

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

3 November 2020 by ZOOM

Subject	Discussion	Action
Present:	<p>John McMahon (JMCM) – <i>President</i> John McCarthy (JMCC) – <i>Vice President</i> David Hill (DH) – <i>Secretary</i> Kelvin Power (KP) – <i>Treasurer</i> Alan Holliday (AH) Charlie Rosa (CR) Don McDonald (DMcD) Richard Payne (RP) David Wells (DW) John Knight (JK) Paul Crompton (PC)</p>	Noted.
Apologies:	John Parkinson (JP) Ian Crothers (IC)	Noted.
Assignment of Chair:	The Vice President JMCC took the Chair for the meeting.	Noted.
Minutes of Previous Meeting:	<p>The Minutes of the Previous Meeting which had been issues to Committee prior to meeting was tabled "As-Read".</p> <p>There were no matters arising.</p> <p>It was proposed that the minutes were a true and correct record of the proceedings of the previous meeting. Moved AH. Seconded by RC.</p>	<p>Attached.</p> <p>Noted.</p> <p>Motion Carried.</p>

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<p>Finance Sub-Committee:</p>	<p>With Shed closed, Treasurer advised there has been no change to financial situation since last Committee meeting.</p> <p>BMS Financial Statements for Year Ending 30 June 2020 was tabled. An audit of the above BMS Financial Statements (undertaken by PJ Keenan) was also tabled.</p> <p>Treasurer notes the following :</p> <ul style="list-style-type: none"> • Tools, Machinery assets will be depreciated annually. • Treasurer will prepare a draft Annual Expenses and CAPEX budget for review/approval by Committee. <p>It was proposed that the Financial Statements and Auditors Report be accepted. Moved by PC. Seconded by JK</p>	<p>Noted.</p> <p>Attached.</p> <p>Noted. Action KP.</p> <p>Motion Carried.</p>
<p>Facilities, Equipment, Projects, Social Sub-Committees:</p>	<p>With Shed closed there has been no change since last Committee meeting. No reports submitted.</p>	<p>Noted.</p>
<p>New Business:</p>	<p>1. Proposed increase to Weekly Attendance Fees. Treasurer has investigated the additional costs to operate Shed under a COVID-19 Safety Plan regime. Shed will need to provide for the safety/sanitisation for members attending as well as the compulsory total facility clean at end of each session.</p> <p>We will require items such as hand sanitiser, towelling, equipment sanitising spray, safety equipment (masks, gloves, etc). Estimated cost for the 5 week day sessions could be around \$100 per week. This cost could continue while COVID is active.</p> <p>We should ask BCC if they can supply any of the sanitising materials.</p>	<p>Noted.</p> <p>Action DH.</p>

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

3 November 2020 by ZOOM

New Business (cont.):	It was proposed that an increase to Weekly Attendance Fee be put to AGM. Moved by JP. Seconded by JK 2. Shed Insurance Cover clarifications. JK asked for clarification on Shed Insurance cover for the following- a) Do we have cover for non-members when visiting Shed for functions? b) If we have members <u>ONLY</u> using Quiet Room is insurance cost lower?	Action DH. Motion Carried. Action DH.
Next Meeting:	The next Committee meeting may be held early December TBA Tentative date for AGM is Tuesday 24 November - subject to relaxation of COVID-19 regulations allowing public meeting of sufficient size for our AGM.	Action Secretary Action Secretary
Meeting Closed.		

