

21ST ANNUAL REPORT



GLENFIELD COMMUNITY
CENTRE INC. 1998

HISTORY

The Centre site, on the corner of Glenfield Rd and Bentley Ave has been owned by the Methodist Church since the early 1900's.

At that time the district was known as Mayfield but it was changed to Glenfield to avoid confusion with Mayfield in the South Island.

In 1915, the community and parish erected in one day a building to be used as a Community Church.

Initially it was used as a church by many denominations until they established their individual places of worship. It also acted as a meeting place for the wider community.

In 1975 the Co-operating Anglican/Methodist Parish of Glenfield, Greenhithe and Albany and a community group held a public meeting to discuss community needs.

In response to an expressed need for a Community Centre the Parish offered their site and the Church building for community use.

Another small building was provided by the Takapuna City Council.

In 1981, A Youth Project building was established on the site also by the Takapuna City Council from Sport and Recreation funds.

After the original T.C.C building was destroyed by fire, the Youth Project vacated their building and it became the Community Centre.

In the late 1980's a long term lease of the site was granted by the Parish and planning for a new purpose built Community Centre began.

The existing centre was again destroyed by fire and replaced by the Council with a temporary building.

In early 1994 the new Centre was finished and occupied.

THE GLENFIELD COMMUNITY CENTRE

The Glenfield Community Centre is a modern purpose built facility which replaced several small buildings, on the site owned by the Glenfield Anglican /Methodist Church. The historic church has been integrated with the centre and ministerial offices and church counselling rooms are also located in the building.

The centre also includes a self contained Creche which at present operates five mornings and three afternoons a week.

**The Centre has seven rooms available for casual or regular bookings, the Glenfield Plunket office and clinic and offices which are tenanted by community groups such as:
Glenfield Community Facilities Foundation
North Shore Tongan Community, Beneficiaries Advocates
The Health Advocate's Trust and the North Shore
Baha'i Community.**

More than fifty community groups hold regular meetings. They include Service Organisations, Parent Support Groups, Craft Groups, Sport Groups, Spiritual Groups, Substance Abuse Support Groups, Coffee Groups and Educational Groups.

Local MPs and Businesses hold public meetings and staff training from time to time.

MISSION STATEMENT

**To provide those in the community not catered for elsewhere
with affordable and appropriate space
and skilled support personnel and resources
in order to enable self determination and responsibility
and to provide a focus and identity
for the Glenfield community.**

PURPOSE

**The purpose of the Community Centre
is to recognise and respond to
the social, cultural, recreational and educational needs
in the community
and to find ways to meet those needs
with specific recognition for those who have least opportunity
to participate in decision making in the community.**

GOALS

**To administer and maintain the Community Centre building
To provide services to families in Glenfield
To be a source of information and referral
To respond to community needs
To be a centre of community activity
To develop and maintain a service to young people in Glenfield
To increase community awareness of the Centre's resources
To be accountable to the community, and funding bodies.**

CHAIRMANS REPORT

The past year was a challenging one for both staff and the Governance group. Many difficulties arising due to inadequate staffing levels. At the start of the year the staffing was at the same level as when the Centre operated from a small prefab' building. Today the Society has the responsibility for the operation of a one million dollar, sophisticated complex with multiple hireage. Ongoing, financial, funding and accounting matters make heavy demands on staff time.

Regretfully in March, the Manager, Ken Griffin, resigned. Ken was sound in keeping the accounts in good order and we are grateful for his dedication. In seeking a replacement, we appointed Raewyn Barker whose qualifications matched those we desired to stimulate the development of the Centre's community functions. Raewyn was appointed and has the responsibility of managing all the functions of the Centre. Ken volunteered to remain, under contract, to continue processing the financial reports, until the Annual General Meeting.

A Chartered Accountant Satish has now been employed on contract to replace Ken.

The Crèche finances were the focus of much attention as income was falling below budgetary expectations, and there was an urgency to introduce accounting procedures acceptable to the auditor. Whilst the changes were quite stressful, it is pleasing to report that the outcomes are proving very positive with accountable equity being restored. Jill Douglas the Crèche Supervisor resigned at Christmas after three years of valuable service. Jenny Boyd, her deputy, being fully qualified, was appointed to fill the vacancy. The team have settled down well to their new responsibilities. Substantial improvements have also been made to the facility, and matters of safety addressed. It is pleasing to acknowledge donations from the Glenfield Community Board, Glenfield Lions Club, and the Hillcrest Lions Club, enabling the crèche playground work to be undertaken.

Andrew Lambourn, the Youth Worker resigned in May to take up other employment.

The Governance Group resolved that the project should be put on hold while its structure and objectives are reviewed. We are looking into the possibility of a professional youth agency to operate out of the Centre as a tenant. We acknowledge the funding received from Lottery and COG's for the Youth Project.

