



UNIVERSITY of the THIRD AGE

MORELAND



1st Annual Report
April 2016

President's Activities Report

If I have learnt one thing this year it is that it is much harder to start an organisation than to takeover running a well-oiled one. But, when I look at how we have grown, the response of members to courses and activities, the friendships that have formed, I think we have done well this year. This report is long because it aims to give members an insight into how the organisation has evolved, the areas in which we have done well and the areas where we need to improve.

Background

As the closure of University of the Third Age in Moreland in 2012 had left Moreland as the only local government area in Melbourne without a U3A, U3A Network Victoria approached Moreland City Council in September 2014 to discuss re-establishing U3A in Moreland

Council assisted by providing venues for a number of public meetings promoted through the Leader. On February 22, 2015 at The Coburg Court House a Steering Committee of enthusiastic volunteers was formed. The immediate priority was to achieve incorporation by March 31, to allow the new branch to be inducted into U3A Network Victoria at its March quarterly meeting and to enable it receive \$2000 start up funding from Network

We did not make that date. We received our certificate of incorporation on April 1. On that day U3A Moreland Incorporated came into existence and the Steering Committee became the Committee of U3A Moreland.

The Committee at Work

Getting Started

First things first: we started by getting out a program of courses and activities so we could start signing up members.

Our first program was launched by the then Mayor, Megan Hopper, at Coburg Town Hall on April 24, 2015. Thanks to an article in the Leader about fifty people turned up to the launch and we had 30 paid up members within a week. Eight courses (French, Italian, Indian Cooking, Earth Matters, Australian History, "Coffee, Cuppa and Chat", Exploring Moreland's Bike Paths and Philosophy of Everyday Life) were offered for 6 -8 weeks in Term 2, 2015.

With Courses and Activities underway we got down to the task of become a viable organisation.

In this report I have divided the work into nine areas, which have effectively evolved into eight subcommittees and promotions. Sub committees report to the Committee but not everyone working in a sub committees is a Committee member.

Courses and Venues

(Jan Angus, Melinda Venticich)

The great work of these two underpins the success and steady growth in the offering of courses and activities over the past 13 months. There are 22 courses and activities listed on our site for the coming term.

Jan and Melinda come up with ideas, source tutors, support tutors as needed, find suitable venues spread across Moreland, negotiate rents and ensure a spread of activity across the week. In addition, they prepare each terms Courses and Activities Brochure and manage its distribution. Their task is huge and constant and they do it with humour and good will.

The IT Group

(Rita Thorpe, Simon Ransome and John Lopatecki)

These days we take the Internet for granted so it is easy to underrate the work it took to get our website up, and to learn and operate UMAS, the member management system that enables members to join, browse courses and enrol on line.

U3A Moreland's website incorporating UMAS has been fully operational since April 1 2016, our 1st birthday. This amazing achievement has been made possible by the dedication of Rita and Simon, the foresight of U3A Network, the generosity of U3A Whittlesea, and the assistance of Kevin Whelan, U3A Whittlesea member, who oversaw the set-up of our site and UMAS and worked with Rita and Simon until they became independent operators maintaining and adding to the site. Great work Rita and Simon. Thank you, Kevin.

John joined the IT group recently. He is responsible for hardware and software purchase and maintenance.

Promotions

We are very proud of our great banner, designed by Aurielle Lee, a sturdy tree with brilliant multi-coloured foliage set above three word that sum up U3A Moreland: Live, Learn, Enjoy. The gnarled trunk represents the wisdom of age and the multi coloured brain shaped foliage the stimulation and bright ideas that come with involvement in U3A. The Brain Tree has become our logo, an identifying marker.

Other promotional materials are posters in libraries and Neighbourhood Houses, general brochures and Courses and Activities brochures in public places, notices in "What's On" and articles in the Leader. With our tight budget we have been relatively successful, particularly with the notices in "What's On" which have resulted in a number of people attending our end of term social events and subsequently becoming members.

