

# Vermont South Community House Inc.

ABN 60 776 754 115

ARBN A0004301Z



## 2010



# Annual Report



*"the heart of our community"*

Annual General Meeting  
Tuesday 29<sup>th</sup> March 2011

# the year that was ...



*Knit and Sip*



*Member's Barbecue*



*Australia's Biggest Morning Tea*



*Bunnings Painting the Studio*



*Footy Tipping Competition BBG*



*Antique Roadshow for Members' Function*

# 2010 COMMITTEE OF MANAGEMENT



Tracie McGregor



Firoz Divecha



Brodie Cotton



Janet Grant



Mary McCormack



Yvonne Rice

**President**  
Tracie McGregor

**Vice President**  
Bill Bennett

**Treasurer**  
Firoz Divecha

**Public Officer/Secretary**  
Lalitha Sharma

**General Committee Members**  
Brodie Cotton (Co-Opted)

Warwick Dilley  
Janet Grant  
Shailendra Khatri  
Mary McCormack  
Leanne Michaud  
Yvonne Rice  
Julie Spurr

**Ex-Officio Staff Member**  
Jenni Bramham



Lalitha Sharma



Shailendra Khatri



Julie Spurr



Bill Bennett



Warwick Dilley



Leanne Michaud



# staffing

## OFFICE STAFF

### Manager

Jenni Bramham

### Administration Officer

Yvonne Rice

### Office Assistants

Diana Blakeman

Helen Crisp

## CHILD CARE STAFF

### Child Care Supervisor

Leanne Michaud

### Child Care Assistants

Bronwyn Cini

Natalie Coulter (resigned)

Janet Grant

Pauline Tallents

Thank you also to all our wonderful office volunteers, tutors, group leaders, Toy Library committee members, newsletter editors, collators and distributors.



*Office staff L to R Diana Blakeman, Jenni Bramham, Helen Crisp and Yvonne Rice*

## FUNDING BODIES

We gratefully acknowledge the financial support of the following funding bodies:

- Adult, Community & Further Education (ACFE)
- City of Whitehorse
- Department of Education & Early Childhood Development (DEECD)
- Department of Planning & Community Development (DPCD)



Department of Education and  
Early Childhood Development



Department of Planning  
and Community Development

# president's report

2010 was a challenging year in many ways.

Our President, Tracie McGregor, was unable to continue her involvement with the House from the middle of the year. We would like to thank her for valuable service to the House, especially her contribution to the House Strategic Plan. Focusing on this plan and with the support of Committee members we were able ensure the continued smooth functioning of the Committee of Management. We welcomed Brodie Cotton as a co-opted member of the Committee and she has played a valued role this year.

Of course, financing the operations of any organisation is always a challenge and especially so in the not for profit sector. A great deal of our time and energies have been directed in exploring other avenues and opportunities that can lead to a more efficient use of funds relative to the services provided. During the year much planning took place in terms of how to better market these services to the community and indeed how to be more relevant to a changing world. This includes ongoing commitment to using computer based packages to engage with our clients and manage our business.

However, it is people who are the most important asset to Vermont South Community House and on behalf of the Committee of Management, I would like to say thank you to everyone involved with the House.

As you read through this Annual Report you will understand how the contributions made by the Office Staff, Child Care Workers, Tutors, Committee of Management members and all of the other volunteers have made Vermont South Community House such a great community facility.

I must make special mention of our Manager, Jenni Bramham, who has worked tirelessly to ensure Vermont South Community House is indeed “the heart of the community.”

Bill Bennett  
Vice President



# manager's report

The Australian Government Productivity Commission Research Report *Contribution of the Not-For-Profit Sector*, January 2010 describes social inclusion as:

*“Providing people with the fundamentals of a decent life; opportunities to engage in the economic and social life of the community with dignity; increasing their capabilities and functioning; connecting people to networks of local community; supporting health, housing, education, skills training, employment and caring responsibilities.”*

The Productivity Commission's report also reports that NFPs contribute to community wellbeing in four broad ways:

*service delivery* to members or clients

*exerting influence* and initiating change in economic, social, cultural and environmental issues

*connecting community* and expanding people's social networks

*enhancing community endowment* by investing in skills, knowledge and physical, social, cultural and environmental assets for current and future generations

NFPs may pursue one, some or all of these purposes and their outcomes can interact with others in shaping the eventual impact.<sup>1</sup>

<sup>1</sup>The Australian Government Productivity Commission Research Report *Contribution of the Not-For-Profit Sector*. January 2010. A Measurement Framework, p 29

The development of skills and knowledge, the health and wellbeing of people and pathways to further education and employment have been provided through the diversity of programs offered throughout the year. Vermont South Community House has shown leadership on environmental issues and other areas of influence. As well as direct service delivery, the various fundraising and social activities held throughout the year also brought people together, and these connections will continue into 2011 and beyond. Vermont South Community House provided people with opportunities to volunteer in a range of areas throughout the House to connect with the community and gain important life and vocational skills. Members have been integral to the planning and evaluation of activities at the House through representation on the Committee and various Sub-Committees. Investment in the physical assets of the House during 2010 will be used and enjoyed by many people now and in the years to come.

## **Service Delivery**

Vermont South Community House continues to provide an extensive range of courses and activities that are relevant and responsive to the community and a number of new courses were added to our program in 2010. The majority of our regular courses continued throughout the year with only a small percentage not going ahead due to low enrolment numbers.

In 2010 there was a slight decrease in participation across most course categories, which although we have no firm data to support, we believe it to be as a result of the global financial crisis of 2009 and an increase in interest rates in 2010 as many people no longer

“disposal income” to spend on recreational and personal pursuits. There was however, an increase in participation from 2009 for Children's Activities. Due to an increase in the number of individuals and groups hiring the Community House during our “off peak” hours, the number of people attending all areas of the Community House increased in 2010 to 9,077 compared to 8,027 in 2009 and the total student contact hours increased in 2010 to 94,212.25 compared to 91,850 in 2009.



## manager's report cont.

As participation still remains very high in our courses and activities, so does the associated administrative burden on the office staff. A slight fee increase assisted the profitability of some of our courses where enrolment numbers were high, however we need to be mindful of considering people's abilities to pay.

On 15 October 2010 the Community House's registered training organisation (RTO) status expired. After very lengthy discussions with the Committee regarding the pros and cons of remaining an RTO, the Committee passed a resolution at the June meeting not to continue as an RTO after October. This was not an easy decision to make, but one based on careful consideration. Lack of co-ordination funding relative to the size of our operations and the amount of compliance associated with delivering accredited training were two issues leading to our decision. Although not wanting to influence the Committee's decision I did comment that I would prefer to concentrate my efforts on being the very best Community House we could be while considering the principles of community development rather than being a struggling RTO. Our main concerns were to be able to continue offering the current level of funded courses (ESL, Certificate I Information Technology and a range of short computer courses) so our students wouldn't be disadvantaged and operating without the \$48,145 funding currently received for accredited delivery. We were fortunate to receive pre-accredited funding so we could continue to offer the ESL classes and Clota Cottage Neighbourhood House in Box Hill oversaw our Certificate I Information Technology classes in Term 4.



The Children's Services Regulations of May 2009 continue to provide challenges in maintaining financial viability whilst maintaining the required staff to child ratios and ratios for diploma qualified staff. In June 2010 the Federal Government withdrew its \$1m contribution to the State Government's Take-a-Break program. As we don't receive this funding we weren't effected, however as convenor the state peak body's child care working party I was involved with discussions with Minister Maxine Morand in July which saw the State government contributing an additional \$1m to maintain the same level of funding for the following twelve months. These discussions also resulted in the department engaging KPMG to undertake a review of the funding model and I was not only able to represent the sector at meetings with KPMG, but also that of Vermont South Community House. In order for the funding model to be equitable, children's services, such as ours, should also be funded.