BAYSIDE MEN'S SHED GROUP Inc
MINUTES OF COMMITTEE MEETING

3 November 2020 by ZOOM

***ATTACHMENTS
FOLLOW.....***

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

6 October 2020 by ZOOM

Subject	Discussion	Action
Present:	<p>John McMahon (JMCM) – <i>President</i> John McCarthy (JMCC) – <i>Vice President</i> David Hill (DH) – <i>Secretary</i> Kelvin Power (KP) – <i>Treasurer</i> Alan Holliday (AH) Charlie Rosa (CR) Don McDonald (DMcD) Ian Crothers (IC) Richard Payne (RP) David Wells (DW) John Knight (JK) Paul Crompton (PC)</p>	Noted.
Apologies:	John Parkinson (JP)	Noted.
	Meeting commenced with summary of meeting protocols to be observed using ZOOM.	
Assignment of Chair:	The Vice President JMCC took the Chair for the meeting.	Noted.
Minutes of Previous Meeting:	<p>The Minutes of the Previous Meeting which had been issues to Committee prior to meeting was tabled "As-Read".</p> <p>Updates on Business Arising from last meeting: -</p> <p>1. Shed Xmas Lunch: As requested, JMCM made enquiries re lunch reservation with Cheltenham Golf Club. The Club advised that due to COVID-19 restrictions they would not be able to open and therefore not taking reservations. It was assumed that other similar venues would be in same situation.</p> <p>As it stands, it does not look like we will be holding a 2020 Shed Xmas Lunch. Should situate change we may be able to turn on an impromptu event (eg BBQ).</p>	<p>Attached.</p> <p>Noted.</p>

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

6 October 2020 by ZOOM

<p>Minutes of Previous Meeting (cont.):</p>	<p>2. Proposed Expansion of Shed Facilities: As requested, JMcC convened a Working Group to review situation and prepare :-</p> <ul style="list-style-type: none"> • initial thoughts on BMS uses of Wells Rd Building was prepared. • prioritised list of improvement works to facilitate BMS using the Wells Rd building. This list to be provide to BCC for their consideration. <p>3. 2020 Annual General Meeting arrangements: As requested, DH prepared a report assessing the potential impact of COVID-19 on BMS AGM. The recommendations was to postpone AGM until late November in hope that revised restrictions will allow outside meetings of up to 50x people. If restrictions ARE NOT relaxed, Shed will apply to Consumer Affairs Victoria for a postponement (up to 3 months) of BMS AGM.</p> <p>There were no other matters arising.</p> <p>It was proposed that the minutes were a true and correct record of the proceedings of the previous meeting. Moved KP. Seconded by AH.</p>	<p>Attached. Noted. Attached. Noted. Motion Carried.</p>
<p>Finance Sub-Committee:</p>	<p>KP advised there was no change to financial situation since last Committee meeting.</p> <ul style="list-style-type: none"> • A report on Cash Disbursements was tabled for review by Committee. Committee approved the Disbursements. • KP advised that the Shed Auditor had drawn attention to a project for Sandringham Primary School in which funds for materials were received but later refunded when the project was deemed No-Go. • KP advised that a substantial donation of \$900 was made to BMS by Bank of Bendigo. Shed to send a Thank You letter. <p>It was proposed that the report be accepted. Moved by PC. Seconded by JK</p>	<p>Noted. Attached. Noted. Noted. Noted. Action JMCM. Motion Carried.</p>

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

6 October 2020 by ZOOM

Facilities Sub-Committee:	<p>The Facilities Sub-Committee Report by JK which had been issued to Committee prior to meeting was tabled "As-Read". (This matter was also discussed as part of 'Proposed Expansion Shed Facilities').</p> <p>It was proposed that the report be accepted. Moved by DMcD. Seconded by DW.</p>	<p>Attached.</p> <p>Motion Carried.</p>
Equipment Sub-Committee:	<p>The Equipment Sub-Committee Report by CR which had been issued to Committee prior to meeting was tabled "As-Read".</p> <p>It was proposed that the report be accepted. Moved by IC. Seconded by RP.</p>	<p>Attached.</p> <p>Motion Carried.</p>
Projects Sub-Committee:	<p>The Projects Sub-Committee Report by DW which had been issued to Committee prior to meeting was tabled "As-Read".</p> <p>It was proposed that the report be accepted. Moved by AH. Seconded by DH.</p>	<p>Attached.</p> <p>Motion Carried.</p>
Social Sub-Committee:	<p>RP reported that with Shed closed there was no change since last meeting.</p>	<p>Noted.</p>
New Business:	<p>1. Succession Planning: Following review of Shed Management guidelines from AMSA, DH proposed that BMS develop a "Succession Planning" strategy for Committee Executive roles (President, Vice President, Treasurer and Secretary). The purpose is to minimise disruption and ensure continuity in BMS committee should any unanticipated departures take place at short notice.</p> <p>AMSA recognise this as a serious problem which Sheds often struggle with. Finding people with necessary attributes willing to serve on Committee is difficult – particularly at short notice.</p>	<p>NOTE: The AMSA document has been circulated to Committee and is available at Shed.</p>

