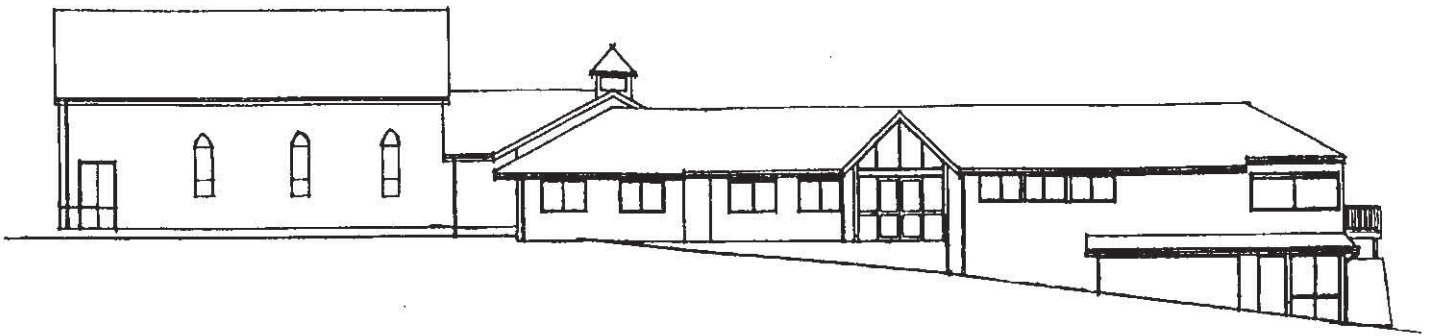


32nd ANNUAL REPORT



GLENFIELD COMMUNITY
CENTRE INC.

2009

Glenfield Community Centre
Annual General Meeting
Thursday 25th September 2008

Present: David Thornton (Chairman), Michelle Whiu (Secretary), Christine Somervell (Manager), Jenny Boyd, Heather Brown, Mike Capper, Michael Chin, Annitta Cleal, Jonathan Coleman, Brian Ellis, Noelene Gibbons, Grant Gillon, Frankie Godfrey-Robson, Ann Hartley, Ruby Hawke, Ateca Katonivualiku, Nick Kearney, Eva Scherer

Apologies: The Mayor, Andrew Williams, Joy Brett, Lisa Ducat, John Gillon, Tony Holman, Jan Tasker,

Moved: David Thornton
Second: Frankie Godfrey-Robson

Welcome by David T. Acknowledgement of Councillors, Community Board Members and Local Politicians

Agenda:

Previous Minutes 6 September 2007

Read and Accepted:

Moved: David Thornton

Second: Michael Chin

Chairman's Report:

- Much of the work is recorded within the NSCC Contracts grant reports-end of year report attached
- Early Learning Centre, main activity/report attached
- School Holiday Programme –there is lots of competition however the SHP is highly regarded within the city
- Since 1994 when this building was open the centre has operated largely as a dual church-community use facility. Indeed the design of the building, incorporating the listed Mission Hall, was largely based on that dual usage. Over the last two years there have been a lot of changes due to the Project closing down. We still have two other church groups using the centre
- The role of the church is now being considered. Meetings are taking place between the church and the centre's governance group.
- To move forward – what will this centre be used for? We are also looking at the structure of the building.
- Messy Art Space: Michelle and Christine are working on creating an art space, onsite for community
- We are also looking at enlarging the kitchen facilities within the centre, which will enable us to do cooking groups with our Ethnic communities
- We have applied to council for a \$20,000.00 grant. \$10k to be used for the redesign, and \$10k for a survey and advice on the church facilities and centre facilities.
- This coming year will be busier than last year.

Chairmans Report read and received:

Moved: David Thornton

Second: Frankie Godfrey/Robson

Managers Report:

- A lot more community bookings this year
- New Tenant – Pasifika Forum
- This last year has been full of challenges. Looking forward to the future

Mike Capper – Alzheimers Association: Would like to thank Christine, Ruby and Marg, who have been so helpful over the past year.

Managers report read and received:

Moved: David Thornton

Second: Eva Scherer

Early Learning Centre:

- A very busy year.
- We have new staff on board.
- 20 free hours, we at present do not offer this but continue to monitor the scheme and plan ahead.

Frankie: Licensee: A few changes have taken place with the employment of new staff. Overall the ELC is running really well, with everything ship shape.

Moved: David Thornton

Second: Nick Kearney

Annual Accounts:

Neither the Auditor or the account are present. Christine will answer any questions regarding the accounts.

