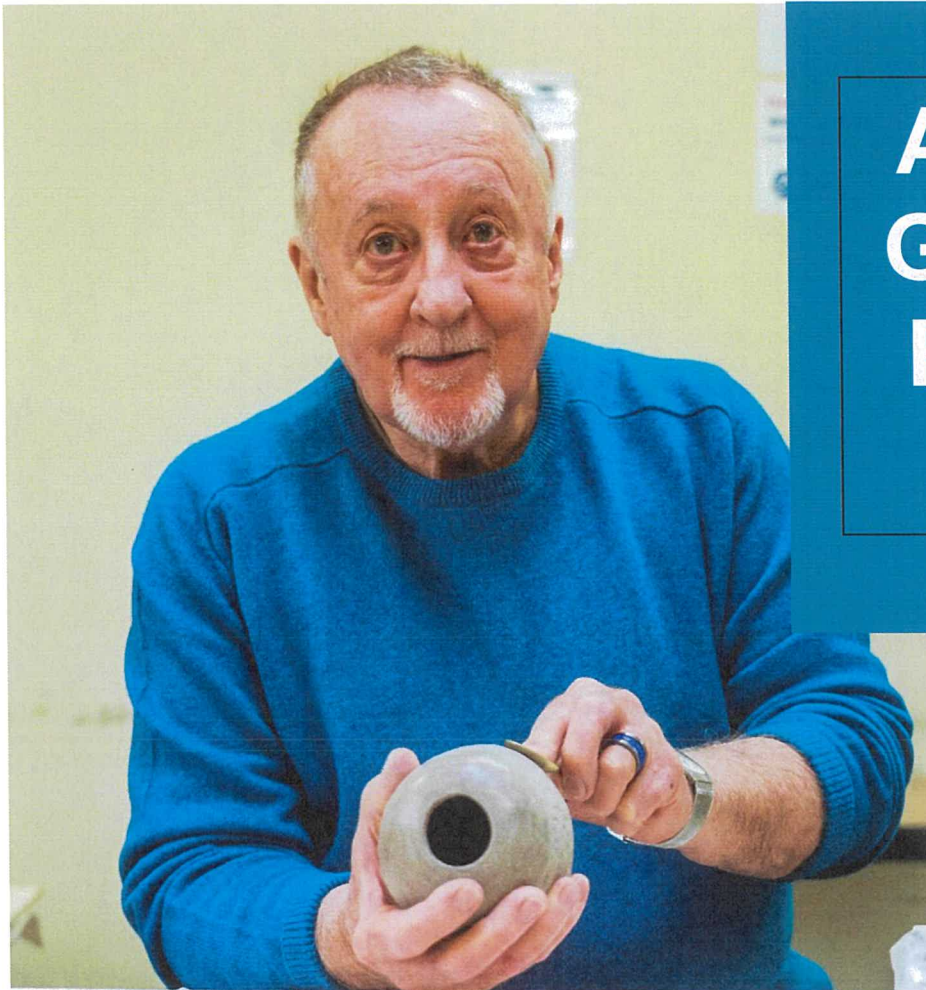




Annual General Report 2022

Photo: Pottery class 2022

 **MRFEC**
Macedon Ranges Further Education Centre

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Macedon Ranges Further Education Centre Inc

Annual General Meeting Agenda

Held at the Centre on 21st March 2023 at 5.00pm

1. Welcome by Ms Kerri Diss - Chairperson
2. Attendances & Apologies
3. Confirmation of 2021 AGM Minutes
4. Presentation of Annual Reports and Financial Statements
5. Adoption of Annual Report
6. Appointment of Auditor
7. Closure of Meeting



Photo: Bookkeeping class students 2022



Macedon Ranges Further Education Centre Inc.

A0004432s

ABN 24 812 980 382

P.O. Box 68 GISBORNE Victoria, 3437. Phone: (03) 54283799 email: manager@mrfec.net.au

Minutes of the 2021 Annual General Meeting

Held on

Thursday, 18 March 2022

5.00pm

Welcome and acknowledgement

The Committee acknowledges the Wurundjeri people, the Traditional Custodians of the Land on which we meet. We also pay respect to the Elders both past and present and extend that respect to other Indigenous Australians present.

