

ALAMEIN NEIGHBOURHOOD & LEARNING CENTRE INC.

Learn Laugh Live

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2020 ANNUAL REPORT

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President's Introduction

Welcome to our Annual Report for 2020.

At the start of last year, we could not have imagined what 2020 had in store for us. Looking back now, it is hard to believe the volume of change that ANLC has dealt with. Our traditional service delivery model, with its focus on community outreach and face-to-face learning, was turned on its head. Like so many organisations locally and globally, we pivoted – and how!

In our 2020 Manager's Report you will find a detailed account of many innovations and solutions to the challenges we faced. I'm sure you will agree it's a story of camaraderie, support and success. In addition to COVID-induced challenges, we were getting ready to relocate as our ageing Centre is being renovated. We are now in our temporary home at 1 Samarinda Ave, Ashburton, next door to the Ashburton Bowls Club. Our Centre in Ashburn Grove will re-emerge in fabulous, contemporary form later this year and will offer a bright new setting for our community.

I would like to acknowledge the work of our amazing ANLC team – staff and volunteers – who bring the Centre to life in so many ways. 2020 was a different and difficult year, with many hurdles. Yet the team responded with inventive, enthusiastic solutions, many of which we will retain in the future. Jill Hitchcock, our Manager, has been a wise guiding force through 2020, always professional, kind and calm, focused on keeping the team together in a year of constant change. Thank you to Jill and our wonderful, generous team. We could not have navigated the year so well without your work, you uncovered the silver linings in the COVID cloud.

Finally, sincere thanks to our committee, some of whom joined us in 2020. They offer their time, energy, expertise and knowledge to support and guide the direction of the Centre. They are an invaluable asset to ANLC.

We could not have made it through 2020 year without the financial and professional support of the Commonwealth government, the Victorian state government, the City of Boroondara, ACFE, Neighbourhood Houses Victoria, and Neighbourhood Houses Boroondara. They have provided much-appreciated funding, expertise, assistance and collaboration.

We look forward to welcoming you to our revamped Centre once it reopens. In the meantime, please visit us at our temporary home, and help us to make this transitional year as fulfilling and productive as ever.

Thank you so much for your commitment and participation in the life of ANLC.

Sally Holdsworth
President, ANLC

Agenda

2020 Annual General Meeting Alamein Neighbourhood & Learning Centre Inc.

Tuesday 27 April 2021 at 4pm

1. Welcome / Apologies
2. Confirmation of minutes of the previous AGM
3. Business arising from the minutes
4. President's and Manager's reports
5. Treasurer's report and presentation of audited financial statement
6. Appointment of the Auditor
7. Election of Committee of Management Members
8. Guest speaker:
Fiona Brown – Manager Community Strengthening, City of Boroondara

Meeting close

Alamein Neighbourhood & Learning Centre Inc.

Annual General Meeting 2019

Minutes of Meeting held on Tuesday 19 May 2020

1. Welcome and apologies

Sally Holdsworth, ANLC President, opened the 43rd Annual General Meeting on Tuesday 19 May 2020 at 4pm and acknowledged the traditional owners of the land. The meeting was held electronically via zoom.

Sally Holdsworth welcomed all present.

Present: Sally Holdsworth; Alyssa Hennessy, Dimi Papadakis, Janet Hills, Karen Ward-Smith, Pat Griffith, Isabel Ho, Frank Koukounas, Jai Lim, Tony Crawford, Sandii Ingham and Jill Hitchcock.

Apologies: Stuart Milligan, Margaret Smith, Ruth Cruttendon, Cate Doolan. Cheryl Draper, Nicholas Medley, Leanne Lawrence, Theresa Bonasera.

2. Zoom etiquette and voting process

Alyssa Hennessy explained the zoom etiquette for the meeting and the process for voting via a poll (to be conducted after the presentation of reports).

3. Minutes of the 2019 AGM

That the minutes of the 2019 AGM as circulated be accepted as a true record of the meeting.

Moved: Frank Koukounas

Seconded: Sandii Ingham

Carried

4. Business Arising from the minutes:

Nil

5. President's and Manager's Report

The President Sally Holdsworth and Manager Jill Hitchcock both spoke briefly to their reports. Sally highlighted the role of ANLC in connecting our community - residents, students and stakeholders - and mentioned the various projects ANLC was able to deliver during 2020. Sally also spoke about the proposed redevelopment of the Centre and progress in this area. Committee of Management members Karen Ward-Smith and Leanne Lawrence stepped down from the Committee during 2019 and Sally thanked both for their outstanding contributions. Finally, Sally congratulated Jill and the team, particularly for the warm and caring welcome people receive on entering the Centre and for the inventive service responses put into place.

Jill also spoke briefly to her report, highlighting partnerships and the wonderful work of the staff and volunteers. Jill also acknowledged the work of the Committee of Management members.

That the 2019 President's and Manager's Report be accepted.

Moved: Jill Hitchcock Seconded: Frank Koukounas Carried

6. Treasurer's Report including the Financial Statement for 2019

Frank Koukounas spoke to the Treasurer's report, highlighting the profit of \$6,400 for the year. Frank noted that the assets had decreased by \$6,700 but liabilities had also decreased by \$10,400. The community bus reserve has been retained. Frank highlighted the increase in income and expenditure due to the additional grants received.

Karen Ward-Smith asked a question relating to grants and the delivery of funded services in 2020 in light of the COVID pandemic. Jill Hitchcock advised that funding bodies had indicated that there would be more flexibility in delivery methods, for example via blended learning for the ACFE funded programs.

That the 2019 Treasurer's Report be accepted.

Moved: Pat Griffith Seconded: Tony Crawford Carried

7. Appointment of the Auditor

That JL Collyer and Partners be appointed Auditor for 2020.

Moved: Sally Holdsworth Seconded: Frank Koukounas Carried

8. Election of Committee Members

Alyssa Hennessy presided over the election of the Committee of Management members. There were 6 vacancies on the Committee of Management.

Nominations were received from Ruth Cruttendon and Janet Hills. As there are fewer nominations than positions available, it was declared that Ruth Cruttendon and Janet Hills be elected to the Committee of Management, joining Sally Holdsworth, Frank Koukounas, Pat Griffith and Jai Lim.

There being no further business, the meeting closed at 4.40pm.

Alamein Neighbourhood and Learning Centre Inc. Teams 2020

Committee of Management:

President	Sally Holdsworth
Vice President	Ruth Cruttendon
Minute Secretary	Pat Griffith
Treasurer	Frank Koukounas/ Noel Jacobs
Secretary	Jill Hitchcock
Committee	Jai Lim, Janet Hills, Jeremy Horey, Alex Demetriou, Maria Mathew

Staff:

Manager	Jill Hitchcock
Partnerships and Projects Coordinator	Sandii Ingham
Further Education Coordinator	Dimi Papadakis
Administration/Operations Coordinator	Alyssa Hennessy
Project Officers	Sue Leavesley (Website), Yuriko Franks (FLP)
CHSP Coordinators	Margaret Smith / Valerie Barling
Community Development Workers	Isabel Ho, Stuart Milligan
Administration Officers	Theresa Bonasera, Barbara Richter-Kirk
Bookkeeper	Tony Crawford
Project Officers	Sandii Ingham
Bus Driver	Peter Miller

Further Education Tutors	Valerie Barling, Lisa-Jane Bell, Lois Best, Scott Moran, Sue McBride, Irena Poloczek, Louise Simon, Anne Smith, Patty Trajkovska, Suzy Narraido, Viktoriya Federova, Sam McFarlane, Tricia Zeimer
Leisure Tutors	Vrinda Fernando, Barbara Richter-Kirk, Valerie Barling
Volunteers	Mandy Batey, Joe Battista, Ruth Cruttenden, Linda Davis, Alex Demetriou, Peter Ferguson, Yuriko Franks, Kathy Ha, Jan Hall, Janet Hills, Michael Hills, Jeremy Horey, Andrew Howells, Noel Jacobs, Doug Johnson, Raakhee Kaura, Sue Kellow, Frank Koukounas, Leanne Lawrence, Jai Lim, Anthony Lister, Mei Mak, Ron Mansell, Maria Mathew Dimi Papadakis, Marg Rawlings, Anne Sidari, John Smith, Margaret Smith, Susanne Walker, Anna Wang, Rohan Wimalasuriya.