- Over all a very good year
- Everything balances well with a profit before depreciation.
- Correction that needs to be made: Other income: ELC fundraising Percentage difference between 2007 and 2008 is incorrect.

David moved the Financial Performance Position be moved:

Second Brian Ellis

Budget:

Sets out where we are going to go. We apply for grants for one off items such as photocopiers etc. Budget was accepted at the last Governance Group Meeting.

Election of members

David thanked everyone for being a part of the governance group.

As there are the required amount of people standing to be a part of the incoming governance group, we do not need an election.

We welcome Ateca from the Pasifika Forum to the incoming governance group.

The governing body of the centre is made up of

2 Community Board members

2 Church representatives

7 Elected members

Elected members are:

- Jenny Boyd
- Michael Chin
- Frankie Godfrey-Robson
- Ateca Katonivualiku
- Eva Scherer
- David Thornton
- Michelle Whiu

Appointment of Auditor:

Confirm that Peter Conaglen be appointed auditor for incoming year.

Moved David Thornton

Second: Frankie Godfrey-Robson

General Business:

Frankie: Computers: When are we getting a new computer for ELC?

David: We are in the process of replacing all 3 Centre computers.

Would like the centre to become wireless. We could also look at making the centre a hot-spot.

Frankie: Would also like to know where we are at with a new dishwasher for ELC? - Christine will report update at next Governance Group meeting.

Thanks to the Governance Group and the Executive Group.

Next Governance Group Meeting will be held on 23rd October 2008.

Brian Ellis moved a vote of thanks to the past and incoming chair.

Meeting closed 7.55pm

Chairman's Report 2009

The year has seen progress and development in a number of areas that will be of value to the Glenfield Community.

Of particular value will be the Centre's new website which went live a few weeks ago and can be regularly updated by office staff.

This is a cost effective way of communicating with our community and also allows for direct individual email communication to our Manager, Office staff and Early Learning Centre.

The Early Learning Centre has itself had an extremely busy year as it changed its operational set-up to enable the 20 Free Hour programme to be introduced. This change required considerable efforts by the staff and I am very pleased to report that the change was accomplished without any major disruption.

Quite recently the Education Review Office carried out its triennial review of the Early Learning Centre and a most satisfactory report was received.

Another innovation this year has been the opening of a 'Messy Art' room in the downstairs area previously used by the food shop. This room is already being regularly used and a programme is being developed under the guidance of the Glenfield Community Co-ordinator Michelle and Centre Manager Christine.

Funds for decorating and fitting out the Messy Art space have been provided through grants from the council and the community board.

The council continues to make an annual grant to the centre and in return the Centre enters into a contract with the council for provision of services to the community. I am pleased to report that we have again met all requirements of the contract.

Glenfield is the busiest Community Centre on the Shore and the only centre owned by the community rather than the council. That ownership is shared with the Methodist Church in New Zealand who own the land and the old Mission Hall.

The Church has indicated it wishes to sell the land, and the Mission Hall, and intermittent discussion have taken place on these issues. The implications of any ownership changes are being kept in mind by the Centre's Governance Group, but the important matter is that the Centre will continue to hold a long term lease of the land.

The future of the Mission Hall is complicated by the fact that it is listed as an historic building in the city's District Plan. This brings with it a requirement to maintain the building – but also gives access to specialised heritage funding organisations.

In addition to the new developments I have reported work is currently in hand to fund and implement further improvements to the building, including redevelopment of the kitchen area to allow for demonstrations of ethnic cooking, and budget cooking.

An application has been submitted to council for funding in excess of \$100,000 to design and re-develop areas within the centre to meet the changing needs of our community.

We are also applying to the ASB Trusts for funding for this ambitious plan.

The year ahead does offer challenges to the centre in terms of the fundraising I have just referred to – and the changes to Auckland governance, which has significant implications for all community groups.

I am extremely optimistic that, while those changes will involve some administrative change, the new Auckland Council and the Local Boards will co-operate to ensure that the voluntary sector continues to provide for the social and cultural needs of our community.

Finally I wish to place on record my thanks to our dedicated staff, both in the office and in the Early Learning Centre. My thanks also to the members of the Governance Group for their contribution and support throughout the year.

David Thornton
Chairman
September 2009

Managers Report

Every year brings its own challenges, successes and those inevitable failures, that no-one wants to mention. This year has been no exception starting with the failure to obtain funding for a project that we feel is vital to the future of the Centre. However on the heels of this failure is the success to date of a new application for this project, we are now up to stage 3 and are very hopeful that funding will become available at the end of this year.

