

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

<p>Financial Report:</p>	<p>Treasurer reported on financial situation of the Association:</p> <ol style="list-style-type: none"> 1. Financial Statements for Year-Ended 30 June 2019 presented (see attached). Recommendation to accept accounts for submission to AGM was made. Proposed JK, Seconded IC. 2. Balance Sheet at 19 September was ~\$8,500. 	<p style="text-align: center;">Motion Carried</p> <p style="text-align: center;">Noted.</p>
<p>Project Activity:</p>	<p>Report on Shed Project activity: Peter Ewers, Projects Co-ordinator, was absent and report was not tabled.</p> <p>(Note: See proposed new project for Sandringham Primary School in "New Business", below.)</p>	<p style="text-align: center;">Noted</p>
<p>New Business:</p>	<ol style="list-style-type: none"> 1. Proposed changes to Shed Financial Code-Of-Accounts: During the preparation of the E-O-Y Financial Report for submission to AGM, it was realised that improvements could be made to the Shed Code of Accounts that would better reflect financial situation. Recommendation made to modify Shed Financial Code of Accounts. Proposed KP seconded JK. 2. Proposed new Project Go/No-Go Process : Committee was in general agreement that a process was needed that enabled Shed to identify projects we should NOT DO, and when necessary, be able to gracefully decline. (see attached discussion document). 	<p style="text-align: center;">Motion Carried</p> <p style="text-align: center;">Noted</p>

BAYSIDE MEN'S SHED GROUP Inc

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	<p>It was agreed to discuss with PE to establish:</p> <ul style="list-style-type: none"> • What process will work practically • What steps will actually reduce risk • What changes will reduce PE work load. <p>The proposed new project for Sandringham PS (document attached) should be a test case.</p> <p>3. Status of discussion with Bayside CC regarding car parking: Three BCC staff (including arborist) visited Shed last week (and coincidentally met with Secretary). The purpose of visit was to follow up on Shed communications with Councillor re our parking dilemma. They inspected the grounds, street, car parking available, access to Shed and needs of Shed members. Expressed keenness to consider all options in effort to resolve problem. Advised Shed would formally hear outcome in due course.</p> <p>4. Report on 2019 National AMSA Conference, Adelaide: John K provided an interesting summary of the conference highlights (see attached full report).</p> <p>5. Update on proposed Shed internal changes: JK has been in contact with local Federal Member, local State Member and Bayside CC in effort to tap into the various potential funding sources.</p> <p>Last month Shed was visited by BCC (Joan (?) and Bryce(?)) to view Shed and discuss design concept. At conclusion of meeting</p>	<p style="text-align: center;">Action by JMcm & JMcc and PE</p> <p style="text-align: center;">Noted</p> <p style="text-align: center;">Noted</p> <p style="text-align: center;">Noted</p> <p style="text-align: center;">Noted</p> <p style="text-align: center;">Noted</p> <p style="text-align: center;">JK to maintain watching brief and action as required.</p>
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BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

	<p>Joan was fully supportive of our needs, saying she would take over lead to secure a BCC budget for 2020/21 year if possible.</p> <p>6. Easy access to Council Tip "voucher": "Voucher" is in fact a previous Tip Receipt with special Code to show at tip gate.</p> <p style="padding-left: 40px;">It was agreed that Shed approach Bunnings requesting occasional free use of trailer to take material to tip.</p> <p>7. Disposal of Shed Shavings/Sawdust: Formal communication from Bayside CC advised Shed can place this material in "normal rubbish bin" for landfill disposal.</p> <p style="padding-left: 40px;">IC advised that to do this would require DECANTING from dust collector hopper bins into the "normal bins" prior to weekly collection - a very messy process.</p> <p style="padding-left: 40px;">It was decided that a better approach would be to purchase 2x additional hopper bins, and when all are full – possibly every 2-3 weeks- transport all the full hopper bins BCC Transfer Station on KP ute for emptying. Any other surplus materials to be taken as well.</p> <p style="padding-left: 40px;">Need to investigate purchase of additional (suitable) bins.</p>	<p style="text-align: right;">Noted</p> <p style="text-align: right;">Action by JMCM</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Action by IC and GK</p>
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BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