The Beneficiary group, Foodshop, Foodbank and Drop in Lounge provide welcome new dimensions, in the Centre. The fruits of Chris Richard's commitment on behalf of the Church. Special thanks to all staff and volunteers for their on going commitment to the Centre; Joan McLean has given us another year of unstinting voluntary service. Thanks also to Marylyn Watling as Minute Secretary, and to all members of the Governance Group for their wisdom and regular attendance at the meetings, to the Council for their annual grant, without which we would be facing difficulties (may their purse strings ever loosen) and to the Church for their valued input. So we enter 1998/99, full of confidence that challenges will be met and the community served to the best of our abilities.

charitable status now achieved.

CENTRE MANAGERS REPORT

This year has been one of considerable change; it sadly saw the resignation of the Manager of the Centre, Ken Griffin in March. The departure of Kohanga Reo, the Toy Library, the AIT Midwives and the Youth Worker. We have welcomed the North Shore Tongan Community and Baha'i Community as new tenants at the Centre. The development of the Beneficiaries group and Foodshop have added a strong additional element of service and contribution to the wider community.

Ken excelled in establishing the Centre on a sound financial and administrative basis and we are indebted to him for this. I was employed during April to work at the Centre thirty hours a week. The challenge is to retain the strong managerial and accounting controls while at the same time engaging in community development. It was decided to split the role of Administrator and Accountant and Ken kindly remained on as part time Accountant on a short term contract basis. Recently Satish Samsi a Chartered Accountant has been employed on a contract basis for 15 hours a month. Gillian Barlow has been trained in accounting input and will carry out most of the accounting functions. Gillian has worked beyond her paid employment on numerous occasions during the year, highlighting her continued commitment to the Community Centre.

Volunteerism continues to be a strong element of life at the Centre. We have been ably assisted by Joan McLean who has with outstanding dedication volunteered her time each morning. The Centre staff have been joined by Shona Montgomery a volunteer who kindly assists two afternoons a week.

One of the highlights of the youth project was the completion of the Youth Charter. With the departure of the Youth Worker Andrew Lambourn to other employment, the Governance Group decided to put the Youth Project on hold while it reviews the project, aims and objectives. We are looking towards having a youth agency as a tenant at the Centre, as this involves less management.

Thanks to our funders; the Council who provides a contract grant. COG's, Lotteries and the Community Board for their assistance towards the Youth Project. Hillcrest Lions, Glenfield Lions and the Community Board for their contributions to the developments in the Crèche playground.

Concerns with security have regretfully been an issue for us this year with the Plunket rooms being broken into twice; and the Foodshop being burgled three times. The security arrangements at the Centre will be addressed as we enter the new year. Cleaning has also been an issue, but one, that is now hopefully been to some extent resolved.

We look forward to the new year with plenty of ideas of ways to develop the Centre. The challenge is to find time above the day to day administering, accountability requirements and event organising at the Centre.

CRECHE REPORT

At the end of 1997 we had the sad and unexpected news that Jill Douglas was leaving the Crèche after her time as Supervisor. We were fortunate to be able to promote Jenny Boyd from Assistant Supervisor to Supervisor. The Centre now employs six qualified early childhood workers, one administrator and a cleaner, all of whom are employed part time and together make a committed team. Taskforce workers continue with mixed success and from time to time we have various students from childcare courses attending.

The accounts and administrative requirements are all now all computerised. This has significantly improved the maintaining and updating of our records. The Crèche began operating afternoon sessions and after a very quiet beginning, they are as busy as the morning sessions. Attendance rates are now at ninety four percent, approximately two hundred and forty children per week, play and develop in our facility.

The Governance group regularised the payment of fees during the year. Two new policies were introduced to allow two sick days, with the fee being waived on these days and if a parent helps on a rostered basis, the session is now free for that child on that particular day.

The Crèche charter has had to be rewritten this year, involving considerable work by two members of the staff. It is now ready for public viewing.

There has been significant expenditure on improving the playground during the year. A large concrete pad has been laid, sand pit cover and additional sand purchased, a shed installed, the height on the fence line raised, a safe swing frame installed and an all-weather pergola over the deck area built. Thanks to the Centre management for all their drive and planning. Thanks go to Hillcrest Lions for donating a super green outdoor slide now installed and is well loved. Thanks to the Glenfield Lions and the Community Board for their financial contributions to the developments in the Crèche.

We continue to actively fundraise for toys, books and equipment to stock our crèche. With Telecom's school account we purchased a vivid climb/ slide indoor set, a much needed physical challenge. We had a very successful gala day, a bring and buy day, cake stall, sold pizzas, chocolates, hampers, raffles and from the funds raised we purchased new highchair pads, highchair, plastic bikes, two tables, water tray and swings. Thanks to all the parents who have assisted with fundraising.

The Crèche operated a holiday programme on Monday and Friday mornings last holidays and will continue to offer this option. The mother help meetings and rosters have been renamed but participation is relatively low - typical of all educational and community services, in today's busy world.

We are looking forward to the new year with a strong team and plans for more expenditure on the playground and significant staff training.

1997 - 98

ACCOUNTS

Statement of Accounting Policies

General Accounting Policies

The measurement base adopted is that of historical cost.
Reliance has been placed on the fact that the society is a going concern.
Accrual accounting is used to match expenses and revenues.