Our strategic plan, which is aligned closely to the North Shore City Council Community Outcomes, has been looked at several times during the year to ensure that we are still realising our mission.

We had over 76,000 people through our doors this year, and as we are open 52 weeks of the year this averages out to over 1460 per week. 55% of the centre users are new migrants, with 12 different ethnic groups being involved. 82% of our bookings were from support, educational and discussion community groups

As usual we have a large diversity of groups from Alcoholics Anonymous, Belly Dancing to Historical studies and English lessons.

We have run, with the help of Lisa Tukuniu, the Supervisor, four very successful holiday programmes. As we were turning children away we applied to CYF for increased numbers to be allowed. However this increase has not helped as even with our increased capacity we are still turning them away. I believe that this is an indication of how highly our programme is regarded in the community.

We have finally managed to launch a website. It has a listing of all our users and tenants, information about the Early Learning Centre and the School Holiday Programme and we have room sizes and prices listed. The site is easy to use and easy to update.

I would like to thank the office staff, Marg and Ruby, for their constant hard work throughout the year. Marg has taken on the role of doing the accounts administration work for the ELC on the Firstbase programme one day a week. Ruby has also taken over most of the data entry for the MYOB programme that we use for our accounting records.

I would also like to thank the Governance Group for their constant support and input into the life of the Centre. With their assistance the community centre continues to develop and we are able to move into the future confident that we can influence and assist the community around us.

Christine Somervell
September 2009

GLENFIELD EARLY LEARNING CENTRE **ANNUAL REPORT 2009**

The Glenfield Early Learning Centre can describe the last year as challenging. The staff, Tracey Turner, Paula Tra, Tracey Messinger, Wendy Lovegrove, and part timers Jessie Liu and Uma Swamy have all worked incredibly hard and all credit to them for establishing, maintaining and developing an excellent environment.

At the beginning of the year our Licence was amended to incorporate 'day care'. This allowed opportunity to expand and provide free (up to 20 hours) early childhood education for three and four year olds. Huge amount of planning went into establishing the day care format. Fortunately the families have really responded and day care sessions are keenly sort.

The staff have adapted well to changing circumstances. The staff ratios changed with the introduction of day care, resulting in the necessary addition of two staff members. The staff also managed very well in my absence, stepping up and achieving the professional requirements. We have continued with the same end of week processing format established in my absence and Christine oversees this requirement. Many of the staff are balancing training studies as well as adjusting to changing areas of responsibility and working obligations. The staff are dedicated and caring.

As expected, the Education Review Office visited us the first week back from holidays in July. At this stage we have only an unconfirmed report plus a statement to the parents and community of the GELC. ERO reports that:

- The service is being managed in the interests of the children.
- Centre staff, families and management have achieved the move to full-day care successfully.
- The inclusive nature of the programme helps ensure that children have a sense of belonging and wellbeing.
- ERO investigations did not identify any areas of concern with management assurance and compliance areas.

These reviews are taken very seriously and put tremendous pressure on the teaching staff. These reports remain in circulation for a three year period providing information on the centres structure, good or bad. A big thank you goes out to those who helped us achieve a favourable report.

ERO will again visit on a three year cycle.

We look forward to a more settled time ahead.

