



# *Healthy Landscape ... Healthy Community*

## **MINUTES**

**2021 Annual General Meeting  
Sunday 28th November, 11 am  
Augustine, Mudgee**

- 1. Present:** Maddison O'Brien, Evelyn Nicholson, Sonia Christie, Bruce Christie, Fiona Townend, Annie Smith, Rebecca Nielsen, Christine McRae, Karima Bennetts, John Fatseas, Liz Mayberry, Ross Mayberry, Janette Lipman, Vivien Howard, James Mort, Angela Mort, Rosemary Hadaway, Barry Hadaway, Christine Corner, Barrie Corner, Jane Young, Anne Sedgers, Steve Dorrington, Madeline Cooper, Samantha Orren, Wendy Arnott, Gabby Tipping, Julie Reynolds, Clarissa Mort, David Mort, Rowena Lewis, Corey Tatz, Chris Pavich, Kate Hammil - Stone, Neil Stone
- 2. Apologies:** Hunter and Sue Anne White, John McCrea, Cassie Liney, Adelle and Neil Bungate, Ian, Beverley and Keryn Burns.
- 3. Confirmation of 2020 AGM, held 20th November 2020:** Moved Sonia Christie, seconded Rosemary Hadaway.
- 4. Chairman's Report (Vivien Howard)**

Three crazy years in a row, drought, fire and Covid. The Watershed committee have adapted very well to monthly ZOOM meetings which suit the out of towners. The one Face to Face meeting, however, was very enjoyable. Congratulations to the coordinators for managing this transition. Maddison O'Brien, our new coordinator, has a background in graphic design and communications. Maddi has brought in many new ideas and freshened up our web page. Claudia, amongst many other jobs, has automated the membership process. A thorough and robust Responsibilities Matrix, or Organisational Chart has been compiled this year to exhibit and clarify "who does what." Maddison and Claudia discuss projects resulting in a considerable amount of funding being sourced. The coordinators workload has increased due to the positive funding results.

Watershed is part of the Central Tablelands Regional Landcare Network. Watershed supports the CTRLN as they are not incorporated. Watershed also assists other networks.

From backyard beginnings the Watershed nursery is now located on the grounds of Royston Petrie Seeds. A huge thankyou to Rowena and Dan for their incredible support and tolerance. The nursery volunteer base of three needs increasing as increasing numbers of orders are coming in. Watershed Landcare has so much to be proud of. The projects they run, the benefits they bring to the community, the effective way the committee works together and with the LLS. That said, I regret to say that I will be standing down as Chair of Watershed Landcare.

**Chairs Report Moved:** Vivien Howard

**Seconded:** Sonia Christie



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- 5. Treasurer's Report (Hunter White):** Report prepared by Hunter White. Presented by Vivien Howard. Watershed Landcare may use membership monies to leverage resources for funding. There are a variety of different funding sources including Local Land Services and the Biodiversity Conservation Trust. A bookkeeper will be engaged this year. Hunter to take on a more overseers role. The committee unanimously thanked Hunter in his absence for his tireless contribution to WSLI.

**Treasurers Report Moved:** Vivien Howard

**Treasurers Report Seconded:** Steve Dorrington

### **6. Election of Office Bearers**

The following positions are vacant to members who are keen to contribute their time, ideas and enthusiasm as part of the Watershed Landcare committee 2022.

Nominated members should be aware of the commitment and responsibilities as an executive committee member or office bearer.

Vivien Howard introduced Bruce Christie as Returning Officer, mentioning the commitment to Watershed Landcare from Central Tablelands Local Lands Services. Viv outlined our meeting structure and concluded with the comment that 'we all get along very well'.

Returning Officer *Bruce Christie* to announce the following positions as vacant and call for nominations:

- Nominations for position of **Chair Sonia Christie** nominated by Vivien Howard, seconded Rosemary Hadaway, accepted.
- Nominations for position of **Vice-Chair Vivien Howard** nominated by Sonia Christie, seconded Jane Young, accepted.
- Nominations for position of **Treasurer Hunter White** nominated by Vivien Howard, seconded Rosemary Hadaway, accepted.
- Nominations for position of **Secretary Christine McRae** nominated by Claudia Wythes, seconded Jane Young, accepted.
  
