U3A Port Fairy

By December 2018 following extensive advertising at the local markets and around town, U3A Port Fairy had 80 members. In January 2019, with a grant from U3A Victoria, information about U3A Port Fairy was sent to every mail box within the area. This resulted in new U3A members from local and outlying areas. After a successful Open Day in early 2019; U3A membership had risen to 120 and following an informative training day for course leaders, 16 courses were ready to start.

Courses and activities

In February 2019 1st Semester classes commenced with strong enrolments, some to capacity with over 40 participants. Courses included: *Current Affairs*, *History of Port Fairy*, *Western Philosophy*, *Passion for Poetry* and *Beginners Bridge*. *Science – Naturally* was particularly popular, with lectures and field trips conducted by local scientists who shared their expertise about the region: its ecology, geology, flora and fauna and its weather. Two very well-attended



and interesting lectures were presented by distinguished and knowledgeable Port Fairy residents. These were held in larger venues and two more are planned for 2nd semester.

2nd semester commenced in July with continuing and new courses including *Great Australian Literature*, *Essays and Ideas*, *Mah jong* and *Great Trials of the Western World*. New activities include visits to regional art galleries and presentations on travel to diverse places in the world.

U3A achievements

U3A membership has grown from 120 to 150 in six months. Into the future, we envisage membership numbers continuing to increase and diversify which strengthens U3A's influence and benefits to the community. In its first year U3A Port Fairy has been able to offer high quality, stimulating and engaging programs. We have attracted excellent course leaders and presenters, volunteers with academic and practical skills, diverse interests, and a passion for lifelong learning. U3A has also offered its members many opportunities for social interaction, engagement and new friendships which is vital to a sense of well-being in the community.

The U3A Port Fairy Committee of Management is experienced and committed to good governance. It values U3A's volunteer culture, its strong partnership with Port Fairy Community House, and its relationship with Moyne Council, sharing a commitment to the health of seniors in the community through programs that encourage social inclusion, mental activity and positive ageing.

Kate Donelan

President



PORT FAIRY
UNIVERSITY OF THE THIRD AGE

PORT FAIRY COMMUNITY HOUSE GARDEN GROUP



We had another busy and successful year with our regular garden visits, demonstrations of beeswax wraps and building an insect hotel at the Community House, a film screening and a bus trip. The film screening was held in conjunction with the Port Fairy Film Society and featured the gardens of designer Piet Oudolf. Our bus trip took us to several large gardens in the Ballarat area. Both events were very successful and enjoyable. The gardens at Railway Place, planted a year ago now, are thriving, and we maintain them with the support of

Moyne Shire. We have had many positive comments from local residents and visitors alike.

We would like to thank all the garden owners who allow us to visit their gardens, the support of local organisations who have assisted us over the past year and, of course, our enthusiastic members for their ongoing support.

Jane Ryan
President



WOMEN ON FARMS

Women on Farms Gatherings have been held annually across Victoria for over 30 years. WOFG – 2021 will be the 32nd Gathering and is making steady progress in the planning of our Port Fairy, March 2021 event.

With monthly meetings since September 2018, and working to Timelines, achievements to date include; Auspice Agreement with PFCH, Skills based Committee Formation, Logo & Theme

design completed, Letterhead & Post-Card printing completed, Banner design underway, commencement of Fund Sourcing Main Venue booked, Gift design and Jigsaw activity underway via Men's Shed involvement.

The March 2021 Gathering, will include a Dairy based International Key Note Speaker, Local and State speakers each with key roles within or linked to agriculture, a Discussion Panel to share 'Women's Stories', Skills Based Workshops, Moyne Shire & Local Region Tours, Great Food, Networking and Relaxation activities.

Planning continues with Key Groups and Partnerships to ensure an innovative weekend of learning, sharing, relaxing and showcasing Port Fairy & District. For those interested in joining the WOFG-2021 organising team, please contact us on Margaret Watt 0400 065 001 or Susan Rowbottom 0407 743 427

Margaret Watt - Chairperson

COMMUNITY GARDEN

It has been another productive year in the Community Garden and a pleasure to share this space with visitors and our community. We continue to grow a range of vegetables and herbs as well as a few flowers using organic and sustainable practices.