Manager's Report

It is a great pleasure to provide an account of the activities of the Alamein Neighbourhood & Learning Centre Inc. for 2020. Much of our energy and effort was focused on guiding the Centre through the challenges that Covid brought, so in many ways it was a time for doing things differently. We are delighted to let you know about our year.

Impact of COVID 19

As the world struggled with the COVID 19 pandemic many organisations developed new and innovative ways of supporting local communities and Alamein Neighbourhood & Learning Centre (ANLC) was no exception. Like so many workplaces, we went WFH and online in 2020. This entailed significant planning as we supported our team to move to home-based work, while offering a range of classes, services and activities online, including last year's AGM. Classes were delivered in a blended learning format using a combination of Zoom online lessons and paper-based worksheets, together with phone-based follow-up as necessary. This method was time-consuming and intensive but rewarding.

As our community came to terms with the vagaries of Zoom we continued with ESL classes, ran computer courses, facilitated discussion groups and held countless meetings. We also reverted to old-fashioned methods of communication with lots of phone calls, plus letters and worksheets posted to students and participants. The ANLC community commitment to lifelong learning was reinforced by the numbers of students participating and by the full letterboxes of returned student work on a weekly basis.

ANLC Refurbishment

The long-awaited refurbishment of the Centre at 49 Ashburn Grove, Ashburton, became a reality during the latter part of 2020 with a period of intense collaboration between the City of Boroondara and DS Architects, ANLC staff and committee members to develop designs for the building. Temporary accommodation plans were also developed, with a final decision made to utilise existing portables as offices at 1 Samarinda Avenue, Ashburton, and space at Markham Avenue Pavilion and Ashburton Park Pavilion for classes. During this planning stage it was a pleasure to work with other departments within the City of Boroondara and to meet representatives from the various sporting clubs, all of whom were supportive and accommodating.

Governance

During 2020 our committee of management made a seamless transition to Zoom for monthly committee meetings. We also welcomed five new committee members to ANLC, all of whom participated in a virtual governance environment before finally being able to attend an end of year meeting in December. Whilst some of the tasks planned for 2020 were postponed, the committee was able to support the innovations of the Centre to continue its activities in lockdown; focus on the redevelopment and relocation; and prepare for a robust three-year strategic planning process in 2021.

Partnerships and Capacity Building

Despite the limitations of 2020, ANLC was able to build on and consolidate important partnerships. Our pre-accredited learning pathways project with Holmesglen continued to thrive, and although we were unable to offer student placements, we managed to engage with Holmesglen staff and support students through online learning.

During 2020 we could not have asked for better assistance from the funding bodies who supported our work and kept us informed about relevant developments. The staff of the ACFE North Eastern Region, led by Julie Hebert and her team, worked tirelessly throughout the year to ensure that pre-accredited classes could be successfully delivered in a variety of formats including online and blended learning. We were thrilled to host a meeting with ACFE Chairperson, Maria Peters, whose leadership and vision throughout the pandemic has enabled Learn Locals such as ANLC to continue engaging with learners, ensuring that quality programs could be delivered.

Teachers enjoyed the special emphasis on training and professional development, attending the intensive ESL trainers class delivered by our wonderful colleagues at the Kew NLC. We were fortunate to also receive funding under the Family Learning Partnership (FLP) program. The results of this project – production of two instructional videos, and associated work with other organisations and learners to promote these – delivered a more sustainable outcome than we could have envisaged. Special thanks to our fellow FLP organisations for their support and inspiration, and to Iwona Jonasz whose ongoing support has been much appreciated.

The staff at the Department of Health and Human Services (DHHS) could not have envisaged the year that was to be, but still they provided outstanding support to our local community. The Alamein Avenue Project (developed off the back of the successful Munro Street project) was intended to provide comprehensive support to residents of the Alamein Avenue public housing estate. ANLC was engaged to deliver the community development response to this project, and we were able to maintain connections with these residents, working collaboratively with other providers.

Patrick Fitzgerald, a DHHS housing officer, attended ANLC in Term 1 to give local public housing residents access to this valuable service, enabling ANLC staff to meet more residents. Thank you to Patrick for taking the time to provide this outreach service.

ANLC has enjoyed a longstanding partnership with the Ashburton, Ashwood and Chadstone Public Tenants Group (AAC PTG). Despite the challenges of COVID this group continued to successfully advocate for residents and contribute to the work of organisations supporting the local community. Our thanks to Natalie Rabey and her team for their dedication and hard work – it is always a pleasure to work with the AAC PTG members.

As always, the City of Boroondara provided broad-ranging assistance and support during 2020, with COVID plans and training, COVID grants, regular contacts and follow up. Thanks to Caddy Purdy and Rose Babic for their support, and a special mention to John Maher, Team Leader Formal Gardens, who harvested winter vegetables for us when our community garden was going into lockdown. Thanks also to the Boroondara Volunteer Resource Centre for their important work, wise counsel and unfailing support.

We are also grateful to the staff supporting the Commonwealth Home Support Program who gave approval for a change of service model during 2020, allowing organisations such as ours to provide individual support to our participants in lieu of the bus-based activity and shopping programs.

Our programs and services

We Zoomed, we phone-chatted, we came up with new ways to bring services to our community. Some activities changed, others were deferred, but we maintained a broad set of programs. Our staff pivoted to meet the needs of students, adapt teaching styles to online, and maintain positive connections with isolated residents.

The Men's Shed went virtual and participants were supported individually and via discussion groups, which proved popular in 2020. We appreciated the support of the Australian Men's Shed Association during this time.

Our weekly bread distribution program was delivered in a safe style outside the Centre once lockdown lifted, Seniors Concerts went online as did Adult Learners Week activities. Our Commonwealth Home Support (CHSP) team stayed in touch with clients and distributed activity packs that included books from our Tiny Library and puzzles for those isolating at home. Sadly, our Community Garden was off limits for some of 2020.

We maintained contact with and drew support from our partners in Neighbourhood Houses Boroondara and the NIECH networks, engaging with them online to share experiences and ideas for new solutions to the challenges we were all grappling with.

Our dedicated volunteers also worked with us to deliver classes, and their online volunteering efforts were essential to keeping so many students engaged and enthusiastic.

Our team, including staff and volunteers, rose to the challenges of 2020 in magnificent style. We could not have achieved what we did without their professionalism, innovation and readiness to do whatever was needed to keep ANLC a vital community hub. We thank them, our service providers, partners, funding bodies, our dedicated students and community friends for their hard work and ongoing commitment to ANLC in 2020, a year we will never forget.