Particular Accounting Policies

The following particular accounting policies which materially affect the measurement of result and financial position have been applied.

Fixed Assets and Depreciation

Fixed assets are stated as follows:

Building	Current insured replacement value plus recent major additions.
Furniture & Fittings	Current insured replacement value plus recent purchases. There has been no adjustment for depreciation. This policy will be reviewed after a current valuation has been made in the forthcoming fiscal year.
Computer Equipment	Purchases since July 95 have been stated and depreciated on a double declining basis using a five year period. Prior purchases were expensed.

Goods and Services Tax

Goods and Services Tax has been excluded from all applicable transactions. Goods and Services Tax outstanding at balance date is disclosed in the Balance Sheet.

Differential Reporting

The society is a qualifying entity within the New Zealand Society of Accountants Differential Reporting Framework, as it meets all criteria. Advantage has been taken of the reporting exemptions available within the Differential Reporting Framework.

Taxation

The Society has Income tax exemption as a charity recognised by the Inland Revenue Department.

Changes in Accounting Policy

A site account was set up at the beginning of the financial year. This combined the old trust and non-trading accounts. Also a distinction was made between income and costs that are related to our presence on site and those associated with our operations. Appropriate allocations were then made. There were no other changes to accounting policy.

Land & Buildings

The society has a long term non-commercial lease over the land on which the building is sited. There has been no Government Valuation of the buildings to date.

AUDITORS

REPORT

Auditors Report

To the Reader's of the financial report of the Glenfield Community Centre
I have audited the financial report contained herein. The financial report provides information relating to the past financial performance of the Centre and its financial position as at 30.6.98. This information is stated in accordance with the accounting policies set out on page

Management Committee's Responsibilities

The Management Committee is responsible for the preparation of a financial report which fairly reflects the financial position of the Glenfield Community Centre as at 30.6.98 and of the results of operations ended 30.6.1998.

Auditor's Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Management Committee and report my opinion to you.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:


- the significant estimates and judgments made by the Management Committee in the preparation of the financial report.
- whether the accounting policies are appropriate to the Club's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with generally accepted auditing standards in New Zealand except that my work was limited as explained below. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

Other than in my capacity as auditor I have no relationship with or interest in the Glenfield Community Centre.

My opinion is limited in respect of control over receipts from Crèche and general fundraising activities and there are no practical audit procedures to determine the effect of this limited control. In this respect alone I have not obtained all the information and explanations that I have required. In my opinion the financial report contained herein fairly reflects the financial position of the Glenfield Community Centre as at 30th June 1998 and the results of its operations for the year ended on that date.

My audit report was completed on 10th August 1998 and my qualified opinion is expressed as at that date.



C.M. Robinson. C.A.

Takapuna

1997 - 1998
END OF YEAR ACCOUNTS
CENTRE ACCOUNT

	1997 - 98	1996 - 97
Income		
Casual Room Hire	\$4,704.20	\$6,405.39
Regular Room Hire	\$18,522.52	\$11,847.93
Occupancy Recoveries	\$4,440.00	\$4,686.62
Storage	\$125.00	
Sales & Commissions	\$564.37	\$35.98
Photocopying	\$1,594.48	\$1,349.30
Accounting Recoveries	\$2,460.00	
Wage Recoveries		\$526.66
Donations		\$1,504.00
Roundings & Contrs		\$0.03
Event Grants		\$200.00
Expense Recoveries	\$750.00	\$378.33
Total Centre Income	\$33,160.57	\$26,934.24
Expenses		
Sales Expenses		
Advertising	\$312.72	\$183.16
Event Expenses	\$97.49	\$337.15
Consumables	\$1,951.90	\$1,323.37
Photocopier Supplies	\$1,523.70	\$1,013.25
Total Sales Expenses	\$3,885.81	\$2,856.93
Personnel Expenses		
Wages & Salary	\$37,300.06	\$31,172.22
P A Y E	\$12,063.63	\$9,001.94
Holiday & Sick Pay	\$2,707.26	\$4,446.08
A C C Levy	\$818.78	\$746.22
Training	\$500.00	\$619.38
Total Personnel Expenses	\$53,389.73	\$45,985.84
Administration Expenses		
Light & Power	\$4,620.76	\$3,236.38
Postage	\$71.12	\$235.82
Publicity, Printing & Stationery	\$2,361.82	\$1,824.88
Bad Debt	\$88.01	\$47.55
Telephone & Tolls	\$1,416.76	\$1,329.73
Audit	\$222.22	\$200.00
Sundry & Contrs	\$294.20	-\$23.38
Entertaining, Subs and Course Expense:	\$214.56	\$483.08
Total Admin Expenses	\$9,289.45	\$7,334.06
Total Centre Expenses	\$66,564.99	\$56,176.83
North Shore City Council Grant	\$33,096.00	\$33,096.00
CENTRE RESULT		
Loss	\$308.42	Excess
		-\$3,853.41

