## Third Annual Report for The Year ending 31 December 2019 and 2020



## **Agenda**



### **Agenda**

#### 20 June 2021, 1.00 pm Deaf Service Queensland, 915 Ipswich Road, Moorooka, Qld 4105

Opening and Welcome

Roll Call

**Apologies** 

Adoption of Observers and Proxy Vote

Adoption of Previous Minutes of 31 March 2019

Presentation of President's Report

Presentation and Adoption of the Annual Reports

- for the year ending 31 December 2019
- for the year ending 31 December 2020

Adoption of Auditor for 2021

**Elections of Board Directors** 

Vote of Thanks

Presentation by Elisa Lydiard of Deaf Interpreter Network

Conclusion and Refreshment



## Previous Minutes 31 March 2019

#### **Second Annual General Meeting**

Deaf Services Queensland Community Room, Moorooka Sunday 31<sup>st</sup> March 2019

#### **MINUTES**

#### 1. Meeting Called to Order

The President, Sally Strobridge called the meeting to order at 1.00pm and welcome everyone to Second Annual General Meeting of Deaf Culture Council Queensland.

#### 2. Register

#### Members:

13 members were present

- Helen Le
- Stephen Pay
- Charlene Grace
- Sean Cowie
- Sam Gibson
- Laurence Hough
- Cameron Miller

- James Kerwin
- Chloe Haywood
- Julie Lyons
- Katrina Garvey
- Tim Wadley
- Sally Strobridge

#### Observers and motion:

2 observers were present

- Brian Neil
- David Callum

Moved that these two observers be received. Mover: Julie Lyons Seconder: Cameron Miller.

#### Apologies and motion:

Apologies were received from Suzanne Timms, Elisa Lydiard, Bradley Jardine, Llewellyn Jones and Ian Elms.

Moved that these 5 apologies be received. Mover: Charlene Grace Seconder: Julie Lyons.

#### Proxy:

No proxy was received.

#### 3. Adoption of Previous Minutes

**Moved** that the First Annual General Meeting Minutes of 27<sup>th</sup> May 2018 as tabled be adopted as the correct recording of the meeting with a correction to the typo error of oversea to oversee.

Mover: Laurence Hough Seconder Julie Lyons

#### 4. Presentation of President's Report

Moved that the President's Report be received. Mover: Helen Le Seconder: Charlene Grace.

#### 5. Adoption of Financial Report

**Moved** that that audited Financial Statements of Deaf Culture Council Queensland for the year ending 31<sup>st</sup> December 2018 as circulated be adopted. **Mover:** Laurence Hough **Seconder:** Stephen Pay.

**Discussion and Questions** 

#### 6. Appointment of Auditor

**Moved** that Janet Childs and Associates be appointed as an auditor for the year ending December 31<sup>st</sup> 2019 **Mover:** Charlene Grace **Seconder**: Julie Lyons.

#### 7. Election of Board Directors

Moved that Mr Cameron Miller be accepted as an acting chair while the nomination processes. **Mover:** Laurence Hough **Seconder:** Sally Strobridge.

Julie Lyons nominates Laurence Hough. He accepted. Seconded by Katrina Garvey.

Charlene Grace nominates Sally Strobridge. She accepted. Seconded by Stephen Pay.

Charlene Grace nominates Chloe Haywood. She accepted. Seconded by Laurence Hough.

James Kerwin nominates Cameron Miller. He declined.

Katrina Garvey\_nominates Helen Le. She accepted. Seconded Julie Lyons.

Helen Le nominates Katrina Garvey. She accepted. Seconded by Julie Lyons.

Sally Strobridge nominates Charlene Grace. She accepted. Seconded by Katrina Garvey.

Charlene Grace nominates Timothy Wadley. He accepted. Seconded by James Kerwin.

Sally Strobridge nominates James Kerwin. He accepted. Seconded by Julie Lyons.

Charlene Grace nominates Sam Gibson. He declined.

Chloe Haywood nominates Stephen Pay. He declined.