This year we are focused on keeping our community engaged in some new locations. We look forward to the move back to our upgraded Centre and we hope to have your company in this exciting transitional phase.

Jill Hitchcock
Manager



Further Education Report

The Further Education program comprises courses delivered under the Adult Community and Further Education (ACFE) program, with the aim of supporting students to re-enter the workforce or go on to further study, as well as fee for service classes. The year started well in 2020, with promising enrolment numbers and enthusiastic students. We welcomed Suzy Narraidoo and Viktoriya Federova to our teaching team. Sandii Ingham, who had coordinated the program for several years, provided expert advice and support to the program whilst concentrating on the projects and partnerships to support our ACFE funded activities.

Towards the end of term 1 we observed that some students were starting to become nervous about the developing COVID situation. We made arrangements with teachers and students to undertake the last week of term via worksheets and other methods. However, it soon became clear that face to face learning was not going to be possible and alternative modes of delivery were explored for term 2.

Thanks to the dedication, commitment and willingness of our wonderful teachers we were able to move to blended learning (a combination of face to face, on line and from home learning) and to continue this throughout the lockdowns. Such a transition involved much trial and error but by the end of the year we had developed a workable model for each class. Some of students opted out of classes during 2020 for a range of reasons - lack of access to internet or commitments to home learning with children being the most common, or having returned to their country of origin to be with family; however, many of our students found that continuing with classes was helpful not only to improve their literacy and numeracy skills such as in our ESL classes, or learn new skills such as our Excel and Word classes, but they also maintained important connections with their fellow students and teachers, an aspect which was much appreciated by many of our students during the isolating period of lockdown. For many students they also greatly improved their technological skills in the process.

In 2020 we had been contracted to provide 8940 hours of pre-accredited training. Ultimately over the year we were able to provide 5574 hours of training, as well 132 hours of the shorter LEAP courses, with many of the courses delivered via blended learning. We were unable to deliver some of the courses as they required hands on learning, although we were able to make some headway with this at the end of the year with Coding and Robotics course, which was the last class to be delivered at our Centre on Ashburn Grove prior to the refurbishment. Notable popular courses during 2020 were Introduction to Excel and Introduction to Word, as well as Introduction to Running Your Own Business, all of which were run via Zoom. Pathways to Employment was again popular with students looking to build confidence in job seeking, and Introduction to ESL Tutoring Support prepared interested students for pursuing further studies as English as a Second Language teacher.

Many of our students also took the opportunity to prepare for a re-entry to the workforce, undertaking our Rejuvenate Your Resume course. One of these students advised that the course gave her the skills and confidence to update her resume and she was successful in obtaining the first job she applied for



after twenty years elsewhere.

The move to blended learning also resulted in the ability to access students who perhaps would not have been able to attend on site or during the times the courses were offered, and consequently we were able to support a new cohort of learners from further afield. Many of our students in 2020 were referred by Campbell Page Employment Service in Clayton, and our thanks to Bojana Protic and her colleagues, as well as to staff at Holmesglen, for their support in 2020.

Whilst many of our students required additional support in 2020, we also took the opportunity to dedicate time and support to our teachers who experienced a complete turnaround in the way in which they were teaching. Transitioning from face to face classes to an online environment takes skill and determination as well as the acceptance that at times technology will go wrong and someone (often themselves) will need to step in and fix it. We held more regular meetings with teachers, all of whom were willing to share information and support each other.

We also took the opportunity to take advantage of the wonderful professional development program organised by ACFE. Three of our teachers attended a professional development course for ESL/literacy teachers, which was facilitated by our friends at the Kew Neighbourhood and Learning Centre, and the feedback about this course was overwhelmingly positive. Staff and teachers were also able to participate in a range of COVID related training in preparation for a return to face-to-face learning. Other training included establishing psychological safety in an online classroom and positive behavioural change. Teachers also participated in an extensive moderation program at the end of the year.

Student snapshot

Despite the pandemic, the snapshot of our students remained consistent with previous years.

Age & Gender

The majority of our ACFE students in 2020 were female – 72% vs 22% male – and 82% of our students were over 40 years of age.

Country of Birth and language spoken at home

In 2020 our students hailed from 29 different countries. 35% were Australian born, whilst 11% came from China and 6% from Vietnam. Similarly, the top three languages spoken at home were English, Mandarin and Vietnamese.

Postcode

More than a quarter of our students came from Ashburton and Ashwood (28%) whilst 14% came from nearby Glen Iris. The greatest number of students coming from further afield was 10% attending from Camberwell. However, students attending ANLC have come from a wide range of suburbs, often to attend English as a Second Language class or other classes which are not available in their own local area.



School Level Achieved

In 2020, 36% of our students reported that they had completed Year 12.

In preparing our delivery plan for 2021, we successfully applied to once again deliver the SARA program. This financial well-being program was delivered at Camcare in 2019 and feedback from participants had been extremely positive. We also applied for the Skills for Work and Study pilot program with a focus on warehousing. In 2021, we will continue to provide flexible learning opportunities with most classes allowing for blended delivery modes, and look forward to being able to deliver classes in our newly refurbished Centre.

Dimi Papadakis

Further Education Coordinator



Projects and Partnerships Report

During 2020, ANLC ran 2 projects aimed at strengthening partnerships with other organisations and engaging students. These projects were Local Steps @ Alamein & Beyond and FLP: Alamein @ the Craig.

CAIF 11: Local Steps @ Alamein & Beyond

The Local Steps @ Alamein & Beyond project aimed to strengthen partnerships with Holmesglen TAFE and local businesses, and to create a feedback tool to better inform ANLC on new courses, needs, successes and improvements.

Early in 2020 ANLC was invited to exhibit at Holmesglen's O-week celebrations on the 3 campuses: Moorabbin, Chadstone and Glen Waverley. Current and previous ANLC students and volunteers assisted in running the stall. They were great ambassadors, explaining about ANLC courses, often from personal experience, and, when needed, communicating in a second language (Chinese). These events enabled ANLC to become more visible to Holmesglen students and staff, engaging with over 100 people over the 3 days, 60 of whom joined the Alamein NLC mailing list.

At the O-week Chadstone event, a previous ANLC student approached our stall, and told us how ANLC had made a big difference in her life. Studying in 2011 with ANLC gave her both confidences in both herself and her IT skills. This led her to study at Holmesglen and later to get a job there. She had so much praise for our centre in how it had supported her in her life pathway. We also developed a feedback tool for centre participants which was administered via Survey Monkey and this feedback confirmed that Alamein students use pre-accredited training as a springboard to building confidence in themselves in order to move on to further education or to gain employment, consistent with the ACFE board's strategy to support a learner to enter and succeed in further study and employment. We will utilise this feedback tool in the future and modify it when needed.

In 2020, we ran 2 courses designed in consultation with Holmesglen, 'Leap into Study' and 'English for Future Pathways'. Both courses received positive feedback from students who attended, with some of those students transitioning on to Holmesglen TAFE or other RTOs for further study.