Promotion of the Community House continued throughout the year. In August I made a presentation to the local retirement village on the activities of the Community House and spoke of ways we may be able to either offer courses on site as a number of the residents indicated that transportation was an issue as well as developing more affordable programs as cost was also a barrier to participating for some. I also made a presentation to English as a Second Language students in August at the Box Hill Adult Migrant Education Service (AMES) on how they can continue their English study after completing their required hours at AMES as well as how they can improve their English and develop connections in the community through participating in the range of activities offered at the House. Further promotion included a display at Yarra Valley Water's Health Expo on 27<sup>th</sup> October, which was designed to provide their staff with information on a range of health, fitness and wellbeing activities available in the local area so they can initiate sustainable lifestyle changes to improve their quality of life. I also assisted our cooking tutor Paddy who demonstrated and cooked a healthy menu for some of Yarra Valley Water's staff on Friday 29<sup>th</sup> October. With the other Houses we participated in Whitehorse Council's Spring Festival in October. The Creche staff also held an open day in October to coincide with Children's Week to showcase the child care and to encourage additional enrolments.



## manager's report cont.

### ***Exerting Influence***

For the past 34 years, the Vermont South Community News has been published monthly except January and circulated by local volunteers to the 4,000 homes in Vermont South. This is a major undertaking and continues to provide information to residents of Vermont South on a range of issues, including educational opportunities, local news, sustainability issues and local business and trade resources. In 2010 the newsletter continued to be sent to members electronically. There has been an increasing use of our website [www.vsch.org.au](http://www.vsch.org.au) as a means of disseminating information with the community.

We believe it is important for the Community House to show leadership in the area of environmental sustainability and we received an Honourable Mention in Whitehorse Council's Sustainable Community award for recognition of our work to reduce the House's carbon footprint and to promote sustainable practices throughout the Community House and the local community. In July the Community House partnered with Planet Ark and Close the Loop and became a collection point for people to recycle their used laser, ink and toner cartridges and in August partnered with Mobile Muster and became a collection point for people to recycle unwanted mobile phones and phone accessories. We will extend these initiatives in 2011 to being a collection point for used household batteries and have been asked by Planet Ark to be a collection point for unwanted computers and computer peripherals (space is an issue and this will need to be considered).



In June the Vermont South Sustainability Street launched its campaign to reduce energy consumption at the Community House with the help of staff and participants. The campaign involved energy audits, data tracking and workshops to achieve the energy reduction target set for the Community House to work towards. Members of the public were invited to attend the group's June meeting and learn how to use a powermeter and record energy usage and to bring along their energy bills for the past 2 or 3 years and get behind the "Community Energy Reduction Challenge". As a result of the energy audit we have made a commitment to undertake a variety of measures to implement changes to the building and practices to reduce the ecological footprint of the Community House. Based on limited available resources there is a need to identify opportunities for funding to assist with implementing the recommendations. An application for a Climate Communities Grant (managed by Sustainability Victoria) was submitted in October however with a change of Government following the State election, we will be resubmitting the application in 2011. The application involves securing funding for retrofitting the Community House to put in place energy saving initiatives identified through the energy audits and running a series of workshops for people to learn how they can initiate energy saving measures in their own homes and to view the energy saving measures the Community House has undertaken.



### ***Connecting community***

Feeling connected to the community and providing opportunities to learn new skills, whether for enjoyment or vocational outcomes are important factors that contribute to the health and wellbeing of the community. Following on from the decision made in 2009 to charge an annual membership fee of \$20.00 and offset the charge by providing a \$10 and \$5 course discount voucher as well as other benefits such as a members' only e-newsletter and invitations to House events, two successful members' functions were held. The first was a family barbecue in February where we were fortunate to have a warm summer evening and where it was pleasing to welcome new members to the Community House. The second was an Antique Roadshow in June.



## manager's report cont.

Our second Health and Wellbeing Expo was held on Saturday 16<sup>th</sup> October 2010 and it was unfortunate that the weather was extremely cold and wet, which deterred many people from attending (the Channel 9 Today Show jeep came and the location was promoted on national television). I thank members of the Committee Mary McCormack and Julie Spurr and their team for their efforts in organising the expo and for the speakers who gave up their time to present a range of health and wellbeing presentations.



In 2010 the Community House participated in the Relay for Life for the first time where some 15 staff members, committee members, volunteers and participants walked throughout a 24 hour period and through sponsorship raised a total of \$1,553.50 for the Cancer Council of Victoria.

Staff members, volunteers and community members also knitted squares for the Save the Children Fund which we joined into making a large number of blankets, which the Fund sent to children in August. Activities that support other charities and community organisations continued in 2010 with events such as the Australia's Biggest Morning Tea, Daffodil Day, Pink Ribbon Day, Top Dog Day, the Girls Night In and Wesley Mission Food for Families appeal. We participated in the Whitehorse Community Chest for the second



time by providing volunteers to door knock. We were pleased to work Robinson House, a women's refuge in the eastern suburbs by collecting cash donations as well as donations of new linen, toiletries and first aid equipment as well as children's toys, DVDs and art supplies.

Volunteering is another means of connecting the community and we thank are our wonderful volunteers for their assistance throughout the year. At the Community House in 2010 there were around 80 people who volunteered in the office, in the classroom, with the newsletter, to operate the Toy Library and the Committee of Management. It is estimated, in total that these volunteers contributed 5,000 hours to the Community House over the year. If the rate of \$20 per hour was used, then this contribution would equate to \$100,000 in savings by the House on an annual basis. We are also pleased that we have been able to provide training and work experience for those wishing to return to paid employment.



### ***Enhancing community endowment***

In June Vermont South Community House received a grant from the ACFE Eastern Metropolitan Regional Council to further develop the Asset Management System Committee member, Warwick Dilley, had developed during 2008. The purpose of the grant was "to promote the ongoing professional and organisational development of all Providers in the Region". As we believe the Asset Management System to be a tool to use to demonstrate best practice when it comes to asset management, are plan is to sell the system to other Neighbourhood and Community Houses (not just ACFE Providers) as well as small business owners and community/sporting groups. In July I presented the system to an ACFE Eastern Metropolitan Region staff member and two overseas visitors who were on a study tour to view best practice in financial and asset management. I also conducted a presentation of the system at the ACFE Regional Conference in October and a brief presentation at a CHAOS network meeting. From these presentations we have demonstrated the system on site to a small number of Houses and have installed the system in some of these Houses. Warwick must be commended for the amount of volunteer hours is has contributed to this project.

## manager's report cont.

We were successful in obtaining a highly experienced and skilled business mentor, Anthony Turner through ACFE and the Department of Innovation, Industry and Regional Development and the Small Business Mentor Service. Five in-depth sessions were held with Anthony from August through to the end of November where various marketing strategies and ways to ensure a sustainable future for the House were discussed. I also attended a number of professional development sessions on disability awareness, inclusive strategies, managing challenging behaviours as well as mental health first aid.

We had two students from Carrick Institute who completed their 200 hour placements with us as part of the Diploma of Community Welfare. We greatly appreciated the work they undertook which included reviewing all of our policies and updating handbooks. We were also pleased that they involved themselves in the community development activities of the Community House throughout the year. We participated in Monash University's Volunteer Expo on 10 May and a 1<sup>st</sup> year accounting student commenced volunteering on a Monday morning and has commenced aligning our MYOB chart of accounts to the Standard Chart of Accounts.