- Executive positions (up to 5 positions)
  - i. Exec Karima Bennetts, nominated by self, accepted by those in attendance.
  - ii. Exec Jane Young, nominated by self, accepted by those in attendance.
  - iii. Exec Evelyn Nicholson, nominated by self, accepted by those in attendance.
  - iv. Exec John McCrea, nominated by self, accepted by those in attendance.
  - v. Exec Christine Corner, nominated by self, accepted by those in attendance.

Bruce Christie thanked everyone and congratulated all successful candidates.

Vivien Howard thanked Bruce Christie for his duties as returning officer.



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### **7. Special thanks**

Vivien Howard wrapped up the formal part of a productive and pleasing meeting by thanking Sonia Christie for acting as a sounding board for her ideas and decisions as chair these past few years. Viv then went on to thank Hunter White for his amazing contribution to Watershed, handling the books, paying GST, payroll, attending meetings, governance issues, making sure our insurance is adequate and up to date & etc, etc., the list goes on.

Christine McRae thanked Rosemary Hadaway for taking care of the details, especially in formulating and reviewing policies. Rosemary thanked Christine, adding Watershed is a great team to be part of. Sonia thanked Vivien for her comments, adding that Vivien had great insight into what Watershed needed to maintain and grow.

Vivien then presented gifts to our Coordinators, Claudia and Maddison. Coordinators make everything happen. Claudia represents Watershed in the Central Tablelands Regional Landcare region. Maddison comes with amazing new ideas to refresh and re-invigorate Watershed into the future.

Thanked all the Watershed Landcare community for outstanding examples of their generosity. Wendy Arnott, David Allworth and Christine McRae were thanked for their ongoing commitment to the Watershed Nursery. Bruce Christie gave special thanks to Rowena and Daniel Lewis for inviting the Watershed Nursery to be located on the grounds of Royston Petrie Seeds.

Claudia Wythes was shown much appreciation by Vivien for her role in sourcing funds for personal development. 'Women in Leadership – Australia', a twelve month program delivered online, to challenge participants, 'to get the best out of us.'

Vivien Howard wrapped up with a merry Christmas to us all!!

Sonia Christie instigated applause for our Treasurer, Hunter White, saying his tasks get bigger every year.

Peter Ampt thanked Claudia for her hard work on the Future Drought Fund application. Sonia Christie thanked both Claudia and Peter for their efforts on this large and far reaching project. Hunter thanked Peter and Claudia, mentioning the urgency of information gathering due to the short time frame in submitting grant applications.

Hunter White thanked Watershed Landcare for their support during a difficult year, dealing with mining interests and their consultants in the local area.

Sonia again thanked Hunter, for project management and the instigation of web based software.

Meeting Closed: 11.45 am

# LAWRENCE BENNETT PORTELLI PTY. LIMITED

A.B.N. 88 003 521 560

Town Hall Arcade,  
79 Market Street,  
P. O. BOX 59,  
MUDGEE, N.S.W. 2850



**Chartered Accountants**

Telephone: (02) 6372 1388  
Fax: (02) 6372 2919  
Email: lbp@lbpnmudgee.com

Directors:  
Simon F.L. Bennett  
B.Fin.Admin.(U.N.E.), C.A.  
Glen W. Lawrence  
B.Ec.(Syd) L.L.M.(Syd), C.A.  
Peter J. Portelli  
B.Bus.Acc.(C.S.U.), C.A.  
Simon J. Byrnes  
B.Bus.Acc.(C.S.U.), F.I.P.A.  
Affiliate CAANZ  
James J. Sullivan  
B.Bus.Acc.(U.T.S.), C.A.

Monday 22<sup>nd</sup> November 2021

## ACCOUNTANT'S REPORT

We report that the accompanying Statement of Income and Expenditure for Watershed Landcare Group Incorporated for the year ended 30<sup>th</sup> June 2021 has been prepared from the books and records supplied by Hunter White on behalf of Watershed Landcare Group Inc.

From the work done, it appears that the Statement reflects the financial position of Watershed Landcare Group Incorporated for the year ended 30<sup>th</sup> June 2021.

We have not carried out an Audit of the said books.