'I have learnt a lot from this course. It is mind-blowing to me. Without this opportunity, I couldn't imagine when could I grab all those very thoughtful and interesting topics.' (AW: English for Future Pathways)

Despite the impact of the pandemic, we managed to establish and strengthen relationships with Campbell Page and Echo (Disability Employment Services: DES). This led to student referrals, ANLC joining the Campbell Page community network, and a DES consultant being an ambassador for Alamein (promoting ANLC to her organisation). In the future, we will continue to partner with the DES to support their clients and our students.



FLP: Alamein @ the Craig

In 2020, we received ACFE funding to run a Family Learning Partnership (FLP) to create stronger partnerships with the Craig Family Centre (CFC) and other local organisations supporting disadvantaged families. The aim was to engage families in fun educational activities, which would hopefully lead to parent/ carer enrolments in courses at ANLC and further education. We also aimed to ascertain and provide professional development needs for CFC early childhood educators.

The kindergarten program was identified as appropriate for the FLP project to engage parents /carers and children in some education by stealth and activities to support moving from kinder to school. Unfortunately, three key CFC staff changes and COVID restrictions stopped these school transition sessions from proceeding with ANLC. A positive from initial meetings with key staff was the identification of parent needs and session interests. These later fed into FLP activities we ran and one of the video resources we created.

We explored other local organisations and successfully partnered with 3 organisations, Power Neighbourhood House (PNH), Ashwood Children's Centre (ACC) and Highgate Early Childhood Centre (HECC). These organisations supported us with promotion of activities, feedback on needs and the resources we created, and parent/ carer referrals to activities.

With COVID, lockdown and home-schooling challenging people, ANLC created a needs analysis survey for local parents to identify what activities and skills they needed while kids were at home. Results from the survey, and feedback from stakeholders and local parents fed into activities ANLC offered local families. Some activities were a response to concerns of kids returning to school, dealing with working at home and the stress caregivers were under during 2020.

Altogether, ANLC ran 13 engagement activities with a total of 102 participants. These included:

Parent Support sessions (Facilitator run)

- Get your child to school on time with less yelling
- Tips to help you work and study from home / overcoming fatigue
- Keep up with everything at school / diarizing

Kids and parents bite size fun activities (Facilitator run)

- Facebook Live Session of Scattegories for kids with a parent / carer to support them.
- Dreamtime stories: Local indigenous artist shares some dreamtime stories and meaning.
- Yoga and meditation: Relaxation techniques for children and their parents.
- Science thrills: 4 fun (messy) science experiments for kids to do with parents.

Video creation and launches

Inspired by a Banksia Gardens video, and utilising feedback from a range of sources, we created 2 videos to engage local parents and children alike. We also held video launches via Zoom to promote these videos to other organisations and to families. Those participating in our video launch events also received a gift connected to encourage more connection between ANLC and the participant. The



videos we created are:

- How to Set Up a Study Area
- What to Put in Your School Bag?

In future, the videos will be linked to our website and also be part of a partner organisation's school transition preparation. We are also looking at producing more videos.

Parent Wellbeing

During lockdown, caregivers had a challenging time with home-schooling. ANLC put together 16 pamper packs with goodies and items for an engagement which were distributed to Power NH and ACC parents followed by a follow up activity in mid-December. The pamper pack had 26 items and included a ruler (to let you know you measure up), rubber bands (to encourage you to stretch yourself), bubble wrap (stress release: pop a few when you need to), Toblerone (to remind you, that you've got over some mountains this year and made it!), thyme (We all need some extra time!), a beauty face mask (to relax), and information on ways to relax.

ANLC Volunteers

In 2020, ANLC volunteers continued to do a wonderful job supporting us in the classroom, and helping with administration and promotion. Our volunteers showed great agility, pivoting from face-to-face volunteering to supporting the teacher over zoom, and creating office and promotional materials from home. It was a steep learning curve for some, but our volunteers embraced the challenge and were vital in the continued running of the centre and courses.

It was also wonderful to have some students start volunteering with ANLC. They were great ANLC ambassadors; promoting courses and the centre from their personal experience in the ANLC classroom and also utilising their native language to communicate with various people.

Volunteers received thank you gifts for National Volunteer Week, and we ran 2 volunteer get-togethers over Zoom in 2020. It was lovely to catch up and find out what people were doing in lockdown and discuss challenges and share successes, including showing the videos created in the FLP project. This engagement was so important for everyone. I also sent out 2 recordings (1 of me and later 1 of Stuart Milligan) saying hi and talking about activities we had been doing at home through lockdown. These recordings were shared with volunteers and students to keep in touch and stay engaged while the centre was physically shut.

Sandii Ingham

Projects and Partnerships Coordinator



Commonwealth Home Support Program Report

The Commonwealth Home Support Program (CHSP) operated very differently in 2020 due to the Coronavirus pandemic. Early in the year saw the shift in funding for one of our shopping services from the City of Boroondara directly to ANLC via the Commonwealth Department of Health. This service operated during first term, with participants travelling weekly to Chadstone Shopping Centre, before ceasing due to the pandemic. Similarly, our Monday shopping bus and our Wednesday bus outings were all curtailed in March due to the pandemic.

The year started with fires and poor air quality and our CHSP participants were reminded about the emergency plans which had previously been discussed with them. These plans involved ensuring they had sufficient stocks of medications, food and other supplies, having emergency numbers ready to hand and up to date and considering their sources of information and how to maintain this e.g., via radio. Such preparations were intended to be helpful due to loss of power or flooding but proved to be quite helpful in light of the events which unfolded.

During 2020 we found ways to keep engaged with our participants by shifting our service provision to individual support. Our Coordinators made regular phone calls to participants, exploring issues such as how they were managing with shopping, obtaining medication etc, to how they were passing the time and options to reduce social isolation. Participants were offered the option of having shopping home delivered; however, all participants were able to draw on support from family members to assist with this. When restrictions allowed, our Tiny Library went mobile, delivering books and other goodies – puzzles and small treats to name a few – to assist our participants in passing the time and keeping busy.

At the end of the year 6 participants enjoyed a brief outing to a local café, making their own way to this activity by walking or with the assistance of a family member. Planning also began for 2021 with participants invited to provide preliminary input into a revised program for 2021, with destinations to be close to home to minimise time spent on the bus, and in smaller groups.

The Eastern Sector Development Team continued to be a valuable source of information during this time, as were the regular bulletins from the Commonwealth Department of Health. All participants were provided with written and verbal information throughout the year on topics such as infection control, and face masks and sanitiser were posted and /or delivered as required.

In 2020 John Somerville retired from driving our bus after more than 15 years of service. John's contribution to the CHSP program was unparalleled - not only did we benefit from his extensive bus driving experience and mechanical knowledge, but our participants also enjoyed an excellent standard of service and support. We also thank Peter Miller for his support and skills in driving for our Monday Dial a Bus program.

Margaret Smith and Valerie Barling
CHSP Coordinators



Community Programs Report

Alamein Men's Shed

The year 2020 began with an interrupted start for our Alamein Men's Shed. Victorian bushfires creating poor air conditions and then the start of the global Coronavirus pandemic meant a series of closures, lockdowns and uncertainty. When restrictions eased, some of our men decided they preferred to stay at home and avoid social contact whilst others were very keen to return to the shed and craved a return to the mateship and creative environment the shed provides for them. For many people across the world Zoom communication became a major change in their life to stay connected with people outside of their home. As many of our members do not have access to digital platforms, the telephone became our most valuable tool. Regular contact was maintained during lockdowns with 11 shed members as well as networking with other local sheds and the Victorian Men's Shed Association (VMSA) and the Australian Men's Shed Association (AMSA).

