



Paroo Contact Children's Mobile Inc.

2017

Annual Report



Paroo Contact Children's Mobile Inc.  
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## **Annual General Meeting: Notice & Agenda**

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**DATE: 19th December 2017**

**VENUE: Teleconference / 408A Weir Rd Cunnamulla QLD**

**TIME: 8.00 PM NSW (7:00 PM QLD)**

- 1. Welcome**
  
- 2. Apologies**
  
- 3. Minutes of Previous Meetings**
  
- 4. President's Report**
  
- 5. Director's Report**
  
- 6. Treasurer's Report**
  
- 7. Appointment of 2018 Auditor**
  
- 8. All Positions declared vacant**
  
- 9. Meeting Closed**

**REPORTS ATTACHED BELOW**

## **President's Report – PCCM AGM 2017**

Dear Members,

What a year 2017 has been! As a very new President I am still finding my feet within the Committee and with the significant number of ins and outs of the PCCM. I would like to take this opportunity to thank Deb Leigo, Kylie Batty and Paula Bartlett for their significant efforts to assist the new Committee to get settled in and provide hand-overs and other useful transition assistance.

I would like to thank the very new committee, Hannah Vider and Natalie Batson and in our new Secretary/Treasurer role Jane Webb, only a couple of weeks. Thank you to Kate Dandridge and Carey Girdler for assisting committee. We are working with Deb to try and understand as much as we can before Deb officially finishes her computer duties on 22<sup>nd</sup> of December after over 20 years associated with the group.

So where are we at now and what for 2018. In short, we are currently operating on retained earnings without a funding agreement. We chose not to re-employ any staff until the outcome of our business case to DET to transition our funding to Contact Inc to allow us to have the PCCM operated with a different governance structure. It was the Committee's opinion that this is the best outcome for any long-term viability of the PCCM. After 3 months consideration of our Business Case DET advised that as we did not fit the new Child Care model and did not put a case forward for how we would transition to that that our Business Case was declined. We have also recently found out from ICPA Federal and NAMS that DET have been advising all agencies that PCCM ceased operation in May. We as a Committee felt that this response was disingenuous as it did nothing but praise our Business case whilst saying we did not address transition issues – which we never were asked to address. It is my opinion that the PCCM has been used as a model of 'how to dispatch' with the Mobile Services that don't fit in the new Funding arrangement.

In response we have asked DET to reconsider their decision and to consider our business case. We have launched a campaign (with assistance from Contact Inc) with Government State and Federal and like-minded organisations asking them to urge DET to reconsider. Ms Tima Carden returns from leave on 29<sup>th</sup> of January, so I do not expect any response prior to February. I have recently written to Ms Carden asking for advice on our current funding arrangement and if it will be offered to allow us to operate some limited services/volunteer activities in the new year whilst still seeking transition to Contact Inc. Our main target in this campaign is to highlight the need for these services in rural remote areas, not so much the individual plight of the PCCM.

We have and will continue to work with Deb to handover all documentation and physical components of the service. We will still need to be finalising the already commenced plan for wind-up if we are not successful in the transition. Further meetings will be called as information becomes available.

I would like to encourage all members to keep the PCCM alive in your conversations and community groups to assist with whatever road the next 3 months takes us down. I thank you all for your kind assistance and wish all our families a safe and happy holiday season.

Tannas Godfrey

PCCM President

### **Directors Report – PCCM AGM 2017**

I would like to take this opportunity to thank all our dedicated staff and Committee, for their efforts over the past year, and particularly for their support and flexibility during the first five month of the financial years, which allowed me to work remotely from Broken Hill and Adelaide while undergoing medical treatment. We have certainly proved that with the technologies available today, it is possible to conduct business from anywhere – if the Internet is working!

Cataloguing of our resources has progressed extremely well, for which we thank Sylvie Unkovich-McNab. We now have all books, CDs and DVDs and puzzles catalogued. Having these resources listed on the database will make it easier for staff to locate items and browse the collection. This will be especially useful for new staff who are not yet familiar with the range, or limitations, of educational resources we have stored in our Resources Shed.

The extreme heat in January and February 2017 provided many itinerary challenges but focussing on water play allowed everyone to enjoy cooling off and have some fun. The purchase of a smaller water slide meant that children from across our Service Region could benefit as the Wanaaring children had been.

Unfortunately, the number of Sessions provided was down on last year, mainly due to insufficient staff between Sylvie finishing up to take on a position at Wanaaring Public School and the eagerly awaited arrival of Rachel Snee. We thank Nicole Jackson for making herself available in a casual capacity to assist with delivering Sessions during that time. Sadly, Rachel's time with us was cut short by the impending Wind-up Resolution and uncertainty of the Service's future. Rachel and Natalie Hart both moved on before the end of June. We were all very pleased to hear that Natalie was granted permanent residency in Australia, immediately after her move to Cobar in May.