Yours Faithfully,

Peter Portelli  
Lawrence Bennett Portelli

Liability limited by a scheme approved under Professional Standards Legislation

Branch Offices: 26 Loue St., RYLSTONE 2849  
Telephone: (02) 6379 1105

34 Bolaro St., DUNEDOO 2844  
Peter: 0427 366 782  
James: 0438 526 377

15 Angus Ave., KANDOS 2848  
Telephone: (02) 6379 4048

**WATERSHED LANDCARE GROUP INCORPORATED**  
**STATEMENT OF INCOME AND EXPENDITURE**  
**YEAR ENDED 30TH JUNE 2021**

	\$	\$
<b>INCOME</b>		
Activities Income		2,095.00
JobKeeper income		40,500.00
Project Income *		476,667.51
Donations Save Lawson Creek 2020		52,000.00
Green Day Income		2,818.18
Interest Income		105.37
Landcare Nursery Income		24,393.49
MBG activities Income		1,938.64
Membership		2,084.00
Trfd from Project Funds (inc)		7,261.73
Trfd to Project Funds (exp)	-	295,414.58
<b>TOTAL INCOME</b>		<b>314,449.34</b>

**EXPENSES**

Accounting & Audit Fees	1,300.00	
Activities Expenses	240.90	
Admin expenses misc	429.94	
Bank Fees	1.19	
Catering exps	113.04	
Contract manager exp	224.64	
Project Expenses **	92,602.11	
Filing Fees	47.21	
Green Day expenses	1,599.04	
Insurance	799.41	
Internal expense ac	3.01	
Landcare Nursery Expenses	19,021.97	
MMG expenses	136.35	
Memberships & Affiliations paid	250.00	
Mudgee Bee Group expenses	1,626.05	
NSWLP expenses	1,218.47	
Office Rent	3,350.00	
Office Supplies	45.95	
Planning & Training exp	1,282.38	
Post driver expenses	125.00	
Postage & shipping	123.64	
Provisions	- 2,215.21	
S&W Other Employer Expenses	2,500.00	
S&W travel	2,948.40	
S&W Wages & Salaries	135,815.96	
Staff training & PD expense	3,806.00	
Subscriptions & Licences paid	829.07	
Superannuation	12,915.92	
Telephone	732.69	
Travel & Accommodation	7,895.48	
Website expenses	458.01	
Women in Ag Expenses	15.00	
Workers' Compensation	359.92	
<b>TOTAL EXPENSES</b>		<b>290,601.54</b>

**NET SURPLUS / (DEFICIT)****23,847.80**

\$

\$

**ACCUMULATED FUNDS 2020**

Westpac Community Solutions One - 108469	38,419.67
Westpac Community Solutions Cash Reserve - 278436	212,153.19
Various per Balance Sheet	- 129,498.59
	<u>121,074.27</u>

**PLUS SURPLUS FOR YEAR****23,847.80****ACCUMULATED FUNDS 2021****144,922.07**

REPRESENTED BY

Westpac Community Solutions One - 108469	2,168.62
Westpac Community Solutions Cash Reserve - 278436	562,245.80
Accounts Receivable	6,234.81
Bonds	- 495.00
Plant & Equipment	997.28
Cash Drawer	- 596.93
ATO - GST ACCOUNT	- 30,093.59
PAYG Withholding Payable	- 6,562.00
Provisions annual leave	- 6,573.54
Super Payable	- 187.01
Trade Creditors	- 5,500.00
Wages Payable - Payroll	- 2,274.55
Various Project Funds	- 366,120.49
Provisions carer/sick leave	- 5,729.38
Provisions LSL	- 2,279.56
ULCG account	- 700.13

**NETT ASSETS**

**144,534.33**

NOTE - Westpac One 108469

Balance per Bank Statements at 30/06/2021	2,850.30
Plus Outstanding Payments - various - see bank rec	729.68
Less Outstanding Receipts - Jenny Buckley	- 48.00
Balance per Xero at 30/06/2021	<b>2,168.62</b>

NOTE - Westpac Cash Reserve 278436

Balance per Bank Statements at 30/06/2021	564,745.80
Plus Outstanding Payments - Bank transfer	2,500.00
Less Outstanding Receipts -	-
Balance per Xero at 30/06/2021	<b>562,245.80</b>