On the opportunities we had to return to the shed our members were supportive of new challenging COVID restrictions and worked in smaller groups of up to four men at a time in the shed. Two sessions of four men were introduced on a Tuesday and shed times were reduced in an attempt to accommodate as many men as possible. Some of the woodwork projects undertaken include building a Tiny Library for Bowen Street Community Centre, fixing a broken wooden giraffe and preparing wooden chopping board racks for a commercial business. These projects were able to raise a small amount of funds to help with running costs and buy the occasional coffee for our men.

Several of our shed members who had not previously been involved decided the time was right to join in our discussion group. These events were strongly attended and provided a great opportunity for our shed men to broaden their involvement with ANLC programs and our community.

We relocated some of our shed activities to the community garden during the warmer months in an effort to accommodate larger numbers and make social distancing more manageable. A successful Department of Health and Human Services (DHHS) men's shed grant enabled us to purchase a heavy-duty marquee and other equipment for us to host events in the ANLC community garden. The VMSA kindly donated an Automatic Electronic Defibrillator for our shed which had been many months in the planning. This acquisition is greatly appreciated by our staff and senior members of our shed. The VMSA also donated valuable wood working electric tools and a large number of garden tools for our community garden.

The number of enquiries we received at the end of the year seemed to highlight the view that the formidable challenges created by the pandemic will result in an increase in demand for the shed movement. Having to adjust to a new COVID normal has strengthened the sense of mateship in our shed and highlighted how valuable the shed remains as part of our ANLC community. Thank you to all our volunteers, members and stakeholders that have supported our shed.



Munro Street Community Connections Project

The Munro St Project which was initiated in 2019 in partnership with the Department of Health and Human Services (DHHS) got off to a good start in 2020 with lunches, exercise and wellbeing activities available three days a week for Munro and Caroline Street Public Housing residents to attend. In the short time since the project's inception in the latter part of 2019, key partnerships were formed with Camberwell Baptist Church and Access Health and Community. Unbeknownst to all at the start of the year, these organisations were going to play a big part in continuing the community engagement during and after the lockdown period which dominated most of 2020. The project which was to be completed at the end of June came to an abrupt stop in mid-March, but not before our Be Connected Digital Awareness event was held on 13 March. Grant funding for this event gave us a chance to reach out to people wishing to understand and learn how the digital world can help them in their everyday life. We also took this opportunity to introduce local community services such as Camcare, Salvos, Access Health and Community and the Kew Library. The new BBQ purchased with funds from a grant from the Open Doors program was christened and put to good use on the day.

During the Lockdown many of the residents stayed in touch with us by phone. This was indeed a challenging time with little we could do, except to wait out the period of strict restrictions. In December we were able to run a COVID Safe event, where we had a simple Christmas themed outdoor gathering which was received with great delight by about 15 residents. Packaged food items and drinks were available for residents to take home with them. Most residents had fared well over the lockdown and were wanting to get back to lunches and activities again.

Alamein Avenue Community Engagement Project

In the month of May during lockdown we began our community engagement program at Alamein Avenue, again in partnership with DHHS. The purpose of the project was to see how ANLC could assist with residents' needs and make the community a happier healthier and safer place to live as well as providing information on local service providers in areas such as health wellbeing and food relief. The project was delivered by Stuart Milligan and Patricia Guajardo. Patricia's experience and connections with the Ashburton, Ashwood and Chadstone Public Tenants' Group greatly assisted in the delivery of this project.

Making the initial contact with residents while in COVID lockdown was a major challenge. Ten newsletters were produced on a fortnightly basis and residents were given the chance to fill in a survey which would help give us information regarding how they find life at the Alamein Avenue estate and how ANLC and other service providers could assist with improving living conditions and the overall experience at Alamein Avenue. A New Residents' Kit, containing valuable information for public housing tenants moving into the area, was also produced for distribution via the public housing officer. In November we were able to return to ANLC and we began a community engagement program delivering bread, masks and sanitiser and occasionally produce from our community garden. We established a wonderful working relationship with Bakers Delight Ashburton, collecting their left- over



products on a Tuesday evening, and subsequently partnered with Amaroo Neighbourhood House in Chadstone to continue this activity. We were also able to distribute the bread to the Munro Street Hawthorn East public housing estate. Providing bread and other produce on a Wednesday morning quickly gave us the opportunity to build a healthy rapport with local community members who had not previously accessed ANLC, with fifteen locals including Alamein Avenue residents gathering weekly.

It was clear that some of the Alamein Avenue community had become very isolated during the lockdowns of 2020 and appreciated the chance to meet with us on Wednesdays. As the year drew to a close, we were able to provide Christmas hampers and vouchers (to the local Habitat café) to local residents, thanks to a generous donation from the Chadstone branch of the Commonwealth Bank.

Alamein Community Garden

The 10 community gardeners had completed their Summer Harvest of tomatoes, potatoes and beans and readying their gardens for Winter vegetables when the news of Lockdown took us by surprise. Fortunately, for most of the pandemic gardeners were able to access their garden plots except for a short period over the Winter. The garden was reopened in October with COVID Safe practices, such as social distancing, hand sanitising and QR codes being implemented. A new garden shed was researched and ready for installation as soon as it was safe to go ahead. We had a number of enquiries about garden plots, but were unable to pursue due to restrictions. However, once we were free to access the garden again, 2 new gardeners took up plots in the Community Garden. We postponed the renewal of garden plot registrations for 4 months, moving from November to March due to the temporary inaccessibility to gardens.

Discussion Group

Our monthly discussion group moved online and became a fortnightly event. Guest speakers were sourced and a wide range of subjects was covered in an effort to keep members enthused during the many months of lockdown and Centre closure. Speakers discussing life in Bahrain, working as a Qantas long haul flight attendant and the public speaking organisation Toast Masters International all made wonderful contributions. Our thanks to the speakers who donated their time and ANLC volunteers who supported these online events.

Cooking Club

Cooking Club met only once in 2020, new teacher Barb Mathieson showed a group of men how they could be innovative with the meals they cooked for themselves.



Alamein Community Events

Sadly, Scarecrow Day was cancelled due to bad air quality because of the bush fires and Harmony Day cancelled due to COVID. This was the year we all had to learn about ZOOM and how to reach our community in ways other than in person. Briefly:

- Seniors Event in October on ZOOM was a Music Trivia and Fancy Dress event. About 15 volunteers, students, friends and teachers were entertained by a trip down musical memory lane where snippets of TV show music themes from the 1960 to 1990s were played, and guessing games and music trivia were enjoyed.
- Adult Learners' Week in September was held on Zoom with a speaker from Toastmasters sharing his experience and answering questions about public speaking and sharing a very entertaining speech about the winner of a Toast Masters Competition. In all, 23 people attended from the Mens' Shed, students, volunteers, friends and staff.
- ANLC Staff Trivia Evening to keep the spirits up of Staff whilst in isolation. Attended by about 8 staff members, a fun time matching funny stories to which staff member and guessing whether the story was truth or lie. We also held a virtual Kid's Day for staff, with an online quiz and pizzas home delivered to the children of ANLC staff.
- The Alamein Community Christmas party in the Community Garden was attended by gardeners and Mens' Shed blokes. This represented a cautious return to events in person - instead of the usual BBQ and Christmas fare, packets of Christmas mince pies were given away and coffees from our local Habitat Café were ordered for the guests. It was a great day and people were happy to see each other again.