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

6 October 2020 by ZOOM

<p>New Business (cont.):</p>	<p>Recommendation is that -</p> <ul style="list-style-type: none">• Vice President role be seen as prerequisite to nomination to President role.• Assistant Treasurer role be created to assist Treasurer and potentially to be nominated to Treasurer position.• Assistant Secretary role be created to assist Secretary and potentially to be nominated to Secretary position. <p>It was proposed that the recommendation be accepted. Moved by JMcM. Seconded by AH.</p> <p>2. Strategic Planning: Following review of Shed Management guidelines from AMSA, DH proposed that BMS implement a Strategic Planning process.</p> <p>The addition of the Wells Road building (which will double the size of our facilities) is the catalyst. The Wells Road building provides a much larger canvas than the modest "Quiet Space" we sought for members moving away from the "sawdust creation" activities.</p> <p>Committee needs to canvas the opinion of members, consider what we wish to do, to be, assess and prioritise the options, build consensus, then plan how to get there.</p> <p>A strategy plan should be created with a (two or three year) vision, a medium term plan and an immediate needs plan. It would be reviewed annually by Committee, input sought from members, strategy updated and rolled out as planned and agreed.</p> <p>It was proposed that a draft plan be created by Secretary for review by Committee. Moved by CR. Seconded by RP.</p>	<p>Motion Carried.</p> <p>NOTE: The AMSA document has been circulated to Committee and is available at Shed.</p> <p>Motion Carried.</p>
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BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

6 October 2020 by ZOOM

<p>New Business (cont.):</p>	<p>3. Deductible Gift Recipient (DGR) status: Legislation has been passed that allow organisations such as Men's Sheds to register as Deductible Gift Recipients (DGRs). (DGRs are organisations which can receive donations that are tax deductible.)</p> <p>BMS has not been requested to provide a tax deductible receipt in the past. BMS has no current plans to seek donations from organisations that would request a tax deductible receipt.</p> <p>Apart from the registering process, maintenance of the DGR status requires additional book keeping and annual reporting to authorities.</p> <p>The Committee has sought external advice on this matter which concluded :</p> <ul style="list-style-type: none">• For the effort involved there is currently no advantage to BMS having DGR status.• If circumstances change nothing preventing us applying in the future. <p>After discussion it was proposed that BMS not pursue DGR status at this time. Moved by KP. Seconded by JK.</p> <p>4. Shed Reopening –</p> <ul style="list-style-type: none">• Shed COVID Plan <p>Recent discussion with BCC indicates low chance of Shed re-opening prior to Xmas. But should situation change (ie restrictions relaxed), to ensure quickest response, it is proposed that BMS 'Facilities COVID-19 Safety Plan' be prepared in anticipation.</p> <p>Moved by KP. Seconded by JK.</p> <p>a. Shed Safety and Tools Refresher session(s). The COVID-19 Safety Plan will require all attending members to attend a COVID 19 Safety session, to understand the protocols to be followed, prior to first entry. With</p>	<p>Motion Carried.</p> <p>Action Secretary.</p> <p>Motion Carried.</p>
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BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

6 October 2020 by ZOOM

New Business (cont.):	the long break since last attendance at Shed, the Committee agreed that members should also attend a Tools Safety refresher session before commencing any work in Shed. Proposed that the two refreshers to be held consecutive on day. Moved by KP. Seconded by JK. There was no other New Business.	Action Secretary and CR. Motion Carried.
Next Meeting:	The next Committee meeting will be Tuesday 3 November 2020 . Primary item of business is review of Auditor Report of BMS Financials prior to AGM. Tentative date for AGM is Tuesday 24 November - subject to COVID-19 regulations allowing public meeting of sufficient size.	Action Secretary Action Secretary
Meeting Closed.		

