

# Goldfields Women's Health Care Centre



## 2020 Annual Report

# ABOUT US

The Goldfields Women's Health Care Centre (GWHCC) is an essential part of the Goldfields community. The initial GWHCC vision was to provide health information to women, and now this includes the provision of health clinics, support groups, information seminars, community events and a range of well-being and alternative services to women and their families in the Goldfields region.

The GWHCC was founded and has continued to operate due to the resilience and strength of the entire organisation base. The GWHCC staff, volunteers, external service providers and other relevant people have worked tirelessly to ensure that women and families in the Goldfields can access health services in their own town.

## OUR VISION

We will be at the forefront in delivering an extensive range of valued services that support the health and wellbeing of women and their families.

## OUR MISSION

We will provide valued services to support women and their families to improve their health and wellbeing.

## OUR VALUES

We value trust, respect, confidentiality, honesty, professionalism, integrity and innovation in servicing women and their families.



# GOVERNANCE

The GWHCC is governed by a Management Committee elected by the members of the Association at the Annual General Meeting. The Management Committee consists of four office bearers, being a President, Vice President, Secretary and Treasurer, and four ordinary committee members.

The Management Committee governs in accordance with the following, as varied from time to time:

- GWHCA Inc Constitution
- GWHCA Inc Human Resources Policy Manual
- GWHCA Inc Committee Policies and Guidelines
- GWHCA Inc Strategic and Operational Plan

The Management Committee is bound by various State and Federal statutes and compliance obligations determined by the Association's funding agencies.



# 2019/20 BOARD

**ALI KENT**

President



**AINSLEE MCALINDEN**

Vice President



**SAMANTHA DUDDY**

Treasurer



**LILLIAN WALTERS**

Secretary



**JO NORMINGTON**

Committee Member



**DENISE ROBERTS**

Committee Member



**MAUREEN DUDDY**

Committee Member



**ELISE WHEADON**

Committee Member



**JILLIAN MENHENNETT**

Committee Member



**JENNIFER THOMAS**

Committee Member



**AUDITOR**

Pat Leighton & Associates

**BOOKKEEPER**

Business Precision

**IT SUPPORT**

Acme Computers



# CENTRE STAFF

## STAFF

Gloria Moyle .....	Chief Executive Officer
Amy Astill .....	Operations Coordinator
Libby Carmody .....	Client Services Officer
Carmen Tieri.....	Client Services Officer
Marli Heke .....	Counsellor

## RESIDENT SERVICE PROVIDERS

Nicole Wade .....	Infant and Perinatal Counsellor
Nadia Fitzpatrick .....	Yoga Tribe
Silpa Dasariraju .....	Physiotherapy for Pelvic Health
Goldfields Physio .....	Pilates
Di Everitt .....	Tai Chi
Dr Jenny Sudburry .....	Well Women's Clinic



# AGM AGENDA

## **GOLDFIELDS WOMEN'S HEALTH CARE ASSOCIATION INC. ANNUAL GENERAL MEETING**

**Tuesday 3rd November 2020  
6:00 pm for a 6:15pm start**

**VENUE: GOLDFIELDS WOMEN'S HEALTH CARE CENTRE  
15 DUGAN STREET, KALGOORLIE**

- Welcome by President Ali Kent
- Apologies
- Confirmation of 2019 AGM minutes
- President's Address
- CEO's Report
- Treasurer's Report
- Audit Report and Financial Statement
- Appointment of Auditor for 2020/2021
- Member vote in the Constitution amendments review, as per the Associations Incorporations Act 2015
- Election of Office Bearers