	<p>8. BMS AGM Elections - Proposed reduction of BMS Committee size: Committee agreed to reduce committee size to 12 members and establish Sub-Committees covering specific areas.</p> <p>Appropriately skilled / interested Members would be sought to join the sub-committee(s), which would be led by a Committee Member reporting to Shed Committee.</p> <p>Discussion document to be prepared for distribution to BMS Members prior to AGM and annual elections.</p> <p>9. Brighton Men's Shed Opening: Event scheduled for Wednesday 6th November. BMS executive plus JK are expected to be formally invited.</p>	<p style="text-align: center;">Noted</p> <p style="text-align: center;">Noted</p> <p style="text-align: center;">Action by Secretary</p> <p style="text-align: center;">Noted</p>
<p>Next Meeting:</p>	<p>Next meeting is ANNUAL GENERAL MEETING</p> <ul style="list-style-type: none"> • To be held on 12th November 2019, commencing 1100. • Venue is BMS Shed. <p>AGM to be followed by the traditional Shed BBQ.</p>	<p style="text-align: center;">Secretary to advise all Members</p>
<p>Meeting Closed.</p>		

Suggested Personal Protection Equipment

HAND PROTECTION:

- Blue Rapta “CONDOR”
Deergrain Mechanic \$24.95
(RSEA)



- Prochoice “PRO-FIT”
Synthetic Leather \$26.50
(Total Tools)



Suggested Personal Protection Equipment

EYE PROTECTION:

- Prochoice “TSUNAMI”

Clear \$3.80

(Total Tools)



- Prochoice “VISITORS”

Over-glasses Clear \$5.95

(Total Tools)



Blue Rapta “SLIDE”

Clear \$5.95

(RSEA)



- Blue Rapta “VISITORS”

Over-glasses Clear \$8.95

(RSEA)



Suggested Personal Protection Equipment

EAR PROTECTION:

- PROCHOICE “PYTHON”
Class 5 (– 31dB) \$34.95
(Total Tools)



- PROCHOICE “PROBAND FIXED” Headband
Class 4 (– 24dB) \$10.50
(Total Tools)



- Sperian “LEIGHTNING L3”
Class 5 (– 33 dB) \$39.95
(RSEA)



Suggested Personal Protection Equipment

BREATHING PROTECTION:

- PROCHOICE “Respirator Maxi Mask 2000”

HM A1 + P2 \$43.95

Replacement Filters \$24.95

(Total Tools)



- MOLDEX “Half Mask 7000 Respirator”

P2 \$44.95

Replacement Filters \$26.95

(RSEA)



BMS Equipment “Wish-List”

Updated for Shed Committee Meeting 24 September 2019

New Equipment:

(Any purchases to be cognisant of space constraints as well as budget)

1. Jointer / Wood Planning Machine
(re space: a possible solution is to offload the large belt sander at rear of Tool Room.)
Budget cost \$1500
2. Sharpening machine for plane blades & chisels etc
Budget cost \$400
3. Kreg Machine with clamping station setup and accessories
Budget cost \$400
4. Additional "skins" for Ryobi collection ie Circular saw, nail gun, trim router, etc
Budget cost \$500
5. Dowelling Jig
Budget cost \$300
6. Professional quality Scroll Saw
Budget cost \$1800

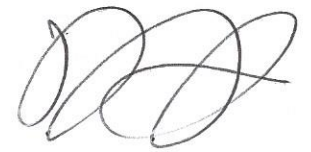
Replacement Equipment:

(Emphasis to be on low noise emitting and dust control qualities)

1. Belt sander with possible vertical operation capability to replace one of the two existing belt sanders
Budget cost \$600
2. Replacement of router bits, drills and saw blades as necessary

Secretary

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



0409 135 366

16 September 2019

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

Dear Sirs,

Report on Financial Statements for Year Ended 30 June 2019

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 2019, 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 2019 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,

A handwritten signature in black ink that reads "Peter J Keenan". The signature is written in a cursive style with a large, looped initial "P".