1997 - 1998
END OF YEAR ACCOUNTS
CRECHE ACCOUNT

	1997 - 98	1996 - 97
Income		
Fees	\$48,421.19	\$31,367.74
Fundraising	\$1,075.59	\$1,051.51
Reimbursements	\$250.00	
NZES Recoveries	\$479.90	\$517.78
Donations	\$2,708.00	
Total Creche Income	\$52,934.68	\$32,937.03

Expenses

Sales Expenses		
Advertising	\$198.60	\$273.33
Costs of Fundraising	\$287.41	
Cleaning & Grounds	\$3,021.92	\$1,188.63
Consumables	\$444.49	\$313.75
Petty Cash	\$464.13	\$326.19
Photocopying	\$442.02	\$187.76
Repairs & Maintenance	\$1,145.55	\$505.31
Total Sales Expenses	\$6,004.12	\$2,794.97

Personnel Expenses

Wages & Salary	\$63,133.74	\$48,898.94
P A Y E	\$15,275.12	\$11,463.70
Sick Pay	-\$172.94	\$2,625.64
Holiday Pay / Provision	\$5,883.47	\$6,070.99
A C C Levy	\$1,079.62	\$1,097.53
Training	\$472.85	\$845.42
Total Personnel Expenses	\$85,671.86	\$71,002.22

Administration Expenses

Equipment	\$1,691.45	\$1,426.99
Fundraised Equipment	\$338.44	\$1,068.86
Memberships & Miscellaneous	\$424.43	\$348.09
Rent	\$3,840.00	\$2,437.71
Stationery & Postage	\$591.57	\$251.84
Telephone & Tolls	\$804.40	\$863.17
Total Admin Expenses	\$7,690.29	\$6,396.66

Total Creche Expenses

\$99,366.27	\$80,193.85
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CRECHE RESULT

\$46,431.59	\$47,256.82
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Min Of Ed less Accounting

\$69,947.07	\$49,943.34
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GCB Development Grant

\$1,800.00

NET

Excess	-\$25,315.48	Excess	-\$2,686.52
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1997 - 1998

END OF YEAR ACCOUNTS

AFTER SCHOOL ACCOUNT

Note 2

	1997 - 98	1996 - 97
Income		
Fees		\$14,684.00
Total A.S.C. Income	\$0.00	\$14,684.00

Expenses

Consumable Expenses		
Cleaning		\$38.32
Food		\$229.31
Petty Cash		\$311.25
Photocopying		\$35.11
Total Consumable Expenses	\$0.00	\$613.99

Personnel Expenses

Wages & Salary		\$10,420.06
P A Y E		\$2,131.11
Sick & Relief Pay		\$83.42
Holiday Pay		\$914.42
A C C Levy		\$248.49
Training		\$100.00
Total Personnel Expenses	\$0.00	\$13,897.50

Administration Expenses

Equipment		\$34.00
Rent		\$1,672.91
Taxis		\$2,933.30
Total Admin Expenses	\$0.00	\$4,640.21

Total A.S.C. Expenses	\$0.00	\$19,151.70
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A.S.C. RESULT	Loss	\$0.00	Loss	\$4,467.70
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1997 - 1998
END OF YEAR ACCOUNTS
YOUTH ACCOUNT

Income	1997 - 98	1996 - 97
Donations	\$850.00	
Event Sales & Admissions	\$37.33	\$32.00
Bayview Youth Group	\$401.48 <small>Note 3</small>	
Expense Recoveries		\$106.67
Total Youth Income	\$1,288.81	\$138.67

Expenses

Consumable Expenses		
Advertising		
Event Set up Costs	\$1,095.81	\$918.61
Petty Cash	\$37.41	\$26.67
Total Consumable Expenses	\$1,133.22	\$945.28

Personnel Expenses

Wages & Salary	\$12,565.31	\$15,420.55
P A Y E	\$4,167.66	\$5,058.17
Sick & Relief Pay	\$249.54	\$837.28
Holiday Pay	\$1,018.16	\$1,347.20
A C C Levy	\$255.49	\$314.76
Vehicle Allowance	\$98.49	
Total Personnel Expenses	\$18,354.65	\$22,977.96

Administration Expenses

Rent	\$600.00	\$576.00
Stationery & Office Supplies	\$112.19	\$373.10
Phone	\$914.58	\$1,073.44
Total Admin Expenses	\$1,626.77	\$2,022.54

Total Youth Expenses	\$21,114.64	\$25,945.78
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YOUTH RESULT	\$19,825.83	\$25,807.11
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New Zealand Lottery Board Grant	\$14,028.45 <small>Note 4</small>	\$23,502.00
Cogs Grant	\$4,444.44	
Glenfield Community Board Grant	\$1,095.81 <small>Note 5</small>	
NET RESULT	Loss \$257.13	Loss \$2,305.11