U3A Moreland has also had information tables at a number of events and provided speakers to some groups within Moreland:

- The Moreland Council International Women's Day Awards, March 2015
- Fawkner Community House Major Road Opening Celebrations, June 2015
- Address to Moreland Seniors' Network Quarterly Meeting, September 2015
- Seniors Festival, Federation Square, October 2015
- Seniors Sports and Activities Expo, Coburg Town Hall, October 2015
- Fawkner Fiesta, November 2015
- Address to Coburg North Rotary Club, January 2016

Since we started promotions have been on an ad hoc basis but we recommend to the incoming Committee the need for a Promotions Subcommittee that plans ahead to ensure the greatest benefit for time expended.

Finance

(Alf Trotta, Jann Somers)

The main duty of the Finance Subcommittee is to keep track of our money and be accountable to members through the presentation of financial reports at the Annual General Meeting. Ian Campbell (dec.) was our inaugural treasurer. Alf and Jann took over in the second half of last year.

Until now our records have been kept manually but this week we are purchasing accounting software which should make the job less time consuming.

Catering Group

(Patricia Gallagher, June Fraser, Jan Rafferty and their many helpers)

Our social gatherings are part of our success.

Patricia has been catering co-ordinator from the outset but, as of this meeting, is handing the reins over to June Fraser. Patricia has many helpers, regulars such as June and Jan R., casuals who give a hand when they see a need, and members who contribute to the success of the social by 'bringing a plate'. You know who you are, so thanks for your great work.

Grants

(Melinda Venticich and Pauline O'Brien)

It is basic to the U3A movement that fees be kept low so that cost is not a barrier to joining. Low membership fees means that grants are important as a source of funds for things like purchase of equipment and promotion costs. We submitted several grant applications this year with mixed success.

1. Adult Community and Further Education Grant: May 2015

Outcome: we applied for and received \$500, which was put towards the purchase of a computer.

2. Program Support Grant Fund (Funding from Human Services, administered by U3A Network) March 2016

Grants were to reduce isolation among older people. We applied for approximately \$3,500 to purchase 5 hearing loops, a public address system, projector and screen to make our courses and activities more accessible to hearing and sight impaired members.

Outcome: we received \$2000. As Moreland City Council now has a hearing loop borrowing scheme we will buy one hearing loop, a public address system and the projector. The screen will be purchased from existing funds. A member, Gwen Rosengren, will run a training session in use of hearing loops.

Note: The \$2000 does not show in this year's financial reports as it was not received until after the April 30 cut off.

3. **Membership Grant 2015/16 and Project Grant 2016/17**, Moreland City Council, March 2016

Membership grants fund expenses associated with membership activities such as transport costs, refreshments, insurance, dinners and general day-to-day expenses and are up to \$1000 annually for groups of 60 or more members.

The Project Grant application is to fund a year-long print media campaign with the objective of building up our membership to ensure U3A Moreland's ongoing financial viability. It is for \$4,400.

Outcome: These grants are still under consideration but we expect to be at least partially successful with one or the other.

[The Secretariat](#)

(Rita Thorpe, Melinda Venticich, Aurielle Lee)

Melinda, Rita and Aurielle will be surprised by that heading but it is only fair to acknowledge their work. No organisation, especially a growing one, can function properly without the completion of day to day administrative tasks: recording new members, issuing membership badges, preparing agendas, taking minutes, correspondence, proof reading, making and following up phone calls, sending out emails. Rita, Melinda and Aurielle have been doing these day to day tasks every day from the beginning. Administration is an unending job and good administration is the foundation of a successful organisation.

[Annual Report Sub Committee](#)

(Alf Trotta, Aurielle Lee, Pauline O'Brien)

This group researched the requirements for this AGM, developed, and produced all documents.

[Liaising with other U3As](#)

Being part of U3A Network, the Northern Region U3A Group and the U3A Network IT group has been very worthwhile. Each meetings is an exchanges of ideas. As a new U3A we often hear answers to questions we did not know to ask. Ideally two people would attend each meeting, a Committee member and one other to share the load. Are you interested?