Thank you to Council for assisting us in maintaining our facilities at a high standard. Council minor works funding for 2009/2010 was used to replace the Studio swing frame and associated landscaping works in March at a cost of \$3,045 and the two toilets in the Studio were replaced with water efficient ones at the end of June at a cost of \$1,346. A total of 50 new chairs for the main building were purchased in July. Half of these were purchased from Council funding (\$3,000) six were purchased with ACFE Commonwealth Equipment funding (\$736) with the remaining \$3,014 from House funds. This has greatly improved the facilities for the classes and activities that are held in the Studio as well as for the comfort of participants in the main building. Through our ACFE Commonwealth Equipment funding (\$2,640) we were also able to purchase a new computer for Yvonne and the front counter (total cost \$1,573) a UPS (\$218) and InDesign Software to assist in the production of the syllabus (\$258).

Through money retained from the Whitehorse Community Chest allocation of November 2009 we were able to purchase a barbecue in February for \$158.18 in time for the Member's social function. Through House funds we were able to purchase for the creche a number of toys and two mats for the Studio. Throughout the year the Toy Library purchased new toys for with the assistance of a \$500 grant from Council as well as from their membership fees. A shed to store the Toy Library Party Pack and toys out of circulation awaiting repair was purchased in July at a cost of \$1,673.77 thanks to \$1,557.27 funding from the Box Hill Rotary Club.



We also thank the Vermont South and Bayswater Bunnings stores for painting the outside of the Studio as part of their community service program. This was a mammoth task as we took the opportunity to change the colour from "undercoat pink" to a pale green colour. We also thank the Lions Club of Vermont South for providing the labour and materials to construct the raised garden bed outside the Studio over the Anzac weekend. This has been

discussed for some years and it was wonderful to see the project finally come to fruition. The Japanese Youchien groups planted a range of vegetables and the children enjoyed fresh and healthy vegetables.



## manager's report cont.

Thank you to Cr Raylene Carr and Ilias Kostopoulos, Manager City Works for arranging for the construction of the path along Karobran Drive. The Community House moved to Karobran Drive in June 1987 and on many occasions over the past 23 years we have requested a path, particularly as it has been a safety issue as people were forced to walk on the road. The pedestrian crossing linking the path to the paved paths behind the child care centre, library and the Community House will also improve the safety of those using the path. I have asked Cr Carr to keep on the agenda the issue of the path behind the Community House that leads into the carpark of the shopping centre.

### *working together*

I sincerely thank all of the staff, volunteers, child care workers, tutors and Committee members for their support and encouragement throughout the year. By working together we have been able to achieve extraordinary things, contributing to the social capital of the community. For every dollar we received in grants we were able to generate almost two dollars in income from fees and fundraising. For the 1,300 hours of co-ordination funding from the Department of Planning and Community Development, for which we are contracted to provide 2,600 program hours annually, we provided 3,862.75 hours, with a further 875 ACFE funded hours and 1,724.25 hours for room hire (total 6,462 hours).

Participation in networks and working parties is an important element of strengthening the sector, however it places considerable pressure on the resources of the Community House. As Manager I attend a considerable number of meetings outside the Community House as well as numerous in-house Sub-Committee meetings, many of them outside "normal" working hours. During the year I again worked closely with the Managers of the other Houses in the City of Whitehorse and together we were able to further develop our Houses. I am the Public Officer of the Australian Neighbourhood Houses and Centres Association, the Treasurer of the Association of Neighbourhood Houses and Learning Centres (ANHLC), a member of the ANHLC Strategic Coordination Group and convenor of the ANHLC Child Care Working Party. Involvement at the state and national level has benefited both Vermont South Community House and the sector as a whole. During the September school holidays I spent a day and evening in Swan Hill where I attended a meeting of Mallee Network of Neighbourhood Houses to discuss how Vermont South Community House and the Houses in the Mallee can work together to assist those Houses. We had thought of being able to partner by holding workshops in the region, but due to the vast geographical distance between the two areas suggested they encourage members of their communities to write articles for Vermont South Community news as a way of informing others of the challenges of living in rural Victoria.

The political, social and economic environment in which we operate will continue to present a number of challenges for the Community House. We are keenly aware of the need to increase our membership base and seek funding outside our present funding sources if the long term viability of the House is to be secure and to ensure that we can continue to respond to the changing needs of our community.

Jenni Bramham, **Manager**

# treasurer's report

Audited statements of financial performance during 2010 and financial position at end of 2010 are attached. Year 2010 has also been a difficult year as compared to 2009 but Vermont South Community House faired quite well in terms of income and net surplus.

## Income

Total income for the year was \$493,158 (previous year \$504,631). Of the total income earned, 64% was earned from fees and other receipts, 16% from ACFE grants and 20% from Government grants. Income earned was less mainly on account of lesser fees earned from adult and children activities due to decrease in registration numbers. Hence, net surplus for the year was lower at \$25,710 as compared to \$31,435 for previous year.

## Expenditure

Total expenses decreased by \$5,748 y-o-y mainly on account of lower provision made for long service leave.

## Balance Sheet and Cash Flow

Cash and bank accounts at end of 2010 was a healthy balance of \$181,614 compared to \$154,229 in the previous year (an increase of \$27,385). Fixed asset base increased marginally by \$1,119 mainly on account of furniture & equipment. Overall our cumulative reserves of cash and equity are growing substantially to meet future expansion plans.

## Next financial year - challenges

Our biggest challenge for Year 2011 will be to generate similar income levels without out RTO status as the Community House will not qualify for entire ACFE grant funding.

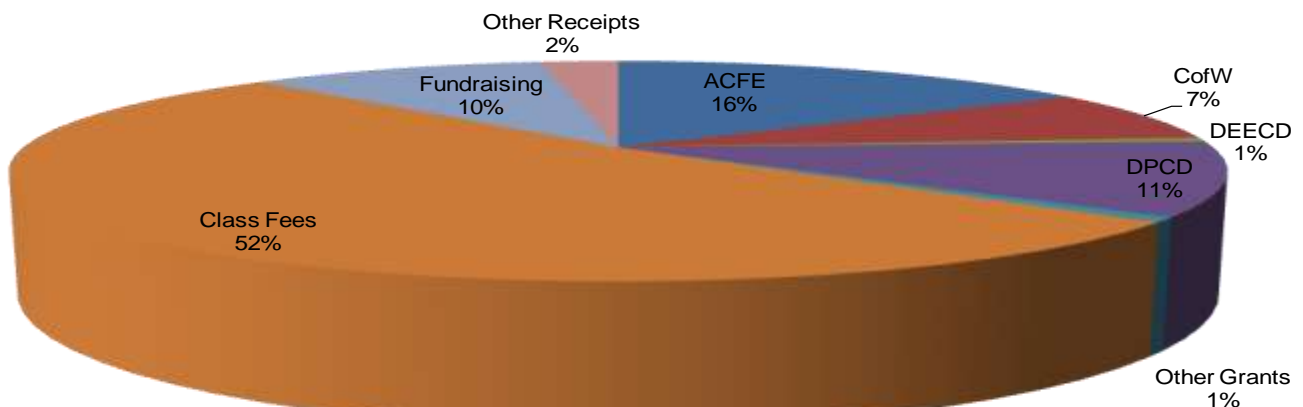
## Thank you note

I would like to thank all volunteers and staff members of Vermont South Community House for their contributions and hard work during this financial year. Look forward to your support for 2011.