1997 - 1998

END OF YEAR ACCOUNTS SITE ACCOUNT

	1997 - 98	1996 - 97
Income		
Interest (All Bank A/cs)	\$4,467.96	\$5,829.47
Tenancy	\$7,801.01	\$6,410.25
Total Site Income	\$12,268.97	\$12,239.72
Expenses		
Sales Expenses		
Bank Charges (All Bank A/cs)	\$108.65	\$36.06
Insurance	\$1,934.73	\$2,681.12
Security	\$3,305.44	\$2,575.16
Water & Waste Water	\$3,560.06	\$3,083.66
Cleaning & Grounds	\$6,862.30	\$2,057.73
Repairs & Maintenance	\$3,879.78	\$2,360.15
Total Sales Expenses	\$19,650.96	\$12,793.88
Administration Expenses		
Office Equipment	\$1,000.00	\$1,000.00
Building Improvement	\$4,006.00	\$1,100.00
Equipment Leasing Expenses	\$1,053.30	\$260.61
Depreciation on Computer Equipment	\$1,232.22	\$1,172.21
Total Administration Expenses	\$7,291.52	\$3,532.82
Total Site Expenses	\$26,942.48	\$16,326.70
SITE RESULT		
Loss	\$14,673.51	Loss \$4,086.98

1997 - 1998

END OF YEAR ACCOUNTS EXTRA-ORDINARY ACCOUNT

	1997 - 98	1996 - 97
Income		
CRECHE PRIOR YEAR INCOME		\$5,806.00 Note 6
PRIOR YEAR EXPENSE RECOVERY		\$673.12 Note 7
Total Extra-Ordinary Income	\$0.00	\$6,479.12
Expenses		
GCC PRIOR YEAR LIABILITIES		\$1,471.06 Note 8
CRECHE PRIOR YEAR LIABILITIES		\$2,815.50 Note 8
ASC PRIOR YEAR LIABILITIES		\$500.87 Note 8
YOUTH PRIOR YEAR LIABILITIES		\$133.33 Note 8
PRIOR YEAR DEPRECIATION		\$151.73 Note 9
Total Extra-ordinary Expenses	\$0.00	\$5,072.49
EXTRA-ORDINARY RESULT		
Excess	\$0.00	Loss -\$1,406.63
TRSFER TO BALANCE SHEET		
Excess	-\$10,076.42	Loss \$2,913.23

STATEMENT OF FINANCIAL PERFORMANCE

FOR THE YEAR ENDED
30TH JUNE 1998

	1997 - 98	1996 - 97
Income came from:		
Room Hire	\$23,226.72	\$18,253.32
Tenancy	\$7,801.01	\$6,410.25
Storage	\$125.00	\$0.00
Sales & Fundraising	\$3,271.77	\$2,468.79
Wage & Expense Recoveries	\$1,479.90	\$1,529.44
Attendance Fees	\$48,822.67	\$46,051.74
Donations	\$3,558.00	\$1,504.00
Interest	\$4,467.96	\$5,829.47
Wage Grants	\$90,879.96	\$73,445.34
Development & Event Grants	\$2,895.81	\$200.00
Non-Specific Grants	\$33,096.00	\$33,096.00
Extra-ordinary	\$0.00	\$6,479.12
Sundry	\$0.00	\$0.03
Total Income	\$219,624.80	\$195,267.50
Income was applied to:		
Sales Expenses	\$30,565.46	\$19,968.99
Personnel Expenses	\$157,416.24	\$153,863.52
Administration Expenses	\$20,225.81	\$18,067.46
Purchase of Fixed Assets	\$1,232.22	\$1,323.94
Bank Charges	\$108.65	\$36.06
Extra-ordinary	\$0.00	\$4,920.76
Total Expense	\$209,548.38	\$198,180.73
NET RESULT	Excess -\$10,076.42	Loss \$2,913.23

RESULT BY PROFIT CENTRE

FOR THE YEAR ENDED
30TH JUNE 1998

	1997 - 98	1996 - 97
Net Income came from:		
Creche	\$25,315.48	\$2,686.52
Centre	**	\$3,853.41
Extra-ordinary	\$0.00	\$1,406.63
Total Net Income	\$25,315.48	\$7,946.56
Net Income was applied to:		
Centre	\$308.42	**
After School Care	\$0.00	\$4,467.70
Youth	\$257.13	\$2,305.11
Site	\$14,673.51	\$4,086.98
Total Net Expense	\$15,239.06	\$10,859.79
NET RESULT	Excess -\$10,076.42	Loss \$2,913.23