[Liaising with Council](#)

This is an area we believe should be given a higher priority in the coming year.

Having read Moreland Council Plan 2013 -2017, Moreland's Health and Wellbeing Plan 2013-2017 and Moreland's Later Years Strategy I have no doubt that the purposes of U3A Moreland are strongly aligned with Council's aims and obligations.

Given the work done this year establishing operations and processes, it is hoped the incoming Committee will be able to give liaising with Council more times than we could.

Thanks

We have had a productive year but we did not do it on our own.

We wish to acknowledge and thank the following:

- U3A Network Victoria
- Moreland City Council
- U3A Whittlesea
- The Moreland Leader
- Fawkner Community House
- Glenroy Learning Centre
- East Brunswick Neighbourhood House
- Moreland Libraries
- PepperTree Place

If you or your organisation has lent us support and I have not listed it, please accept my apology and U3A Moreland's thanks.

Summing up U3A Moreland's First Year

On April 30, 2015 we had 30 financial members. On April 30 2016 we had 112 financial members.

We have provided members with lifelong learning and mental stimulation through hundreds of hours of courses and activities. We have made friends, enjoyed ourselves, learnt new skills, taken up challenges, stepped up and done whatever was needed for the organisation to flourish. That is what U3A Moreland is all about.

When you read the comments below on the courses and activities, I think you will agree we have done well and when I say "we" I mean all of us. There would be no point in U3A Moreland existing if each of you had not signed up and joined in.

Vale Passing Members

Sadly, this year we lost two members through death:

Ian Campbell our inaugural Treasurer and
Shirl Young, a member of the French Class.

Pauline F O'Brien
President

Course and Activity Reports

Armchair Philosophy

Philosophy? Well, that deals with everything doesn't it? Even so, I was surprised to find that the first session I attended was about toasters and how they changed our world - the way we make bread and, therefore the way we eat. Many topics presented by our skillful guide and mentor, Jan Angus, were more abstract and served to open up concepts we hadn't anticipated. The sessions were always a voyage of discovery, enriching and entertaining, marked, especially, by a friendly desire to explore the way we think. What more can one ask? *Pamela B*

Australian History Discussion Group

The Australian History class is a small group of like-minded people interested in our country's first 18th and 19th century "boat people". Everyone contributes to the discussion. Pauline O'Brien, the facilitator infuses the group with her enthusiasm & enquiring mind, driving us on to learn & understand how those actions & events of those early settlers led Australia & its people to become the nation it is today. At times the discussion brings us to modern Australia where we see a repetition of mistakes made by early governors. I once read we study history to learn from our mistakes, so as not to repeat them. I wonder about that; this class certainly causes us to examine our present day & past justifications of actions taken. *Beris H. and Trish J.*

Book Club

The course format is to each bring a book of our choice to discuss with the group. This has resulted in great diversity of books and writers being presented. It's an equal sharing time and thoroughly stimulating. I look forward to each meeting with eager anticipation. *Gwen R*

CCC

It's fun. It's a sociable time. It's interesting. It's often challenging as you never know what you will be talking about next, or who the next thought-provoking idea will come from but it's never dull. 'It' is CCC, the fortnightly morning get-together of like-minded U3A members that goes by the name of CCC: Coffee Cuppa Chat. Join it and have a laugh and challenge yourself. *Gilleen D.*

Computer Group

A group of 8 began this class in the Computer room at Brunswick library, all of us with different needs at different levels. Grace, our class tutor, suggested we bring our own devices and come prepared with what we wanted to learn. She helped each one of us individually. Those of us who knew more than others, helped one another. By the end of the sessions we all felt more confident in sending emails, transferring photos from one device to another or just navigating websites. *Aurielle L*

Croquet: an introduction

Joining the croquet group has been both fun and a challenge. Members of the Brunswick Mallet Sports Club have been so helpful in teaching the basic techniques and rules of Golf Croquet and welcoming us to the club. An intriguing game indeed. *Gwen R.*