### **VOTING**

16.1 A member has one vote only.

16.2 All votes shall be given personally or by proxy.

16.3 The Chairperson of the meeting may exercise a second or casting vote



**Goldfields Women's Health Care Centre**  
**19 November 2019 AGM Minutes**  
**Held at GWHCC**

Item	Relevant Documents (to be attached)	Actions
<b>1) Open: President</b>	<p><b>Ali Kent</b></p> <p>Acknowledgement to Country said to the Aboriginal custodians of the land on which we meet.</p>	7.31pm
<b>2) Attendance:</b>	<p>Ali Kent (AK)            Gloria Moyle (CEO)            Maureen Duddy (MD)            Lillian Walters (LW)            Samantha Duddy (SD)            Jo Normington (JN)            Elise Wheadon (EW)            Denise Roberts (DR)            Jenny Anderson            Sue Hurley            Jenny Thomas            Maria Marthegiani            Susan Owen            Carmen Tieri</p>	

Endorsed:



# 2019 AGM MINUTES

# 2019 AGM MINUTES



<b>3) Apologies:</b>	Moana Tane, Sandra McMahon, Rebekah Moyle, Deborah Botica, Lyn Joyce, Erica Cassidy, Eva Stokes, Denise Barber, Jennifer Stuart, Fiona Kealley, Pamela Martin, Jillian Mehennett, Ainslee McAlinden, Caroline Bradley,	
<b>4) Register of Conflict of Interest</b>	Nil	
<b>5) Presidents Address</b>	President Ali Kent	See attached address
<b>6) Acceptance of minutes from previous meeting:</b>	Confirmation of the 2018 AGM minutes:	Moved: Carmen Tieri Seconded: Samantha Duddy
<b>7) Annual Reports</b>	CEO annual report tabled by Gloria Moyle  <b>Treasurers Report</b> Tabled by Sam Duddy  Gloria Moyle has nominated Sam for an award. Sam has undertaken the considerable work entailed by the treasurer's position for several year on a purely voluntary basis.	Moved : Gloria Moyle Seconded: Ali Kent  Moved: Maureen Duddy Seconded : Sue Hurley
	<b>Appointment of Auditor for 2019-2020</b>  Pat Leighton appointed for this financial year.	Moved: Samantha Duddy Seconded: Consensus

Endorsed:

# 2019 AGM MINUTES

<b>8) Constitution</b>	Amendments to the constitution passed to become compliant with the Associations Incorporation Act 2015;	<b>Moved: Maureen Duddy</b> <b>Seconded: Consensus</b>
<b>9) Election of Office Bearers</b>	Two ordinary committee Member Positions open on the board. Appointed: Jennifer Thomas and Susan Owens  Meeting was advise that although only one vacancy was advertised the board had decided to use their authority to invite both nominees to join the board.  Folders were presented and photos taken.	<b>Moved: Ali Kent</b> <b>Seconded: Consensus</b>

Endorsed:



# 2019 AGM MINUTES



10) General Business	No general Business	
11) Meeting Closed	7.55pm	AK

Endorsed:



# PRESIDENT'S REPORT

It is with great pleasure that I present my President's Report this year for the Goldfields Women's Health Care Centre.

Firstly, on behalf of the Board, we would like to thank the staff of the Centre: Gloria, Carmen, Amy, Marli, Kate, Maria, Jill and Libby – along with Nicole and Veronica - who have worked tirelessly to support this great community organisation during the past financial year.

Until March 2020, we had a relatively smooth time in the Centre. The programs and services were all supported, and we were planning to bring more on stream.

On March 8th, we held a very successful International Women's Day function in the Marquee at the Kalgoorlie-Boulder Race Course. Over 230 ladies and a couple of men enjoyed an afternoon of amazing speakers from Melbourne, Perth and Kalgoorlie-Boulder.

We were blessed to hear so many unique and inspiring stories and the event was ably emceed, yet again, by our wonderful CEO, Gloria, with music from K2. A bonus this year was having the event officially opened by the Hon. Alannah MacTeirnan MLC, who touched on her journey through breast cancer: a topic so close to many women in the Goldfields.

International Women's Day – done and dusted! .....and then we entered a situation which turned everyone's lives around the world, upside down.

I believe that our function was one of the last events attended by so many people, before we entered the lockdown period.