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED

30TH JUNE 1998

	1997 - 98	1996 - 97
Accumulated Fund		
OPENING BALANCE	\$1,047,090.42	\$1,050,886.00
TOY LIBRARY PAID OUT		-\$882.35
NET CASH FLOW	\$10,076.42	-\$2,913.23
CLOSING BALANCE	<u>\$1,057,166.84</u>	<u>\$1,047,090.42</u>
Represented by:		
Assets		
Fixed Assets		
BUILDING	\$911,524.83	\$893,010.00
FURNITURE & FITTINGS	\$110,286.95	\$109,159.39
CRECHE EQUIPMENT	\$970.74	
COMPUTER EQUIPMENT	\$3,266.86	\$2,625.08
Total Fixed Assets	<u>\$1,026,049.38</u>	<u>\$1,004,794.47</u>
Current Assets		
CASH AT BANK	\$36,698.21	\$49,399.31
ACCRUED PREPAYMENTS	\$693.07	\$957.75
DEBTORS	\$1,903.71	\$874.91
INSURANCE CLAIM RECOVERY DUE	\$523.00	
GOVERNMENT DEPT. DEBTS DUE	\$16,377.23	\$10,815.19
Total Current Assets	<u>\$56,195.22</u>	<u>\$62,047.16</u>
TOTAL ASSETS	<u>\$1,082,244.60</u>	<u>\$1,066,841.63</u>
Liabilities		
Current Liabilities		
UNALLOCATED GRANTS		\$853.24
SUNDRY CREDITORS	\$472.80	
TRUST FUNDS OF USER GROUPS	\$810.00	
ACCRUALS	-\$143.57	-\$201.72
NET GST	\$7,322.44	\$3,438.37
INCURRED LABOUR COSTS	\$5,304.50	\$6,280.93
PROV. FOR BUILDING MAINTENANCE	\$5,106.00	\$1,100.00
PROV. FOR COMPUTER EXPENSE	\$124.28	\$316.06
Total Current Liabilities	<u>\$18,996.45</u>	<u>\$11,786.88</u>
Contingent Liabilities		
PROV FOR SICK PAY	\$4,910.95	\$7,238.41
PROV. FOR TRAINING	\$1,170.36	\$725.92
Total Contingent Liabilities	<u>\$6,081.31</u>	<u>\$7,964.33</u>
TOTAL LIABILITIES	<u>\$25,077.76</u>	<u>\$19,751.21</u>
Society Equity	<u>\$1,057,166.84</u>	<u>\$1,047,090.42</u>

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED

30TH JUNE 1998

	1997 - 98	1996 - 97
OPERATIONAL CASH FLOW		
Cash was provided from:		
Room Hire	\$23,480.72	\$17,734.95
Tenancy	\$7,801.01	\$6,410.25
Storage	\$125.00	\$0.00
Sales & Fundraising	\$3,271.77	\$2,496.34
Wage & Expense Recoveries	\$1,479.90	\$1,529.44
Attendance Fees	\$48,822.67	\$46,442.86
Donations	\$3,558.00	\$1,504.00
Extra-ordinary	\$0.00	\$6,479.12
Sundry & Net GST	\$3,942.22	-\$2,803.46
Total	\$92,481.29	\$79,793.50
Cash was applied to:		
Sales Expenses	\$27,082.46	\$19,015.75
Personnel Expenses	\$160,275.69	\$143,305.74
Administration Expenses	\$19,961.13	\$19,025.21
Extra-ordinary	\$0.00	\$10,922.63
Total	\$207,319.28	\$192,269.33
NET FLOW (OUT)	\$114,837.99	\$112,475.83
INVESTMENT CASH FLOW		
Cash was provided from:		
Interest	\$4,467.96	\$5,869.46
Sale of Shares	\$0.00	\$0.00
Total	\$4,467.96	\$5,869.46
Cash was applied to:		
Bank Charges	\$108.65	\$36.06
Purchase of Fixed Assets	\$22,678.91	\$8,197.79
Total	\$22,787.56	\$8,233.85
NET FLOW (OUT)	\$18,319.60	\$2,364.39
FINANCE CASH FLOW		
Cash was provided from:		
Wage Grants	\$84,464.68	\$53,570.31
Development & Event Grants	\$2,895.81	\$200.00
Non-Specific Grants	\$33,096.00	\$33,096.00
Total	\$120,456.49	\$86,866.31
Cash was applied to:		
Projects Wound-up		\$413.63
Total	\$0.00	\$413.63
NET FLOW (IN)	-\$120,456.49	-\$86,452.68
TOTAL CASH FLOW	\$12,701.10	\$28,387.54
OPENING BALANCE	-\$49,399.31	-\$77,786.85
CLOSING BALANCE	-\$36,698.21	-\$49,399.31

NOTES TO THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED
30TH JUNE 1998

- Note 1 : This represents a weekly allocation of accounting costs to the crèche.
- Note 2 : The After School project was closed last year due to continual losses.
- Note 3 : This represents funds contributed by the group members for admissions etc.
- Note 4 : These figures do not represent the actual grants received each year as distribution was made over a June/May year. Grants of \$25,000 and \$15,000 were actually made.
- Note 5 : These grants were similarly spread over non-fiscal years.
- Note 6 : This represents the Ministry of Education pay-out of the 1995-96 financial year wash-up between the estimated roll attendance, which was part paid in advance, and the actual entitlement to reimbursement. Comparative amounts have since been accrued. (Note 6a)
- Note 7 : \$348.12 is the unaccrued landlord's proportion of site costs for the 1995-96 year.
\$325.00 is a contended overcharged phone maintenance contract finally recovered.
- Note 8 : These adjustments were to sick and holiday pay provisions for previous periods so that full staff entitlements are recorded.
- Note 9: Depreciation on newly purchased computer equipment for the period November 95 to June 96.
- Note 10: For the latter part of the 1995-96 fiscal year the Toy Library operated their accounts autonomously. They are now separately incorporated and completely autonomous.
- Note 11 : This represents major purchases during the current year. A valuation of existing equipment is still required.
- Note 12 : Payment of this claim was made early in the 1998-99 year.
- Note 13: This represents hireage taken by the Centre on behalf of the site owners.
- Note 14: This represents the unused portion of a grant made by the Glenfield Community Board to the Dan-Ketsu Karate Group (a user group) which we are administering on their behalf. Only half of the goods for which the grant was made have so far been supplied.