Moved that the persons as nominated for the directorship be declared for 2019/2020.

Mover: Laurence Hough Seconder: Charlene Grace

#### 8. Conclusion

Sally Strobridge declared the meeting closed at 1:46 pm and invited everyone to refreshment. The next meeting will be announced early in 2020.



## **President's Report**

### President's Report for 2019 and 2020

Welcome to DCCQ's third AGM.

I am Sally Strobridge, President for the financial years (January 2019 to December 2019 and January 2020 to December 2020).

DCCQ Inc. was established in response to the absence of the peak body run by deaf people in Queensland. It was established for the deaf people in the field of advocacy, social, education about deaf-related topics and to celebrate, preserve and promote Deaf Culture and Auslan.

#### 2019

The board was elected and managed by 8 directors.

The board decided to delegate directors with one or two specific portfolios. The aim is to focus on so we can work well at the same time rather than having full board focus on one field. The board directors were already very busy people in their work and with family commitments. They volunteered their time enabling the organisation to establish and meet the needs of deaf community.

Sally Strobridge as a President participated and monitored all portfolio.

Sally Strobridge – President – portfolio: Education and Youth Program Laurence Hough – Treasurer – portfolio: Administration
Julie Lyons – Director – portfolio: Deaf Club and Arts
Charlene Grace – Director – portfolio: DeafNews and Senior Liaison
Bradley Jardine – Director – portfolio: Media
Chloe Haywood – Director – portfolio: Media and DCCQ Youth
Helen Le – Director – portfolio: Media
Timothy Wadley – Director – Website

All board directors supported each other in the sub-committees.

During the year 2019,

- We hosted monthly deaf club at Mt Gravatt Showground Community Hall which was well attended by deaf people, parents of deaf children and CODAs. At the deaf club we have various workshops, game nights, Trivia pursuit nights.
- We run bi-monthly Youth program, where deaf and CODA youth attended various
  activities such as indoor rock climbing, game nights, laser games and trampolining. We
  also met to discuss various deaf-related topics and DCCQ encourages them to aspire for
  their future. Well done to the DCCQ sub-committee for their productive year in
  delivering activities to meet Deaf youth and young adults' needs.
- We also worked and designed a website and content for the website. We created some policies and documents to put on the website. The website is currently being developed.

- Representatives from DCCQ attended Queensland Education's Stakeholder community consultation forum on Deaf Education and we took this opportunity to advocate for better education for Deaf children.
- The highlight of the year was the Deaf Festival which was held in October at Mt Gravatt Showgrounds. It was a well-attended biggest Deaf festival ever. We had 48 stalls. There were few stalls from interstates. Numerous clubs, deaf business owners, service providers and organisations participated. We have people attending from all over Queensland, New South Wales and few people from Victoria and Perth. It was attended by approximately 2500 people. Children enjoyed the rides and children activities. Deaf Indigenous Dance Group opened the festival by doing the opening smoking ceremony and performed for us. The art competition was an exciting part of the festival where the Deaf Services sponsored monetary prizes were given out to children and adults. This Deaf Festival was sponsored by Deaf Services which enabled it to be a great success. DCCQ thanks the Deaf Services for their wonderful support.

#### 2020

We scheduled the third Annual General Meeting for March at the Deaf Club at Mt Gravatt Showground. However, as the State Government started to impose a lockdown due to the spreading of COVID-19, we cancelled the Annual General Meeting.

So the board directors' roles and duties continued from 2019 until now. Because of COVID-19, we can only meet via ZOOM as it was difficult time to meet and run DCCQ activities.

Many thanks to our wonderful committee director Helen Le who had resigned later in the year due to the family commitments. We want to acknowledge her for her wonderful contributions and give her our best wishes for her journey outside DCCQ. She will be sorely missed.

Unfortunately, Australia was affected by COVID-19 Pandemic and we have ceased many of our activities due to this pandemic safety guidelines, lockdowns, and restrictions. It was an unpredictable year.