1. Attendance and Apologies.

1.1 2022 Attendance Register

Name of attendee	Position and name of organisation
Kerri Diss	Chairperson, Macedon Ranges Further Education Centre Inc.
Monica Smyrek	Manager MRFEC Macedon Ranges Further Education Centre Inc.
Pauline Tarrant	Committee Member, Macedon Ranges Further Education Centre Inc.
Jenny Malberg	Secretary, Macedon Ranges Further Education Centre Inc.
Bruce Dudon	Committee Member, Macedon Ranges Further Education Centre Inc.
Terry Larkins	Committee Member Macedon Ranges Further Education Centre Inc.
John Tikulin (Attended via Technology).	Committee Member Macedon Ranges Further Education Centre Inc B

2.2 Apologies.

Jacqui Marshall	Book Keeper and Tutor Macedon Ranges Further Education Centre Inc.
Glenda McLuckie	
Vicky Murdoch	Staff member
Rick Murrihy	Former COM

Colleen Weste	Tutor
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2.3 Invited members/tutors

Beverley Eikli	Geoff Jackson
Helen Flentje	Jim Reilly
Peter Cramer	Ray Rattenbury
Brandy Monteith	Shari Mitchell
David Hartwig	Stephen Wright
David Stein	Bridget Wade

2.4 Members contacted

Peter Cramer	Christ Rhodes	Julie Nix
Julie James	Margret Keen	Bernadette Laurent
Peter Egan	Helen Flentje	David Stein
Julie Luck	Ray Rattenbury	Colleen Weste

3 Welcome by Chairperson Kerri Diss

Meeting commenced at 5.05pm

Kerri welcomed all to the AGM, committee and staff.

Apologies were noted.

Covid may have impacted attendance.

4	Confirmation of Minutes of 2020 Annual General Meeting
	Minutes Tabled in 2021 Annual Report Document. Motion: That the minutes of the 2020 Annual General Meeting held on Tuesday May 2021, be confirmed as a true and correct record of the proceedings of that meeting. Moved: Pauline Tarrant Seconded Bruce Dudon Carried
5	Presentation of Annual Reports and Financial Statements
	5.1 Annual Report from the Chairperson Report tabled, included in 2021 Annual Report Document.

	Notes; Chairperson Kerri Diss made special mention and thanks to the MR FEC office team and the Committee during the very difficult year 2021. Thanks to Jacqui and Monica for the financial reports work and the changed timeline for 2022.
	5.2 Annual Report from the Treasurer and Financial Statements Report tabled and addressed. To note; Deficit \$23,488
	5.3 Adoption of Annual Reports Motions. 5.3.1 That the tabled 2021 Annual Report be accepted Moved; Terry Larkin Seconded Pauline Tarrant Carried 5.2.2 That the Chairperson's Report, as presented by Kerri Diss, be accepted. With special mention and thanks to Kerri Diss for her Chairmanship of the committee over the years. Moved: Pauline Tarrant Seconded: Bruce Dudon Carried 5.2.3 That the Annual Financial Statements for the year ended 31 December 2021 including the Auditor's report on the financial statements, as presented, be accepted. Moved: Terry Larkins Seconded: John Tikulin Carried
6	Committee of Management Nominations
	6.1.1 Nominations for the board Nil . Notes; Terry Larkins Pauline Tarrant Bruce Dudon Kerri Diss Jennifer Malberg Elected AGM May 2021, 24 months ends AGM March 2023.
7	Macedon Ranges Further Education Centre Inc Association Rules
	Motion to alter the stated composition of the MR FEC Inc Committee. 7.1 Motion number 1 "That an addition be made to the Macedon Ranges Further Education Centre Inc Association Rules under the heading

	The Committee Clause 25. to better reflect the needs of the organisation. Additional roles to be listed; the Secretary, MR FEC Centre Manager, a representative from Gisborne Secondary College, and a representative from Macedon Ranges Shire Council. “ Moved; Jenny Malberg Seconded; Kerri Diss Carried Regarding Annual member subscription. Motion number 2 “That there will be no annual subscription required for membership of the Macedon Ranges Further Education Centre Inc.” Moved Bruce Dudon Seconded Terry Larkins Carried
8	Appointment of Auditor
	8.1. Motion. That Ryk Eksteen CPA Director of Collins and Co Audit Pty Ltd – Registered Company Auditor – 421448, be appointed as official auditor of the Macedon Ranges Further Education Centre Inc. for the 2022 year. Moved: Kerri Diss Seconded Bruce Dudon: Carried
	Meeting closed 5.30pm