Jennifer Boyd

Management Supervisor

Glenfield Community Centre

Audited Accounts

July 2009 – June 2010

**GLENFIELD COMMUNITY CENTRE
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDING 30 JUNE 2009**

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	Jul 2008 to Jun 2009	% Change	Jul 2007 to Jun 2008
INCOME			
Marketed Income			
ELC Fees (Incl WINZ)	63,072.67	-13.33%	72,774.78
ELC Fundraising	2,855.90	36.65%	2,089.90
Rental Income - Fixed Fee	12,684.54	-4.20%	13,241.11
Room Hire - Casual Fee	50,298.05	-0.70%	50,652.31
SHP Fees & Trip Income	28,227.41	24.66%	22,644.33
	157,138.57	-2.64%	161,402.43
Grants and Subsidies			
Ministry of Education (MOE)	128,474.38	16.22%	110,546.47
MOE Incentive Grant	3,024.67	-18.75%	3,722.67
MOE Registration Support Note 5	1,563.35		0.00
Min. Of Soc. Dev. Grant - SHP Note 2	16,000.00	-13.04%	18,400.00
NSCC Contract Grant Note 2	39,508.08	-1.23%	40,000.00
Other Grants/ Donations	50.00	-99.69%	16,000.00
	188,620.48	-0.03%	188,669.14
Other Income			
Bank Interest	9,526.80	-30.54%	13,715.78
Office Sales (P/cpy, Hire, etc.)	941.87	12.87%	834.47
	10,468.67	-28.05%	14,550.25
TOTAL INCOME	356,227.72	-2.30%	364,621.82
EXPENSES			
Staff			
ACC	1,977.05	26.14%	1,567.33
Holiday Pay	21,115.68	9.55%	19,274.35
Prof. Dvpmt. & Student Trng.	1,659.15	-63.29%	4,520.00
MOE Registration Support Note 5	812.50		0.00
MOE Incentive Exp	2,094.00		3,722.68
Uniforms & Immunisation	378.18	-70.00%	1,260.48
Wages	223,626.24	8.19%	206,690.04
	251,662.80	6.17%	237,034.88
Office & Administration			
Accounting & Audit	9,170.00	14.34%	8,020.00
Bank Charges	394.53	7.50%	367.01
Computer Exps	612.22	410.18%	120.00
General Expenses	3,646.39	18.23%	3,084.22
Photocopier Contract Maint.	1,129.36	31.84%	856.60
Postage	755.95	1.27%	746.50
Printing & Stationery	3,897.81	52.13%	2,562.15
Telephone	4,015.68	-2.56%	4,121.11
	23,621.94	18.84%	19,877.59

Jul 2008 to Jun 2009		% Change	Jul 2007 to Jun 2008	
Cleaning				
Cleaning Materials & Sanitary	3,291.25	6.60%	3,087.59	
Cleaning Contractors	<u>22,475.66</u>	11.83%	<u>20,097.66</u>	
	25,766.91	11.13%		23,185.25
Fixed Operating Costs				
Insurance	5,379.84	-25.46%	7,217.28	
Power	4,487.60	-3.66%	4,657.88	
Rates (Water)	1,960.84	-3.97%	2,041.95	
Security	3,711.66	8.09%	3,433.82	
Waste Disposal	<u>2,273.70</u>	7.85%	<u>2,108.26</u>	
	17,813.64	-8.46%		19,459.19
Variable Operating Costs				
Advertising & Promotion	678.31	-56.36%	1,554.24	
Bad Debts	922.40		0.00	
Centre Events	1,413.99	344.20%	318.32	
Community Hospitality	800.26	57.82%	507.06	
Educational Consumables	4,275.13	17.67%	3,633.08	
Educational Equipment	1,060.26	8.89%	973.73	
Educational Resources	2,921.48	-46.38%	5,448.39	
ELC Fundraising	692.19		0.00	
Grounds Maintenance	408.96	-53.28%	875.30	
Repairs & Maintenance	19,985.33	72.26%	11,602.14	
SHP Trip Fees	3,303.98	-11.40%	3,729.12	
Subs & Membership	<u>1,341.44</u>	-9.83%	<u>1,487.73</u>	
	37,803.73	25.47%		30,129.11
TOTAL EXPENSES	356,669.02	8.18%	329,686.02	
EXCESS/ (SHORTFALL)	(441.30)	-101.26%	34,935.80	
- Before Depreciation				
less Depreciation	Note 4 54,992.54	3.53%		53,116.16
EXCESS/ (SHORTFALL)	(55,433.84)	204.91%	(18,180.36)	
- After Depreciation				

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**GLENFIELD COMMUNITY CENTRE
STATEMENT OF MOVEMENTS IN EQUITY FUNDS
FOR THE YEAR ENDING 30 JUNE 2009**

		2009	2008
ACCUMULATED FUNDS			
GENERAL FUNDS	Opening Balance	2,152,662.37	2,170,842.73
	Operating Net Surplus (Deficit) after depreciation	<u>(55,433.84)</u>	<u>(18,180.36)</u>
	Closing Balance	<u>2,097,228.53</u>	<u>2,152,662.37</u>
REVALUATIONS	Opening Balance	0.00	0.00
	Movements	<u>0.00</u>	<u>0.00</u>
	Closing Balance	<u>0.00</u>	<u>0.00</u>
TOTAL ACCUMULATED MEMBER / TRUST FUNDS		<u><u>2,097,228.53</u></u>	<u><u>2,152,662.37</u></u>


