



MINUTES OF U3A CORANGAMITE COMMITTEE

**Minutes of Meeting 1/2022 held on Tuesday 18th January 2022
@ 1.30pm at 5 Errey Street, Camperdown**

Meeting opened at 1.30pm

1. **Present**

Gary Kimber, Linda Castaldo, David Mernagh, Don McInnes, Sue McInnes, Helen James, Anne Corbin

2. **Apologies**

Dominique Fowler, Maureen O'Connor

3. **Minutes of Previous Meeting**

Minutes of Committee meeting 11/2022 held on 14th December 2021 had been circulated previously to Committee members.

Moved: Helen James; Seconded: Don McInnes *Carried*

4. **Correspondence**

Details of recent correspondence received had been circulated with the agenda and was duly noted by members.

The Secretary drew members' attention to the following statement that had been incorporated in a message to U3As from U3A Network Victoria President, Susan Webster:

"Member U3As will remember that our movement is developing a campaign plan for both the federal and state elections this year. I mentioned last year that three workshops are planned in February to assist U3As to manage their own contacts with candidates and other interested parties for the federal election".

The Committee asked that the Secretary, as the U3A Corangamite delegate to Network, write to U3A Network Victoria to affirm that U3A Corangamite does not recognise itself in any form as a political organisation and it wishes to express the Committee's displeasure at the direction taken by U3A Network in pursuing a political agenda and associated issues and hopes that members' funds are not being used towards this kind of political campaign.

5. **Treasurer's Report**

The U3A Corangamite financial statement for the month ending 31st December 2021 had been attached to the agenda and a copy of the audited 2021 Financial Accounts had also been e-mailed to Committee members prior to the meeting - *attached*.

The Treasurer advised that there are currently 107 membership enrolments and all members have sent through proof of full vaccination.

The Treasurer read out several comments from Colin Hayman on the financial statements and these were noted by the Committee for action in future - *attached*.

Moved: Linda Castaldo; Seconded: Don McInnes *Carried*

6. Business Arising from Previous Meeting

6.1 U3A Corangamite Inc. Constitution

At the December meeting a proposed **draft** U3A Corangamite Constitution document had been accepted.

It was noted that a few minor issues that had been raised previously had been resolved and it was agreed to formally accept the document which will be reviewed whenever deemed necessary.

Moved: Don McInnes; Seconded: Sue McInnes *Carried*

It was agreed that the Constitution document will now be placed on the U3A Corangamite website and in the next newsletter members will be advised that this document is available on the website for viewing.

6.2 U3A Corangamite Activities for 2022

The Secretary gave an update on the progress with activities enrolments.

The President advised that he had written a short note to be sent to members about registering their attendance at the AGM (for set-up and catering purposes) and encouraging members to send in their activities-enrolment form. The Secretary was asked to circulate this note to the membership with some urgency.

6.3 Annual General Meeting

There was discussion on final arrangements for the AGM on Friday 28th January 2022 at the Cobden Senior Citizens Centre.

Committee members were asked to be at the venue by 1pm to assist with setting up.

It was noted that Corangamite Mayor Cr Ruth Gstrein has indicated she will be willing to attend the AGM to act as the Returning Officer for the election of office bearers and Committee members for 2022 and Ken Black, Bendigo Bank Manager has agreed to attend to give a brief talk.

The Secretary indicated that the new 2022 membership cards will be available for collection by those members attending the AGM and the rest will be distributed to members in due course via individual activities.

The agenda will be distributed to members in the week prior to the meeting and in the e-mail, members will be advised on the process of membership card distribution and they will be asked to contact the Secretary if they require a lanyard and/or card holder.

7. General Business

7.1 Retiring Committee Members

It was noted that several members have resigned from the Committee for 2022 viz. Anne Corbin, Anne O'Brien and Don McInnes. In addition, Gary Kimber has decided to step down as President after 5 years but he has nominated as a committee member. Similarly, Dominique Fowler has decided to relinquish the role as Vice-President and she has also nominated as a member of the Committee.

All retiring members were thanked for the enormous contribution they have made to the efficient functioning of U3A Corangamite during their time on the Committee, in particular the tremendous leadership and drive shown by President Gary Kimber during his time in office.