By the middle of March, the COVID-19 pandemic was beginning to take hold of Countries, worldwide. Kalgoorlie-Boulder and the Goldfields entered its own period of lockdown and isolation.

However, I am so proud to report that through it all, the Goldfields Women's Health Care Centre remained open, albeit, through slightly reduced hours. Of course, groups, classes and programs were cancelled, but our staff were kept employed and counselling sessions were still undertaken.

Board meetings continued through Zoom and we all managed to make important decisions, through the major part of the crisis. One important task completed during this time was the development of our new Strategic and Operational Plan 2020-2023. If you haven't had a chance to take a look, I encourage you to see what the Goldfields Women's Health Care Centre is planning for the next three years.

Our CEO has been very busy developing Tenders this year. The partnerships with local groups to build the consortiums is a credit to our local community organisations. The Centre exists on a very small budget and does extraordinary work through the Goldfields. Fundraising is an important part of the work that the staff and Board undertake on a regular basis. I'd like to express my thanks and appreciation to every one of this special group of ladies that go over and above, every month, to contribute to the Centre.

When I presented my Report last year, Gloria and I were continuously lobbying for our own Goldfields Wellness Clinic to provide a doctor onsite for our clients. We have had a small win. Since February, a doctor has been at the Centre, monthly. We are, however, hopeful that this will develop into a long term clinic in 2021.

I'd like to send my appreciate to my Board. They work tirelessly for this community, volunteering their time. Thanks for your support, laughter (and food).

I would like to pay particular mention to Samantha Duddy who is standing down from the Board and her position as Treasurer - a role she has held magnificently for 7 years. Your contribution to the Goldfields Women's Health Care Centre has been amazing and you'll be greatly missed.

I cannot close my report without paying homage to the CEO, Gloria Moyle. Gloria works tirelessly for this organisation, and is always available no matter what time of the day or night she is required. COVID added such an enormous extra pressure on her and the staff; but her true spirit she took it all in her stride and battled through with her usual humour and resilience. On behalf of the Board – all of your hard work is appreciated. Thank You!

**ALI KENT**

President

A handwritten signature in dark ink, appearing to read 'Ali Kent', written in a cursive style.

# CEO'S REPORT

It is with great privilege I present my CEO report on what I can only say has been an exceptional year for all of us.

We finished 2019 on a high looking forward with anticipation of what 2020 would bring us, our staff structure already began to change with the retirement of our long serving Finance Officer Maria Marchegiani.

The New Year brought us a newly developed role of Client Services Officer; Libby Carmody joined us in February bringing her local knowledge, deep spiritual and cultural values.

In March we revamped our signature International Women's Day event, hosting a more informal high tea with National identity Yvie Jones, Perth Based Lana Hill and a swag of our home grown heroes who shared their journey though laughter and tears. The 250 women that attended thoroughly enjoyed the day ,which became the last major event in Kalgoorlie-Boulder due to the COVID-19 pandemic outbreak in the next week.

The immediate effects of COVID-19 on the GWHCC was that all of our GWHCC staff in the high-risk category began to work from home. This was because the health and wellbeing of our greatest assets are our number one priority.

We altered the provision of services to suit the new normality of society; however, we were determined to support our clients with complex needs, particularly during such uncertain times. Our counsellors and I were the only staff left on site to conduct face-to-face appointments with the most stringent of physical distancing and cleaning regimes.

This need became greater over the course of the pandemic, due to our organisation being one of only ones able to provide our invaluable services to homeless and community members experiencing family and domestic violence because of the home isolation. The GWHCC worked tirelessly to make certain that we could continue our advocacy and support, during an extremely challenging time.

In July, Office Coordinator Carmen Tieri, retired from her role after 9 years of service, Carmen was inducted as a Life Member for her long-term commitment to Womens health in the Goldfields.

Determined to ensure that our centre truly represented the demographic and representation of women in our region, we employed 18 year old Amy Astill as the Operations Coordinator to give us a youth perspective, ensuring our services are more appealing to young people in the region.