Bayside Mens Shed Group Inc

36 Bonanza Road, Beaumaris VIC 3193

ABN 47 148 759 808

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2020

Bayside Mens Shed Group Inc
36 Bonanza Road, Beaumaris VIC 3193

Balance Sheet as at 30 June 2020

	Note	2020 \$	2019 \$
Asset			
Current assets			
Cash and cash equivalents	3	10,743	7,315
Accounts receivable and other debtors	4	600	0
Total current assets		11,343	7,315
Non-current assets			
Tools, machinery and furniture	5	23,011	25,863
Accounts receivable and other debtors		0	0
Total non-current assets		24,303	25,863
Total assets		34,354	33,178
Liabilities			
Current liabilities			
Trade creditors and other payables	8	218	0
Short term borrowings		-	-
Total current liabilities		218	-
Non-current liabilities			
Long-term borrowings		-	-
Total non-current liabilities		-	-
Total liabilities		-	-
Net assets		34,136	33,178
Equity			
Asset revaluation reserve	5	9,535	9,535
Retained earnings		23,643	19,112
Current earnings		958	4,531
Net worth		34,136	33,178

Bayside Mens Shed Group Inc
36 Bonanza Road, Beaumaris VIC 3193

Income statement for the year ended 30 June 2020

	Note	2020	2019
Income			
Joining fees		100	170
Contributions to insurances		2,020	2,175
Weekly fees		5,396	7,950
Clothing sales less costs		100	27
Events		1,835	5,150
Donations and recoupments	7(a)	14,823	5,434
Grants		900	1,650
Total revenue		25,174	22,556
Expense			
Machinery and tools <\$500		1,073	2,296
Machinery and tools – repairs		1,257	1,607
Refreshments		1,786	2,126
General expenses		1,158	480
Events expenses		2,199	3,114
Insurances		1,645	1,385
Office expenses		646	1,941
Materials	7	11,545	5,076
Associations – VMSA and AMSA		55	0
Depreciation		2,852	0
Total expenditure		24,216	18,025
Net income for the year		958	4,531

Bayside Mens Shed Group Inc
36 Bonanza Road, Beaumaris VIC 3193

Statement of changes in equity for year ended 30 June 2020

	Retained surplus
	\$
Balance at 1 July 2018	19,112
Net income for the year	4,531
Balance at 30 June 2019	<u>23,643</u>
Balance at 1 July 2019	23,643
Net income for the year	958
Balance at 30 June 2020	<u>24,601</u>
	Asset Revaluation Reserve
	\$
Balance at 1 July 2018	15,467
Reduction during the year	(5,932)
Balance at 30 June 2019	<u>9,535</u>
Balance at 1 July 2019	9,535
Changes during year	0
Balance at 30 June 2020	<u>9,535</u>

Bayside Mens Shed Group Inc
36 Bonanza Road, Beaumaris VIC 3193

Statement of Cash Flows for the year ended 30 June 2020

	Note	2020 \$	2019 \$
Cash from operating activities			
Net income (per Income Statement)		958	4,531
Changes in other accounts affecting operations:			
Depreciation		2,852	0
(Increase)/decrease in trade debtors		(600)	120
Increase/(decrease) in accounts payable		218	0
Net cash provided by/(used in) operating activities	6(b)	3,428	4,651
Cash flows from investing activities			
Purchase of tools		-	-
Purchase of machinery and equipment		-	(2,675)
Increase in Petty Cash fund		-	0
Net cash provided by/(used in) investing activities		-	(2,675)
Cash flows from financing activities			
Proceeds from borrowings		-	-
Repayments of borrowings		-	-
Net cash provided by/(used in) financing activities		-	-
Net increase/(decrease) in cash held			
Cash at beginning of financial year		3,428	1,856
Cash at end of financial year	6(a)	7,315	5,338
		10,743	7,314
Summary:			
Cash at beginning of financial year		7,315	5,338
Plus Cash from operating activities		3,428	4,651
Less Cash spent on investing activities		0	(2,675)
Cash at end of financial year		10,743	7,314

Bayside Mens Shed Group Inc

36 Bonanza Road, Beaumaris VIC 3193

Notes to the financial statements for the year ended 30 June 2020

1. Statement of significant accounting policies

a) Statement of compliance

The committee has determined that the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. The financial report is a special purpose financial report which has been prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Reform Act 2012*.