A Day Out

There have been three days out, travelling by train to regional centre to view art exhibitions such as the Archibald Prize entrants and an exhibition of Marilyn Monroe's clothes, many of them well known from her films. Each day involved talking over lunch with new and old friends. Day Out excursions will not always include visits to art galleries. If you have a great idea for a day out please let us know and the Committee will help you organise it. *Aurielle L.*

Earth Matters Discussion Group

Luise Zanthyr's environmental group has wide-ranging and energetic discussion on ecological and human matters. Still relevant, Rachel Carson's *Silent Spring* sparked much talk last year. We've run over time each week this term, discussing chemicals in agriculture, honey bees and Colony Collapse Disorder, soil conservation, the extraordinary E O Wilson, and soon, eels and climate change. Still to come, extreme weather events, bushfires and floods; air quality in Melbourne; Moreland green spaces protection; livable cities; or bring your own issues to share! *Simon R.*

French

The French class is in its second year, most of the students are continuing. Students are able to join successfully if they have some experience of French in the past, even if it was a while back. The atmosphere is friendly and dynamic, the students work well together.

The aim of the course is to progress to practical mastery of the language - conversation, comprehension built upon practice of basic grammatical structures. The class is a joy to teach and the student actively contribute. Awareness of French culture and contemporary experience is an integral part of the program. *Bruna G.*

Exploring Moreland's Bike Routes

No Headwinds and No Hills: that's how we would like it to be when we take part in the fortnightly U3A bike ride but it's not always the case. Our intrepid leader Simon takes us on a journey through our surrounding suburbs, extending sometimes to North Melbourne in one direction and Upfield in another. An email which includes where to meet, trip notes, predicted weather conditions, and, most importantly, where we are stopping for coffee is sent on the Sunday before the ride. The ride is not a race but a gentle meander along bike paths, trails and quiet suburban streets, all the time learning about the geology and history of the area and having lots of fun along the way. *Jan C.*

Flics with Friends 2016

Our new program, the monthly 'Flics with Friends' was launched on Monday 18th April, at ACMI, Federation Square. Facilitated by Aurielle Lee it was a very satisfying experience indeed! We met at midday for lunch at the ACMI Cafe and Bar. The meal was ooh la la and the company of other U3Aers around the table, most enjoyable. We proceeded on and up into the extreme comfort (oh those very soft seats!) of the movie theatre where we viewed the movie of the month, 'Carol'. After-drinks at the Cafe Bar ensued and those of us who wished lingered there until well nigh 6pm! What a great way to get to know one another a little better. *Jan A.*

Heart and Soul Choir

U3A gave members the opportunity to join a choir from the outset due to Fawkner Community House's "Heart and Soul" choir making membership open to U3A members. Heart and Soul is a small a cappella choir of 9 members. Being small does not stop our Choir leader, Meredith Lawrence, setting us challenges with a diverse range of music which reflects the multicultural nature of Moreland, and in particular, Fawkner. New members are very welcome. You do not have to read music or have a great voice, just be willing to give it a go and stick at it until the day comes when you realise you are pleased with yourself and are having fun. *Pauline O'B.*

Indian Cooking, 2016

The group started on the 18th February 2016 initially with 8 members and gradually grew to 10 members. Members were eager to learn Indian cooking and very appreciative of the meals. We made vegetable, egg, chicken, mince & fish curries, biryani, rice, desserts, scrambled eggs. Responses from members were very positive "it is good to be able to cook together and then to be able to sit down and partake of the meal together". Most members found the recipes they took home were easy to follow and the ingredients were readily available. The majority of the members were eager to continue on to the next stage and do another Indian cooking course after a short break. *Liza F.*

Italian

My name is *Karin Sims* I am 54 years of age, and I first started the Italian Class run by Joan Gravina initially to support Joan of whom I'm also in a choir with. As the course has been going on I have found it very challenging and a wonderful way to keep the brain active. I find the Italian language very interesting and enjoy the interaction with the other members of the class. Joan is a wonderful teacher and under her guidance we have come a long way.