Marli Heke returned to us as in August as our in house Counsellor, Marli has a wealth of knowledge in the counselling space and a genuine empathy that makes her a wonderful addition to the team.

The GWHCC has looked critically at our organisational structure and infrastructure requirements and our new organisation structure and systems will not only assist GWHCC and support the outstanding work that we do but also to measure our social impact and report more efficiently on our client outcomes

One thing that has not changed this year is GWHCC's commitment to quality service provision with re- accreditation to Australian Excellence in Customer Service Quality Improvement Program. We have actively pursued out new business opportunities and continue to collaborate with many of the Goldfields major stakeholders.

Upon the easing of the COVID19 restrictions, the GWHCC team reassured the community with its presence and engagement at Boulder Market Days, Lorna Mitchel Spring Festival, and the Coffee & Cars events. The aim of our continual presence at forums that influence recovery and events promotes the GWHCC's commitment in rebuilding of the community sector in the Goldfields.

Upon reflection, of what has been a roller coaster of a year, we can also be very proud of the leadership of our Board and adaptability of the staff. We have ensured that our members and women of the Goldfields were provided valued services to support themselves and their families by improving their health and well-being.

**GLORIA MOYLE**

CEO

A handwritten signature in black ink, appearing to read 'G Moyle', written in a cursive style.



# TREASURER'S REPORT

## For Year Ended 30 June 2020

The Centre has reported a surplus of \$77,159 for the financial year. It is abnormal for us to report such a large surplus, and it has come about from a combination of events: staff changes during the year followed by reduced operating hours at the centre that were a response to the COVID-19 pandemic. The pandemic has particularly hampered our ability to provide the level of service that we pride ourselves on, but we had to prioritise the safety of our staff and members.

Our government funding and membership fees are consistent with the previous year. The holistic health programs run in conjunction with external providers remained popular, but we were unable to run classes for an extended period because of COVID restrictions on gathering sizes. The main increase in our income has been through donations, subsidies and grants which are due to the fantastic efforts of the CEO and Chairperson in promoting the organisation.

While our income increased by \$52,671 from the previous year, our expenses also went down by \$45,041. Simply put, with the centre closed and staff working from home, our operating expenses went down. Our program expenses also decreased, as we could not run our usual programs.

One expense that has increased is bookkeeping fees. This was a result of staff changes at the centre, and the decision was made to outsource our financial processing to Business Precision. As they already prepare our activity statements and Board Financial Reports, it made sense to streamline that service, and meant that we could focus our remaining staff on more client-service roles.

Our cash balances have increased from \$115,965 to \$191,508 at 30 June 2020. Our ratio of current assets to current liabilities (excluding provision for asset replacements) is 3.40:1. This means that we have sufficient cash and current assets to pay our debts.

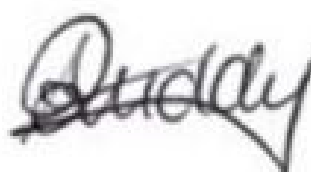
Overall, it has been a turbulent year for the centre. We lost some long-term staff members for various reasons, and it was sad to see them leave. We were also excited with our new team members, and I hope that they enjoy their positions and that we as a Board are able to support their career development.

I have no doubt that the demand for our services will be skyrocketing through the next year as we continue to deal with the economic, mental and emotional consequences of the pandemic. Once again, I must thank the staff and CEO for all their efforts during the year, and my fellow Board members who all adapted to Zoom meetings and uncertain times with aplomb.

