

Treasurers Report – Meeting 07/11/2020

Apologies that I am unable to attend the meeting.

This report includes activity from 28/09/2020 to 01/11/2020

Bank accounts are reconciled up to 01/11/2020

Cash Position as at 01/11/2020 (Transactions after this date are not included)

Current Bank Account Balances		Term Deposit Matures
NAB Cheque Account <small>BSB: 082-798 Acct: 488646867</small>	10.00	
BA Cheque Account <small>BSB: 313-140 Acct: 12088171</small>	33,155.45	
BA Investment Account <small>BSB: 313-140 Acct: 12086245</small>	14,655.66	
BA Term Deposit <small>BSB: 313-140 Acct: 138382457</small>	186,182.43	14/01/2021
NAB Term Deposit <small>BSB: 082-674 Acct: 345229783</small>	110,244.11	01/12/2020
Total Cash at Bank		344,247.65
Accounts with zero balances omitted for clarity		

Term Deposits. Unless directed otherwise by the meeting (minutes) I will leave the banks to automatically reinvest Term Deposit principal plus interest for the same term at the best available rate.

Proposal

I propose that the following be added to our finance policy, and enforced consistently.

Payments at meetings.

Membership account payments are not accepted at meetings in any form. It is the responsibility of individual members to ensure that payments appear, cleared, in the Goolawah bank account before 5pm on the business day before the meeting. This applies whether payments are made on-line or by depositing cash or cheques at a bank branch.

Rationale

Payment by cash or cheque at a meeting unreasonably assumes that someone else will take responsibility for banking it and for looking after it safely until it is convenient to do so. We do not have facilities to process on-line payments at meetings. In both cases accepting payments is an unnecessary distraction from the business of the meeting.

I will check bank accounts after 5pm on the business day before the meeting and send an updated overdues report to the directors after processing any payments up to this time. Members appearing on this report are not active and are not entitled to vote.

Appended Reports

Income/Expense Cash Summary, Expense Detail and Jobs Budget Summary reports appended at the end of this report.

Overdues summary as at the time of writing (01/11/2020):

Overdue reminders were sent on 30/10/2020

There are currently 6 members appearing on the overdues report with a total amount overdue of \$907.23.

As usual I will send an updated overdues report to the directors on Friday.

If anyone is unclear about their overdue status they should feel free to contact me by email or SMS (below).

Work claims to be approved on 7 November.

Below is a summary of claims to be approved at this meeting. Details provided as a separate report.

Share Name	# of shares	Annual Max \$ WL and AL	Claimed/Paid This Year \$	Available to claim \$	This Claim \$
Griff	1	805	0	805	70.00
Julica	1	805	0	805	60.00
Trinh Nguyen	1	805	220	585	50.00

Goolawah Membership Billing System

This has progressed to the stage of developing short video training modules as the most efficient approach to documenting the system for future users. It is also a valuable aid in discovering various loose ends that need to be tidied up, and that is also part of the process.

This is a pretty massive task but I estimate that I am about halfway through it. I anticipate that there will be about 30 such modules and 15 are done so far. I try to limit them to about 5 minutes each but some are as long as 15 minutes.

Thanks to Nick Reid these are shared on his Vimeo account in case any members are interested.

The full set (so far) are [shared here](https://vimeo.com/showcase/7352387) - <https://vimeo.com/showcase/7352387>

The password to view them is: Nevertire

Please do not share these outside the Goolawah community.

John Tennock - Treasurer
01 November 2020

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Income/Expenditure (Cash) Summary

From: 28/09/2020 to: 1/11/2020

Category	Bank	Expense Claims	Work Claims	TOTAL
Income				
Infratructure Levies	(3425.63)			(3425.63)
Membership Levies	(5936.56)		(266.25)	(6202.81)
Road Levies	(1790.79)			(1790.79)
Work Levies	(1098.75)		(45.00)	(1143.75)
Interest on deposits	(427.53)			(427.53)
Overdue Charges	(5.64)			(5.64)
Prepayments (unallocated Income)	(5.51)		(20.00)	(25.51)
Total - Income	(12690.41)		(331.25)	(13021.66)
Expenditure				
Admin (Internal)			281.25	281.25
Bank Charges	36.00			36.00
Community Amenities			50.00	50.00
Community Land & Garden Care	39.18			39.18
Fuel Gas & Lubricants	91.00			91.00
Postage	28.99			28.99
Printing and Stationery	91.13			91.13
Professional Services	100.00			100.00
Total - Expenditure	386.30		331.25	717.55
TOTAL (Surplus)/Deficit	(12304.11)			(12304.11)