Through our winter months the beautiful calendula brighten up the garden with a punch of golden colour, while spring has provided lovely blossoms on our young apricot and peach trees and also on our more established and prolific apple trees. Summer in the garden provides lots of fresh tomatoes, lettuce, corn, chillies and herbs along with the spectacular display of sunflowers. Autumn provided us with a new harvest of asparagus, Jerusalem and globe artichokes, kale, silverbeet, spinach – and the parsley and fennel keep the garden fresh and green all year.

We continue to share produce and potted seedlings on the Grow Free cart at the Community House.

We have been investigating ways to introduce more sensory plants and herbs into the garden, and with this in mind we visited an established native plant garden in Illowa where we obtained some great advice on local plants along with a few cuttings.

Whether it be on a regular weekly basis, or just on occasion, everyone is most welcome to join us on Monday mornings at 10am to share gardening tips and enjoy outdoor activity, followed by a cuppa.

Carole, Jo & Maureen – regular volunteer gardeners



PORT FAIRY BELFAST BOOKERS

Belfast Bookers is a CAE Book Group started in 2005 for people from this area who have a love of reading and were interested in discussion of novels as an adult group. The group meets 11 times a year at 7.30 pm on the second Tuesday of the month at the Community House.

In 2018 we had 14 members. CAE book groups were founded in 1947. Across Australia it has approximately 7000 members.

In our group we read the same book and we come together to share our thoughts and views. Our books are selected in November from the CAE catalogue and are dispatched each month from the CAE warehouse in Melbourne. Included with the books is a set of discussion notes and questions to use as a base for discussion. Though similar interests and perspectives often apply, we usually see different things in our reading and this adds to the pleasure and vibrancy of the discussion. The discussion often sparks other related topics as well as personal stories. In addition we discuss our latest reading, films and current affairs, along with community information.

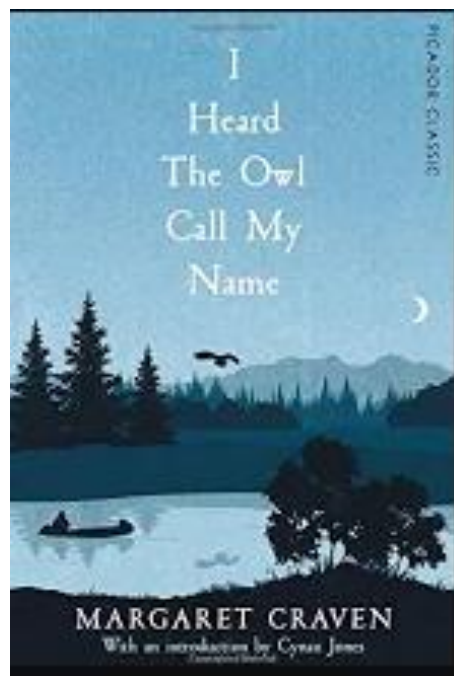
In 2018 we read:

- Reading in the Dark
- The Full Catastrophe
- Little Coffee Shop of Kabul
- The Age of Innocence
- The Art of the Engine Driver
- Of Love and Shadows
- I Heard the Owl Call my Name
- Spies
- The Lovely Bones
- A Scandalous Life
- Wild Swans

The cost to members includes a charge for the supply of books from CAE which is covered in an enrolment fee ranging from \$85 - \$149 depending on personal circumstances, plus the \$10 membership of Community House.

We had a successful and enjoyable year and thank Port Fairy Community House for their continuing support.

Maureen Joyce
Group Secretary



Strategic Goals 2017 – 2019

GOVERNANCE



Deliver quality governance that ensures legislative and regulatory compliance

Governance

- Establish and endorse a COM Charter.
- Provide professional learning to develop governance skills.
- Implement a targeted recruitment process of COM.
- Establish a self-evaluation process for COM.
- Monitor service delivery against key performance indicators.

FINANCE



Ensure financial security that supports the delivery of programs and services

Finance

- Strengthen procedures to develop and monitor budgets.
- Identify opportunities to maximise income.
- Identify financial resources available for future projects.

HOUSE MANAGEMENT



Effectively manage resources to improve and expand service delivery

House Management

- Identify opportunities to expand community service delivery to ensure long-term viability.
- Effectively manage human, physical and financial resources.
- Develop a process to identify and manage risks.
- Comply with regulatory legislative and funding requirements.

COMMUNITY EDUCATION



Expand the delivery of community education programs that are sustainable, relevant and engaging

Community Education

- Consult regularly with the local community about their educational needs.
- Identify target groups in our local community.
- Develop a range of course delivery options flexible to community needs.