Mahjong

It's been a challenge to learn something new, exercise the brain, meet new friends in the area, and enjoy a few hours playing Mahjong on a Tuesday afternoon before leisurely walking home. *Lynne E.*

Painting and Drawing

Our room is large and light. We follow our passions in charcoal, pencil, water colour or oils. Peter Hannaford spends time at each table and easel, drawing generously on extensive artistic experience for his personalised advice. We hope U3A Moreland will continue to run "Painting and Drawing". *Christine F*

Monday Talks

During Term 4 last year we held two very interesting but very different "Monday Talks": one on the history of Berry Street Babies Home and the other on John Batman. Both were presented by experts in their field. We envisage more talks in the future and have had good suggestions for speakers from members. The purchase of a projector, screen and public

address with recent grant money will make this easier to organise. Now all we need is one or two people to find the time to become the Monday Talks team. Are you available?

Aurielle L and Pauline O'B

[The Art of Plant Propagation](#)

The Art Plant Propagation is not about saving the seedlings you bought on impulse and left sitting on the back step for a week. It is a course for people with little or no knowledge of how to take cuttings, sow seeds, pot-up or improve soil. There are also seasonal gardening hints. Past course members are now enjoying their own home grown vegetables. *Pauline*

[Twentieth Century American Poems](#)

The poetry discussion group with Michael Galvin is a stimulating, rewarding experience. Michael guides us to reflect on given poems, share our personal positions and understandings; read between their lines and to understand what drives poets to use particular poetic devices and word combinations. We also explore the background of the authors as well as the cultural history surrounding the creation of poems. This is a very stimulating intellectual and creative experience in a relaxed and most enjoyable atmosphere. *Jan A*

[Science of Everyday Living 2015](#)

Liz Morrigan delivered five scintillating, inspiring, simple yet complex, easily understood and well researched presentations. We learned about Chemistry, Biology of Plants, Weather, Energy and Cells, each lecture accompanied by informative videos. Please, Liz, I want some more. *Aurielle L.*

[Walking with Anna](#)

The well-prepared, fascinating fortnightly walks focus on the natural and built environment – social history, architecture, landscape – and provide insights into familiar areas. The planned coffee breaks enable participants to get to know each other, and the walks are accessible by public transport. Wonderful! *Anne S.*

FINANCIAL REPORTS

Income and Expenditure Statement for Period 1 March 2015 to 30 June 2015

INCOME	\$
U3A Network (Refer Note 1)	2,000
Membership	1,393
Donations	14
Total income	3,407
EXPENDITURE	
Venue Hire (Refer Note 2)	309
Post Office Box Fee	155
Stationary	116
Social/Catering	104
Incorporation Fee	33
Mobile Telephones	30
Postage	18
Total Expenditure	765
Net Surplus	2,642

Notes to and forming part of the above statement

1. This amount is a once off receipt. It was credited to U3A Moreland by the U3A Network on 10/4/15.
2. Venue hire includes, Moreland City Council venues, East Coburg Community House and Glenroy Neighbourhood Learning Centre.

Income and Expenditure Statement for Period 1 July to 30 April 2016 (Refer Note 1)

INCOME	\$
Membership Subscriptions	5,040
U3A Network Assistance (Refer Note 2)	2,000
Donations	403
Adult Community and Further Education Support Grant	500
Total Income	7,943
EXPENDITURE	
Venue Hire (Refer Note 3)	1,603
Software	73
Lanyards and Plastic Pouches	485
Social/Catering	369
U3A Network Conference Registration	300
Promotions	324
Postage	158
Post Office Box Fee	121
Mobile Telephone	99
Annual Membership Levy to U3A Network	90
Photocopying and Printing	42
Stationary	11
Depreciation (Refer Note 4)	139
Total Expenditure	3,814
Net Surplus	4,129

Notes to and forming part of the above statement

1. The Committee determined to close the books off as at 30 April. Under U3A Moreland Inc. Rules of Association (the Rules), which are based on the Model Rules of Association, the association can hold its first AGM anytime within the first 18 months after incorporation. The AGM is to take place on 23 June 2016. The Rules require the U3A Moreland Committee consider and approve the financial statements before they included in the Annual Report. Full members must be notified 21 days prior to AGM if Special Resolutions are to be presented.