Expense Detail Report

Including transactions from: 28/09/2020 to: 1/11/2020

Date	Reference	Description	Project	Bank	Expense Claim	Work Claim
30/09/2020	102261	NAB Purchase NAB Bank Charges	Administration costs	10.00		
30/09/2020	102278	Bank Australia Purchase BA Monthly Account Fee	Administration costs	8.00		
5/10/2020	102263	Larry Knight Community Kitchen				20.00
5/10/2020	102264	Anne and John Tennock Committee Business				201.25
5/10/2020	102265	Trinh Nguyen and Alan Blake Community Kitchen				30.00
5/10/2020	102265	Trinh Nguyen and Alan Blake Reviewing Community Meeting Minutes				40.00
5/10/2020	102265	Trinh Nguyen and Alan Blake Committee Business				40.00
5/10/2020	102271	Peggy S Hughes Purchase Accounts Review	Administration costs	100.00		
5/10/2020	102272	Anne and John Tennock Purchase Postage	Administration costs	28.99		
13/10/2020	102285	Peter O'Hara and Julica Jungehuelsing Purchase Community Land & Garden Care	Land Care Maintenance	39.18		
13/10/2020	102285	Peter O'Hara and Julica Jungehuelsing Purchase Printing Costs	Administration costs	91.13		
26/10/2020	102287	Ralph van Hulst Purchase Diesel Fuel	Tractor and Machinery Maintenance	91.00		
30/10/2020	102289	NAB Purchase NAB Bank Charges	Administration costs	10.00		
31/10/2020	102290	Bank Australia Purchase BankOz Account Fee	Administration costs	8.00		
			TOTAL Expenditure	386.30		331.25

Goolawah Co-operative Ltd

Budget Report

Includes transactions for Annual projects from 1/07/2020

Budget Date	Budget Type	Job/Budget ID - Description	Initial Budget (Projects Only)	Updated Budget	Income	Expense	Total	Unspent
1/07/2020	Sinking	ABF - Fencing Replacement		(500.00)			(500.00)	(500.00)
1/07/2020	Annual	ADMIN - Administration costs		0.00	(430.64)	940.43	<u>509.79</u>	
1/07/2018	Annual	APZ - Fire Management APZ Maintenance		(2500.00)			(2500.00)	(2500.00)
1/07/2020	Sinking	CK - Camp Kitchen upgrade, maintenance and repair		(500.00)			(500.00)	(500.00)
1/07/2019	Annual	CKM - Camp Kitchen Amenities		(500.00)			(500.00)	(500.00)
4/07/2020	Project	CKT - DA Camp Kitchen Disabled Toilets Project	(10000.00)	(10000.00)		142.50	(9857.50)	(9857.50)
1/07/2020	Annual	CONS - Consumables		0.00				
1/07/2020	Sinking	DM - Dam repair sinking		(1000.00)			(1000.00)	(1000.00)
1/08/2020	Annual	FNCMNT - Fencing Maintenance		(500.00)			(500.00)	(500.00)
1/07/2020	Sinking	INFRASTR - Infrastructure (from DA ROAD)		(229590.39)		30.00	(229560.39)	(229560.39)
4/07/2020	Project	» DA LS - DA Legal Support	(20000.00)	(20000.00)		3726.50	(16273.50)	(16273.50)
4/07/2020	Project	» DA SE - DA Supervising Engineer	(5000.00)	(5000.00)			(5000.00)	(5000.00)
1/07/2019	Annual	INS - Insurance		(8500.00)		5876.75	(2623.25)	(2623.25)
1/07/2019	Annual	LCM - Land Care Maintenance		(400.00)		39.18	(360.82)	(360.82)
6/09/2014	Project	LR - Last Resort	(24200.00)	(29200.00)	(500.00)	25833.03	(3866.97)	(3866.97)
1/07/2020	Sinking	LRMAINT - Last Resort Maintenance		0.00				
1/7/2019	Annual	RATES - Rates		(8500.00)		9970.40	<u>1470.40</u>	
1/07/2018	Annual	RM - Road Maintenance (Internal and External)		(25000.00)			(25000.00)	(25000.00)
1/07/2018	Annual	TM - Tractor and Machinery Maintenance		(2000.00)		444.07	(1555.93)	(1555.93)
1/07/2020	Sinking	TMR - Tractor and Machinery replacement		(5000.00)			(5000.00)	(5000.00)
1/07/2020	Sinking	WM - Water Infrastructure Sinking		(300.00)			(300.00)	(300.00)

Budget totals in red and underlined indicate amount overspent

Budgets in italics and prefixed with >> are child budgets grouped immediately below their parent

Annual budgets re-start on 1 July each year

Project budgets continue until the project is completed, possibly over several financial years

Sinking budgets are increased regularly to accumulate funds for major replacement or refurbishment in future years

Current Bank Total: 344247.65

Less - Remaining Budget Commitments: -314255.86

Unallocated Funds: 29991.79