**GLENFIELD COMMUNITY CENTRE
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2009**

	2009	2008
ACCUMULATED FUNDS		
TOTAL ACCUMULATED MEMBER / TRUST FUNDS	<u>2,097,228.53</u>	<u>2,152,662.37</u>
This is represented by:		
CURRENT ASSETS		
ASB Current A/c - 00	523.28	5,444.09
ASB Business Saver A/c - 52	139,395.23	160,868.43
Petty Cash	700.00	400.00
Debtors	52,281.53	28,528.07
Prepayments	0.00	157.28
Total Current Assets	<u>192,900.04</u>	<u>195,397.87</u>
CURRENT LIABILITIES		
Creditors	12,965.97	19,370.99
Accrued	0.00	800.00
Customer Bonds	0.00	88.94
Ministry of Education	1,047.00	0.00
Creative Communities	2,100.00	0.00
Glenfield Community Board	2,000.00	0.00
Holiday Pay Accrual	13,484.33	9,751.45
ELC Provision for Training	0.00	2,094.00
GST Owing to IRD	9,708.57	6,314.58
Total Current Liabilities	<u>41,305.87</u>	<u>38,419.96</u>
Working Capital	151,594.17	156,977.91
NON CURRENT ASSETS		
As Per Schedule	Note 1 <u>1,945,634.36</u>	<u>1,995,684.46</u>
TOTAL NET ASSETS	<u>2,097,228.53</u>	<u>2,152,662.37</u>

Chairperson



Treasurer



Dated 15 / 10 / 2009

GLENFIELD COMMUNITY CENTRE ACCOUNTING POLICIES AND NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2009

Note 1: Statement of Accounting Policies

Measurement Base

The measurement method is historical cost. Reliance has been placed on the fact that the Glenfield Community Centre is a going concern. Accrual accounting is used to match expenses and revenues.

Differential Reporting

The Community Centre is a qualifying entity under the framework for differential reporting issued by the Institute of Chartered Accountants of New Zealand. As at balance date the entity has no public accountability and was also considered not large, the entity has taken advantage of the reporting exemptions available within the Differential Reporting Framework.

Taxation

Glenfield Community Centre is a charitable organisation registered with the Charities Commission and is exempt from income tax.

Particular Accounting Policies.

Accounts Receivable

Accounts Receivables are shown at their expected realisable value.

Fixed Assets

Fixed Assets are stated at cost less accumulated depreciation.

Category	Cost	Accum. Depn.	Book Value 2009	Book Value 2008
Buildings	2,157,539	287,749	1,869,790	1,912,940
Office Equipment	33,002	22,565	10,437	13,047
Creche Outdoor Equip	19,284	8,381	10,903	13,629
Creche Indoor Equip	11,464	4,946	6,519	2,751
Furniture & Fittings	128,351	80,365	47,986	53,318
Totals	2,349,640	404,006	1,945,634	1,995,684

Land

The Community Centre has a long term non-commercial lease over the land on which the building is sited.

Depreciation

The building has been depreciated so as to expense its cost on a straight line basis. All other fixed assets have been depreciated on a diminishing value basis.

GST

The Community Centre is registered for GST. Therefore the financial reports are shown GST exclusive, with the exception of accounts receivables and accounts payable which are stated with GST included.

Changes in Accounting Policies

There have been no changes in accounting policies, which have been applied on a basis consistent with those used in the previous year.

Note 2: Acknowledgement of Grants Received

We are grateful to the following organisations for grants received:

Ministry of Social Dvpm.	\$16,000	School Holiday Programme annual grant
NSCC	\$39,508	Operational expenses

Note 3: Holiday Pay Accrual

As at the 30 June 2009 there was staff holiday pay outstanding of \$13,484.33 as follows:

\$4,807.53	Early Learning Centre
\$7,229.27	Centre Administration
<u>\$1,447.53</u>	School Holiday Programme
\$13,484.33	

Note 4: Depreciation \$54,993

Depreciation is deducted each year to plan for capital expenditure required for replacing assets. However, it is common practice for the Centre to fund capital expenditure through grants rather than from marketed income.

Note 5: Ministry of Education Support Grants for Provisionally Registered Teachers

Number of Support Grants received for Provisionally Registered Teachers:	2
Value of Support Grants received for Provisionally Registered Teachers:	\$1,563.35
Amount spent on supporting Provisionally Registered Teachers:	\$ 812.50
The Support Grant was applied to full practicum expenses.	

Note 6: Divisional Analysis of the Statement of Performance

For the purpose of providing more information and accountability to funders and grant providers, a Divisional Analysis of the Statement of Performance is included as an appendix to the notes.