Firoz Divecha

Treasurer

**SOURCES OF INCOME 2010**



## **H C LAKHANI & CO**

*H.C. Lakhani - Chartered Accountant*  
*ABN: 31 830 892 019*

### **INDEPENDENT AUDITOR'S REPORT**

#### **TO THE MEMBERS OF VERMONT SOUTH COMMUNITY HOUSE INC.**

##### **Report on the Financial Report**

We have audited the accompanying financial report, being a general purpose financial report, of the **VERMONT SOUTH COMMUNITY HOUSE INC**, which comprises the balance sheet as at 31st December 2010, and the income statement, statement of changes in equity and cash flow statement for the then ended, a summary of significant accounting policies and other explanatory notes.

##### *Management's Responsibility for the Financial Report*

The management of **VERMONT SOUTH COMMUNITY HOUSE INC** is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the needs of the members. The management's responsibility also includes designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances.

##### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. An audit also

# ***H C LAKHANI & CO***

*H.C. Lakhani - Chartered Accountant*

*ABN: 31 830 892 019*

includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial reports.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Management's financial reporting requirement. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

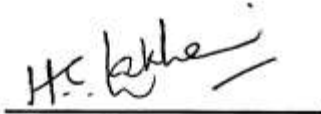
## *Independence*

In conducting our audit, we have complied with the relevant independence requirements.

## *Auditor's Opinion*

In our opinion the financial report of **VERMONT SOUTH COMMUNITY HOUSE INC**

- (a) gives a true and fair view of **VERMONT SOUTH COMMUNITY HOUSE INC's** financial position as at 31<sup>st</sup> December 2010 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1; and
- (b) complying with Australian Accounting Standards to the extent described in Note 1.



HIMANSHU LAKHANI CA

Registered Company Auditor

Signed at Ringwood this 28th day of March 2011

***Suite 101, 17 Heatherdale Road, Ringwood, VIC 3134***  
***P.O.Box 4214 Eastland, Ringwood, VIC 3134, Australia***  
***Tel.: + 61 3 9872 5335 or 9872 3888***  
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***E-mail: hlakhani@bigpond.net.au***

## financial statements cont.

**VERMONT SOUTH COMMUNITY HOUSE INC.  
BALANCE SHEET  
FOR THE YEAR ENDED 31ST DECEMBER 2010**

	<b>2010</b>	<b>2009</b>
<b>Accumulated Funds</b>	170,150	144,440
<b>Represented By:</b>		
<b>Current Assets</b>		
Cash on Hand	1	31
Cash at Banks	181,613	154,198
Accounts Receivable	6,049	5,114
Buildings	9,226	8,298
Computers (Office)	5,313	5,336
Computers (Teaching)	10,569	13,640
Furniture & Equipment	26,263	23,733
Children's Toys	2,434	2,388
Playground Equipment	9,498	8,835
Toy Library Toys	2,584	2,539
	<u>253,551</u>	<u>224,112</u>
<b>Less Current Liabilities</b>		
Accounts Payable	2,070	942
GST	1,804	483
Payroll Liabilities	4,652	4,176
Superannuation	2,334	2,611
Fees Received in Advance	-	1,000
Provision for Sick Leave	16,500	16,500
Provision for WorkCover	1,500	1,500
	<u>28,859</u>	<u>27,211</u>
<b>Less Deferred Liabilities</b>		
Provision for Long Service Leave	54,542	52,461
<b>Net Assets</b>	<u><u>170,151</u></u>	<u><u>144,440</u></u>
<b>Equity</b>		
Prior Year's Surplus/(Deficit)	31,815	31,815
Pre 2008 Assets	45,833	45,833
Retained Earnings	66,791	35,357
Current Year's Surplus/(Deficit)	25,710	31,435
	<u><u>170,150</u></u>	<u><u>144,440</u></u>

## financial statements cont.

**VERMONT SOUTH COMMUNITY HOUSE INC.  
PROFIT AND LOSS STATEMENT  
FOR THE YEAR ENDED 31ST DECEMBER 2010**

<b>INCOME</b>	<b>2010</b>	<b>2009</b>
<b><i>Grants Received</i></b>		
ACFE	78,701.71	80,540.00
City of Whitehorse	37,193.00	34,040.55
DEECD	2,761.48	2,692.64
DPCD	53,534.50	52,419.98
Miscellaneous Grants	3,437.27	4,073.64
<b><i>Total Grants Received</i></b>	<b>175,627.96</b>	<b>173,766.81</b>
<b><i>Fees &amp; Other Receipts</i></b>		
Adult Classes Fees & Materials	163,156.54	170,227.93
Children's Activities & Creche Fees	93,967.59	100,551.45
Fundraising	6,730.02	8,358.63
Room Hire	27,489.80	26,814.05
Vermont South Community News	12,951.79	12,231.05
Miscellaneous Receipts	13,234.49	12,680.70
<b><i>Total Fees &amp; Other Receipts</i></b>	<b>317,530.23</b>	<b>330,863.81</b>
<b>TOTAL INCOME</b>	<b>493,158.19</b>	<b>504,630.62</b>
<b>EXPENSES</b>		
<b><i>Employment Costs</i></b>		
Salaries & Contractors	345,843.38	341,658.71
On Costs	25,350.05	25,867.73
<b><i>Total Employment Costs</i></b>	<b>371,193.43</b>	<b>367,526.44</b>
<b><i>Operating Expenses</i></b>		
Accommodation & Utilities	28,109.24	29,081.09
Administration Expenses	28,040.59	26,136.03
Materials & Equipment	9,379.66	10,192.57
Fundraising	4,274.21	4,453.70
Room Hire	181.82	181.82
Vermont South Community News	12,910.68	11,933.00
LSL Provision	2,080.34	13,311.19
Depreciation	11,277.74	10,380.23
<b><i>Total Operating Expenses</i></b>	<b>96,254.28</b>	<b>105,669.63</b>
<b>TOTAL EXPENSES</b>	<b>467,447.71</b>	<b>473,196.07</b>
<b>SURPLUS / (DEFICIT)</b>	<b>25,710.48</b>	<b>31,434.55</b>

# financial statements cont.

**VERMONT SOUTH COMMUNITY HOUSE INC.  
EXPENDITURE AGAINST GRANTS  
FOR THE YEAR ENDED 31ST DECEMBER 2010**

FUNDING BODY / GRANT PROGRAM	INCOME	PAYMENTS	
<b>Adult Community &amp; Further Education (ACFE)</b>			
ACFE Delivery	65,763.71	66,091.88	
ACFE Delivery Support	1,926.00	2,000.00	
ACFE Commonwealth Equipment	2,640.00	2,785.45	
ACFE Pre-Accredited Delivery Network	4,000.00	6,703.65	Balance of Grant to be received in 2011
ACFE EMR Innovation	1,600.00	2,000.00	For Asset Management System. Balance of Grant to be received in 2011
ACFE Concessions	2,772.00	-	Fee concessions provided in 2009
<b>Total Adult Community &amp; Further Education</b>	<b>78,701.71</b>	<b>79,580.98</b>	
<b>City of Whitehorse (CofW)</b>			
CofW Neighbourhood House Program	28,800.00	29,175.00	
CofW Minor Works 2009/2010	3,000.00	3,045.00	Studio Swings
CofW Minor Works 2010/2011	4,346.00	4,414.18	Studio Toilets & Chairs
CofW Community Grant - Minor	500.00	529.04	Toy Library Toys
CofW Miscellaneous	547.00	607.00	Maintenance reimbursement
<b>Total City of Whitehorse</b>	<b>37,193.00</b>	<b>37,770.22</b>	
<b>Department of Education &amp; Early Childhood Development (DEECD)</b>			
DEECD Child Care	2,761.48	3,278.65	
<b>Total Department of Education &amp; Early Childhood Development (DEECD)</b>	<b>2,761.48</b>	<b>3,278.65</b>	
<b>Department of Planning &amp; Community Development (DPCD)</b>			
DPCD NHCP Salary & On Costs	42,827.56	43,384.30	80% of Grant
DPCD NHCP Operating	10,706.94	11,704.64	20% of Grant Electricity, Gas, Telephones, Water
<b>Total Department of Planning &amp; Community Development (DPCD)</b>	<b>53,534.50</b>	<b>55,088.94</b>	
<b>Grants - Other</b>			
Box Hill Rotary Club	1,557.27	1,673.77	Toy Library shed (& additional doors)
Whitehorse Community Chest	1,880.00	-	Office Chairs & Equipment to be purchased in 2011
<b>Total Grants Other</b>	<b>3,437.27</b>	<b>1,673.77</b>	
<b>Total Grants</b>	<b>175,627.96</b>	<b>177,392.56</b>	

# community development

Community development is about acting *together* to achieve a better environment; to get a better deal; to build common assets and to increase social capital.<sup>1</sup> In acting *together*, with individuals, small groups, local schools, other community organisations and with peak organisations throughout the year, Vermont South Community House has been able to achieve a variety of community strengthening and social inclusion outcomes.