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

Balance Sheet as at 30 June 2019

	Note	2019 \$	2018 \$
Asset			
Current assets			
Cash and cash equivalents	3	7,315	5,338
Accounts receivable and other debtors	4	0	120
Total current assets		7,315	5,458
Non-current assets			
Tools, machinery and furniture	5	25,863	29,121
Accounts receivable and other debtors		-	-
Total non-current assets		25,863	29,121
Total assets		33,178	34,579
Liabilities			
Current liabilities			
Trade creditors and other payables	2	-	-
Short term borrowings		-	-
Total current liabilities		-	-
Non-current liabilities			
Long-term borrowings		-	-
Total non-current liabilities		-	-
Total liabilities		-	-
Net assets		33,178	34,579
Equity			
Asset revaluation reserve	5	9,535	15,467
Retained earnings		19,112	12,624
Current earnings		4,531	6,488
Net worth		33,178	34,579

@ 19 Sept
 + 11,169
 debit. \$2165
 350
 + 2,500

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

Income statement for the year ended 30 June 20198

	Note	2019	2018
Income			
Joining fees		170	190
Contributions to insurances		2,175	1,995
Weekly fees		7,950	7,934
Clothing sales less costs		27	255
Events		5,150	6,496
Donations and recoupments	7(a)	5,434	6,779
Grants		1,650	-
Total revenue		22,556	23,649
Expense			
Machinery and tools <\$500		2,296	1,200
Machinery and tools – repairs		1,607	1,168
Refreshments		2,126	2,116
General expenses		480	545
Events		3,114	2,902
Insurances		1,385	1,339
Office expenses		1,941	1,363
Materials	7	5,076	6,363
Associations – VMSA and AMSA		0	165
Total expenditure		18,025	17,161
Net income for the year		4,531	6,488

Bayside Mens Shed Group Inc
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Statement of changes in equity for year ended 30 June 2019

	Retained surplus
	\$
Balance at 1 July 2017	12,624
Net income for the year	6,488
Balance at 30 June 2018	<u>19,112</u>
Balance at 1 July 2018	19,112
Net income for the year	4,531
Balance at 30 June 2019	<u>23,643</u>
	Asset Revaluation Reserve
	\$
Balance at 1 July 2017	15,467
Change in the year	0
Balance at 30 June 2018	<u>15,467</u>
Balance at 1 July 2018	15,467
Reduction during the year (see Note 5)	(5,932)
Balance at 30 June 2019	<u>9,535</u>

Bayside Mens Shed Group Inc
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Statement of Cash Flows for the year ended 30 June 2019

	Note	2019 \$	2018 \$
Cash from operating activities			
Net income (per Income Statement)		4,531	6,488
Changes in other accounts affecting operations:			
(Increase)/decrease in trade debtors		120	(25)
Net cash provided by/(used in) operating activities	6(b)	4,651	6,463
Cash flows from investing activities			
Purchase of tools			-
Purchase of machinery and equipment		(2,675)	(3,518)
Increase in Petty Cash fund		0	100
Net cash provided by/(used in) investing activities		(2,675)	(3,418)
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		1,856	3,045
Cash at end of financial year	6(a)	5,338	2,293
Summary:			
Cash at beginning of financial year		5,338	2,293
Plus Cash from operating activities		4,651	6,463
Less Cash spent on investing activities		(2,675)	(3,418)
Cash at end of financial year		7,314	5,338

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

Notes to the financial statements for the year ended 30 June 2019

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 2019

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. 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

Because these assets are carried on the fair value basis, no depreciation is calculated and brought to account.

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 2019

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, 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.

	2019	2018
	\$	\$
3. Cash and cash equivalents		
Cash on hand	200	200
Cash at bank	7,115	5,138
	<u>7,315</u>	<u>5,338</u>
4. Account receivables and other debtors		
Trade receivables	0	120
Other receivables	0	-
	<u>0</u>	<u>120</u>

Bayside Mens Shed Group Inc

Notes to the financial statements for the year ended 30 June 2019

5. Tools, machinery and furniture

Tools	1,683	1,683
Machinery and equipment	22,450	25,708
Office equipment and furniture	1,730	1,730
Less accumulated depreciation	-	(-)
Total tools, machinery, equipment and furniture	25,863	29,121

Movements in tools, machinery and furniture

Tools, machinery and furniture at beginning of year (see note below)	29,121	25,603
Plus acquisitions at cost:		
Wood Lathe WL-46A from Hare and Forbes	2,083	
Foot/palm switch, mount plate and Collet extension for new router	351	
Makita Slide Compound mitre saw (balance paid)	240	
	31,795	29,121
Less Reduction in valuation (see note below)	(5,932)	-
Tools, machinery and furniture at end of year	25,863	29,121

Note: In an earlier year the tools, machinery and furniture were revalued, resulting in an increase of \$15,467 in the carrying amount of these assets. This amount was accumulated in Equity under the heading **Asset Revaluation Reserve**.