GLENFIELD COMMUNITY CENTRE
STATEMENT OF FINANCIAL PERFORMANCE - DIVISIONAL ANALYSIS
FOR THE YEAR ENDING 30 JUNE 2009

	Jul 2008 to Jun 2009				% Change	Jul 2007 to Jun 2008			
	ELC	Centre	SHP	Total		ELC	Centre	SHP	Total
INCOME									
Marketed Income									
ELC Fees (incl WINZ)	63,072.67				-13.33%	72,774.78			
ELC Fundraising	2,855.90				36.65%	2,089.90			
* Rental Income-ELC & SHP		34,351.96			-0.14%		34,400.04		
Rental Income-Other Fixed		12,684.54			-4.20%		13,241.11		
Room Hire - Casual		50,298.05			-0.70%		50,652.31		
SHP Fees & Trip Income			28,227.41		24.66%			22,644.33	
				191,490.53	-2.20%				195,802.47
Grants and Subsidies									
Min of Education	128,474.38				16.22%	110,546.47			
MOE Incentive Grant	3,024.67					3,722.67			
MOE Registration Support	1,563.35								
Min. Of Soc. Dev. Grant - SHP			16,000.00		-13.04%			18,400.00	
NSCC Contract Grant		39,508.08			-1.23%		40,000.00		
Other Grants/ Donations		50.00			-99.69%		16,000.00		
				188,620.48	-0.03%				188,669.14
Other Income									
Bank Interest		9,158.40			-30.66%		13,207.83		
Bank Interest SHP (MOE Funds)			368.40		-27.47%			507.95	
Office Sales (P/cpy, Hire, etc.)		941.87			12.87%		834.47		
				10,468.67	-28.05%				14,550.25
TOTAL INCOME									
	198,990.97	146,992.90	44,595.81	390,579.68	-2.12%	189,133.82	168,335.76	41,552.28	399,021.86
EXPENSES									
Staff									
ACC	1,109.81	727.24	140.00		26.14%	963.70	497.59	106.04	
Holiday Pay	14,929.98	3,908.29	2,277.41		9.55%	10,176.58	6,927.00	2,170.77	
Prof. Dvpm. & Student Trng.	1,399.59	188.45	71.11		-63.29%	4,511.11	8.89		
MOE Registration Support	812.50								
MOE Incentive Exp	2,094.00				-43.75%	3,722.68			
Uniforms & Immunisation	378.18				-70.00%	1,260.48			
Wages	122,701.42	75,401.65	25,523.17		8.19%	110,854.37	72,736.48	23,099.19	
				251,662.80	6.17%				237,034.88
Office & Administration									
Accounting & Audit	4,236.84	4,236.16	697.00		14.34%	3,693.28	3,693.28	633.44	
Bank Charges	290.33	104.20			7.50%	245.09	121.92		
Computer Exps	306.11	306.11			410.18%	120.00			
General Expenses	2,459.44	1,186.95			18.23%	2,342.72	741.50		
Photocopier Contract Maint.		1,129.36			31.84%		856.60		
Postage		711.50	44.45		1.27%	59.83	604.45	82.22	
Printing & Stationery	1,675.50	2,183.18	39.13		52.13%	679.09	1,601.82	281.24	
Telephone	743.81	3,271.87			-2.56%	883.40	3,237.71		
				23,621.94	18.84%				19,877.59
Cleaning									
Cleaning Materials & Sanitary	1,052.64	2,238.61			6.60%	1,110.56	1,977.03		
Cleaning Contractors	5,546.16	16,929.50			11.83%	5,207.16	14,215.50	675.00	
				25,766.91	11.13%				23,185.25
Fixed Operating Costs									
Insurance	1,075.80	4,304.04			-25.46%	1,443.26	5,774.02		
Power		4,487.60			-3.66%		4,657.88		
Rates (Water)	1,122.55	838.29			-3.97%	984.36	1,057.59		