COMMUNITY MARKET



Provide a vibrant community market that contributes financially to PFCH programs

Community Market

- Promote the market and its link to PFCH.
- Provide a safe market environment.
- Strengthen links with other community events.
- Review stallholder fees.

CHILDCARE



Provide a sustainable childcare service with a safe, nurturing learning environment

Childcare

- Ensure a safe and compliant childcare environment.
- Provide a high quality early learning program.
- Promote unique qualities of the service to maximise enrollments.
- Review service delivery models to cater for local family needs.

Financial Reports

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

Contents

Statement of Comprehensive Income

Balance Sheet

Statement of Changes in Equity

Statement of Cash Flows

Notes to the Financial Statements

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2019

	Note	2019 \$	2018 \$
INCOME			
Revenue	13	235,768	222,612
		<u>235,768</u>	<u>222,612</u>
EXPENDITURE			
Depreciation	13	1,706	2,393
Employee benefits expense	13	157,804	185,877
Other expenses	13	51,186	51,080
		<u>210,696</u>	<u>239,350</u>
Result for the year		<u>25,072</u>	<u>(16,738)</u>
Total Comprehensive income for the year		<u><u>25,072</u></u>	<u><u>(16,738)</u></u>

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
BALANCE SHEET
AS AT 30 JUNE 2019

	Note	2019 \$	2018 \$
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	2	133,838	98,181
Trade and other receivables	3	657	2,786
Shares		500	500
TOTAL CURRENT ASSETS		<u>134,995</u>	<u>101,467</u>
NON-CURRENT ASSETS			
Property, plant & equipment	4	3,145	4,851
TOTAL NON-CURRENT ASSETS		<u>3,145</u>	<u>4,851</u>
TOTAL ASSETS		<u>138,140</u>	<u>106,318</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and Other Payables	5	9,698	15,809
Short Term Employee Provisions	6	24,949	16,854
TOTAL CURRENT LIABILITIES		<u>34,647</u>	<u>32,663</u>
Non-Current Liabilities			
Long Term Employee Provisions	6	10,152	5,386
TOTAL NON-CURRENT LIABILITIES		<u>10,152</u>	<u>5,386</u>
TOTAL LIABILITIES		<u>44,799</u>	<u>38,049</u>
NET ASSETS		<u>93,341</u>	<u>68,269</u>
MEMBERS FUNDS			
Retained surplus		93,341	68,269
TOTAL MEMBERS FUNDS		<u>93,341</u>	<u>68,269</u>

PORT FAIRY COMMUNITY GROUP INC.**A.B.N. 84 487 973 686****STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2019**

	Retained Earnings \$	TOTAL \$
Balance at 30 June 2017	85,007	85,007
Comprehensive Result	<u>(16,738)</u>	<u>(16,738)</u>
Balance at 30 June 2018	68,269	68,269
Comprehensive Result	<u>25,072</u>	<u>25,072</u>
Balance at 30 June 2019	<u><u>93,341</u></u>	<u><u>93,341</u></u>

PORT FAIRY COMMUNITY GROUP INC.**A.B.N. 84 487 973 686****STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2019**

	Note	2019 \$	2018 \$
Cash Flow From Operating Activities			
Receipts from operating activities		236,694	225,226
Interest received		1,203	1,095
Payments to suppliers and employees		<u>(202,240)</u>	<u>(231,664)</u>
Net cash provided by/(used in) operating activities	12	<u>35,657</u>	<u>(5,343)</u>
Cash Flow From Investing Activities			
Payments for Property, Plant and Equipment		<u>-</u>	<u>-</u>
Net cash (used in) investing activities		<u>-</u>	<u>-</u>
Net increase/(decrease) in cash held		35,657	(5,343)
Cash at the beginning of the year		<u>98,181</u>	<u>103,524</u>
Cash at the end of the year	2	<u><u>133,838</u></u>	<u><u>98,181</u></u>

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

Note 1. Summary of Significant Accounting Policies

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 2012 (Vic). The Committee has determined that the Association is not a reporting entity.

The financial statements have been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of these financial statements.

(a) Income Tax

The Association is exempt from income tax under Section 50-10 of the Income Tax Assessment Act.

(b) Property, Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses. The carrying amount of plant and equipment is reviewed annually by management to ensure it is not in excess of the recoverable amount from these assets.