In 2010 the Community House participated in the Relay for Life for the first time where some 16 staff members, committee members, volunteers and participants walked throughout a 24 hour period and through sponsorship raised a total of \$1,553.50 for the Cancer Council of Victoria. Staff members, volunteers and community members also knitted 100s of squares for the Save the Children Fund which we joined into making over 20 blankets, which the Fund sent to children in August. Activities that support other charities and community organisations continued in 2010 and we were involved in events such as the Australia's Biggest Morning Tea, Daffodil Day, Pink Ribbon Day, Top Dog Day, the Girls Night In (which included a Masquerade Mask party) and Wesley Mission Food for Families appeal. We participated in the Whitehorse Community Chest for the second time by providing volunteers to door knock. We were pleased to work Robinson House, a women's refuge in the eastern suburbs by collecting cash donations as well as donations of new linen and children's toys and art supplies.

The partnership with the Sustainability Street Hub has continued to grow and the House has been used on a number of occasions to host events on sustainability topics for the wider Whitehorse community. Members of the group conducted an energy audit in July as a means of identifying where the Community House can consider energy saving (and cost saving) initiatives. They continued to work with the Creche staff to ensure the kitchen garden had produce for the children to enjoy. There is also a strong association with local service clubs such as Rotary and Lions, and in April members of the Lions Club of Vermont South constructed a large, raised garden bed outside the Studio, where children in the Japanese Youchien enjoyed planting vegetable seedlings, watching them grow and eating the fruits of their labour. We were pleased to work with members of the Church of Jesus Christ and Latter Day Saints in 2010 who came and pruned and weeded the Fairy Garden, which the Creche children enjoy. We also welcomed members of the Shia Imami Ismaili Muslim Community in December who also assisted in gardening, cleaning windows and cupboards. We are looking forward to these links continuing in 2011. Once again the Community House participated in the Tax Help program and our volunteer assisted 55 low income earners over a 4 month period.

Involvement with the Collective of Whitehorse Neighbourhood and Community Houses, the Association of Neighbourhood Houses and Learning Centres (state peak body) and the Australian Neighbourhood Houses and Centres Association (national peak body) strengthens our ability to better meet the needs of our community.

We look forward to continuing to be the "*heart of our community*".

Jenni Bramham  
on behalf of the Community  
Development Sub-Committee



<sup>1</sup> Warwick Dilley July 2009

# community development

## VERMONT SOUTH COMMUNITY NEWS

The Vermont South Community News continues to play a crucial role in fostering community engagement and community spirit, in the wonderful Vermont South Community. This year like every other year, the Newsletter has continued to be circulated to the residents of Vermont South on a monthly basis. Rain, hail or shine, the newsletter is delivered to approximately 4,000 homes in Vermont South by a dedicated team of volunteers.



A quick flick through the newsletter shows the range of talent evident in Vermont South. The House offers a broad range of classes and programs to interest almost anyone, there are art and craft courses, mosaics, weaving, Computer classes, cooking classes, health classes and various programs for children. The vast range of classes are all unified with the same purpose, to invest new skills in the community and strengthen community spirit. This purpose has certainly been met; with the Community House attracting around 1,500 participants each week. Through such classes the House continues to provide a welcoming and friendly environment for individuals to update their skills and interact with other locals in the community. The News continues to be the voice through which the House speaks and keeps locals updated about the latest happenings in Vermont South, new classes that are available and Community projects.

However, the Community House could not enjoy such success if it were not for the unending help and dedication shown by those who kindly volunteer their time. Thanks is extended to the volunteers who distribute the newsletter to homes within Vermont South and help collate the publication. Further, earnest thanks are extended to Jenni Bramham and the staff, who ceaselessly work to ensure the success of not only the Community Newsletter, but also the Community House in general. A big thank-you also goes to printer David Hetherington and the various advertisers who continue to support the Community House and the Community News.

I continue to wish the Community House every success in the future,

Casey Williamson  
**Junior Editor of the Vermont  
South Community News**



# service delivery

## ADULT PROGRAMS

This year the Adult Programs team was joined by Committee Member Warwick Dilley, who had not previously been a part of this Sub-Committee, and Scot Moran, IT tutor, who was happy to contribute his ideas on adult programs.

Several new courses, classes and workshops were added to our programme throughout the year, these included Ancestry and Find My Past Workshops, Australian History, Decluttering Workshop, Food Handling Level 1, Chinese Brush Painting, Cooking Workshops with several themes such as Breakfast, Barbecues, Gluten free Meals, Man's Cooking, Fibromyalgia Information Workshop, Hindi For Beginners, Learner Driver Forum, Open Source and Freeware Programs, Parenting Classes, Stress Management, Limestone Sculpture, Sewing for Beginners, Men's Health Forum, Wire Design, E-Book and E-Book Readers, Twitter and Facebook for the Mature Learner, Wine Appreciation and Zumba

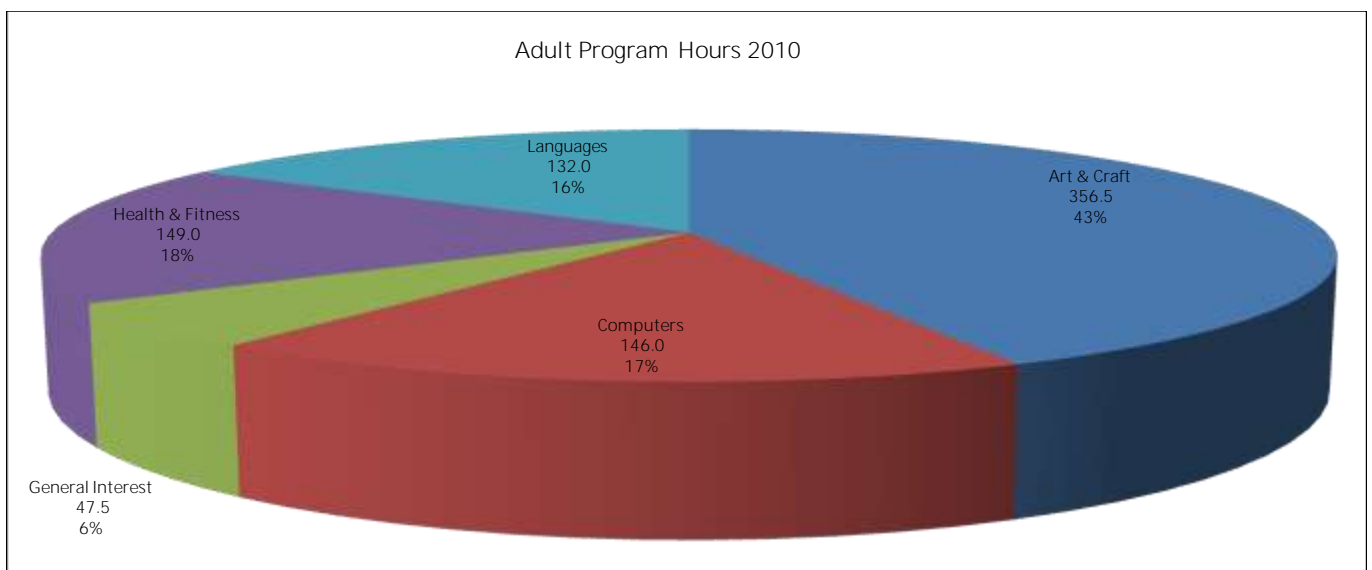
Our Term programme was given a fresh new look, changing its size, format and layout. It was divided up into specific categories - Art and Craft, Children's Activities, Computer Classes, General Interest Classes, Health, Fitness and Wellbeing and then Languages. Start and finish dates, times and costs of classes were clearly laid out and photos from some of the classes were included.