	Jul 2008 to Jun 2009				% Change	Jul 2007 to Jun 2008			
	ELC	Centre	SHP	Total		ELC	Centre	SHP	Total
* Rent - ELC / SHP	27,141.96		7,210.00		-0.14%	27,142.08		7,257.96	
Security	1,393.51	2,318.15			8.09%	1,279.66	2,154.16		
Waste Disposal	943.53	1,330.17			7.85%	901.73	1,206.53		
				52,165.60	-3.14%				53,859.23
Variable Operating Costs									
Advertising & Promotion		678.31			-56.36%	481.48	987.76	85.00	
Bad Debts		922.40					0.00		
Centre Events		1,413.99			344.20%		318.32		
Community Hospitality Exps		800.26			100.00%		507.06		
Educational Consumables	1,529.80		2,745.33		17.67%	1,741.78		1,891.30	
Educational Equipment	1,060.26				8.89%	716.53		257.20	
Educational Resources	2,067.94		853.54		-46.38%	2,112.27		3,336.12	
ELC Fundraising	692.19								
Grounds Maintenance		408.96			-53.28%	215.02	660.28		
Repairs & Maintenance	2,948.27	17,037.06			72.26%	588.12	11,014.02		
SHP Trip Fees			3,303.98		-11.40%			3,729.12	
Subs & Membership	959.66	226.22	155.56		-9.83%	1,081.67	290.50	115.56	
				37,803.73	25.47%				30,129.11
TOTAL EXPENSES	200,671.78	147,288.52	43,060.68	391,020.98	7.40%	184,518.01	135,847.89	43,720.16	364,086.06
EXCESS/ (SHORTFALL) - Before Depreciation	(1,680.81)	(295.62)	1,535.13	(441.30)	-101.26%	4,615.81	32,487.87	(2,167.88)	34,935.80
less Depreciation	10,998.50	43,994.04		54,992.54	3.53%	10,623.23	42,492.93		53,116.16
EXCESS/ (SHORTFALL) - After Depreciation	(12,679.31)	(44,289.66)	1,535.13	(55,433.84)	204.91%	(6,007.42)	(10,005.06)	(2,167.88)	(18,180.36)

* Rent paid from ELC & SHP for \$27,141.96 and 7,210. respectively (totalling \$34,351.96) is received by the Centre and is an internal adjustment to reflect running costs associated with their activities, which are paid by the Centre.

ABBREVIATIONS:

ELC: Early Learning Centre
SHP: School Holiday Program

**TO THE READERS OF THE FINANCIAL STATEMENTS OF
GLENFIELD COMMUNITY CENTRE
FOR THE YEAR ENDED 30 JUNE 2009**

We have audited the financial statements on pages 1 to 8. The financial statements provide information about the past financial performance of Glenfield Community Centre and its financial position as at 30 June 2009. This information is stated in accordance with the accounting policies set out on pages 5 - 6.

Responsibilities of the Board of Trustees

The Board are responsible for the preparation of the financial statements which fairly reflects the financial position of the Glenfield Community Centre as at 30 June 2009 and the results of its operations for the year ended 30 June 2009.

Auditor's responsibilities

It is our responsibility to express an independent opinion on the financial statements and report our opinion to you.

Basis of opinion

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

- the significant estimates and judgements made by the Board in the preparation of the financial statements *and*
- whether the accounting policies are appropriate to the Glenfield Community Centre circumstances, consistently applied and adequately disclosed.

We conducted our audit in accordance with generally accepted auditing standards, including the Auditing Standards issued by the Institute of Chartered Accountants of New Zealand. We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in our capacity as auditors, we have no other relationship with or interests in the Glenfield Community Centre.

Unqualified opinion

We have obtained all the information and explanations we have required.

In our opinion the financial statements of Glenfield Community Centre on pages 1 to 8, fairly reflect:

- the financial position as at 30 June 2009 *and*
- the results of its operations for the year ended 2009.

Our audit was completed on the 23rd September 2009, and our unqualified opinion is expressed as at that date.