- Deaf Club nights ceased after March 2020 due to the lockdowns and to the limit of people at the venue, safety restrictions and COVID 19 protocols.
- Minimal number of DCCQ Youth activities were held during the year according to the COVID 19 safety guidelines and protocols.

We have 315 members which was obtained through word of mouth, deaf club and attendance of deaf youth program and other events.

We look forward to the new financial year. We will need your support to enable us to support you and deaf community.

Sincerely,

Sally Strobridge
President of DCCQ

S. Strobnoge

# Financial Report for The year ending 31 December 2019 Reporting Level – 2 (\$20,000-\$100,000)

ABN 66 471 509 853

Financial Statements

For the year ended 31 December 2019

Innovation Accounting

PO Box 3189 Maryborough QLD 4650

Email: kiah@innovationaccounting.net.au

## INDEPENDENT AUDITORS' REPORT TO MEMBERS OF DEAF CULTURE COUNCIL QUEENSLAND INC.

#### Scope

I have audited the attached accounts, being the Income & Expenditure Statement and Balance Sheet of Deaf Culture Council Queensland Inc. for the year ended 31st December 2019. The Committee is responsible for the preparation and presentation of the accounts and the information they contain. I have conducted an independent audit of these accounts in order to express an opinion on them to the members of the association.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the accounts are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the accounts are presented fairly in accordance with the accounting policies in Note 1 to the financial statements. These policies do not require the application of all Australian Accounting Standards and other mandatory professional reporting requirements.

The audit opinion expressed in this report has been formed on the above basis.

#### Qualification

As is common for organisations of this type, it is not practicable for Deaf Culture Council Queensland Inc. to maintain an effective system of internal control over all cash receipts until their initial entry in the accounting records. Accordingly, the audit in relation to monies received was limited to amounts recorded.

#### **Qualified Audit Opinion**

In my opinion, the accompanying Accounts, comprising Balance Sheet as at 31st December 2019 and Income & Expenditure Statement for the year then ended, are properly drawn up so as to give a true and fair view of the results of Deaf Culture Council Queensland Inc. for the year ended 31st December 2019 and the state of its affairs at that date.

Kiah Frahm RTA AIPA AFA

Accountant

12 March 2020

#### ABN 66 471 509 853

## Income and Expenditure Statement For the year ended 31 December 2019

	2019	2018
	\$	\$
ncome		
Deaf Festival Income	29,696.64	
Donations / Sponsorships	227.00	10.00
Event Income	1,754.60	3,568.10
nterest received	2.16	1.70
Other income	363.14	4,724.69
outh Event Income	544.00	
otal income	32,587.54	8,304.49
Expenses		
Advertising & promotion	88.00	1,581.51
Bank fees & charges	185.06	
Catering / Groceries	3,875.21	1,283.70
Contract Services	1,000.00	200.00
event Expenses	17,080.09	327.50
ees & charges	127.00	53.30
lall Hire	841.00	885.05
nsurance	465.00	
nternet / Web Hosting	93.00	154.31
ease payments	9,803.98	
Memberships	88.00	40.00
Merchandise Purchases	2,752.67	599.00
Postage	143.75	184.25
Printing & stationery	191.22	91.38
otal expenses	36,733.98	5,400.00
Profit (loss) from ordinary activities before income tax	(4,146.44)	2,904.49
ncome tax revenue relating to ordinary activities		
Net profit (loss) attributable to the association	(4,146.44)	2,904.49
otal changes in equity of the association	(4,146.44)	2,904.49
Opening retained profits	19,281.55	16,377.06
let profit (loss) attributable to the association	(4,146.44)	2,904.49
Closing retained profits	15,135.11	19,281.55