Alamein Leisure Programs

During 2020 our Leisure programs – Yoga, Meditation, Pilates and Mosaics classes – started well with healthy enrolments thanks to the popularity of our wonderful teachers. During lockdowns our yoga and pilates classes moved on line and this proved to be an important support to many of our leisure students. Overall, throughout the year we had nearly 120 enrolments in our leisure classes, a remarkable achievement given the extensive lockdown periods.

Stuart Milligan and Isabel Ho
Community Development Workers

Alyssa Hennessy
Administration/Operations Coordinator



Treasurer's Report & 2020 Financial Statements

Financial Statements

The 2020 Financial Statements accompanying this report show a surplus for the year ended December 31st of \$64,789 compared with a surplus of \$6,391 in 2019.

Audited Accounts

The 2020 accounts have been prepared on an accrual basis and were audited by J L Collyer & Partners. The Auditor's report is attached to the accounts.

Financial Position

ANLC has continued to strengthen its financial position in 2020 with a significant operating surplus and net assets sitting at \$230,333 which will allow it to reinvest in improved facilities and operations when it moves back into its new building in late 2021 or early 2022. The committee has continued to retain within our accumulated funds a \$70,000 reserve to replace the community bus. The balance sheet can be summarised as:

	OPENING BALANCE	MOVEMENT IN 2020	CLOSING BALANCE
ASSETS	\$228,017	\$58,941	\$286,958
LIABILITIES	(\$62,473)	\$5,848	(\$56,625)
EQUITY	\$165,544	\$64,789	\$230,333

A detailed breakdown of these closing balances is shown in the Balance Sheet.

Financial Performance

Along with the rest of the world 2020 was a challenging year for the ANLC. Programs and classes that were normally delivered in person had to migrate quickly where possible to online and the staff adapted swiftly and with great efficiency to undertake these changes to ensure clients were not too disadvantaged.

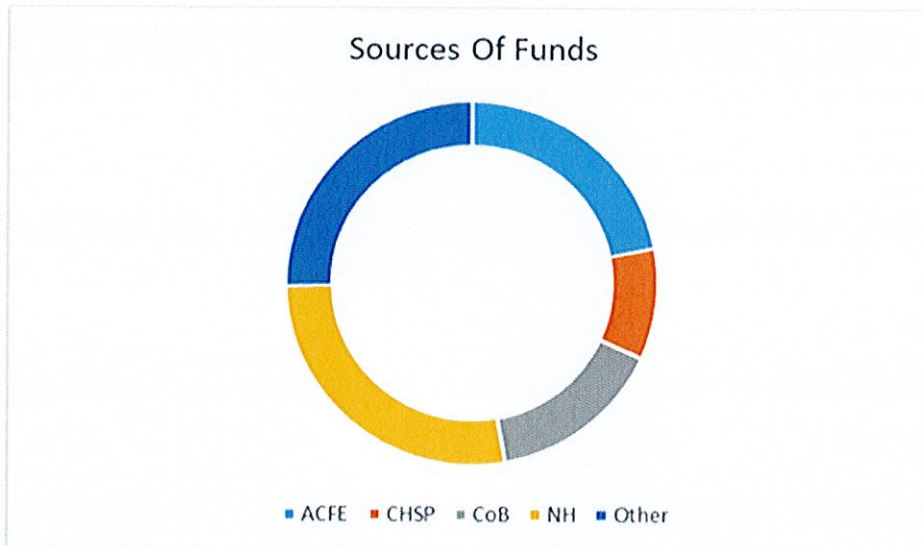
ANLC usually generates a significant portion of its income from operating activities such as course fees, charges for services provided to the local community and interest earned on funds invested. This income was significantly impacted by the office closure due to the COVID pandemic reducing by \$46,131 compared to 2019.

Outgoings remained comparable to 2019 with staff costs accounting for 85% of overall expenses. Grant Income however grew substantially in 2020 vs the previous year due to additional funding from DHHS and ACFE and that combined with Government COVID support counteracted other reductions in income and produced our operating surplus of \$64,789.



Source of Funds

ANLC receives the majority of its income from a range of government (Commonwealth, State and local) bodies with the primary sources being:



Investments

Surplus funds were invested in interest bearing deposits throughout the year to achieve the best possible return on investment while maintaining a high level of security.

All term deposits continue to be secured by the Federal Government Bank Deposit Guarantee.

Summary

Overall ANLC has maintained its sound financial position during 2020 and has operated in accordance with the Associations Incorporation Reform Act 2012.

Looking forward we expect that the COVID19 pandemic will continue to have a significant impact on 2021 income and operations and in light of this, the committee of management is taking actions to reduce and or mitigate our risks and financial exposure.

Noel Jacobs

Treasurer



Auditor's Report

See over page.

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.

BALANCE SHEET
AS AT 31 DECEMBER 2020

		<u>2020</u>		<u>2019</u>
	\$	\$	\$	\$
<u>ACCUMULATED FUNDS</u>				
Retained Surplus		160,333		95,544
New Bus Reserve		<u>70,000</u>		<u>70,000</u>
		<u>230,333</u>		<u>165,544</u>
<u>ASSETS</u>				
<u>Current Assets</u>				
Petty Cash	300		300	
Cash at Bank - Operating A/C	103,914		45,270	
Prepayments	-		-	
Accounts Receivable	<u>4,238</u>		<u>2,704</u>	
		108,452		48,274
<u>Investments</u>				
ING Savings	-		-	
Westpac - Term Deposit	159,728		157,873	
Westpac -Cash Reserve	<u>12,987</u>	172,715	<u>12,979</u>	170,852
<u>Fixed Assets (Note 2)</u>				
Community Bus at cost	37,551		37,551	
Less Accumulated Depreciation	<u>37,551</u>	-	<u>37,551</u>	-
Computers at cost	25,549		25,549	
Less Accumulated Depreciation	<u>23,816</u>	1,733	<u>22,682</u>	2,867
Fixtures & Fittings at cost	47,396		47,396	
Less Accumulated Depreciation	<u>47,396</u>	-	<u>47,396</u>	-
Property & Equipment at cost	8,875		8,875	
Less Accumulated Depreciation	<u>7,627</u>	1,248	<u>7,270</u>	1,605
<u>Intangible Assets</u>				
Website	5,620		4,419	
Less Accumulated Amortisation	<u>2,810</u>	2,810	-	4,419
<u>TOTAL ASSETS</u>		<u>286,958</u>		<u>228,017</u>
<u>LESS LIABILITIES</u>				
<u>Current Liabilities</u>				
Creditors and Provisions (Note 3)	30,167		29,645	
Grants in Advance	19,591		26,900	
GST	<u>6,867</u>	56,625	<u>5,928</u>	62,473
<u>TOTAL LIABILITIES</u>		<u>56,625</u>		<u>62,473</u>
<u>NET ASSETS</u>		<u>230,333</u>		<u>165,544</u>

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 DECEMBER 2020

	<u>2020</u>	<u>2019</u>
	\$	\$
Retained Surplus at the Beginning of Financial Year	95,544	89,153
Operating Surplus/(Deficit) attributed to members	64,789	6,391
Prior Year Adjustments	-	-
Transfer to New Bus Reserve	-	-
<u>Retained Surplus at the End of Financial Year</u>	<u>160,333</u>	<u>95,544</u>

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.