GLENFIELD COMMUNITY FACILITIES FOUNDATION

We are an incorporated community organisation committed to the Glenfield area and its residents. Our major aims are to promote Glenfield's identity and activities. We believe all sectors and groups in the community benefit from our support, promotion and co-ordination of local community or recreational events, and the promotion of the initiatives, resources and facilities of the area. We welcome sponsorship and volunteer helpers for community events.

OBJECTIVES

- To promote the community's identity and encourage community involvement.
 - To be a resource of information, skills, & knowledge.
- To co-ordinate activities and provide links between groups in the community.
 - To assist and liase with other group's events where appropriate.

CURRENT INITIATIVES

- Fun in the parks, concerts, picnics, summer events and school holiday programmes.
- Assistance and support for the Wipe Out Graffiti Programme.
- Representation of Glenfield on the North Shore Safer Communities Committee.

Ph: Helen Topliss on 443-3756.

HEALTH ADVOCATES TRUST

Health Advocates Trust is independent of service providers and of purchasers and is contracted under the Health and Disability Commissioner's Act. We provide advocacy to all health and disability service consumers. All communication is confidential to Health Advocates Trust and the service is free.

Health and Disability Advocates aim to assist consumers to voice their concerns and exercise their rights according to the Health and Disability Services Consumer Code of Rights.

Hera Thompson can be contacted on her direct line: 441-9001, or through the central office in Newmarket on 623-5799 or fax 623-5798.

INFORMATION ABOUT SITE GROUPS

THE GLENFIELD ANGLICAN / METHODIST COMMUNITY CHURCH

The Glenfield Methodist Church was built in one day in 1915 on the Community Centre site. Since that time it has been a meeting place and a rallying point for the Glenfield community. 22 years ago the Church and land was leased to the community, and so began a long process of various buildings on site that culminated in our current Community Centre development.

When the new Centre was built, the old church was renovated, and Sunday worship began again for a group of Methodist and Anglicans. The current congregation seeks to carry on the long tradition of community concern and service, and are committed to the principles they wrote in 1983 in response to the Centre's request for long term lease of the land; which are:

We regard ourselves as trustees rather than owners of the site, concerned more with being of service in the community than seeking commercial gain.

We see our role as working with the community in the interests of the community - enabling, nurturing, and reconciling.

We feel constrained by Christian conviction to use what resources we have - including property - for those in need, and especially those in greatest need.

Similarly we feel constrained to share real decision making opportunities with those in the community who are without power or authority.

The Church employs an Anglican Deacon, the Rev Chris Richards, who can be reached at the Church's Centre office, Tuesday to Friday or phone 444 2711. Like the Church and its long history, his main concern is the wider Glenfield community, especially those in need.

Sunday worship is at 9.30 a.m. and all are welcome.

THE ROYAL NEW ZEALAND PLUNKET SOCIETY

Plunket provides a child and family health service free to all New Zealand families with children under five. Nursing staff, supported by local volunteers work alongside parents and caregivers to offer health care and practical help for children and their families.

Parents with new babies receive home visits from a Plunket nurse and can later take their children to a clinic for health checks. Plunket also offers parenting education courses and support services to promote better health and safety. Nurses work in partnership with volunteer members to support new mothers groups.

Plunket believes from the very first ride your child should always travel in a correctly sized car seat and provides car seats at a low rental. As young children can get easily hurt, Plunket has information and education programmes that can help keep your child safe. Information about immunisation is also available.

Glenfield Plunket operates three clinics: New Mother's Group, Plunket and Ante Natal Classes. The Plunket rooms are open all day weekdays for parents to come in and weigh their babies and have a coffee and a chat.

The Glenfield Plunket Nurse is in attendance on Wednesday 10-12pm and 1-4pm, Thursday 8.30-12pm, 1-4pm and Friday 8.30-12pm.

Ph Vivienne Haybittle 444 8479.

THE NORTH SHORE TONGAN COMMUNITY

The North Shore Tongan Committee's, part time Social Worker, George works at the Glenfield Community Centre. He is assisted by a team of volunteer workers pooled from within the Tongan community.

Assistance is given to Tongan families on the North Shore; providing information and advice, counselling, home based social work, referrals and interpretation. Parenting skill classes are also offered.

A learning Centre operates with weekly sessions on academic and cultural topics to support children and youth in their studies and cultural identity; remedial education classes run for young people.

Ph George Tui 443 1539 or after hours 025 912 545.

BENEFICIARIES AND FAMILY LAW CONSUMER SERVICE

We have two part-time advocates; Sarah Barker and Pam Clayton who provide, advice, information and advocacy for Beneficiaries and people on low incomes, regarding eligibility to Income Support.