These financial statements have been prepared in accordance with following Australian Accounting Standards:

AASB 101	Presentation of Financial Statements
AASB 107	Statement of Cash Flows
AASB 108	Accounting Policies, Changes in Accounting Estimates and Errors
AASB 116	Property, Plant and Equipment
AASB 136	Impairment of Assets
AASB 1031	Materiality
AASB 1048	Interpretation of Standards
AASB 1053	Application of Tiers of Australian Accounting Standards
AASB 1054	Australian Additional Disclosures
AASB 2010-2	Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements

b) Basis of measurement

The financial statements, except for cash flow information, have been prepared on an accrual basis of accounting.

Bayside Mens Shed Group Inc
36 Bonanza Road, Beaumaris VIC 3193

Notes to the financial statements for the year ended 30 June 2020

2. Statement of significant accounting policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

a) Plant and equipment

Each class of plant, equipment and furniture is carried at its fair value at the date of revaluation, less any subsequent accumulated depreciation and any subsequent impairment losses. From time to time revaluations are made to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.

Tools, machinery and furniture

Tools, machinery and furniture are measured on the fair value basis.

The carrying amount of tools, machinery and furniture is reviewed annually by the committee members to ensure that it is not in excess of the recoverable amount from these assets.

Depreciation

The depreciable amount of all fixed assets is depreciated on a straight-line basis over the asset's useful life to the association commencing from the time the asset is held ready to use.

The depreciation rates used for each class of depreciable asset is:

Machinery and equipment	10%.
Tools	10%
Office Equipment and Furniture	25%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are recognised immediately in profit and loss.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

b) Impairment

At each reporting date the committee assesses whether there is objective evidence that a financial asset has been impaired. If any such indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared

to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

c) Income tax

The association is a not-for-profit entity (NFP). It has self-assessed as having an income tax exempt status under the Income Tax Assessment Act 1997 (the Tax Act) and meeting the additional requirements under the Tax Act. Alternatively, the association believes that its income is not taxable income because of the mutuality principle, and/or because its net income is below the taxable threshold.

Bayside Mens Shed Group Inc
36 Bonanza Road, Beaumaris VIC 3193

Notes to the financial statements for the year ended 30 June 2020

d) Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits, held at call with banks, other short-term highly liquid investments with original maturities cash within three months.

e) Revenue

Revenue is measured at the fair value of the consideration received or receivable. Donation income is recognised when the entity obtains control over the funds or property, which is generally at the time of receipt.

“Donations and Recoupments” includes several classes of revenue but mostly moneys received in respect of work performed for community and educational organisations. See also Note 7.

f) Goods and services tax (GST)

The association is not registered for GST. Therefore, it cannot claim a credit for GST included in the price of its purchases and expenses. In these circumstances the GST is recognised as part of the cost of acquisition of an asset or as part of an item of expense.

g) Trade creditors and other payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days on recognition of the liability.

	2020	2019
	\$	\$
3. Cash and cash equivalents		
Cash on hand	200	200
Cash at bank	10,543	7,115
	<u>10,743</u>	<u>7,315</u>
4. Account receivables and other debtors		
Trade receivables	600	0
Other receivables	-	0
	<u>600</u>	<u>0</u>

Bayside Mens Shed Group Inc

Notes to the financial statements for the year ended 30 June 2020

5. Tools, machinery and furniture

Tools <\$500	1,683	1,683
Machinery and equipment	22,450	22,450
Office equipment and furniture	1,730	1,730
Less accumulated depreciation	(2,852)	-
Total tools, machinery, equipment and furniture	23,011	25,863

Movements in tools, machinery and furniture

Tools, machinery and furniture at beginning of year	25,863	29,121
Plus acquisitions at cost:	-	2,674
	25,863	31,795
Less Reduction in valuation	(2,852)	(5,932)
Tools, machinery and furniture at end of year	23,011	25,863

This financial year - 2019/20 – is the first in which a specific depreciation charge has been raised.