**SAMANTHA DUDDY**

FIPA FFA

Treasurer



# FINANCIAL STATEMENTS

## Goldfields Women's Health Care Association Inc

### Income and Expenditure Statement

For the year ended 30 June 2020

	2020 \$	2019 \$
<b>Income</b>		
Funding - Health Department	284,535	237,512
Membership Fees	5,795	5,535
Donations	32,335	3,520
Counselling	10,176	14,436
Meditation Clients	760	
Tai Chi Clients	5,110	
Event Income	1,954	9,753
Rural In Reach Funding	1,915	
Fundraising	1,460	1,885
Room Hire	14,467	12,195
Unplanned Pregnancy Funding		42,901
Pilates Workshop	6,145	17,793
Integrated Care Management	51,291	53,680
Interest received	1,413	1,641
Subsidies and Grants	24,994	
Other income	1,886	70
JobKeeper Subsidy	6,000	
Cash Flow Boost	10,000	
Sponsorship Income	4,545	6,273
Perinatal Class Income	4,425	9,340
Total Income	469,205	416,534
<b>Expenses</b>		
Accreditation/Certification Fees	2,875	5,217
Advertising And Promotion	7,141	6,227
Audit fees	2,800	2,750
Bank Fees And Charges	491	504
Bookkeeping/Admin	12,115	5,790
Client Support Expenses	52	
Consumables	788	1,528
Catering Expenses	3,289	444
Cliniko Subscriptions/SMS	210	
Cleaning And Gardening	5,764	8,474
Unplanned Pregnancy Counselling	120	375

# FINANCIAL STATEMENTS

## Goldfields Women's Health Care Association Inc

### Income and Expenditure Statement

For the year ended 30 June 2020

	2020 \$	2019 \$
Consultants Fee	7,826	
IT/Computer Support	615	
Counseling - General	12,374	3,187
Counseling - Supervision		450
Visiting GP Expenses	2,664	
Depreciation -plant	8,221	14,573
Donation		200
Equipment		260
Electricity & Gas	3,212	3,374
Event Expense	15,107	14,941
Promotional Expenses	1,779	
Fundraising	150	1,153
General expenses	30	124
Gardening Expenses	105	16
Gifts	630	578
Hire/rent of Plant & Equipment	7,599	7,120
Insurance	12,106	10,453
OHS Expenses		80
Programme Expenses	649	658
Prenatal Counselling	25,545	33,011
Other Programs	25	25
Spring Festival Expenses	208	
Office Furniture/Storage	395	
Pilate Workshop	6,105	12,065
Medical Supplies	308	149
M/V car - Depreciation	2,728	3,520
M/V car - Rego/Insurance	850	826
M/V car - Repairs	1,225	845
M/V other - Fuel & oil	1,888	2,173
Provision For Leave	(7,352)	21,927
Employee Entitlements	(8,713)	(560)
Printing & stationery	1,475	2,269
Rates & land taxes	577	564
Repairs & Maintenance - Building	1,121	
Building Maintenance		3,532
Resources/Internet/IT Maintenance	8,419	8,290
Security	862	488



# FINANCIAL STATEMENTS

**Goldfields Women's Health Care Association Inc**  
**Income and Expenditure Statement**  
**For the year ended 30 June 2020**

	2020 \$	2019 \$
Staff Amenities	116	
Staff Training/Education	2,245	182
Board Training	360	
Subscriptions	6,388	6,165
Tai Chi Expenses	5,096	
Superannuation	17,691	21,371
Telephone	6,217	4,985
Travel, accom & conference	4,371	229
Wages - Administration	91,714	90,677
Wages - Co-Ordinator	113,120	92,886
Wages - Counsellor	352	42,990
Total expenses	<u>392,046</u>	<u>437,087</u>
<b>Net Income over Expenditure</b>	<u><b>77,159</b></u>	<u><b>(20,552)</b></u>