These assets were revalued in the current year, and on 18 June 2019 the committee resolved to reduce the book value of the association's **machinery and equipment component** (of tools, machinery and furniture) to \$22,450. The **decrease** in value of \$5,932 was debited to the Asset Revaluation Reserve, reducing it to \$9,535.

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 \$2,234 (2017/18 \$1,200)

Bayside Mens Shed Group Inc

Notes to the financial statements for the year ended 30 June 2019

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	7,315	5,338
Bank overdraft	-	-
a)	7,315	5,338

Reconciliation of net cash provided by operating activities to net income

Net income from ordinary activities	4,531	6,488
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Non-cash flows in profit

Depreciation	-	-
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Changes in assets and liabilities:

(Increase)/decrease in receivables	120	(25)
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Net cash provided by operating activities	b) 4,651	6,453
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7. Donations, materials and disposals of surplus equipment

This additional information is designed to explain the abovementioned items in the Profit and Loss Statement for the year ended 30 June 2019.

Analysis of Income account headed Donations and recoupments:

	\$	
Sale of surplus tools, equipment and other items	2,523	
Donations for work done	2,891	
Other donations	20	
Total	a) 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 2019

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".

'GO' / 'NO-GO' Process for External Projects

The motivation for the Shed to undertake outside work, or Projects, is to provide meaningful activity for the members, whilst at same time providing benefit to the community. Projects can only be undertaken for local organisations that are registered Charities or Not-for-Profit (eg community kindergartens / child minding, community sporting associations, etc).

Shed must maintain a totally risk averse posture at all times. Caution must always prevail.

- Shed will not undertake projects that are of a commercial nature, size, or complexity.
- Shed will not work with, or sub contract to, external contractors.
- Shed will not deliver or undertake site works.

The following approval process must take place.

STEP ONE: RISK PROFILE

After preliminary discussions with client to gain understanding of scope of work/ budget and develop initial sketches, the following questions will be asked to decide if proposed project is a type suitable for Shed to undertake:

- | | | |
|--|-----|----|
| a) Is work of a type that has any design/fabrication complexity ? | YES | NO |
| b) Is work of a nature that should require any type of certification or calculations ? | YES | NO |
| c) Is there any commercial risk to Shed from potential failure of work ? | YES | NO |
| d) Is there any OH&S risk to members undertaking the work ? | YES | NO |
| e) Will work take up significant Shed Space and inconvenience members? | YES | NO |
| f) Any challenge on Shed manpower SKILLS and NUMBERS to successfully complete? | YES | NO |
| g) Any challenge assigning a Shed Project Lead to successfully complete? | YES | NO |

IF response to ANY ONE of above questions is YES the project is 'NO-GO' and must not proceed.

STEP TWO: PROPOSAL 'GO' SIGN-OFF

Subject to passing through STEP ONE above...

Projects will require various levels of review and approval prior to proceeding with proposal prep.

- Project estimated value **LESS THAN \$500:**
 - **PROPOSAL 'GO' sign-off approval by Shed Project Coordinator.**
- Project estimated value **MORE THAN \$500 BUT LESS THAN \$2000:**
 - **PROPOSAL 'GO' sign-off approval by two members of Shed Office Bearers.**
- Project estimated value **MORE than \$2000:**
 - **PROPOSAL 'GO' sign-off approval by Shed Committee.**

STEP THREE: COST ESTIMATE

Subject to passing through STEP TWO above...

Project Coordinator to prepare detailed plans / costing for proposal submission to client.

Costing to include:

- Estimated cost for materials, fastenings, coatings, etc.
- Additional +15% on a) for Contingencies.
- Additional +20% on a) plus b) for Equipment Wear and Tear.

STEP FOUR: PROJECT 'GO' SIGN-OFF

Subject to passing through STEP THREE above...

NOTE: If there is a variance of +/- 20% from Proposal GO scope and estimate, this process must recommence at STEP ONE.

After proposal is accepted by client (design, material, work, schedule, cost) the review and sign-off for **PROJECT 'GO'** can be made by those that approved the PROPOSAL 'GO'.