The Committee worked on an outreach initiative, approaching the local Council to provide IT training tailored to suit Council employees, the course proved to be very successful and a second course was requested the following term. A presentation was made by Jenni Bramham to the local retirement village offering similar IT training courses, Art and Craft activities, thus creating a possible future partnership to develop some education programmes for the elderly. A training course was developed for the Volunteer Tutors of U3A and delivered in October. Mid year we were approached by the Australian Childhood Foundation who wanted to pilot a course aimed at parents of pre-schoolers, this course ran quite successfully at the House in Term 4.

Our annual survey was distributed in October and for the first time was placed on line which proved to be administratively much easier and quicker for collating results. The survey is an opportunity for our local community to comment on the type of activities they would like to see run at the Community House. Many good suggestions were made and the information provided is an important part of planning the years programmes.

The Adult Program Sub-Committee would like to thank the tutors, staff and volunteers for their continued input and enthusiasm which has contributed to many popular, successful and educational programs to operate at the Community House. We look forward to a successful 2011.

Yvonne Rice, on behalf of the Adult Programs Sub-Committee



# service delivery

## CHILDREN'S ACTIVITIES

The Children's Activities Sub-Committee, which is part of the Service Delivery strategic direction of the House was active throughout 2010 with several meetings held throughout the year. In 2010 we also held separate Child Care Staff meetings to enable the discussions at the sub-committee meetings to encompass all of our children's activities. We were keen to hold an event for all of our pre-school children's programs as a way of bringing all the groups together, and we arranged for an animal farm to visit, which all the children (and parents) enjoyed.

Child Care numbers fluctuated throughout 2010 making it difficult to maintain financial viability whilst wishing to provide opportunities for children to be left in care while their mothers attend courses at the Community House or pursue other activities outside the House. Parents also see the creche as providing educational and development opportunities for children prior to attending kindergarten and the 3 hour sessions provide the perfect introduction to being separated from mum for the first time. In 2010 we ran our 3-4 Year Old Activity Program on both Tuesday and Thursday. By conducting these groups we are able to design the sessions around a more structured approach than we could for the children of this age in our normal child care sessions in the mornings.

Unfortunately interest in Playgroups decreased again last year. We started the year with 2 groups conducted by the Community House and finished with only one on the Tuesday morning. We were pleased to continue the association with the St Andrews Greek Learning (play)Group on Thursday mornings and the Spanish Playgroup "Las Estrellitas" on Wednesday mornings and Thursday afternoons as rental groups. The Mini Maestros franchise continued to hire the Community House on a Thursday to conduct music programs for pre-school children.

The popularity of the Japanese Youchien (Japanese Pre-School Language Program) remains as high as ever with families putting the children's names on the waiting list as far ahead as 2014. This is testament to the quality of the program and the enthusiasm of Yuka and Yuko. With the building of the raised garden bed the children have enjoyed planting various vegetable seedlings, have watched them grow and have enjoyed tasting the various vegetables such as lettuce, tomatoes, beans and snow peas. The vegetable garden is a wonderful addition to the Japanese pre-school language program as it teaches children about how plants grow as well as healthy eating habits.

The Toy Library, which operates from the Community House has continued to provide a most important service to the local community as well as attracting members from further afield. Due to an increasing membership base, and the larger proportion of members borrowing on Saturdays, the Toy Library decided to hire a paid co-ordinator. We were pleased to be able to resolve the storage issue by receiving a grant from the Box Hill Rotary Club for a shed, which we have located near the Workshop and the double gates leading to the south carpark.

We would like to be able to offer more after school activities for primary school children as an alternative from the traditional sporting activities and outside school hours care children are generally involved with. We had two Drawing classes for 8 – 12 year olds in 2010 and offered Guitar, although these classes didn't go ahead. We are looking to making increasing after school activities a priority in 2011.

Vermont South Community House recognises the importance of giving children the best possible start in life and is proud of its children's program. Further details on these activities can be read in the following reports.

Jenni Bramham, on behalf of the Children's Activities Sub-Committee



# service delivery

## CHILD CARE

This year we ran our 3-4 Year Old Activity sessions on both Tuesday and Thursday, it was a slow start for our Tuesday group but numbers built up as the year progressed. We grew seedlings for our vegetable garden, and fed our worms in our worm farm. The children enjoyed the hands on experience provided through this program, later they got to taste the tomatoes and carrots and were really excited to show their parents by taking some produce home. We danced, we sang new songs and we moved with scarves and ribbons each session. We put on a mini concert for parents at the end of Term 3 when we had our open session where parents were invited to join in the experiences for the afternoon, this was a great success. We had a busy year participating in Children's week, the animal farm visit and the Christmas party at the end of year. Overall the program was a great success and through greater advertising we hope to build it up even more next year.

Our Occasional Care program also had a slight decline in numbers of children attending but this is often the case every 2<sup>nd</sup> or 3<sup>rd</sup> year as children move onto kinder and school. We are fortunate that we have many loyal families who continue to support us by bringing their younger children to our service. We found we had to make a few minor adjustments this year as the new Children's Services regulations came into affect. This affected our qualified staff ratio meaning we now needed two diploma trained staff to run with eighteen children. However we were granted an exemption till the end of the year. The child staff ratio had also changed to 1:5 for under 3 year olds and 1:15 for over 3's. It was a challenging year but we powered on organising a special activity for all of our children's services to enjoy. The farm animals provided a great sensory an educational experience for the children. They could pat, touch and even feed the baby animals if they chose. We talked about different textures of wool and fur making collages of cows and sheep, singing songs like old MacDonald making animals sounds as a follow up to our visit. At one point we even made little ducks and eggs with play dough singing five little ducks. We celebrated Children's Week with a pirate and fairy themed dress up week. We made pirate flags and fairy wands and had morning tea outside. We had a visit from the local Leader Newspaper which made two of our children famous with their photo appearing in the paper.

Through our Easter chocolate drive we were able to purchase new ride on bikes, a police and fire car and two new dolls pushers and large balls. Through the Department of early Childhood Development (DEECD) we were successful in obtaining a variety of children's toys and resources including puzzles, small dolls, musical instruments, wooden food, story books and staff resources. Thanks to all the families for supporting us and for donating their pre loved toys as well. It is very much appreciated by all.

I was lucky enough to attend an in service in November on 'Creating a Quality Program in a Limited Hours Service' developed by Lady Gowrie and funded by DEECD. It was invaluable giving us the necessary tools to integrate the new Early Year's Framework into our programs. Our new ideas and program plans will be implemented next year.