CHAIRPERSON'S REPORT 2022

The year began with the anticipated return of students in 2022 after having said farewell to lockdowns and hopefully the worst of COVID only to be somewhat disappointed in the early stages of the year. This was thought possibly due to the reluctance of people to return to a closed classroom and contact with others. This led to adaption on traditional methods of doing things and enrollments gradually improved over the year.

The resignation of our ACFE Co-Ordinator, Vicky Murdoch at the beginning of the year led to a review of roles and the recruitment of a replacement in Melissa Kroker who has met the challenge of the new position of Education Co-Ordinator impressively. I would personally like to thank Vicky for helping me keep the Centre running throughout the challenges of COVID and also without a Manager. Thank you also to Bridget Wade for your efforts during this time and the recruitment period to enable the Centre to keep operating smoothly.

Our Manager Monica Smyrek is to be congratulated for her work in forming partnerships with local industry and learning centres and her efforts to further community engagement opportunities. She was successful in obtaining a substantial grant to replace our worn-out kiln which will offer opportunities to extend our very popular courses in pottery even further.

We look forward to the future and the new challenges and opportunities it will bring. The Committee of Management will begin with the development of our new Strategic Plan in 2023 to guide us through the next four years.

The Committee of Management thank the staff, tutors and volunteers for their work to continue the success of MRFEC as a wonderful asset in our community. I again thank our small but dedicated Board members Pauline Tarrant, Jenny Malberg, Terry Larkins, Bruce Dudon and John Tilkin for their time and commitment which enables MRFEC to continue to serve our growing community.



Photo: Floristry class 2022

Kerri Diss

Chairperson

MACEDON RANGES FURTHER EDUCATION CENTRE INC

ABN 24 812 980 382

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2022

MACEDON RANGES FURTHER EDUCATION CENTRE INC

ABN 24 812 980 382

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MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2022

		2022	2021
	Notes	\$	\$
Revenue from student fees		51,613	50,733
Revenue from grants	3	144,420	210,680
Revenue from other activities	4	5,803	14,388
Administration costs	5	(41,315)	(47,602)
Tuition costs	6	(74,811)	(72,141)
Wages	7	(146,104)	(160,310)
Other expenses	8	(12,351)	(19,236)
Surplus/(Deficit) before income tax		(72,745)	(23,488)
Income tax expense	2(d)	-	-
Surplus/(Deficit) for the year		(72,745)	(23,488)
Other comprehensive income		-	-
Total comprehensive income for the year		(72,745)	(23,488)

This statement should be read in conjunction with the notes to the financial statements

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2022

		2022	2021
	Notes	\$	\$
Assets			
Current			
Cash and cash equivalents	9	180,755	232,619
Trade debtors		830	-
Accrued Income		-	-
Prepaid Expense		2,587	1,434
Current assets		184,172	235,053
Non-current			
Plant & equipment		18,329	22,986
Non-current assets		18,329	22,986
Total assets		202,501	257,039
Liabilities			
Current			
Trade and other payables		18,457	17,490
Prepaid Income	10	27,656	7,398
Provisions	11	4,725	7,743
Current liabilities		50,838	32,631
Total liabilities		50,838	32,631
Net assets		151,663	224,408
Equity			
Accumulated Funds		151,663	224,408
Total equity		151,663	224,408

This statement should be read in conjunction with the notes to the financial statements

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

STATEMENT OF CHANGES IN RESERVES
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	\$ Accumulated Funds	\$ Total Equity
Balance at 1 January 2021		247,896	247,986
Surplus/(Deficit) for the year		(23,488)	(23,488)
Other comprehensive income		-	-
Total comprehensive income for the year		(23,488)	(23,488)
Balance at 31 December 2021		224,408	224,408
Balance at 1 January 2022		224,408	224,408
Surplus/(Deficit) for the year		(72,745)	(72,745)
Other comprehensive income		-	-
Total comprehensive income for the year		(72,745)	(72,745)
Balance at 31 December 2022		151,663	151,663