Depreciation - The depreciable amount of all fixed assets is depreciated on a straight-line basis over their useful lives commencing from the time the asset is held ready for use.

(c) Impairment of Assets

At the end of each reporting period, the entity reviews the carrying value of its tangible and intangible assets to determine whether there is any indication that those assets may be impaired.

(d) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the balance sheet. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

(e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less and bank overdrafts.

(f) Superannuation

The Association contributes employer superannuation on behalf of permanent employees receiving greater than \$450 per month. The Association is not legally obligated to contribute greater than 9.5% superannuation guarantee levy.

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

Note 1. Summary of Significant Accounting Policies (cont.)

(g) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office.

(h) Revenue

Revenue from the provision of service is recognised upon the delivery of the service to the client. Interest revenue is recognised on a proportional basis taking into account the interest rate applicable to the financial asset. All revenue is stated net of the amount of GST. Government grants are recognised as revenue when the organisation gains control of the underlying assets. Where grants are reciprocal, revenue is recognised as performance occurs under the grants. Non-reciprocal grants are recognised as revenue when the grant is received or is receivable.

	2019	2018
	\$	\$
Note 2. Cash and cash equivalents		
Cash At Bank	85,024	50,520
Bendigo Term Deposit 1	17,387	16,941
Bendigo Term Deposit 2	31,427	30,720
	<u>133,838</u>	<u>98,181</u>

Reconciliation of cash

Cash at the end of the financial year as shown in the cash flow statement is reconciled to items in the balance sheet as follows:

Cash and cash equivalents	<u>133,838</u>	<u>98,181</u>
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Note 3. Receivables

Trade receivables	657	2,918
Provision for impairment	-	(133)
	<u>657</u>	<u>2,786</u>

Note 4. Property, plant and equipment

Property, plant and equipment at cost	15,039	15,039
less accumulated depreciation	<u>(11,894)</u>	<u>(10,188)</u>
	<u>3,145</u>	<u>4,851</u>

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

	2019	2018
	\$	\$
Note 5. Trade and other payables		
Trade creditors	-	448
Garden group	-	165
Superannuation payable	2,455	4,639
Tax payable	7,243	2,497
PAYG payable	-	8,060
	<u>9,698</u>	<u>15,809</u>
Note 6. Employee provisions		
Current		
Provision for annual leave	16,193	11,788
Provision for long service leave	8,756	5,066
	<u>24,949</u>	<u>16,854</u>
Non-current		
Provision for long service leave	10,152	5,386
	<u>10,152</u>	<u>5,386</u>
	<u>35,101</u>	<u>22,240</u>

Note 7. Events after the balance sheet date

The Board is not aware of any events which have occurred subsequent to the balance date which would materially effect the financial statement at 30 June 2019.

Note 8. Contingent liabilities

The Association is not aware of any contingent liabilities as at 30 June 2019, nor have any liens, guarantees or security been provided by the Association to third parties.

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

	2019	2018
Note 9. Capital & leasing commitments	\$	\$
The Association is not aware of any capital or leasing commitments as at 30 June 2019.		
Note 10. Related party transactions		
The Association did not enter into any contracts with any member of the Board.		
Note 11. Government funding		
DEECS - Early Years Service	15,516	15,600
ACFE (Board)	4,844	10,761
DHHS	79,277	60,391
	<u>99,637</u>	<u>86,752</u>
Note 12. Cash flow information		
Operations with surplus from ordinary activities		
Net result for year	25,072	(16,738)
Non-cash flows in profit from ordinary activities:		
Depreciation	1,706	2,393
Loss on disposal of plant and equipment	-	-
Reversal of provision for impaired receivable	(133)	(30)
Changes in assets & liabilities		
Increase/(decrease) in receivables	2,262	3,739
Increase/(decrease) in payables	(6,111)	(1,224)
(Increase)/decrease in employee provisions	12,861	6,517
	<u>35,657</u>	<u>(5,343)</u>