#### ABN 66 471 509 853

#### **Detailed Balance Sheet as at 31 December 2019**

	Note	2019	2018
		\$	\$
Current Assets			
Cash Assets			
leritage Building Society	_	15,506.16	17,481.55
	_	15,506.16	17,481.55
Receivables			
rade debtors	_		1,800.00
	_		1,800.00
Other			
peposit Held (Mt Gravatt Showgrounds)		100.00	
	-	100.00	
otal Current Assets	_	15,606.16	19,281.55
Ion-Current Assets Property, Plant and Equipment			
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost	-	528.95 528.95	
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost	- - - -	528.95 528.95	
Non-Current Assets Property, Plant and Equipment	- - - -	528.95	
Non-Current Assets Property, Plant and Equipment	- - - - -	528.95 528.95	19,281.55
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost  Total Non-Current Assets	- - - -	528.95 528.95 <b>528.95</b>	19,281.55
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost  Total Non-Current Assets	-	528.95 528.95 <b>528.95</b>	19,281.55
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost  Total Non-Current Assets  Total Assets  Current Liabilities  Payables Unsecured:	- - - -	528.95 528.95 <b>528.95</b> <b>16,135.11</b>	19,281.55
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost  Total Non-Current Assets  Total Assets  Current Liabilities  Payables Unsecured:	-	528.95 528.95 528.95 16,135.11	19,281.55
Non-Current Assets Property, Plant and Equipment ant & equipment - At cost  otal Non-Current Assets  otal Assets  Current Liabilities  Payables Insecured:	-	528.95 528.95 <b>528.95</b> <b>16,135.11</b>	19,281.55
Non-Current Assets Property, Plant and Equipment lant & equipment - At cost  Otal Non-Current Assets  Otal Assets  Current Liabilities  Payables  Insecured:  rade creditors		528.95 528.95 528.95 16,135.11	19,281.55
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost  Total Non-Current Assets  Total Assets  Current Liabilities  Payables		528.95 528.95 528.95 16,135.11	19,281.55
Non-Current Assets Property, Plant and Equipment Plant & equipment - At cost  Potal Non-Current Assets  Potal Assets  Current Liabilities  Payables  Plansecured: Prade creditors  Potal Current Liabilities		528.95 528.95 528.95 16,135.11 1,000.00 1,000.00	19,281.55

#### ABN 66 471 509 853

#### **Detailed Balance Sheet as at 31 December 2019**

	Note	2019	2018
		\$	\$
Members' Funds			
		15 125 11	10 201 FF
Accumulated surplus (deficit)	_	15,135.11	19,281.55
Total Members' Funds	=	15,135.11	19,281.55

#### ABN 66 471 509 853

## Notes to the Financial Statements For the year ended 31 December 2019

#### **Note 1: Summary of Significant Accounting Policies**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act . The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

#### (a) Receivables

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

#### (b) Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

#### (c) Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

#### (d) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

#### (e) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).

#### (f) Leases

Leases of PPE, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the association, are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for that period.

#### ABN 66 471 509 853

## Notes to the Financial Statements For the year ended 31 December 2019

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the period in which they are incurred.

#### (g) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the assets and liabilities statement are shown inclusive of GST.

#### (h) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

#### ABN 66 471 509 853

## Statement by Members of the Committee For the year ended 31 December 2019

The Committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

 Presents fairly the financial position of DEAF CULTURE COUNCIL QUEENSLAND INC. as at 31 December 2019 and its performance for the year ended on that date.