ONLY after PROJECT 'GO' is approved can client be advised Shed can proceed with work as scoped.

8th National Mens Shed gathering
10-12 September 2019 Held at the Morphetville Racecourse,
Adelaide, South Australia.

Helene and I arrived at Morphetville on the Monday and stayed at the Morphetville Motor Inn. On Tuesday I walked to the Racecourse and had Breakfast with the other Shedders and took the opportunity to look at the various presenters and exhibitors. (More later). After breakfast three buses took the shedders on various tours. I chose the tour that included the new Adelaide Oval where the group were taken behind the scenes and visited a number of areas that are usually inaccessible. The Guides told the group some captivating tales of the history of the venue and the museum heavily features the life and exploits of Sir Donald Bradman. We also visited the old score board, which is heritage listed and still fully operable. From the oval we travelled to the Salvos Men's Shed. This shed came about because a group of shedders were doing it tough in their existing shed, which looked like folding. The local Salvation Army offered them a building that they had surplus for an annual pepper corn rental. I estimate it is about our floor size and twice the height. They have all the necessary machinery and tools and their numbers have grown to 40 or so. Whilst the Shed is considered as a program of the Salvation Army, it is relatively autonomous with its own management team. The shed undertakes repair of donated goods for resale, which would normally go to landfill, as well as building new furniture for the Salvo programme. The tour returned to the Racecourse, where we had lunch.

I elected to attend the afternoon session - "Growing your shed"

There were 3 presenters. Graham Barnard, President, Bellbowrie Mens shed, QLD
He mentioned that the Shed had a brain storming session, annually, with all members attending. The purpose of which was to chart the way ahead for the coming year.

Any member can attend the Committee meetings and, whilst silent during the meeting, could ask questions, at the end of General Business

The second Presenter was Geoff Curtis, Activities Officer, Sunnybank Community Men's Shed, QLD

Apparently the shed was started by the local RSL. 2 years ago they had 40 members and that has grown to 100 now. They had great difficulty with the local Council who wanted \$250K to establish the shed on Council Land and provide a suitable building.

Fortunately the Uniting Church came to their rescue and provided a building free of charge.

Some tips - Have business cards printed for the executive and Committee and be generous with their handing out. New members are sourced often through word of mouth from wives of existing members. A Local Councillor writes to all men in the municipality who are turning 60 and encloses a shed brochure. They have a quiet room. Members give a talk about their life generally and their working life in particular. They have a music group and one of the members teaches and conducts them. They have a Welfare Officer who's job it is to visit sick members and those they haven't seen for a while.

The third presenter was Mick Loeckenhoff, Past President, Murraylands Men's Shed SA.

The shed started with 10 members. They raised funds and, following a grant of \$91K from Council, built their own shed. They ran out of funds and had to raise an additional \$12K to finish off. They have lost 26 members over time but currently have 120 members. They raised more funds and built an additional shed specifically for the mechanically minded. 80% of their members are from Probus. They build all the outdoor furniture for LG from whom they receive a donation. They undertake repairs for the local RSL and receive a donation. They have registered as a charitable organisation and usually manage to give away \$5K annually.

Helene joined me for the welcome reception.

Wednesday

Official Opening. His Excellency the Honourable Hieu Van Le AC, Governor of South Australia

Welcome to Country - Frank Wanganeen, Kurna Elder

Grant Writing Workshop - Liz MacDonald, AMSA

Don't rely solely on Grants. When completing a Grant application use a team effort to gather all the required information. Record standard information separately for ease of completing other applications. Develop a wish list and prioritise. AMSA has Grant writing guidelines on their web sight. Obtain letters of support for attachment to the application. Obtain certificate of currency for insurance. Quote a Memorandum of Understanding if appropriate. Show any LG approvals to

proceed. Supply a site plan. Quote aims and objectives. If in trouble, contact Liz MacDonald at AMSA headquarters, she will render assistance.

Sources for Grants - Banks, Australia Post, Philanthropic Bodies, AMP, Sir Ian Potter Foundation, LG, Federal Government, State Government, Local service clubs, Rotary and Lions, etc
Need "designated gift recipient" status for some grants. ATO presently in discussions with AMSA to make recognition of DGR, etc easier. If not registered for DGR, and grant application is approved then contact Liz as AMSA can give a DGR receipt on the Shed's behalf.