May and June 2016 figures will be incorporated in the next Annual Report – January to December 2016

2. This amount represents monies left over from the previous U3A Moreland and credited to the existing U3A Moreland by U3A Network Vic. This amount is a once off receipt. It has provided a very modest buffer enables U3A Moreland to operate on a financial level which isn't touching the bone.
3. Venue hire includes Moreland City Council venues, East Coburg Community House, Glenroy Neighbourhood Learning Centre and Coburg Senior Citizens Centre.
4. Refer attached Depreciation Schedule

Balance Sheet

For the Period 1 July 2015 to 30 April 2016 (refer note 1 below)

Current Assets

Cash at Bendigo Bank	\$6,041
Petty cash	<u>\$ 100</u>
Total	<u>\$6,141</u>

Non Current Assets

Moreland City Council Hall Hire Bond	\$ 250
Computer Laptop	<u>\$ 380</u> (refer Depreciation Schedule Assets Register)
Total	<u>\$ 630</u>

Total Assets **\$6,771**

Liabilities

Nil

Retained Earnings (note 2)	\$2,642
Current Year Earnings	\$4,129

Total equity **\$6,771**

Notes to and forming part of the above statement

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May and June 2016 figures will be incorporated in the next Annual Report – January to December 2016
2. Carried forward from Income and Expenditure Statement relating to the period 1 March 2015 (date of commencement of U3A Moreland) to 30 June 2015 found elsewhere in this document.

Asset Register

Date	Asset	\$
24/7/15	Whiteboard	29
13/8/15	Computer Laptop	519
15/10/15	U3A Banner	299
6/11/15	Mobile Telephone	99
26/2/16	Software	44
21/4//16	2 Mahjong Racks	47
21/4/16	2 Mahjong Tables	60
21/4/16	2 Mahjong Sets	85

Note

The ATO Guide to Depreciating Assets states that assets costing less than \$300 are eligible for an immediate deduction (page 9 of Guide).

As each of the above items cost below \$300, except for Computer Laptop, they have been claimed as an immediate deduction in the Income and Expenditure Statement.

Depreciation Schedule

1 July 2015 to 30 April 2016

Asset	Purchase Date	Opening wdv \$	Depreciation %	Depreciation Amount \$	Closing wdv \$
Computer Laptop	13/8/15	519	37.5 (note 1)	139 (note 2)	380

Note

This percentage is used pursuant to pages 22 and 23 of the ATO Guide to Depreciating Assets which states the Diminishing Value Method at the rate 37.5% can be used.

This amount has been pro-rated on the following basis:-

$\$519 \times 37.5\% \times 261 \text{ days} / 366 \text{ days} = \139

Certification of Financial Reports

Under the Associations Incorporation Reform Act 2012 organization with an annual turnover of less than \$250,000 do not need to be audited, rather the Financial Reports must be review by the committee and signed off by two members of the Committee as giving a "true and fair view of the financial performance and position of the incorporated association".

Schedule 1
Regulation 15
Form 1

Associations Incorporation Reform Act 2012
Sections 94 (2)(b), 97 (2)(b) and 100 (2)(b)

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

We Pauline F. O'Brien and MELINDA VENTICICH being members of the committee of the U3A Moreland Inc. certify that -

"The statements attached to this certificate give a true and fair view of the financial performance and position of the above named association during and at the end of the financial year of the association ending ."

Signed: Pauline F. O'Brien

Date: 27 May 2016

Signed: Melinda Venticich

Date: 27 May 2016