INCOME STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020

	\$	<u>2020</u> \$	\$	<u>2019</u> \$
<u>INCOME</u>				
Grants				
- Pre-Accredited Grant	87,289		87,630	
- CHSP Grant	42,495		29,563	
- NH Grant	118,940		116,418	
- Capacity & Innovation Grant	7,120		28,480	
- City of Boroodara	66,168		72,339	
- Other Grants	<u>109,188</u>	431,200	<u>59,131</u>	393,561
Fundraising - Gifts		747		987
Fundraising - Contributions		469		2,268
Trading/operating Activities		23,981		65,677
Other Income				
- Interest	1,978		4,296	
- Sundry Income	238		316	
- Cashflow Boost	<u>66,008</u>	68,224		4,612
		<u>524,621</u>		<u>467,105</u>
<u>LESS EXPENDITURE</u>				
Advertising & Promotion		10,333		19,829
Amortisation Website		2,810		-
Annual Leave Provision	-	3,123	-	657
Audit Fees		1,834		1,715
Bank Charges		518		522
Cleaning		3,012		4,987
Client Support Services/Consumables		4,791		8,300
Computer Expenses		241		67
Depreciation		1,490		2,235
Events & Catering		202		1,336
Fundraising Expenses		-		171
Health & Safety		1,110		2,648
Insurance		1,846		1,804
Long Service Leave Provision		2,319	-	676
Meeting Expenses		258		266
Membership & Subscription Fees		7,751		6,682
Minor Assets <\$5000		4,259		4,799
Motor Vehicle Expenses		5,351		5,973
Postage		1,413		118
Printing & Stationery		7,018		7,137
Publication & Info Resources		813		309
Repairs & Maintenance		67		938
Room Hire		300		109
Salaries		361,762		346,784
Staff amenities		89		87
Staff Recruitment Expenses		-		-
Staff Training		1,895		2,468
Sundry expenses		-		295
Superannuation		30,823		29,906
Telephone, fax & Internet		1,967		868
Utilities		4,072		7,082
Volunteer		960		1,675
Workcover		<u>3,651</u>		<u>2,937</u>
		<u>459,832</u>		<u>460,714</u>
SURPLUS/(DEFICIT) FOR THE YEAR		<u><u>64,789</u></u>		<u><u>6,391</u></u>

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.
STATEMENT OF CASH FLOWS
For the period ending 31 December 2020

	<u>2020</u>	<u>2019</u>
	\$	\$
CASH FLOW FROM OPERATING ACTIVITIES		
Receipts from grants etc.	513,801	449,401
Payments to suppliers and employees	(454,071)	(458,199)
Interest received	1,978	4,296
	-----	-----
Net cash provided by (used in) operating activities (Note 2)	61,708	(4,502)
CASH FLOW FROM INVESTING ACTIVITIES		
Proceeds from (payment for) plant & equipment	(1,201)	(1,321)
Proceeds from (payment for) intangibles	-	-
	-----	-----
Net cash provided by (used in) investing activities	(1,201)	(1,321)
Net increase (decrease) in cash held	60,507	(5,823)
Cash at beginning of year	216,422	222,245
	-----	-----
Cash at end of reporting period (Note 1)	276,929	216,422

NOTES TO THE STATEMENT OF CASH FLOWS

NOTE 1. RECONCILIATION OF CASH

For the purposes of the statement of the cash flows, cash includes cash on hand and in at call deposits with banks or financial institutions, investments in money market instruments maturing within less than two months, net of bank overdrafts

(a) Reconciliation of Cash

Cash at the end of the reporting period as shown in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:

Cash at bank	276,629	216,122
Petty Cash	300	300
	-----	-----
	276,929	216,422

NOTE 2. RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING PROFIT

Operating Profit (Loss)	64,789	6,391
Depreciation	1,490	2,235
Amortisation	2,810	-
(Increase)/decrease in debtors/prepayments	(1,533)	(2,704)
Increase/(decrease) in grants in advance	(7,309)	(10,704)
Increase/(decrease) in creditors/provisions	1,461	280
	-----	-----
	61,708	(4,502)

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

NOTE 1. 1.Summary of Significant Accounting Policies

(a) Basis of Preparation

In the opinion of the Committee of Management, the Association is not a reporting entity since there are unlikely to exist users of the financial report who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 Presentation of Financial Statements, AASB 107 Statement of Cash Flows, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors', AASB 1031 Materiality AASB 1048 'Interpretation of Standards' and AASB 1054 'Australian Additional Disclosures', as appropriate for not-for-profit orientated entities.

The Association is exempt from Income Tax under section 50-70 of the Income Tax Assessment Act 1997

AASB 1058 has not been adopted to disclose the real value of the provision of a below market value lease/rent of 49 Ashburn Grove as City of Boroondara have not advised a value.

(b) Cash and Cash Equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(c) Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be measured.

(d) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Changes in the measurement of the liability are recognised in profit or loss.

(e) Revenue and Other Income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the entity and specific criteria relating to the type of revenue as noted below, has been satisfied. Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates. All revenue is stated net of the amount of goods and services tax (GST).

Interest Revenue

Interest is recognised using the effective interest method.

Other Revenue

Other revenue is recognised when the entity is entitled to the funds.

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

Property, plant and equipment are carried at cost, independent or association's valuation. All assets excluding freehold land, are depreciated over their useful lives to the business.

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

Each Class of Fixed Assets is carried at cost or fair value less, where applicable, any accumulated depreciation. The depreciable amount of all fixed assets are depreciated at a rate of 15% to 33% on diminishing value method until disposed of. Assets costing less than \$5000 are written off at the time of purchase. Intangible item Website to be written off at a rate of 50% per annum.

The accounting policies have been consistently applied, unless otherwise stated.

(g) Impairment of Assets

At the end of each reporting period the committee reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the statement of financial performance.

(h) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

NOTE 2. Depreciation of Fixed Assets and Intangibles

Assets	Costs \$	Opening WDV \$	Additions	Deprn Rate	Deprn \$	Closing WDV \$
Community Bus	37,551	-	-	27%	-	-
Computers	24,228	3,401	-	33%	1,134	2,267
Fixtures & Fittings	47,396	-	-	15%	-	-
Property & Equipment	8,875	1,070	-	33%	357	713
Website	4,419	4,419	1,201	50%	2,810	2,810
	<u>122,469</u>	<u>8,890</u>			<u>1,490</u>	<u>2,981</u>

NOTE 3. Creditors

	<u>2020</u>	<u>2019</u>
Creditors are made up as follows:		
Accounts Payable	-	-
Superannuation	3,497	3,435
PAYG	7,394	6,130
Annual Leave Provision	2,607	5,730
Long Service Leave Provision	16,669	14,350
	<u>30,167</u>	<u>29,645</u>

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.

COMMITTEE REPORT

The committee members submit the financial report of the Alamein Neighbourhood and Learning Centre Inc. for the financial year ended 31st December 2019.

Committee Members

The names of the committee members throughout the year and at the date of this report are:

Sally Holdsworth

Pat Griffith

Jeremy Horey

Noel Jacobs

Ruth Cruttenden

Janet Hills

Maria Matthew

Alex Demetriou

Jill Hitchcock

Principal Activities

The principal activity of the association during the financial year was:

Provision of a range of programs and activities that are relevant to the needs of the local community

- Registered provider of Adult Community Further Education
- Social and recreational courses and activities at low cost
- Venue for use by community groups and networks
- Support and training for volunteers
- Community Mens Shed
- Provide support and space to support groups

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The net profit for the year amounted to \$64,789 (2019 \$6391).

Signed in accordance with a resolution of the Committee to the Members

.....
Sally Holdsworth (President)

.....
Noel Jacobs (Treasurer)

Dated this day of , 2021

ALAMEIN NEIGHBOURHOOD & LEARNING CENTRE INC
FINANCIAL REPORT FOR RESPONSIBLE PERSON

Section 60.15 of the Australian Charities and Not-for profits Commision Regulation 2013

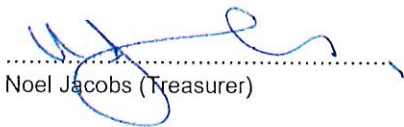
The Responsible Persons declare that in the Responsible Persons' opinion:

- (a) there are reasonable grounds to believe that the regiostered entity is able to pay all of its debts, as and when they become due and payable;and
- (b) the financial statements and notes satisfy the requirements of the Australian Charities and Not-for-profits Commission Act 2012.

Signed in accordance with subsection 60.15(2) of the Australian Charities and Not-for-profit Commision Regulation 2013.



.....
Sally Holdsworth (President)



.....
Noel Jacobs (Treasurer)

Dated this 29th day of March, 2021

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.
INDEPENDENT AUDITORS'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

Report on the Audit of the Financial Report

Opinion

We have audited the accompanying financial report, being a special purpose financial report of Alamein Neighbourhood and Learning Centre Inc. (the Association), which comprises the Balance Sheet as at 31 December 2020, the income and expenditure statement, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the statement by members of the committee. In our opinion, the accompanying financial report of the Association for the year ended 31 December 2020 is prepared, in all material respects, in accordance with the Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Association in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 of the financial report, which describes the basis of accounting. The financial report is prepared to assist the Association. As a result, the financial report may not be suitable for another purpose. Our report is intended solely for the Association and should not be distributed to or used by parties other than the Association. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance

Management is responsible for the preparation and fair presentation of the financial report in accordance with the Associations Incorporation Reform Act 2012, and for such internal control as management determines is necessary to enable the preparation of the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that

ALAMEIN NEIGHBOURHOOD AND LEARNING CENTRE INC.
INDEPENDENT AUDITORS'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

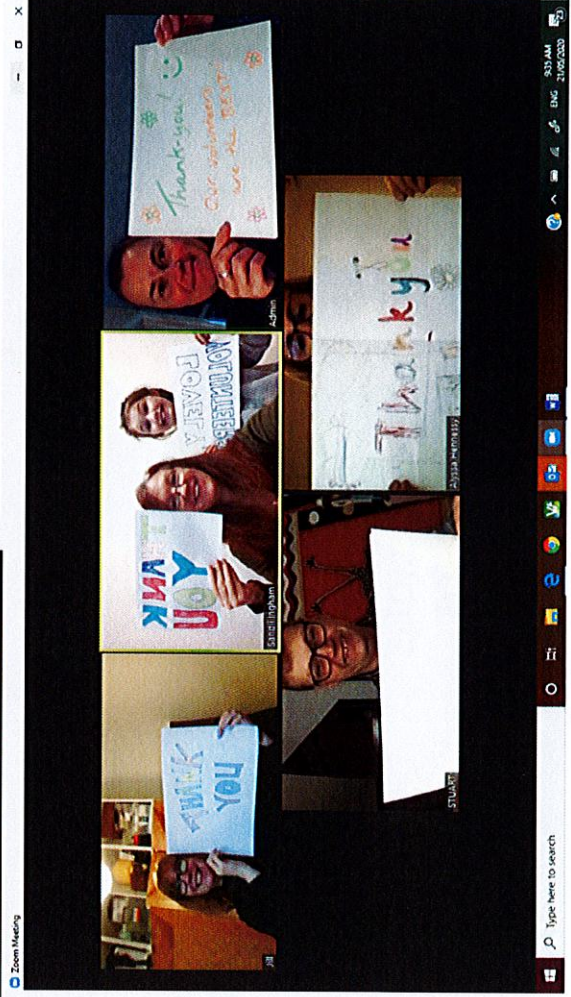
includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A handwritten signature in black ink, appearing to read 'Lionel R. Arnold', with a stylized, flowing script.

Lionel R. Arnold

Dated in Wantirna on 25th March 2021

Alamein Photos





On the lookout for some great short courses?
Take a peek at our 2020 courses
@ Alamein Neighbourhood
& Learning Centre Inc.



Alamein NLC is going to run free activities for parents, carers and children.

Are you interested in:

- Ways kids learn maths.
- Ways to support reading.
- Fun Science experiments.
- Gaming for dogs.
- Humour recipes to do with kids.
- Fun facts about the world.
- Communicating with your child.
- Mindfulness for the family.
- Or tell us what you would like to do.

ALAMEIN FAMILY LEARNING PARTNERSHIPS

For Expressions of Interest contact Sandi on 9494 4444 or call 9494 4444



Alamein Neighbourhood & Learning Centre Inc.
49 Jamburra Road, Alamein VIC 3190
www.alamein.org.au / 0394944444



PAMPER PACK

2020 HAS BEEN SUCH A CHALLENGING YEAR. WE MANAGED TO GET THROUGH HOMESCHOOLING. SO HERE'S A COUPLE OF THINGS FOR YOU TO ENJOY:

- Some art paper to let your creative side shine. (This is for a mandala activity on 18 December, 11am-12pm. Hope you can join us.)
- Coloured pencils to colour your world. (You can use this for the mandala activity.)
- Oil pastels to brighten your day. (Also use it for the mandala activity.)
- Some colouring pages to let you get lost and relax.
- Lead pencil & rubber you can write your own story & make changes when you need to.
- Clippings you to add some sparkle in your life.
- A confetti maker you never know when you might need some confetti to celebrate life's little wins. (We've made some confetti for you, for the mandala. A nice environmental way to use leaves.)
- Star confetti for you to make a wish.
- Flower confetti to remind you to stop & smell the roses.
- Butterfly confetti to let your spirit soar.
- A ruler to let you know you measure up.
- Glue to help you keep things together.
- Rubber bands to encourage you to stretch yourself.
- Bubble wrap stress release: pop a few when you need to.
- Bubbles: Blowing bubbles can create joy.
- Windex: Because you deserve a breeze.
- Dishcloths: To remind you, that you got over some mountains this year and made it!
- Mists to help you keep your cool.
- Coffee to energise you.
- Tea to relax you.
- Soup: 1 of the 'must haves' of 2020.
- Tissues: We all need some extra time! (Great to add to soups, poultry, pizza & more.)
- Beauty Face mask: To escape for a little bit to feel good.
- A note on ways to relax.
- & some extra surprise goodies because it's nice to receive something extra to give you a smile.

☐ Lunch Box ☐ Sunscreen ☐ Hat

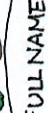
☐ Snack ☐ Brain food ☐ Lunch



☐ Retillable bottle of water



☐ Hand Sanitizer



☐ Jumper or Jacket



☐ Spare undies & Change of clothes



☐ A bag bag



FULL NAME ON ALL ITEMS