> Deaf Culture Council Queensland, Inc

2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

President

Date: 12 March 2

Treasurer

## Financial Report for The year ending 31 December 2020 Reporting Level – 3 (under \$20,000)

#### Statement of Financial Performance

#### **Deaf Culture Council Queensland, Inc**

ABN: 66 471 509 853

Report for Year ending 31st December 2020

			2020		2019
Revenue					
Bank Interest		\$	1.37	\$	2.16
Deaf Festival Income		\$	-	\$	29,696.64
Donation/Sponsorship		\$	172.05	\$	220.00
Event Income		\$	6,978.92	\$	3,554.60
Miscellaneous Revenue		\$	16.00	\$	425.14
Youth Event Income		\$	105.00	\$	544.00
	Total Revenue	\$	7,273.34	\$	34,442.54
Operating Expe	ncac			/	
Accounting Fees	11363	\$	110.00	ć	
Bank Fee		ç	90.00	Ş Č	126.00
Catering and Groceries		ς ,	266.06	\$ \$	136.00
Contract Services		ς ,	400.00	\$	4,074.76
Depreciation		ς ,	195.00	\$	-
Equipment Lease or Renta	T.	ς .	155.00	\$	0 003 00
Event		\$	1,224.70	\$	9,803.98
General Expense		ς .	16.00	\$	4,283.00
Hall Hire		\$	99.00	\$	5,100.00 891.00
Honourarium		\$	5,150.00	\$	691.00
Insurance – General		\$	3,130.00	\$	465.00
Internet/Web hosting		\$	72.00	\$	93.00
Legal Fees		\$	-	Ś	127.00
Marketing Expense		\$	- :¥	Ś	88.00
Membership		\$	-	\$	88.00
Merchandise		\$	_	Ś	2,752.67
Office Supplies		\$	5-	Ś	41.94
PayPal Fee		Ś	-	Ś	36.45
Postage & Delivery		\$	134.00	Ś	143.75
Printing and Reproduction	r	Ś	-	Ś	149.28
Square Fee		\$	-	Ś	17.61
Travel and Accommodatio	n	\$	-	\$	7,697.09
Youth Event Expenses		\$	380.87	\$	-
	ating Expenses		\$8,137.63		\$35,988.53
NET PROFIT		-\$	864.29	-\$	1,545.99

#### Statement of Financial Position

#### **Deaf Culture Council Queensland**

ABN: 66 471 509 853 As of 31st December 2020

Bank Asse	<u>ts</u>	<u>2020</u>		<u>2019</u>	
Heritage Cheque Account	\$	13,361.96	\$	15,506.16	
	Total in Bank \$	13,361.96	\$	15,506.16	
Current Ass	<u>ets</u>				
Accounts Receivable	\$	-	\$	-	
Deposit Held	\$	100.00	\$	100.00	
Total	I for Current Asset \$	100.00	\$	100.00	
Non Current A	Nacata				
<b>Non-Current <i>A</i></b> iPad - 13/5/2		528.95	ć	E 20 0E	
•		498.00	\$ \$	528.95	
Epson Data Projector			Ş	-	
·	less depreication) <u>-\$</u> on-Current Assets \$	195.00 831.95	\$	528.95	
TOLATIN	on-current Assets 3	631.93	<del> </del>	328.93	
	Total Assets \$	14,293.91	\$	16,135.11	
	••••				
Current Liab	<u>liity</u>	22.00	ć	1 000 00	
Accounts Payable	ol Current Liebility ¢	23.09	\$ \$	1,000.00	
100	al Current Liability <u>\$</u>	23.09	_\$	1,000.00	
Member's Equity					
5		45 405 44	4	40.004.55	
Previous Year(s) Earnings	\$	15,135.11	\$	19,281.55	
Current Year Earnings	-\$ -\$	864.29	<u>-\$</u>	4,146.44	
1	Retaining Earnings \$	14,270.82	\$	15,135.11	
	Member's Equity \$	14,270.82	\$	15,135.11	
		_		_	
<u>Category Breakdown</u>					
Auslan for Everyone	\$	5,007.49	\$	4,774.14	
Deaf Club	\$	68.65	\$	201.79	
Deaf Festival	\$	14,535.40	\$	14,535.40	
Deaf Festival Grant	-\$	12.87	\$	1,387.13	
General Operation	<u>-\$</u>	6,336.71	-\$	5,392.30	
Total in Heritag	e Cheque Account <u>\$</u>	13,261.96	\$	15,506.16	

#### Statement by Members of the Committee

#### **Deaf Culture Council Queensland**

ABN: 66 471 509 853

The association keeps financial records in a way which properly records the association's income and expenditure and dealings with its assets and liabilities.

The statement is made in accordance with a resolution of the Committee and is signed on the behalf of the Committee by:

President

Deaf Culture Council Queensland, Inc

Date

Treasurer