We wish to thank everyone who supports us outside our at times noisy room! We could not operate daily without Diana and Helen's tiresome efforts as well as support from all the office staff. Thanks to Toy Library for the wonderful use of their facilities, and to Jenni who always supports us not matter what challenges creep up. Lastly thanks to all the devoted staff Janet, Pauline and Bronwyn who always work above and beyond their duty.

Leanne Michaud  
**Childcare Supervisor**



# service delivery

## JAPANESE YOUCHIEN

The year 2010 was very challenging but enjoyable year for Yuko and me. At the beginning of the year, we couldn't start officially because the paperwork wasn't completed for the registration of the Studio and the licence approved to operate as a Limited Hours Type 1 Service under the new Children's Services regulations. In April, we were advised by the Department of Education and Early Childhood Development's Children's Services Advisor, that the Japanese Youchien didn't need to be licensed or the Studio registered as it is instruction in a particular activity (Japanese language). As best practice we still put in place most of the procedures of the regulations required for a licensed children's service to ensure the children's safety and wellbeing. For Term 1, thanks to Jenni and Community House, we offered the families the option of coming for the session and staying with own children. This meant Yuko and I could still provide the pre-school language program and these sessions were free of charge. It was a generous gesture and it became a good opportunity for the families to get know each other, and for children to become use to learning a new routine and becoming familiar with a new environment.

For the 3 year-old group, we endeavoured to settle the children into the group, easing their worries about separating from their parents at beginning of the each session from Term 2. For most of the 20 children in the class, it was the first time they had spent away from their parents. We kept activities simple as possible so that the children could be in the class without any unnecessary distractions. The children enjoyed the activities designed to assist them with their Japanese including drawing, painting, pasting, stamping, play dough, puzzles, singing songs, dancing, finger-plays with songs and listening stories in Japanese. At the Christmas party they performed a traditional Japanese dance with big flower hat, which was made by themselves. We, the parents and the staff, all praised them for how much they had grown throughout the year.

The children of the 4 year-old group had already settled into the group from the beginning of the year, because most of the 14 children had continued from previous year. Among them we had two autistic boys. Gradually the two boys accepted the group's environment, yet it was difficult for the two boys to fit into group as co-operative members because of their nature of autism. At the same time it was a great opportunity for the other children to learn that each one of them is unique and special, and learn to respect each others' differences. At end of the year party, the children performed a little play based on the story which they loved to listen to every week. It was a wonderful experience to share their imagination from the story book and we certainly enjoyed each moment of the practices leading up to the party.

All the children enjoyed planting various vegetable seedlings in the raised garden bed, watching them grow and finally eating the various vegetables such as lettuce, tomatoes, beans and snow peas. The vegetable garden is a wonderful addition to the Japanese pre-school language program.

I couldn't take care of those classes without the help of many people including my wonderful assistant Yuko, the parents who helped us all year around and Satomi who filled in for the staff's absences. And a big thank you to all staff and volunteers of the Community House especially Jenni, Diana, Yvonne and Helen who make the classes run smoothly.

Yuka Ito, **Japanese Youchien Teacher**



# service delivery

## TOY LIBRARY

2010 was another successful year for the Toy Library

### The Committee

The committee remained fairly stable throughout 2010 with Naomi, Cathy, Sally, Erika, Helen, Nerhys, Roz and Dawn all continuing with the committee from 2009. Sam and Bay joined the committee during 2010.

2011 sees some changes in the committee as 5 committee members retired at the end of 2010. Karyn, Erin, Cara and Lindy have now joined the 2011 committee and we welcome their new ideas. We thank our retiring members for their hard work and dedication to the Toy Library and wish them well in their future endeavours.

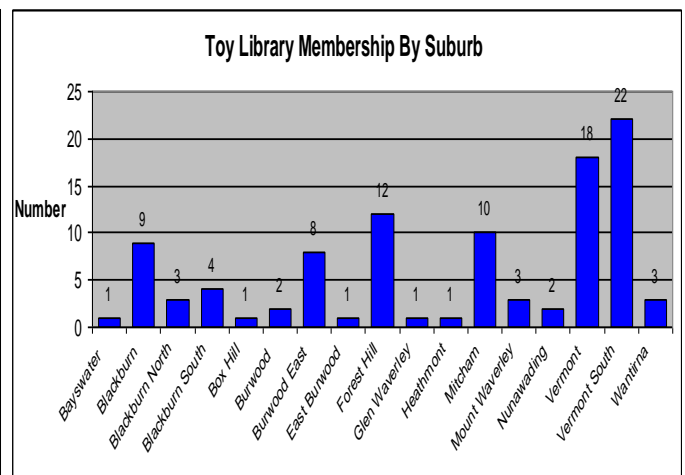
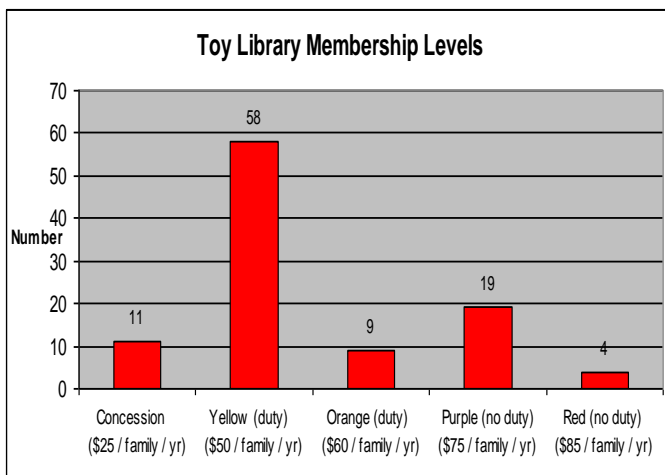
### Membership Base

Our membership base has remained steady during 2010 at 110 families with approximately 180 children from newborn to 6 years of age. We found that the introduction of the concession membership enabled new members to join the Toy Library who were previously financially unable to do so.

The fundraising levy introduced at the beginning of 2010 has had little impact on membership numbers but has had big impact on volunteers helping out at our fundraising events as we had record turnouts at our annual Toy Stocktake, Bunnings BBQ and Toy Market. Fundraising is essential for the financial viability of the Toy Library with the majority of toys purchased from grants and fundraising initiatives. These events cannot be handled by committee members alone so the help of our members has eased the burden for the committee.

- Fundraising Bond is an additional \$30 per family and can be rolled over to the following year once fundraising duty has been completed.
- Duty Memberships require the member to be rostered on for duty at one Toy Library session per term – they are required to ensure toys being returned are complete and are suitable to be put back on the shelf for borrowing.

The majority of our members are from the Vermont South, Vermont and Forest Hill areas.



(Continued on page 25)

# service delivery

*(Continued from page 24)*

## **Paid Co-ordinator**

In April we hired a Paid Co-ordinator, Belinda, to run Saturday's sessions. As our membership base has grown the Toy Library has become busy during Saturday's opening session. We decided to hire a paid co-ordinator to input returns and operate the database thus freeing the committee member to help out as needed including signing up new members, helping out on the counting table during busy periods and ad hoc tasks. Belinda has been well received by the Toy Library community, members appreciate a consistent face.

## **Grants**

The Toy Library was very fortunate to secure 2 grants during 2010.

We received \$500 from the City of Whitehorse which was much needed to purchase new toys for our growing membership base as well as to replace old and damaged stock.

The Toy Library was very fortunate to secure \$1,850 from Box Hill Rotary. This money was used to purchase a new shed to store the party pack as well as toys that are in need or repair, new toys that require processing before they are put into general circulation and the overflow of toys that are unable to fit into the main cupboards in the Banks Room at the end of each session.