Hopefully the positions of President and Vice-President will be filled when nominations are called for at the AGM.

7.2 Next U3A Committee Meeting

The next scheduled U3A Committee Meeting will be 11.00am on Tuesday 15th February 2022 – venue to be confirmed.

Meeting closed at 2.40pm

U3A CORANGAMITE FINANCIAL STATEMENTS FOR PERIOD ENDING 31 DECEMBER 2021

I have reviewed and compiled the financial statements of U3A Corangamite which comprise the Income and Expenditure Statement and Balance Sheet for the year ended 31 December 2021, based on the information provided.

I have reviewed the bank account maintained by you for the receipt and disbursement of various monies in relation to the U3A Corangamite.

In my opinion the financial statements correctly record the transactions of U3A Corangamite and give a true and fair view of the financial activities of the organisation as of 31 December 2021.

Colin Hayman

Colin Hayman
4 Kilmaley Street
Camperdown, 3260
7 January 2022

**U3A CORANGAMITE
FINANCIAL STATEMENTS
INCOME & EXPENDITURE STATEMENT
FOR PERIOD ENDING 31 DECEMBER 2021**

2020		2021
\$		\$
	<u>INCOME</u>	
-	Community Bank Sponsorship	1,500.00
-	Corangamite Shire Grant	421.00
-	Donations - Afternoon Teas	295.00
500.00	Hello World Sponsorship	-
25.51	Interest - Term Deposit	10.34
1,110.00	Membership Fees	2,450.00
166.90	Miscellaneous	-
670.00	U3A Events	180.00
-	U3A Grant	300.00
\$ 2,472.41	TOTAL INCOME	\$ 5,156.34
	<u>EXPENDITURE</u>	
200.00	Advertisement	290.00
415.00	Catering & Hospitality	694.01
125.00	Computer and Website Costs	125.00
59.20	Consumer Affairs Victoria	59.20
802.80	Events	50.00
-	Equipment/Materials (activities)	487.70
373.58	Postage and Envelopes	342.48
600.46	Printing & Stationery	668.48
300.00	U3A Victoria - Membership and Fees	264.00
155.50	Venue Hire	1,083.00
\$ 3,031.54	TOTAL EXPENDITURE	\$ 4,063.87
-\$559.13	SURPLUS/DEFICIT FOR YEAR	\$1,092.47

**U3A CORANGAMITE
BALANCE SHEET
FOR PERIOD ENDING 31 DECEMBER 2021**

2020		2021
\$		\$
6,620.26	Opening Balance at start of the Year	6,061.13
2,472.41	Plus Total Income for the Year	5,156.34
9,092.67	Sub Total	11,217.47
3,031.54	Less Total Expenditure for the Year	4,063.87
\$ 6,061.13	Closing Balance at end of Year	\$ 7,153.60
	These funds are represented by:	
3,894.23	Bendigo Bank Account	5,084.05
2,000.00	Sandhurst Trustees Term Deposit	2,000.00
115.60	Petty Cash	65.00
51.30	Cash on Hand	4.55
\$ 6,061.13	Total Funds	\$ 7,153.60

U3A Notes - Financial Statements 2021

Couple of points to note.

1- Expectations of auditor

It should be noted that the auditor should not have to prepare the U3A statements but to check and confirm the accuracy of them.

2- Petty Cash

Have added in the Petty Cash Expenditure to the various categories incurred for Petty Cash during the year.

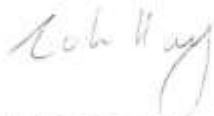
3- Gold Coin Donations – Cash on Hand

Have added in the Gold coin income and offsetting expenditure to the various categories incurred during the year.

4- Comparison between 2020 and 2021.

In looking at the 2 financial years there are a couple of areas that stand out because of the number of activities that were not able to be held due to COVID restrictions e.g. Venue Hire.

Another item noted is the U3A events – both Income and Expenditure. It seems that events like the Christmas Dinner held at the Cobden Golf Club are not reflected in the accounts.



Colin Hayman
7 January 2022