# FINANCIAL STATEMENTS

## Goldfields Women's Health Care Association Inc Detailed Statement of Financial Position as at 30 June 2020

	Note	2020 \$	2019 \$
<b>Current Assets</b>			
<b>Cash Assets</b>			
Term Deposit		20,000	20,243
Beyond Bank		95,724	28,209
Community Reward Account		72,641	64,387
Petty Cash			540
Cash Tin		199	175
Petty Cash - Beyond Bank		2,750	2,141
Cash/Chq Clearing Account		165	
Stripe Clearing Account		40	
		<u>191,518</u>	<u>115,695</u>
<b>Receivables</b>			
Trade debtors		19,526	515
		<u>19,526</u>	<u>515</u>
<b>Total Current Assets</b>		<u><b>211,044</b></u>	<u><b>116,210</b></u>
<b>Non-Current Assets</b>			
Building Extensions		37,241	37,241
Less Accumulated Depn		<u>(12,425)</u>	<u>(11,788)</u>
		<u>24,816</u>	<u>25,453</u>

# FINANCIAL STATEMENTS

## Goldfields Women's Health Care Association Inc

Detailed Statement of Financial Position as at 30 June 2020

	Note	2020 \$	2019 \$
<b>Property, Plant and Equipment</b>			
Buildings - independent value		272,900	272,900
Building Upgrades		213,714	213,714
Fixtures & Fittings		23,836	23,836
Less: Accumulated depreciation		(17,028)	(15,827)
Plant & equipment - at cost		117,009	117,009
Less: Accumulated depreciation		(89,723)	(84,907)
Computers & Software		17,854	16,544
Less: Accumulated depreciation		(8,971)	(7,403)
Motor vehicles - at cost		33,962	33,962
Less: Accumulated depreciation		(24,565)	(21,837)
Other - Website		16,190	16,190
		<u>555,178</u>	<u>564,180</u>
<b>Total Non-Current Assets</b>		<b><u>579,994</u></b>	<b><u>589,632</u></b>
<b>Total Assets</b>		<b><u>791,038</u></b>	<b><u>705,842</u></b>
<b>Current Liabilities</b>			
<b>Payables</b>			
Trade creditors		<u>5,351</u>	<u>6,703</u>
		<u>5,351</u>	<u>6,703</u>
<b>Current Tax Liabilities</b>			
GST payable control account			2,462
Input tax credit control account			(4,110)
GST Control Account		11,112	
Amounts withheld from salary and wages		<u>10,449</u>	<u>3,424</u>
		<u>21,561</u>	<u>1,776</u>

# FINANCIAL STATEMENTS

## Goldfields Women's Health Care Association Inc Detailed Statement of Financial Position as at 30 June 2020

	Note	2020 \$	2019 \$
<b>Provisions</b>			
Provision For Asset Replacement		66,000	66,000
Super Payable		6,296	1,265
Provision For Annual Leave		7,027	8,673
Provision For LSL		16,202	23,554
Provision For S/L		4,927	11,993
Salary Sacrifice Mortgage		639	
		<u>101,090</u>	<u>111,486</u>
<b>Total Current Liabilities</b>		<u>128,002</u>	<u>119,945</u>
<b>Total Liabilities</b>		<u>128,002</u>	<u>119,945</u>
<b>Net Assets</b>		<u>663,037</u>	<u>585,878</u>
<b>Accumulated Funds</b>			
Accumulated surplus (deficit)		663,037	585,878
<b>Total Accumulated Funds</b>		<u>663,037</u>	<u>585,878</u>



# AUDIT REPORT

## **Goldfields Women's Health Care Association Inc** **Independent Auditor's Report to the Members**

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### **Report on the Audit of the Financial Report**

#### **Opinion**

We have audited the financial report of Goldfields Women's Health Care Association Inc (the association), which comprises the Statement by Members of the Committee, the Income and Expenditure Statement, Statement of Financial Position as at 30 June 2020, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2020 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Act 2015.

#### **Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Emphasis of Matter – Basis of Accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Act 2015. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

#### **Responsibilities of the Committee for the Financial Report**

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Act 2015 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.



# AUDIT REPORT

## Goldfields Women's Health Care Association Inc

### Statement by Members of the Committee

For the year ended 30 June 2020

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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 outlined in Note 1 to the financial statements.

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of Goldfields Women's Health Care Association Inc as at 30 June 2020 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association 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:



Chairperson



Treasurer





# 2020 ANNUAL REPORT