The Income Support system has become extremely complex resulting in an array of benefits available through both NZ Income Support Service and Inland Revenue, all of which have different rules and criteria for eligibility. Consequently, we find that the bulk of our work involves providing explanations and information to clients regarding income support rules and determining their eligibility and entitlements to benefits. We assist in the preparation of reviews and appeals and we are able to represent clients at the Social Security Appeal Authority when this is necessary.

Whilst 'casework' takes up most of our time, we also endeavour to affect the policy process through maintaining community networks and participating in submission writing and the general community consultation process.

Office hours Tuesday to Thursday 9-3pm and Friday 9-12pm.
Ph 444 9543.

NORTH SHORE BAHAI COMMUNITY

The North Shore Baha'i Community has a secretariat office at the Centre. Currently there are no regular office hours. The Baha'i Faith is the latest world religion and the Baha'i community represents the most diverse and unified body of people on the planet.

The Baha'i Faith teaches that all the religions come from the same source, that mankind is one, the equality of men and women, the unity of science and religion, the need for a universal auxiliary language, the elimination of extremes of wealth and poverty and that the imperative need of the age is for world unity and peace.

A regular public meeting is held on Sundays at 10am at the Centre with children's virtues classes and youth classes running simultaneously.

All welcome
Ph 443 1826.

GLENFIELD FOODSHOP

The Foodshop began in August 1997. The shop purchases a wide range of food items at very low cost and sells them to beneficiaries and low income workers at an average mark up of 10 percent. The Foodshop is staffed by the Beneficiaries group and volunteers. Currently the shop sells between \$1,500-\$2,000 worth of food each week.

All work associated with the shop from purchasing food, selling, packaging, cleaning, bookkeeping and banking are carried out by the beneficiary group. Many community and food outlets support the shop by their contributions. A Foodbank provides emergency food to those in desperate need.

The Beneficiaries group also runs a drop in lounge during weekdays and provides a free soup lunch at the Centre each weekday at 12.30pm. A community lunch of a hot cooked meal is provided on Tuesday for the community for a \$1.00 donation. Celebratory lunches are hosted on various weekends throughout the year. All welcome.

Shop hours Monday to Friday 9-3pm.
Ph 444 0389

Foodbank Ph Rev Chris Richards 444 2711.

GOVERNANCE GROUP

Bruce Powell (Chairman), Chris Richards (Vice Chairman), Marylyn Watling (Minutes Secretary), Ken Griffin (Treasurer), Christine Britain, Graeme Cameron, Gael Duffill, Sandie Newton, Marlene Pinnegar, Helen Topliss, Graeme Wright.

CONTACT DETAILS

Cnr Bentley Ave & Glenfield Rd
Glenfield

PO Box 40-112
Glenfield

Ph/Fax 444 5023

REGULAR USER GROUPS

AA Glenfield	73a Shakespeare Rd	Milford
AA Nth Harbour	4/172 Beachhaven Rd	Beachhaven
Amiga Auckland	PO Box 24-467	Royal Oak
Anger Change Trust	20a Sunnynook Rd	Glenfield
Arthritis Foundation	50 Omaha Rd	Remuera
Baha'i Childrens Classes	PO Box 33-514	Takapuna
Baha'i Faith	PO Box 33-514	Takapuna
Beneficiaries Group	PO Box 40-112	Glenfield
Christian Outreach Centre	PO Box 40-013	Glenfield
Clarion Computer Group	c/o Milford Software	Milford
D.A.N.Z.	26 Bruce Rd	Glenfield
Divinely Dangerous Dance	PO Box 137	Waimauku
Don Ketsu Karate Do	91 Stanley Road	Glenfield
Eckankar	PO Box 33-195	Takapuna
Garden Group	391 Upper Harbour Dr	Greenhithe
Glenfield Reiki Group	c/- 1132 Huia Road	Waitakere City
Glenfield Toastmasters	43 Stanaway Ave	Northcote
Hatha Yoga	68 Seaview Rd	Glenfield
Hillcrest Lions	PO Box 40-455	Glenfield
International Toastmasters	42b Taikata Rd	Te Atatu
Karate Club	PO Box 21-768	Henderson
Kumon Maths	55 Unsworth Hghts	Unsworth Heights
Labour Party Northcote	74 Island Bay Rd	Beachhaven
Lighthouse Christian Fellowship	PO Box 40-145	Glenfield
Line Dancing	3/11 Sanders Ave	Takapuna
North Shore Parents Centre	PO Box 100-768	N/S Mail Centre
North Shore Sai centre	32 Sequoi Place	Sunnynook
One Hour Toastmaster	PO Box 40-049	Glenfield
Parents as 1 st Teachers	PO Box 36-501	Northcote
Rangitoto Tecorians	53 Monarch Ave	Glenfield
Second well Trust	54 Urlich Dr	Ranui
Suma Ching Hai Int. Ass	27 Paremu Ave	Birkdale
Takapuna Youth Justice	PO Box 78-901	Grey Lynn
Yasmina School of Dance	2/6 Gladys Ave	Glenfield