Peter Conaglen Chartered Accountant
Manukau

**Glenfield Community Centre
Revenue and Expenditure Budget
for the year ended 30 June 2010**

	ELC	Centre	SHP	Totals
INCOME				
ELC Fees (incl WINZ)	43033			43033
ELC Min of Education Subsidy	183305			183305
ELC Fundraising	1500			1500
ELC MOE Additional Grants	9364			9364
Interest Received		5244		5244
NSCC Contract Grant		39509		39509
Office Sales (P/copying,etc)		875		875
Other Grants and Donations				0
Rental Income-ELC/SHP		34354		34354
Rental Income-Other (Permanent)		15372		15372
Room Hire (Casual)		50000		50000
SHP Fees			24529	24529
SHP Trip Income			3841	3841
SHP MSD Grant			16000	16000
TOTAL INCOME	237202	145354	44370	426926
EXPENSES				
ACC	1308	756	272	2336
Accounting	3400	3900	500	7800
Audit	1150	1150	200	2500
Advertising & Promotion	300	300	300	900
Bad Debts	300	300		600
Bank Charges	300	180		480
Centre Events		1200		1200
Cleaning Contractors	8431	19210		27641
Cleaning Sanitary Expenses	1368	2040		3408
Cleaning Materials - Other				0
Computer Equipment & Exps	480	480		960
Educational Consumables	2000		1000	3000
Educational Resources	2000		400	2400
Educational Small Equipment	500			500
ELC MOE Additional Grants	9360			9360
ELC Fundraising	1500			1500
Gifts & Meetings Exps	960	960		1920
Staff Amenities	600	600		1200
General Expenses				0
Insurance 20/80	1296	5196		6492
Community Hospitality		540		540
Maintenance - Contractual Bldg	1128	3060		4188
Maintenance - Preventative Bldg		10000		10000
Maintenance - Grounds	120	300		420
Maintenance & Repairs - Other	1200	2400		3600
Photocopier Maint. Contract		1020		1020
Postage	480	960	176	1616
Power		5920		5920
Printing & Stationery	1200	2160	50	3410
Professional Development	3000	960	300	4260
Rates	1080	1008		2088
Rent	27144		7210	34354
Security	1704	2076		3780
SHP -Trip Exps			3841	3841
Subs & Membership	900	360	130	1390
Telephone	1089	4182		5271
Uniforms & Immunisation	1000			1000
Wages	153146	68880	27950	249976
Wages-Holiday Pay	13294	4320	2236	19850
Wages ELC Relief Staff	8280			8280
Waste Disposal 30/70	1092	1092		2184
TOTAL EXPENSES	251110	145510	44565	441185
EXCESS/(SHORTFALL)excl depn.	-13908	-156	-195	-14259
less Depreciation 20/80	10600	42400		53000
EXCESS/ (SHORTFALL)incl depn.	-24508	-42556	-195	-67259

Some of our regular users:

AA Glenfield	CYF Caregiver Training	Linedancing
AA Nth Harbour	CYF Caregiver Training	Migrant Action Trust
Absolute Counselling	Eckankar	NS Sai
Alzheimers Caregiver Training	English Language Partners	Oscar Network
Art of Living	Grant Alley Foundation	Parent Trust
Balloon Class	Gujarati Fellowship	Red Cross
Belly Dancing	Harbourside Church	Refugees as Survivors
Bo Ai She	Historal Studies	Salvation Army
Calmview	Hodu Mission	Strengthening Families
Care for kids	Indian Dance Group	Supporting Families
Career Services	Iraqi Group	Tai Chi
Chinese New Settlers	Kiwi Theatre	Te Kakano
Church Risen Lord	Korean Zion Church	Weight Watchers
Concordia	Lims School	Weekend Counselling
Creative Abilities	Linedancing	Youthline

MIDWIFERY PRACTICE

Ph 444 5311 or 027 408 9875 for Noelene

ALZHEIMERS NEW ZEALAND

Making life better for all people affected by dementia
For Information and Support contact your nearest Alzheimers Organisation
0800 004 001

SF AUCKLAND

Supporting Families in Mental Illness
Support, Education, Information & Advocacy
For families and Whanau
0800 732 825

GLENFIELD RESIDENTS ASSN (IN FORMATION)

NORTH SHORE PASEFIKA FORUM

Assisting Pacific Islanders in our community
Phone to find out more 483 5010

BENEFICIARIES ADVOCACY AND INFORMATION SERVICES

Beneficiaries Advocate provides advice, information and advocacy for Beneficiaries and people on low incomes, regarding eligibility to Income Support.

Ph: Pam for an appointment on 444-9543

THE ROYAL NEW ZEALAND PLUNKET SOCIETY

Plunket provides a Well Child health service to all New Zealand families with children under 5 years of age.

The Plunket rooms are open all weekdays (except Public Holidays) for parents to weigh their babies.

For information on groups and for appointments:

Ph: Vivienne, Delwyn or Vanessa on 444-8479

GLENFIELD EARLY LEARNING CENTRE

A sessional Early Learning Centre that caters for children 1 to 5 years old.

Prebooked sessions.

20 Free hours available

Please phone 444 0818 for more information

SCHOOL HOLIDAY PROGRAMMES

The Glenfield Community Centre's School Holiday Programme is Community Based.

School Holiday Programmes operate from 8.00am –4.00pm Monday to Friday during School Holidays.

Our aim is to provide a secure environment and a challenging programme, which attempts to cater for individual needs and interests.

For more information or bookings contact the Centre on 444-5023.

CENTRE CONTACT DETAILS:

CNR BENTLEY AVENUE & GLENFIELD ROAD
GLENFIELD

P O BOX 40-112
GLENFIELD

Phone: 444-5023

Fax: 444-5024

email: office@glenfieldcommunitycentre.co.nz

Website: www.glenfieldcommunitycentre.co.nz