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

Note 13. Detailed Income Statement for the year ended 30 June 2019

	2019	2018
	\$	\$
Income		
Adult education fees	29,518	23,591
Child care fees	20,361	40,721
Donations	2,397	1,267
Government funding	99,637	86,752
Grants	5,686	11,101
House hire	9,209	8,920
Interest received	1,203	1,095
Market stall rents	63,679	46,353
Membership	2,402	2,065
Sundry income	1,676	747
Total income	235,768	222,612
Expenses		
Other Expenses		
Advertising	1,064	1,952
Accounting & consultancy fees	5,361	3,413
Bad debts	-	202
Catering	3,631	2,248
Childcare materials	13	3,448
Contract labour	11,154	8,646
Cleaning	343	861
Electricity	2,407	2,544
Loss on disposal of property, plant & equipment	-	-
Gardening	1,022	1,373
Gifts	426	725
Groceries	762	1,103
Insurance	650	741
Internet	-	50
Office equipment	967	85
Office expenses	577	5,575
Provision impairment	-	(30)
Repairs & maintenance	3,186	1,825
Security	1,799	446
Subscriptions & levies	827	451
Sundry expenses	9,826	8,742
Telephone	3,586	4,141
Workcover	3,585	2,539
Total Other Expenses	51,186	51,080

PORT FAIRY COMMUNITY GROUP INC.**A.B.N. 84 487 973 686**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019**Note 13. Detailed Income Statement for the year ended 30 June 2019 (cont.)**

	2019	2018
Employee Benefits Expense		
Wages	133,500	163,893
Superannuation	11,442	15,467
Leave provision movement	12,862	6,517
Total Employee Benefits Expense	<u>157,804</u>	<u>185,877</u>
Depreciation Expense		
Depreciation - Property, plant & equipment	1,706	2,393
Total Depreciation Expense	<u>1,706</u>	<u>2,393</u>
TOTAL EXPENSES	<u>210,696</u>	<u>239,350</u>
Current year surplus/(loss)	<u>25,072</u>	<u>(16,738)</u>

PORT FAIRY COMMUNITY GROUP INC.**A.B.N. 84 487 973 686****STATEMENT BY MEMBERS OF THE COMMITTEE
FOR THE YEAR ENDED 30 JUNE 2019**

The Committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies prescribed in Note 1 to the financial statements.

In the opinion of the committee the financial report:

1. Presents a true and fair view of the financial position of Port Fairy Community Group Inc. as at 30 June 2019 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Port Fairy Community Group Inc. will be able to pay its debts as and when they fall due.

This Statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:



Committee Member

Dated in Port Fairy on: 26/09/2019



INDEPENDENT AUDITOR'S REVIEW REPORT TO THE MEMBERS OF PORT FAIRY COMMUNITY GROUP INC.

Report on the financial report

We have reviewed the accompanying special purpose financial statements, which comprises the balance sheet as at 30 June 2019, the statement of comprehensive income and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and statement by members of committee for Port Fairy Community Group Inc.

Committee's Responsibility for the Financial Report

The committee of management are responsible for the preparation and fair presentation of the financial statements that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the *Associations Incorporation Reform Act 2012 (VIC)* and are appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee members determine is necessary to enable the preparation of a financial statements that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our review. We conducted our review in accordance with Auditing Standard on Review Engagements ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*, in order to state whether, on the basis of the procedures described, anything has come to our attention that causes us to believe that the financial statements are not presented fairly, in all material respects, in accordance with the *Associations Incorporation Reform Act 2012 (VIC)*.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Independence

In conducting our review, we have complied with the independence requirements of the Australian professional ethical pronouncements.

Conclusion

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the financial statements of Port Fairy Community Group Inc. does not present fairly, in all material respects, the financial position of the association as at 30 June 2019, and of its financial performance and its cash flows for the year then ended, in accordance with the *Associations Incorporation Reform Act 2012 (VIC)*.



Basis of Accounting

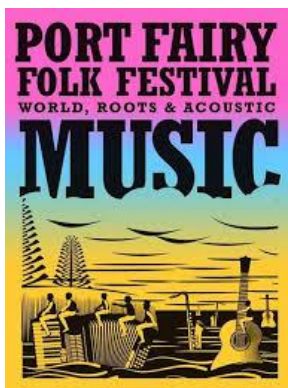
Without modifying our conclusion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Port Fairy Community Group Inc. to meet the requirements of the *Associations Incorporation Reform Act 2012 (VIC)*. As a result, the financial statements may not be suitable for another purpose.

McLaren Hunt
MCLAREN HUNT
AUDIT & ASSURANCE


N.L. MCLEAN
PARTNER

Dated at Warrnambool, 26 September 2019

Sponsors and supporters



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03 5568 1200

Port Fairy & District
Community Bank® Branch

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