Other items of machinery and tools costing less than \$500 are treated as expenses in the year of purchase rather than assets. In the current year this expense was \$1,073 (2018/19 \$2,234).

Bayside Mens Shed Group Inc

Notes to the financial statements for the year ended 30 June 2020

6. Cash flow information

Reconciliation of cash.

Cash at the end of financial year as shown in cash flow statement is reconciled to items in the statement of financial position:

Cash and cash equivalents	10,743	7,315
Bank overdraft	-	-
a)	10,743	7,315

Reconciliation of net cash provided by operating activities to net income

Net income from ordinary activities	958	4,531
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Non-cash flows in profit

Depreciation	2,852	-
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Changes in assets and liabilities:

(Increase)/decrease in receivables	(600)	120
Increase/(decrease) in payables	218	-

Net cash provided by operating activities	b) 3,428	4,651
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7. Donations, materials and disposals of surplus equipment

This addition information is designed to explain the abovementioned items in the Profit and Loss Statement for the year ended 30 June 2020.

Analysis of Income account headed Donations and recoupments: \$14,823

	\$	
Sale of surplus tools, equipment and other items	140	2,523
Donations for work done	14,315	2,891
Other donations	368	20
Total	a) 14,823	5,434

(b) From time to time the association disposes of surplus tools and equipment . The items disposed of comprise those purchased by the association in the past and those obtained now and again through donations from the community (e.g., people downsizing and deceased estates), where such items are surplus to the associations needs. Surplus tools and equipment are offered for sale to members of the association.

Bayside Mens Shed Group Inc

Notes to the financial statements for the year ended 30 June 2020

Note 7 (continued):

(c) "Donations for work done" refers to donations by community and educational organisations in appreciation of, and to compensate the association for costs incurred, carrying out work on their projects. The associated cost of materials (timber and building supplies) used in this work is not shown separately in the association's ledger. All purchases of material - both material bought for use on community projects and material bought for use by members on their own projects - are recorded in the one ledger account, named "Materials".

8. Trade and other payables

Trade creditors – John Parkinson	218	0
Income received in advance	0	0
	218	0
	218	0

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Peter J Keenan
Unit 21, 1 Young Street
Seaford Vic 3198

0409 135 366

20 October 2020

The Committee
Bayside Mens Shed Group Inc
36 Bonanza Road
Beaumaris Vic 3193

Dear Sirs,

Report on Financial Statements for Year Ended 30 June 2020

Introduction

Under the Associations Incorporation Reform Act 2012 (the Act), the Bayside Mens Shed Group Inc. (the association) is a Tier 1 association because its total revenue is less than \$250,000. A Tier 1 association is not required to have its financial statements externally reviewed or audited unless its rules state otherwise, or a majority of its members vote to do so at a general meeting, or the Registrar of Incorporated Associations directs it to do so. Neither of these situations apply to this association. Hence, its financial statements have not been externally reviewed or audited.

Internal review and report

At the request of the association's Treasurer, I have carried out an internal review of the accompanying financial report of the association, which comprises of the balance sheet as at 30 June 2020, the income statement, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements comprising a summary of significant accounting policies and more details regarding some assets, income and expenditure. I am a qualified accountant (retired) and a member of the Bayside Mens Shed Group Inc.

Committee's responsibility for the financial report

The committee of the association is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *Associations Incorporation Reform Act 2012*.

The committee determines what internal control is necessary to enable the preparation of the financial report so that it gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Conclusion

During my review I have not become aware of any matter that makes me believe that the financial report of the association is not in accordance with the *Associations Incorporation Reform Act 2012*, including requirements that:

- a) the financial report gives a true and fair view of the entity's financial position as at 30 June 2020 and of its performance for the year ended on that date; and
- b) the financial report complies with Australian Accounting Standards as referred to in Note 1 to the financial statements.

Yours faithfully,