

Sunbury Neighbourhood House AGM

Tuesday 22nd October 2024

MINUTES

Opening Time: 7:00 pm

OPENING

1. Acknowledgement of Country – Win Laing

Sunbury Neighbourhood House would like to acknowledge the Gunung-Willum-Balluk people Wurundjeri Woiwurrung Clan of the Kulin nation as the traditional custodians of the land on which we live, work, and play. We acknowledge the tens of thousands of years over which they have nurtured and looked after this land we now call our home. We pay respect to their Elders, past, present, and emerging and towards the Aboriginal and Torres Strait Islander people in our community.

2. Confirmation of a Quorum, Welcome, Apologies/Proxies

Attendee List			
Name	Category	Name	Category
Denise Heffernan	Board & Member	Lockie Flenley	Member
Meredith Heily	Board & Member	Matthew Gleeson	Member
Robert Hill	Board & Member	Frederick Orford	Member
Melyssa Kelly	Board & Member	Kate Paul	Member
Win Laing	Board & Member	Angus Robertson	Member
Jennifer Orford	Board & Member	Ken Wheeler	Member
Andrew Paul	Board & Member	Brian Boyd	Guest
Shalini Nair	Board & Member	Hector Bugeja	Guest
Tracey Wheeler	Board & Member	Ian Burness	Guest
Madeline Cross	Staff & Member	Pat Dunn	Guest
Ebony Finnin	Staff & Member	Laura Mackey	Guest
Hope Jenkins	Staff & Member	Leigh Martin	Guest
Christie McIntosh	Staff & Member	Alexander Mueller	Guest
Peter Donlon	Member	Bernadette Young	Guest
Apologies & Proxies			
Josh Bull, Victorian State MP for Sunbury		Andrew Gould, Member	
Sam Rae, Federal MP for Hawke		Shanon Gould, Member	
Karen Sherry, Deputy Mayor HCC		Catherine Grose, Staff / Member	
Maria Callipari, HCC Staff		Isabella Rosinsky, Mngr Goonawarra N'hood House	
Karla Collrick, HCC Staff		David Wild, CEO SCCHC	
Carolyn Hill, Member (Proxy provided)			

Quorum: Robert declared the meeting open with a Quorum of more than 10% of our 140 members present at the Meeting.

Robert welcomed all those present and noted that:

- He was pleased with the continued support of those attending the AGM and emphasised the importance of that support to the success of the House.
- He welcomed Glen Wall, President of U3A Australia Ltd as Guest Speaker for the evening.

- He invited anyone present who was not yet a member to consider offering their support to the House by joining SNH and noted out that Membership forms are available here and downloadable from the website.

3. Confirmation of the 2023 AGM Minutes

3.1 Confirmation of the Minutes for the 2023 AGM: Robert drew attention to the Minutes for the 2023 AGM held on the 24th October 2023 which were displayed on the screen and noted that they are included in the AGM Report Booklet and also downloadable from the website.

There were no questions, or comments related to the Minutes.

Motion: That the minutes of the 2023 AGM be accepted as a true and accurate record of the AGM Meeting held on Tuesday 24th October 2023.

- Moved: Robert Hill
- Seconded: Lockie Flenley

The motion was declared as carried by a show of hands

3.2 Business arising from the 2023 AGM Minutes

- None

4. Confirmation of the 2024 Special General Meeting Minutes (SGM)

4.1 Confirmation of the 2024 SGM Minutes: Robert drew attention to the Minutes for the Special General Meeting (SGM) held on Monday 22nd April 2024 to endorse acceptance of a new set of Articles of Association which were compliant with government changes to the Model Rules. These were displayed on the screen and it was noted that they are included in the AGM Report Booklet and downloadable from the website.

There were no questions, or comments related to the Minutes.

Motion: That the minutes of the 2024 SGM be accepted as a true and accurate record of the Meeting held on Tuesday 22nd April 2024.

- Moved: Denise Heffernan
- Seconded: Win Laing

The motion was declared as carried by a show of hands

4.2 Business arising from the 2024 SGM Minutes

- None

5. Resolutions about charging Membership Fees

Robert informed the Meeting that SNH Inc.'s revised Rules of Association (Version 4 – April 2024) are downloadable from the AGM page on our website. He noted that:

- Section 12 of the Rules says that the Association Members present at the AGM must determine whether or not an annual subscription fee should be levied for the following financial year and if so, how much that fee should be and when it should be paid.
- The outgoing 2023-2024 Board recommends that membership of SNH should remain open to everyone in our community without charge for the next Financial Year.
- Therefore, he moved the Motion below.

Motion: That we confirm the decision of last year's AGM to charge no Membership for the Sunbury Neighbourhood House Inc. for the 2024-25 (current) Financial Year and that NO fees be charged for the 2025-26 Financial Year.

- Moved: Andrew Paul
- Seconded: Ebony Finin

The motion was declared as carried by a show of hands.

6. REPORTS FOR 2023 - 2024

6.1 Manager's Report (Hope Jenkins)

Robert introduced Hope to present the Manager's Report for 2023-24.

Hope gave an interesting overview of what has been happening in the House over the past twelve months highlighting how we have worked to achieve the objectives of our Strategic Plan.

She noted that the past year at Sunbury Neighbourhood House (SNH) has been one of transformation, connection, and growth which has fostered a sense of belonging and empowerment in our Community.

In closing she expressed a heartfelt 'thankyou' to the Sunbury Neighbourhood House Board of Management for their tireless dedication and commitment behind the scenes which have been crucial to the success of the House.

A full summary of what Hope said at the meeting is included in Appendix 1 to these Minutes. Her written Report for 2023-24 is included in the 2024 AGM Report Booklet, downloadable from the SNH website.

Motion: That the Manager's Report for 2023 – 2024 be accepted.

- Moved: Meredith Heily
- Seconded: Win Laing

The motion was declared as carried by a show of hands

6.2 Treasurer's Report (Denise Heffernan)

Robert introduced Denise Heffernan to present her fourth AGM Treasurer's Report to the meeting.

Denise noted that the SNH Board and Management have worked closely together to maintain a delicate balance between providing programs that are affordable and meaningful to the community, and programs that are financially sustainable for the House. She thanked:

- our SNH community for their continued support of the House,
- Manager Hope, Staff Members Cathy, Ebony, Maddie and new Staff Members Christie and Nick, and Volunteers, for their hard work and dedication to the House,
- DHHS, HCC and DFFS for their funding support, and
- JCJ Services Pty Ltd for their support and accounting guidance, and professional knowledge of the not-for-profit sector.

A full summary of what Denise said at the meeting is included in Appendix 2 to these Minutes. Her full Treasurer's Report for the 2023-2024 financial year, the "2023-24 Financial Statements" and the Auditor's subsequent approval of them, are included in the 2024 AGM Report Booklet, downloadable from the SNH website.

Motion: That the Treasurer's Report for the 2023-24 Financial Year be accepted.

- Moved: Andrew Paul
- Seconded: Angus Robertson

The motion was declared as carried by a show of hands

6.3. SNH Board of Management – Chair's Report (Robert Hill)

Robert presented his seventh Annual Report to Sunbury Neighbourhood House Members. He began by saying it would be focused on the work of the volunteer Board of Management and went on to talk about the Board's

- Role, Focus and Work
- Planning
- Relationship with the workplace and
- Challenges.

He concluded by acknowledging and thanking SNH's funders, sponsors and supporters.

A full summary of what Robert said at the meeting is included in Appendix 3 to these Minutes. His written Report for 2023-24 is included in the 2024 AGM Report Booklet, downloadable from the SNH website.

Motion: That the Chairperson's Report be accepted as presented.

- Moved: Peter Donlon
- Seconded: Tracey Wheeler

The motion was declared as carried by a show of hands.

7. Recognition of Personal Contributions to SNH

Robert noted that the AGM is not only an important forum for reporting to the Members, but also an opportunity to recognise and acknowledge all those who have contributed to the operation and success of the House

7.1 Thank you to 2023-24 Board Members: Robert noted that he is privileged to have a very clear thinking, level-headed and considerate group of people working closely with him on the Board for the House. He personally acknowledged and thanked Denise, Meredith, Win, Jenny, Andy, Tracey, Melyssa and Shalini for their commitment to providing a professional, committed, caring and compassionate stewardship of the House for its community.

He was pleased to confirm that eight Board Members have expressed their willingness to continue in their Board roles by nominating for re-election.

7.2 Recognition of staff contributions: Robert sincerely thanked our Manager, Hope, for her committed and capable leadership, vision and management of the House and noted her invaluable and positive collaboration with the Board. He also noted that she works very hard and successfully to develop community connections for the House. He invited Hope to speak of the contributions made by Staff Members to the success of the House.

Hope thanked Staff Members, Ebony Finnin, Program Development Coordinator, Cathy Grose (Community Development Coordinator) and Christie MacIntosh (Admin) for their dedicated work in their specific areas, and particularly for their very welcoming and supportive connection with the SNH community. Hope also thanked Staff Members, Nick Boyd and Maddie Cross who are employed to run specific programs, for their hard work and leadership of their specific group: Nick – for his valued role in running the very supportive, new Sunbury Dads' group, and Maddie Cross for her energetic and inspiring approach to running the pre-school Messy Play classes.

7.3 Recognition of volunteer contributions

Hope also recognised the very valuable and absolutely essential contributions of Volunteers, in particular those special volunteers dedicated to the gardening program, the Repair Café, Tai Chi and the Carer's Walk. In addition, she also acknowledged the extra volunteer work done over the year by Board Members within the House itself – in particular, the contributions made by Robert Hill, Win Laing and Tracey Wheeler.

Hope also made special mention of the role of facilitators as also being absolutely essential to the operation of the House programs and thanked them for their role in the success of the House.

Special thanks were offered to retiring Board Member, Tracey Wheeler, who has retired from the Board to focus on volunteering for SNH. She was sincerely thanked for her valuable contributions to the Board and the volunteer work for the House over the past 5 years and was presented with the gift of a plant by Deputy Chair, Win Laing, on behalf of the House.

8. OTHER BUSINESS

8.1 HCC Deed of Renewal

Robert noted that SNH had finally signed the Hume City Council Deed of Renewal, outlining that it was similar to our contracts of the past but with the gain of a little more floor space for a Manager's Office and part of the Garden at the front of the House. He referred those present to the Chair's Report for more detail.

9. SPECIAL GUEST SPEAKER – Glen Wall

Robert introduced Glen Wall, the Chair of U3A Australia Ltd, and a member of the U3A Network Victoria Committee of Management responsible for Collaborations & Partnerships (overarching body).

Glen explained that he originally joined the U3A to run an IT program which then led to him joining the Victorian U3A Committee and how this in turn led him to become involved in the development of the U3A Network Vic Inc program 'Building Community Engagement' which focused on improving the

digital literacy of seniors to improve their wellbeing. This then led him to becoming involved in other programs across the city to assist seniors better understand and use technology to supports their connectedness and enhance their social inclusion and participation.

Glen noted that he first encountered Sunbury Neighbourhood House just before Covid when funding was made available to conduct Zoom classes through Sunbury U3A and SCCHC. This project led him to realise that the common asset groups such as SNH, SCCHC and U3A have is the people involved with them and that these groups provide a gateway to bringing people and skills together for the community benefit. For this reason he has been talking to U3A members about what their interests are outside U3A and asking them what **they** can bring to their community groups such as U3A.

Glen concluded by explaining his interest in promoting the 'Peer Model' - a model of peer to peer exchange of which the Repair Café is a good example where people come together to share and learn new skills. He noted that he is particularly interested in focussing on a developing a Tech Café concept as serious technical problems with scams etc are impacting more and more people.

10. ELECTION OF NEW BOARD MEMBERS

10.1 Resolution: Number of Non-Executive Board Members

Robert explained our Rules of Association state that the Board of Management will consist of:

- A President / Chairperson)
- A Vice President / Deputy Chairperson
- A Secretary
- A Treasurer **and**
- An unspecified number of Ordinary/non-Executive Members.
- Rule #53 states that the AGM must decide the number of non-Executive Board members it wishes to hold office for the next 12 months by resolution.
- **The Board recommends that the AGM approve a maximum of up to FIVE non-Executive positions for the Board giving a total of nine Board positions.**

It was therefore moved:

Motion: That the AGM approve a maximum of up to five non-Executive Board Members for the 2024/24 year.

- Moved: Ebony Finnin
- Seconded: Shalini Nair

The motion was declared as carried by a show of hands

Having passed the resolution, under Item #50 of the current Rules of Association, Robert as the Chairperson of the Meeting, declared all positions on the Board VACANT.

10.2 Election of the 2024 – 2025 Board Members (Robert Hill & Matthew Gleeson)

Robert explained that:

- Item #52 of our Constitution specifies that separate elections must be held for each of the four Executive positions (Item 52. 1 a-d). Item #52 (2) states that if only one member is nominated for any one of the four positions she or he must be declared elected to that position.
- Item #53 specifies that a single election can be held to fill all of the non-Executive positions. Item #53 (3) also states that if the number of members nominated for the non-Executive positions is less than or equal to the number of vacancies – in this case 5 – they must be declared elected to the respective positions.
- **In the interest of transparency and integrity, the outgoing Board has recommended that our elections be managed by an independent Returning Officer who is not standing for any of the vacant positions on the Board.**
- Robert welcomed Matthew Gleeson, Sunbury Cobaw Community Health Centre's 'Community Partnership & Engagement Officer', an ex-SNH-Board Member who still maintains a close connection with the House (visited Dad's group last week).

Matthew: Returning Officer

Matt Gleeson introduced himself by talking briefly about his interest in building health initiatives in the community and then reiterated that:

- All Board Members are required to stand down at the AGM but are eligible for re-election. Eight of the 2023-2024 Board Members have opted to stand for re-election to the 2024/25 Board.
- As agreed earlier in this meeting there are NINE vacant Board member positions for the 2024/25 year; and as specified in Item #55 (1) of your Constitution, each of these elected Board members will hold office until all Board positions are declared vacant at the next AGM.
- Matthew listed each nominee by name and asked each of them to raise their hand briefly when their name was called to identify themselves to Members.

10.2.1 EXECUTIVE POSITIONS:

There was **one** nomination for each of the four Executive positions.

Chairperson

- Nomination: Robert Hill

As there was only **one nomination** for the position of Chairperson, Matthew declared Robert elected as the Chairperson of the Sunbury Neighbourhood House Board for the 2024-2025 year.

Deputy Chairperson

- Nomination: Win Laing

As there was only **one nomination** for the position of Vice President, Matthew declared Win elected as the Deputy Chairperson of the Sunbury Neighbourhood House Board for the 2024-2025 year.

Secretary

- Nomination: Jennifer Orford

As there was only **one nomination** for the position of Secretary, Matthew declared Jennifer elected as the Secretary of Sunbury Neighbourhood House Board for the 2024-2025 year.

Treasurer

- Nomination: Denise Heffernan

As there was only **one nomination** for the position of Treasurer, Matthew declared Denise elected as the Treasurer of Sunbury Neighbourhood House Board for the 2024 -2025 year.

10.2.2 NON-EXECUTIVE BOARD MEMBERS

Four members have nominated for the five non-executive Board Member positions. The nominees are:

- Melyssa Edmonds
- Shalini Nair
- Meredith Heily
- Andrew Paul

As there are up to FIVE positions and five nominees, Matthew declared all nominees elected as non-Executive Board Members for the 2024-2025 Board year.

Matthew handed the Meeting back to Robert Hill as the Chairperson for the 2024 – 2025 Board / Financial Year.

11. CONCLUSION OF AGM

11.1 Next Meeting (New President / Chair – Robert Hill)

- The first meeting of the new Board will be held at a time to be agreed by the new Board.

- All newly elected Board Members were asked to remain briefly after the close of the meeting to set the date for the first meeting.

11.2 Close of the AGM (New President / Chair)

- The AGM was declared closed at 7:52 pm.

Documents Tabled at the Meeting

- The Agenda for the 2025 AGM
- The Minutes from the 2023 AGM held on Tuesday 24th October 2023
- Minutes for the 2023 SGM held on Tuesday 24th October 2023
- The SNH 2023-2024 Annual Report: including reports from the Chair, the Manager and the Treasurer (including the Auditor's Report).
- SNH Inc.'s revised Rules of Association (Version 4 – April 2024)
- Attendee List – See next page.

Minutes Confirmed:

Robert Hill – Chairperson _____ Date: _____

Jenny Orford – Secretary _____ Date: _____

Appendix 1

Manager's Report for 2023-24 (Hope Jenkins)

This is a summary of what Hope said at the meeting. It should be read in conjunction with her written Report for 2023-24 which is included in the AGM Report Booklet, downloadable from the website.

Hope gave an interesting overview of what has been happening in the House over the past twelve months highlighting how we have worked to achieve the objectives of our Strategic Plan.

She noted that the past year at Sunbury Neighbourhood House (SNH) has been one of transformation, connection, and growth which has fostered a sense of belonging and empowerment in our Community.

Some highlights she pointed out were:

The **Neighbourhood Garden and the free 'Little Library'** at our entrance which have been nurtured and sustained by key community members to create an environment where everyone is welcome and encouraged to thrive.

Through our **music playgroup, guitar lessons, and popular jam sessions**, participants express themselves, find joy, and form lasting bonds.

Health and wellbeing programs continue to be integral to our offering with dedicated facilitators in Tai Chi and Yoga providing not just exercise classes but education about health and fitness and the opportunity for participants to develop friendships and connection.

SNH has also actively **engaged with the community** in many ways and has been regularly featured in the local newspaper's community calendar, ensuring our programs are fully promoted and accessible to all.

Our ongoing **collaboration with Sunbury Cobaw Community Health Centre** has been invaluable, with a Dental Health Team, Occupational Therapy, Speech Therapy, and Community Partnership Officer visiting our preschool programs to support children's development and well-being.

SNH continues to actively **advocate with local MPs and Hume City Council** for their support. This year we welcomed a visit from MP Sam Rae highlighting the growing recognition of our work.

This year we also **renewed our license with Hume City Council** which helps ensure the continuity of our services. To enable further improvements we presented submissions to HCC for consideration in their Budget Planning for the 2025 – 26 financial year.

Playgroups remain fundamental to SNH, with children and families celebrating key events like Aboriginal Children's Day, Book Week, and Science Week. In Messy Play during 'Bluey Week' we hosted local kindergarten visits where we shared our resources with the broader community.

Social groups are also vital to SNH, with the new "Chat and Chai" group quickly becoming a welcoming space for cultural exchange, friendship, and storytelling over chai tea.

To meet newly identified needs in the community we introduced **two new programs**. The **Carers' Walks Group** was warmly welcomed in the community and participated in a podcast about the benefits of care-giving with Melbourne Uni's Masters of Social Work students. The **Sunbury Dads' Group**, led by facilitator Nick Burnett, has provided a welcome outlet for fathers to bond with their children and each other.

Volunteer are also invaluable to the House in areas such as the gardening project, administration and the Repair Café which offers people an opportunity to practice sustainability while fostering collaboration and empowering community members by teaching valuable repair skills.

Financial challenges have beset the House this year with more participants leaning towards free or gold coin donation programs due to the increased cost-of-living pressures. Sunbury Neighbourhood House has also faced these increasing costs and programs which do not break even are no longer viable. However, despite this, we remain committed to making our programs as low cost and accessible as possible.

Finally, she expressed a heartfelt 'thankyou' to the Sunbury Neighbourhood House Board of Management for their tireless dedication and commitment behind the scenes which have been crucial to the success of the House.

Appendix 2

Treasurer's Report for 2023-24 Financial Year (Denise Heffernan)

This is a summary of what Denise said at the meeting. Her full Treasurer's Report for the 2023-2024 financial year, the "2023-24 Financial Statements" and the Auditor's subsequent approval of them, are included in the 2024 AGM Report Booklet, downloadable from the SNH website.

During the 2023-24 financial year persistent inflation presented increased challenges for households and businesses alike as they struggled to manage the cost of living. Sunbury Neighbourhood House (SNH) was also affected by inflation with increasing costs resulting in an ongoing financial challenge for the House.

Government Support: This year the House received a combined 12% increase in funding from the Department of Health and Human Services (DHHS) and Hume City Council (HCC).

Due to efforts of our Manager, Hope, and her team, we were also successful in receiving government grants to deliver two new programs designed to improve community resilience - "PS Our Family Matters Carer's Program" and the "Sunbury Dad's Group".

Revenue: The total income in 2023-24 increased by 8%, from \$213,499 in the previous financial year, to \$229,993. During this financial year, Program Income increased from \$29,669 in 2022-23 to \$36,312 and in the same period Room Hire income increased from \$26,451 in 2022-23 to \$30,907.

Expenses: Due to persistent inflation, SNH faced an increase in many of its costs during 2023-24 but through careful spending and planning total expenses overall in 2023-24 were reduced by 5.5%, from \$269,891 in 2022-23 to \$254,986. This can be partly attributed to reducing expenses in Program Costs and Occupancy Costs by 45% and 40% respectively.

Summary: The overall the financial outcome in 2023-24 financial year was a deficit of \$24,993, 42% less than the anticipated deficit of \$43,312. Although this financial position was not as positive as desired, the House was able to achieve a reduction of over 56% over the deficit of the previous financial year.

Table: Comparison between 2023-24 and 2022-23

Financial Year	2023-2024	2022-2023
Gross Income	\$229,993	\$213,499
Gross Expenses	\$254,986	\$269,891
Net Surplus/Deficit	-\$24,993	-\$56,392

Acknowledgements

Denise noted that the SNH Board and Management have worked closely together to maintain a delicate balance between providing programs that are affordable and meaningful to the community, and programs that are financially sustainable for the House. We would like to thank our SNH community for their continued support of the House.

Denise also expressed the gratitude of SNH to:

- o DHHS, HCC and DFFS for their funding support during the 2023-24 financial year.
- o JCJ Services Pty Ltd for their support and accounting guidance, and professional knowledge of the not-for-profit sector.

She also thanked our Manager Hope, Staff Members Cathy, Ebony, Maddie and new Staff Members Christie and Nick, and Volunteers, for their hard work and dedication to the House which have made the achievements of the House in 2023-2024 possible.

Appendix 3:

Chair's Report (Robert Hill)

To be read in conjunction with the 2023-2024 Chairperson's Report in the 2024 Sunbury Neighbourhood House Annual Report (downloadable from the website).

Robert Hill presented his seventh Annual Report to Sunbury Neighbourhood House Members as Chairperson of the Board and opened by reiterating that despite challenges being faced, the House continues its commitment to providing our growing community with a welcoming, safe and inclusive environment where they can gather, interact, learn and enjoy themselves.

Robert focused his report on the work of the volunteer Board of Management and highlighted some examples of how what the Board does supports and contributes to the success of the House in serving our community.

The Board's Role, Focus and Work in 2023-2024

Robert emphasized that the Board's major focus is always on appropriate and ethical governance of the House including ensuring the transparent and accountable management of the House's finances, its compliance with mandatory local, state and federal government rules and regulations and also to monitor House performance against our current Strategic Plan.

During its 2023-24 tenure, the Board met regularly to discuss and approve resolutions to maximize the efficiency and operation of the House. The Executive Group also met regularly to clarify priorities for the House, establish agendas and assist the Board with its deliberations. A number of sub-committees also met to focus on specific areas of governance – for example - the finance sub-Committee met to discuss the budget, cash flow, expenditure and make recommendations for the Board's consideration and approval and the IT sub-Committee reviewed and extended our contract with GICI for IT provision and support.

This year the Australian Tax Office (ATO) and the Australian Charities & Not for Profit Commission (ACNC) released new 'Model Rules' for Incorporated Associations. We reviewed and modified our existing Rules of Association to comply with their changes which was done with the support and advice of Neighbourhood Houses Victoria (NHVic) who produced a template for the new rules. These were formally adopted by the House at a Special General Meeting in April and subsequently ratified by Consumer Affairs Victoria.

This year the House negotiated and signed a renewed Licence Agreement with Hume City Council. Although similar to past agreements, this year it gave us a more stable 5-year tenure and floor-space for a Manager's Office. It also includes most of the garden area at the front of the House for which a generous grant from the Millet Family of Sunbury will enable us to install a watering system.

Robert also explained that part of our role in liaising with HCC is to improve the outcomes of our tenancy and our financial support from Hume. In April some Board Members joined Hope at a special meeting of Hume's Councilors and senior HCC staff to speak in support of submissions made on behalf of SNH to the HCC 2024-2025 Budget Planning process. These submissions sought Council funding for upgrades to the building and play areas, improved noise reduction and enhanced building security, inside and out.

Planning

In January the Board and Staff met for a Planning Day under the guidance our Deputy Chair, Win Laing's leadership, with input from Karen Washfold (our Northwest NH Networker). Discussions focused on who SNH and our clients are, what our community needs, what we want to achieve and how we might achieve our objectives. Also addressed were challenges and risks beyond our control which may impact our finances - such Covid, other potential serious health risks, economical factors, our resources, and the capacity of staff to cope with such changes. Outcomes of this resulted in identifying support needs in the community for 'new dads' and 'carers' which resulted in the establishment of the 'Sunbury Dads' and 'Carers' Walk' programs this Financial Year.

The Board and the Workplace

Even though our Board Members are all volunteers, we are very much aware of our collective role as an employer and that we are therefore legally and contractually responsible for overseeing the employment and welfare of our staff. We are committed to ensuring they have a safe, healthy, inclusive and supportive

place to work because we know that a happy, motivated and dedicated staff underpins the whole operation of the House. Without them, there'd be no SNH. Therefore we have continued our involvement in the development of a new enterprise bargaining agreement for all people employed in our Sector; the Neighbourhood Houses & Adult Community Education Centres' Collective Agreement 2024 (NHACE 24).

Challenges:

The Board's biggest challenge in the coming year will be to maintain our commitment to providing relevant, affordable and accessible programs, services and support to our community whilst ensuring the House stays financially solvent. Since 2016 our revenue has increased by just under 41% but our costs have risen by over 67%. The financial challenges which came with Covid, followed by rapid increases in the cost of living, and the decline in people's ability to pay coupled with a change of expectations of what we can offer for low cost or free are creating immense financial strain for SNH and most other Neighbourhood Houses across the State. The greatest focus facing the new Board will be to find new sources of revenue not tied to programs or service delivery whilst identifying ways to reduce our outlays whilst still supporting and contributing to our community.

Recognition of Support / Thank you

Recognition / Thank you: Robert started by pointing out that Sunbury Neighbourhood House is a very special place, mainly because of SNH's wonderful, caring and dedicated Staff, Volunteers, Facilitators, Board Members and Sponsors and Supporters.

Sponsors and Supporters: Robert expressed our appreciation for the support of various sponsors including our major financial sponsors HCC and DHHF, political supporters from local and State Government, various support/partner organizations such as the Victorian Neighbourhood House Peak Body, NHVic, and Sunbury Cowbaw Community Health Centre, local businesses who actively support our operations such as JCI Accounting Services and GICI IT Services and individuals such as Karen Washfold our Northwest Neighbourhood House Network Manager.

Jenny added a sincere thanks from the Board Members to Robert for his very consistent hard work and leadership of the Board.