Since May, I have worked in a casual capacity, ensuring financial and minimum maintenance tasks have been completed while assisting Committee in their efforts to secure a positive future for the Service.

Debra Leigo

Acting Director (Casual)

## Treasurer's Report – PCCM AGM 2017

Our second audit with Crowe Horwath Murray Darling was completed as smoothly as last year. All records were supplied to the auditor electronically, facilitating an efficient process. Electronic recordkeeping is significantly reducing the amount of paper and ink required, and the volume of physical storage required for those records.

The Annual Financial Audit presented today, for the year ended 30 June 2017, has been prepared by Crowe Horwath Murray Darling. The Audit is based on financial records prepared by PCCM staff and CCSA Business Solutions.

The Budget Based Funded Programme Income and Expenditure Statement & Auditors Report includes all income and expenditure for the year and results in a surplus of \$21,612.00. This surplus is not unexpected as Service delivery was reduced (due to weather, staff unavailability and motor vehicle break-downs) from the end of January until May when service delivery ceased.

Crowe Horwath's Management Letter to PCCM Committee noted only one minor issue (low risk) which could be improved on or rectified. This has been recorded as unpresented cheques, but on investigation has been identified as a small payment being entered in MYOB twice but only one entry reconciled.

As only a few items fell into this category, the task of determining those items and re-allocating was insignificant, however we are making the advised changes.

The PCCM Committee appreciates the efforts of our Director, Debra Leigo, in preparing records for the audit and working with our new auditor. Debra reports that the process was smooth, and auditors were easy to work with.

Total Income 2016 – 2017	\$312,197.00
Total Expenses 2016-2017	\$290,585.00
Surplus 2016-2017	\$ 21,612.00

### **Financial Balances 30/07/2017**

Premium Cheque Acc.	\$ 19,380.03
Online Saver Acc.	\$ 20,493.36
Society Cheque Acc.	\$ 2,520.47
Term Deposit 6729	\$ 50,000.00
Term Deposit 6411	\$ 53,213.66
TOTAL	\$145,607.52

Prepared by Debra Leigo on behalf of PCCM Committee



## PCCM 2017 AGM: Minutes

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**DATE:** 19th December 2017

**VENUE:** Teleconference / Cunnamulla

**TIME:** 8.05 PM NSW (7:05 PM QLD)

**Attendees:** *Tannas Godfrey (President) Hannah Vider (Vice President), Jane Webb (Secretary/Treasurer), Paula Bartlett, & Debra Leigo (Acting Director)*

**Chair Person:** *Tannas Godfrey*

1. **Welcome** – Tannas Godfrey welcomed Members to the 2017 AGM

2. **Apologies** - Kylie Baty, Beck Patrick,

3. **Minutes of the Previous Meeting:**

**MOTION:** That the Minutes of the 2016 AGM, 18/11/2016, and the Special General Meeting 20/04/2017, be accepted as tabled.

**Moved:** Paula Bartlett                      **Seconded:** Debra Leigo                      **Carried**

**Action:** Originals to be signed as 'Confirmed'.

4. **President's Report**

**MOTION:** That the President's Report be accepted as presented by Tannas Godfrey.

**Moved:** Paula Bartlett                      **Seconded:** Hannah Vider                      **Carried**

5. **Director's Report**

**MOTION:** That the Director's Report be accepted as prepared and tabled by Debra Leigo.

**Moved:** Tannas Godfrey                      **Seconded:** Hannah Vider                      **Carried**

6. **Treasurer's Report**

**MOTION:** That the Treasurer's Report, including the 2017 Annual Financial Report, be accepted as prepared and tabled by Debra Leigo.

**Moved:** Tannas Godfrey                      **Seconded:** Jane Webb                      **Carried**

**Action:** Annual Financial Audit to be submitted to BBF Agreement Manager, John Bradridge (DET); Annual Financial Statement to be submitted to NSW Fair Trading and ACNC.

7. **Appointment of 2018 Auditor**

**MOTION:** That Crowe Horwath Mildura be appointed as the 2018 auditor, should an annual financial auditor be required.

**Moved:** Tannas Godfrey

**Seconded:** Hannah Vider

**Carried**

**8. All positions declared vacant**

President – Tannas Godfrey **Nominated** by Hannah Vider, **Seconded** by Jane Webb

**Accepted**

Vice President – Hannah Vider **Nominated** by Tannas Godfrey, **Seconded** by Jane Webb

**Accepted**

Secretary/Treasurer – Jane Webb **Nominated** by Tannas Godfrey, **Seconded** by Hannah Vider

**Accepted**

Ordinary Member – Casual vacancy

Paula Bartlett will remain as Public Officer at this time.

**Action:** BBF (DET), Sue Kingwill (Contact), CCSA be notified of Office Bearers and contact details; ACNC be updated with details of all Responsible Persons (all Committee and Public Officer).

**9. Meeting Closed: 8:35 PM NSW (7:35 PM QLD)**