## **Toy Market and Bunnings BBQ**

Once again the Toy Market and Bunnings BBQ are our major fundraisers for the year. The Toy Market held at Hungarian Community Centre raised over \$1,000 and also gives us the opportunity to purchase good quality toys at bargain prices. 48 stalls were booked and despite the weather being really wet on the day, over 150 people came through the door.

We had perfect weather on the day of the Bunnings BBQ, an ideal day for people to pop into Bunnings to buy hardware and sausages! We sold over 600 sausages on the day and cleared over \$1,100 for the Toy Library.

## **2011 - Looking Forward**

Our goal for 2011 is to maintain our membership base and set up an on-line catalogue of toys so members and potential members can see what terrific toys we have available.

## **And Lastly**

Thanks goes to all of the hard working committee members for helping to make the Toy Library such a wonderful community facility. Without their commitment and dedication we would not have such a successful and vibrant facility. We acknowledge the support and work of the Vermont South Community House staff & crèche, without whom the Toy Library would struggle. Together we look forward to another great year.

Cathy McMahon  
**On behalf of the Toy Library  
Committee**



# resources

This year the Resources Sub-Committee has used our Strategic/Operational Plan extremely effectively. The Vermont South Community House’s Operational Plan has helped our team in identifying resources required by the Community House, the ideas and plans to obtain what is required, to keep track of all that has been accomplished and what tasks are yet to be completed. 2010 has been most productive and nearly all plans have come to pass.

This year we have strived to increase our ties with volunteer groups and services. We continue requests for volunteers through our community news and notice boards. Jenni and Warwick attended the Monash (Clayton) volunteer/gateway expo in May of last year. This has lead to, with much hard work from Warwick (our Resources Committee tech), three approved IT projects in 2011 for the VCOSS/Monash (Caulfield) IT Industry Experience program to complete for the House.

The Resources Sub-Committee spent much time in this past year researching the benefits to the Community House of utilising social media, such as Facebook, as a communication and promotional tool and we look forward to completing this action in 2011.

The stocktake was completed in January 2010 again using the stocktake sheets produced from the Asset Management System. Minus a few items having moved rooms, it was successful. The Vermont South Community House’s Asset Management System continues to be a powerful resource, and after some interest from other Community Houses is progressing into a form of revenue.

The Resources Sub-Committee has continued its association with the Business and Economic Development Department of Council.

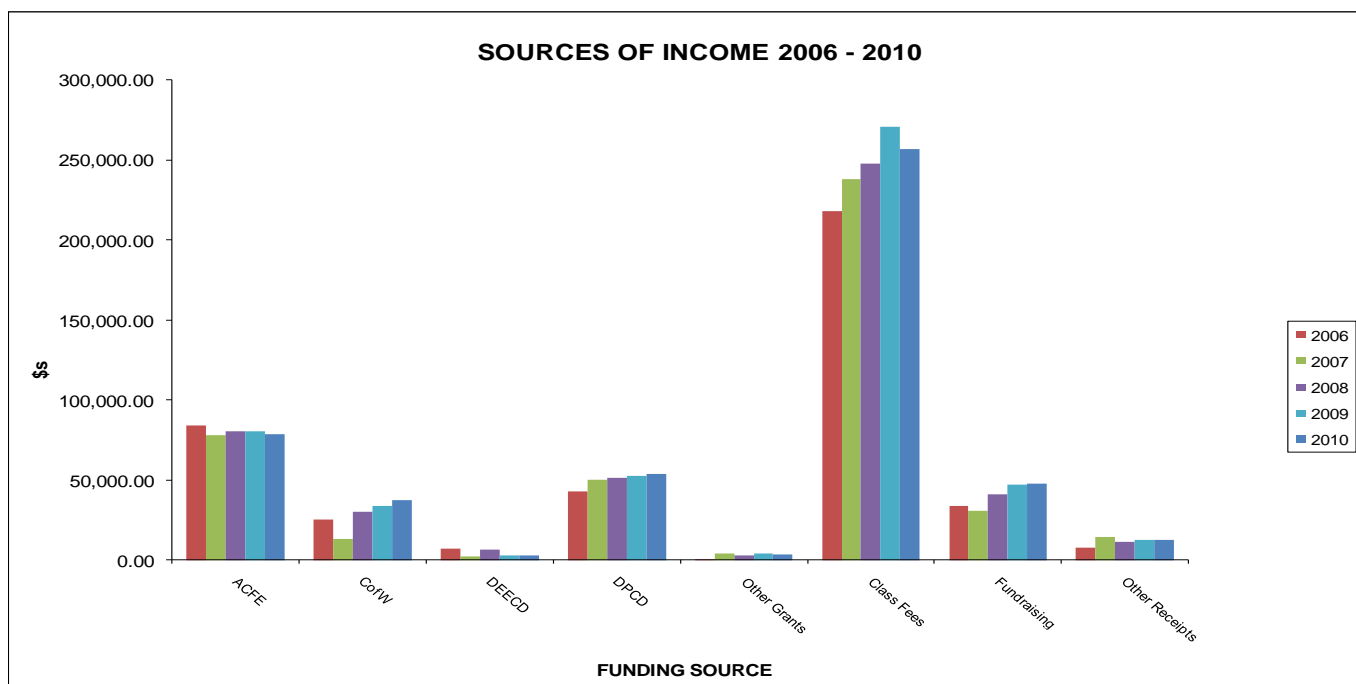
The Studio and surrounding areas received much attention this past year with the installation of the swings, a garden bed, new toilets, and painting outside. Chairs were replaced in the Banks Room and the Lounge.

In order to increase the Community House’s efficiencies, an Energy Audit was completed in 2010 by the Vermont South Sustainability Group.

The Resources Sub-Committee looks forward to continuing its hard work.

Brodie Cotton

**on behalf of the Resources Sub-Committee**



# continuity

**C**ontinuity is all about ensuring our future, and with that in mind our membership program was enhanced to allow membership benefits to be transferable and for those Members joining at the beginning of the calendar year to be eligible for benefits immediately.

It is important to follow up any feedback from the annual House survey and this was done, in relation to membership, with pleasing results.

A program was put in place to position Vermont South Community House as a “Centre of Excellence” for sustainable living and learning opportunities. Funding is currently being sought to allow this initiative to unfold.

As part of our strategy to engage with the wider community, a “Meet the Candidates” evening was organized prior to the Victorian State Election. Forest Hill candidates from the major political parties made presentations and spoke glowingly about the role of Community Houses in society and especially Vermont South.

Whitehorse Councillors (Morack Ward) attended a Committee of Management meeting during the year and we continue to have a good and supportive relationship with this arm of government.

We have encouraged other community groups to volunteer their services to assist in the functioning of the House and it is pleasing to report that organizations such as Bunnings (Vermont South), the Lions Club of South Vermont, the Vermont South Sustainability Street group, the Church of Latter Day Saints, and the Ismaili Community, have all donated their time and efforts to make improvements at our House.

We thank them all for their contributions, and indeed all the other volunteers who are committed to ensuring the future of the Vermont South Community House.

Bill Bennett  
**Convenor**



# Vermont South Community House Inc.

Karobran Drive, Vermont South 3133

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Vermont South Community House is one of 10 Neighbourhood and Community Houses located throughout the City of Whitehorse, providing a diverse range of courses and activities for people of all ages and from a broad section of cultural and socio-economic backgrounds and abilities.

Vermont South Community House offers a range of quality and affordable courses and activities from adult education, recreational and leisure activities, to child care and family support. Classes and groups are designed to encourage community based learning and support in a friendly and welcoming environment. Through participation at the Vermont South Community House people are able to build social connections and networks and develop a sense of community spirit.