This statement should be read in conjunction with the notes to the financial statements

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2022

		2022	2021
	Notes	\$	\$
Cash flows from operating activities			
Receipts from customers		241,684	298,245
Payments to suppliers and employees		(288,863)	(316,006)
Interest received		242	276
Net cash from operating activities	12	(46,937)	(17,485)
Cash flows from investing activities			
Purchases of plant and equipment		(4,927)	(3,044)
Net cash used in investing activities		(4,927)	(3,044)
Net change in cash and cash equivalents		(51,864)	(20,529)
Cash at the beginning of the financial year		232,619	253,148
Cash at the end of the financial year	9	180,755	232,619

This statement should be read in conjunction with the notes to the financial statements

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

1 Basis of preparation

The financial report is a special purpose report that has been prepared in accordance with the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*, applicable Australian Accounting Standards and other authoritative pronouncements of the Australian Accounting Standards Board.

The financial report covers Macedon Ranges Further Education Centre Inc as an individual entity. Macedon Ranges Further Education Centre Inc is an Association incorporated in Victoria under the Associations Incorporation Reform Act 2012.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the economic entity in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

The amounts presented in the financial statements have been rounded to the nearest dollar.

2 Summary of significant accounting policies

a) Revenue

Revenue comprises revenue from services provided, government grants and fundraising activities. Revenue from other activities is shown in Note 4.

Revenue is measured by reference to the fair value of consideration received or receivable by the Association for services provided.

Revenue is recognised when the amount of revenue can be measured reliably, collection is probable, the costs incurred or to be incurred can be measured reliably, and when the criteria for each of the Association's different activities have been met. Details of the activity-specific recognition criteria are described below.

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

2 Summary of significant accounting policies (continued)

a) Revenue (continued)

Government grants

A number of the Association's programs are supported by grants received from the government.

If conditions are attached to a grant which must be satisfied before the Association is eligible to receive the contribution, recognition of the grant as revenue is deferred until those conditions are satisfied.

Where a grant is received on the condition that specified services are delivered to the grantor, this is considered a reciprocal transaction. Revenue is recognised as services are performed and at year end a liability is recognised until the service is delivered.

Revenue from a non-reciprocal grant that is not subject to conditions is recognised when the Association obtains control of the funds, economic benefits are probable and the amount can be measured reliably. Where a grant may be required to be repaid if certain conditions are not satisfied, a liability is recognised at year end to the extent that conditions remain unsatisfied.

Where the Association receives a non-reciprocal contribution of an asset from a government or other party for no or nominal consideration, the asset is recognised at fair value and a corresponding amount of revenue is recognised.

Student fees

Fees charged for services provided to students are recognised when the service is provided.

Interest income

Interest income is recognised on an accrual basis using the effective interest method.

b) Operating expenses

Operating expenses are recognised in the profit or loss upon utilisation of the service or at the date of their origin.

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

2 Summary of significant accounting policies (continued)

c) Plant and equipment

Each class of property, plant and equipment is carried at cost less, where applicable any accumulated depreciation and any accumulated impairment losses.

Depreciation

The depreciable amount of all fixed assets is depreciated over their useful lives to the Association commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciated assets are:

Class of Fixed Asset	Depreciation Rate
Plant and equipment	15% - 33.33%

d) Income taxes

No provision for income tax has been raised as the Association is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

e) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and demand deposits.

f) Employee benefits

Short-term benefits

Short-term employee benefits are benefits, other than termination benefits, that are expected to be settled wholly within 12 months after the end of the period in which the employees render the related service. Examples of such benefits include wages and salaries and non-monetary benefits.

Long-term benefits

The Association's liability for annual leave is included in other long-term benefits as it is not expected to be settled wholly within 12 months after the end of the period in which the employees render the related service.

The Association presents employee benefit obligations as current liabilities in the statement of financial position if the Association does not have an unconditional right to defer settlement for at least 12 months after the reporting period, irrespective of when the actual settlement is expected to take place.

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

2 Summary of significant accounting policies (continued)

g) Deferred income

The liability for deferred income is the unutilised amounts of grants received on the condition that specified services are delivered or conditions are fulfilled. The services are usually provided or the conditions usually fulfilled within 12 months of receipt of the grant. