



ANNUAL REPORT

2017

This report contains the details of the activities of the Autism Family Support Association Inc for the period 1st July 2016 to 30th June 2017, as presented to the members at the Annual General Meeting held on Sunday 29th October 2017.

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AUTISM FAMILY SUPPORT ASSOCIATION INC

ABN 27 369 160 573
Inc. No. A0007531T



2017 ANNUAL GENERAL MEETING

To be held on Sunday 29th October 2017 in the Willis Room, Whitehorse Centre, 397 Whitehorse Road, Nunawading commencing at 2:00 pm.

AGENDA

1. Welcome
2. Apologies
3. Confirmation of the minutes of the previous AGM held on 6th November 2016 (see pages 3-4 of this report)
4. Presentation of the 2017 Annual Report, including Financial Statements (see pages 7-9 of this report)
5. Acceptance of Annual Report – Mover & Secunder
6. Election of AFSA Office Bearers and Committee for the coming year.

MOTION - That the 2017-18 Committee comprise four Office Bearers and up to six ordinary committee members, as allowed for in the Rules of the Association.

Nominations called for and the Secretary will act as Returning Officer if an election is required

7. Confirmation of membership/joining fees for coming year – no fees to be charged
8. Guest Speaker – Kevin Stone CEO Victorian Advocacy League for Individuals with Disability
9. Close of AGM

All in attendance are invited to stay for afternoon tea and a chat. Meeting to conclude no later than 4:30.

MINUTES OF AFSA 2016 AGM

Held on Sunday 6th November 2016 in the Willis Room, Whitehorse Centre, 397 Whitehorse Road, Nunawading commencing at 2:00 pm.

PRESENT – Catrina Mulderry, Bernard & Robin Shanahan, Phil Lipshut, Amanda Golding, Tracey Hayes, Mark Poole, Michael Tucker, Ruth Cauchi, Michael, Ann & Caroline Meehan, Deb Johnson, Cassandra Harding, Christine & Leah Scott.

1. Welcome by the President, Catrina Mulderry who opened the meeting at 2:05 pm.
2. Apologies – Carmel Vandersman, Liz Wilks, Meredith Ward, Jan De Witte, Kim Woo, Carol Berger.
3. Confirmation of the minutes of the previous AGM held on 4th October 2015 MOVED Michael Tucker SECONDED Tracey Hayes - CARRIED
4. Presentation of the 2016 Annual Report, including Financial Statements – Report of the Committee activities, Corporate details and Financial Statements as contained in the printed report distributed.
5. Acceptance of Annual Report – MOVED Ruth Cauchi SECONDED Tracey Hayes - CARRIED
6. 2016-17 AFSA Committee – Proposed that the AFSA Committee comprise 4 Office Bearers and 6 General Committee members – MOVED Michael Tucker SECONDED Ruth Cauchi CARRIED. Election of AFSA Office Bearers and Committee for the coming year – Nominations were received from Michael Tucker (President), Catrina Mulderry (Vice President), Amanda Golding (Secretary), Kim Woo (Treasurer), Tracey Hayes, Ruth Cauchi and Michael Meehan – no election was required and all nominees were confirmed. Three further committee positions can be filled by appointment during the year.
7. Michael assumed the chair and outlined his plans for the new committee – exploration of opportunities to partner with others in the disability field in furtherance of the AFSA objectives. He emphasised that the committee welcomes input from members of issues of concern and invited members present to raise issues or ask questions.
 - a. Cassandra mentioned the ASD Expo she was planning to organise in 2017 and requested volunteers to assist with the organisation.
 - b. Deb outlined the recent correspondence from Centrelink reviewing her two multiply disabled son's eligibility for the Disability Support Pension. This is part of the broader review program, but the actions of Centrelink in requesting significant documentation and reports from severely and permanently disabled recipients was questioned by Deb to her local member, who took action on her behalf. Christine noted that ASD has been taken off the list of manifest disorders due in part to the

widening of the diagnostic criteria for ASD in recent years. The meeting agreed this was a matter for AFSA to pursue, noting that it was a nationwide issue, perhaps one for the national body to become involved with.

8. Confirmation of membership/joining fees for coming year – no fees to be charged –
MOVED Phil Lipshut SECONDED Ruth Cauchi CARRIED
9. Amanda offered a vote of thanks to Phil Lipshut who retired after 22+ years on the AFSA committee. Phil spoke of the importance of AFSA to him as a non custodial parent, and outlined his journey as an AFSA committee member and representing AFSA – and parents - on the Autism Victoria State Council and related organisations. Phil concluded saying that he was a great supporter of support groups. Amanda then paid tribute to Gloria Jones, a founding member and past president of AFSA who passed away on 4th November. Gloria was passionate about the importance of pro active parent support and established what became a valuable Family Counselling and Support Service under the auspice of Autism Victoria.
10. Guest Speaker Christine Scott and her daughter Leah presented an informative overview of their experience with the NDIS – Leah as a client/recipient and Christine as a parent and also as an advocate in her work with VALID. They delivered many valuable messages – most importantly that the NDIS works best if recipients (and their families/carers) prepare good documentation and have a clear idea of what the recipient wants. As a family they opted for quality not quantity in relation to services.

Christine referred to several documents, templates and guidelines developed by VALID which will be made available to AFSA to provide to members.

11. Close of AGM followed by afternoon tea.

REPORT FROM THE AFSA COMMITTEE



PRESIDENT'S REPORT

The Purpose of the Autism Family Support Association Inc is to assist and support individuals with an Autism Spectrum Disorder by providing emotional and practical support for parents, carers and families.

In the furtherance of this purpose the AFSA Committee strives to be the voice of parents, carers and families by establishing relationships with like organizations and government offices in order to convey relevant experiences and information.

Committee members meet monthly for planning and review, to deal with association management matters and provide mutual support to each other.

During 2016-17 some key activities by AFSA have included:

- Organising a Forum for Families – Unpacking the NDIS (held in July 2017) focussing on aspects of the National Disability Insurance Scheme (NDIS)
- Presenting a submission on behalf of AFSA to the Victorian Parliamentary Inquiry into Services for People with ASD
- Operating a sub- committee on Education and focusing attention on the NDIS to ensure we have access to current information and are 'participation ready', and
- Participating in DET consultation meetings and attending several workshops, meetings and conferences of relevance to the sector.

Internally, the committee has done more work on aspects of AFSA's operations. This has included reinvigorating our Facebook page and continuing to improve our communications including our website. We have prepared a new simple AFSA information leaflet to be distributed and we have been gradually increasing our formal AFSA membership numbers. New laptops have been purchased with funds received from the Commonwealth Department of Human Services Volunteer Grant to support the work of the committee. We developed and lodged an application for Health Promotion Charity status with the Australian Charities Commission with a view to seeking Deductible Gift Recipient (DGR) status. However after considering some of the requirements and responsibilities involved we withdrew our application. We may review our position on this at a later time. The committee also updated and added to various organisational Policies and Procedures to ensure the organisation operates efficiently and effectively. Planning to produce a History of the Association (formed in 1985) has commenced and a sub committee will be formed. Any archival material or contact details would be gratefully received – contact The Secretary.

Michael Tucker – PRESIDENT – president@afsaconnect.org.au

All persons interested in the role and activities undertaken by AFSA are invited to attend committee meetings – contact the Secretary for details of dates and venue.

SECRETARY'S REPORT

Following are details of various administrative items relating to the running of the Autism Family Support Association.



Committee membership & meetings:

Committee Members at the end of the reporting period, 30th June 2017 were:

Michael Tucker, President
Catrina Mulderry, Vice President
Amanda Golding, Secretary/Public Officer
Kim Liong Woo, Treasurer
... and committee members Tracey Hayes, Michael Meehan and Deb Johnson.

Retirement from the committee during the reporting period was Ruth Cauchi who resigned from the Committee in February 2016.

Ten committee meetings were held during the reporting period. A new committee is formed at each AGM but interested persons can nominate for the AFSA committee at any time.

Following the adoption of the new set of Rules of Association at the 2014 AGM the committee reviewed AFSA's internal processes and where applicable updated these to ensure consistency with modern business practices, for example, the use of electronic communication. The new Rules ensure AFSA is compliant with all relevant state and federal legislation re Not for Profit organisations.

Corporate Details:

The Autism Family Support Association is Incorporated in Victoria (A0007531T), is tax exempt, has an ABN (27 369 160 573) and is not registered for GST. AFSA is a registered charity with the Australian Charities & Not for Profit Commission (ACNC). AFSA was previously an organisational member of Amaze (formerly Autism Victoria).

Committee members provide their time and expertise on an honorary basis and any expenses incurred are reimbursed. Committee meetings are held at the premises of Outside the Square Psychology in Burwood and we are very grateful for the facilities and welcome provided by the director Ms Kirsty Kerr.

Financial Details:

The Association banks with Westpac Glen Waverley and operates two bank accounts – a transaction account and investment account. Banking transactions are managed electronically with two signatories required to effect a transaction. AFSA operates on a Financial Year basis. Our accounts are not required to be externally audited.

AFSA routinely applies for a Victorian Department of Health and Human Services Disability Self Help Group Grant. A DSHG grant was awarded to AFSA for the 2015-17 time period – funds were received in September 2016. This grant covers most of our operating costs and means that we do not have to charge membership fees.

Membership:

At 30th June 2017 there were 67 members of AFSA, and a mailing list of 200+ interested persons.

Amanda Golding – SECRETARY – secretary@afsaconnect.org.au

Schedule 1

Regulation 15

Form 1

Associations Incorporation Reform Act 2012

Sections 94(2)(b), 97(2)(b) and 100(2)(b)

This form is required to be provided to the members at the AGM with the association's accounts.

Annual statements give true and fair view of financial position of incorporated association

We, Kim Liong Woo and Amanda Golding, being members of the Committee of the Autism Family Support Association Inc., certify that—

The statements attached to this certificate give a true and fair view of the financial position of the Autism Family Support Association Inc. during and at the of the financial year ended 30/6/2017.

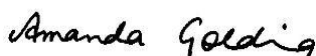
Signed:



Kim Liong Woo - Treasurer

Dated: 14/9/2017

Signed:



Amanda Golding – Secretary/Public Officer

Dated: 14/9/2017

AUTISM FAMILY SUPPORT ASSOCIATION INC



2017 FINANCIAL STATEMENTS

During the financial year ended 30/6/2017, AFSA received income of \$8,649.81 comprising a Victorian Government Self Help Group Grant (2015-17) and bank interest.

Expenditure for the period totalled \$6,101.59. Major expenditure items were purchase of two laptops and associated software, insurances and operating costs – room hire, mobile phone, website and consumables.

Consequently, there was an operating surplus during the period of \$2,548.22. It should be noted that the Disability Self Help Group grant for the 2015 – 2017 period was received in September 2016. 50% of this grant, \$4,133, was to cover operating expenses during the previous financial year ended 30/6/2016.

Our Trust Funds stood at \$56,148.72 at 30 June 2017 made up of cash held in two bank accounts.

Kim Woo, Treasurer

BALANCE SHEET

As at 30 June 2017

	\$
Trust Funds	
Opening Balance	53,600.50
Operating Surplus	<u>2,548.22</u>
TRUST FUNDS	<u>56,148.72</u>
Current Assets	
Cash at Bank	<u>56,148.72</u>
Total Current Assets	56,148.72
Fixed Assets	<u>0.00</u>
Total Assets	56,148.72
Total Liabilities	<u>0.00</u>
NET ASSETS	<u>56,148.72</u>

INCOME AND EXPENDITURE STATEMENT

For 12 months from 1/7/2016 to 30/6/2017

Bank Balance at 1 July 2016	\$53,600.50
INCOME	
Grants	8,266.00
Bank Interest	<u>383.81</u>
TOTAL INCOME	8,649.81
LESS EXPENDITURE	
Fees, Insurances & Permits	1,503.52
Conferences	432.00
Assets <\$5,000	1,426.20
Venue Hire	802.00
Supplies	753.09
Phone	419.88
Advertising & Promotion	175.00
Printing & Stationery	<u>589.90</u>
TOTAL EXPENDITURE	<u>6,101.59</u>
SURPLUS	<u>2,548.22</u>
Bank Balance at 30 June 2017	<u>\$56,148.72</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR YEAR ENDED 30 JUNE 2017

Note 1: Accounting Matters

Income Tax

Autism Family Support Association is exempt from tax as per Section 23 (e) of the Income Assessment Act.

GST

Autism Family Support Association is not a registered GST entity.