Shed Mates

Panel: David Noakes, Bangalow Men's Shed, NSW, Bryce Routley, Salvo's Men's Shed, SA and John Sharples, Cessnock Men's Shed and community Garden, nsw

Contact missing members. try to establish why member is leaving the shed. Appoint a Welfare Officer. Develop helpful resources, deliver educational seminars and information sessions such as the intricacies of the aged care system, being a carer, respite care options. A quiet room is recommended. learn how to recognise suicidal tendencies and practice prevention. RUOK (are you OK). Refer to RUOK@com.au. Watch out for elder abuse - a single or repeated act or lack of appropriate action

Thursday

Helping your Shed be connected.

Tom Grant: Good things Foundation

Gave a general talk about being a connected shed - which we are.

The Foundation has been set up by the Federal Government.

Shed Membership

Panel: Mel White, Sean McDermott, Gordon Hill and Ian Stevens

All about the Application process, Induction, codes of conduct and Challenges.

NSW has a form for enrolment available from the State Department that handles registration of the Shed and might be worth getting a copy to see the style and whether our enrolment form can be enhanced.

Challenges: Apparently it is not uncommon to have problems, mainly of a personality nature, in the Shed, from time to time. This can be effectively overcome from using common sense and it is helpful if there is a written Code of Conduct as a back up. In need refer to AMSA web site.

General. There was a presentation by a representative of the Seniors Newspaper. The paper has the largest circulation of any paper in Australia. It is proudly independent and belongs to the "Land" newspaper group.

Gathering ended.

Helene and I attended the official Dinner. We returned home on Friday

Sponsors of the Gathering were:- Woodworking Solutions, Dept of Veteran's Affairs, Asbestos Victims Association, Australian Men's Health Forum, CRC Industries, Everest Risk Group (AMSA insurance), Total Tools, Fair Dinkum Sheds, Prostrate Cancer Foundation of Aust, Metal Craft, Uncle Toby's, Asbestos Diseases Foundation, Cochlear Limited, RUOK, St John Ambulance, Carbatec, Home Healthcare Australia, Hearing Australia, Trotec Laser.

From: Peter Ewers [mailto:ewersf@hotmail.com]

Sent: Wednesday, 18 September 2019 9:12 PM

To: SECRETARY BMS <secretary.baysidemensshed@gmail.com>; 'ALAN Holliday' <britaday@optusnet.com.au>; 'ALLAN Jones' <allanjones22@bigpond.com>; 'CHARLIE Rosa' <737ldr@gmail.com>; 'DAVID Hill' <david_hill@email.com>; 'DAVID Wells' <davidandlynwells@gmail.com>; 'DON McDonald' <dongeorgia@bigpond.com.au>; 'GARY Kyriacou' <GAZ91@hotmail.com>; 'IAN Crothers' <crothers_ian@bigpond.com>; 'JOHN Knight' <knightjr@bigpond.net.au>; 'JOHN McCarthy' <cosmo.j@bigpond.com>; 'JOHN McMahon' <jrm1941@yahoo.com.au>; 'JOHN Parkinson' <jparkins@melbpc.org.au>; 'KELVIN Power' <kelvin.power@hotmail.com.au>; 'PAT Flanagan' <pat.flanagan@bigpond.com>; 'PAUL Crompton' <paulcrompton@tpg.com.au>

Subject: Re: DRAFT AGENDA : BMS Committee Meeting Tuesday 24th September 2019 - NEW PROJECT

Gentlemen and David

Could you please put up for discussion a request for the attached project.

HISTORY: Kylie Hogan, a dynamic mother, who requested we make a table and bench seat in 2018 which we successfully did, has requested that we make a melamine communal table for the same Sandringham primary school. I discussed the project with John McMahon having ... whether we could cut melamine board without chipping. John suggested I approach a company in Dandenong. The company said they could cut and edge the boards for us. On this basis I produced the attached drawings, gave a quote (which was accepted) and we now have \$2,525 in the Men's Shed Bank Account.

This project was going begin construction in October, but since it answers most of the GO / NO-GO Risk Profile with a YES. I have not placed any orders for materials until after the committee meeting and confirmation. Could you please advise the outcome of this particular discussion.

Regards

Peter
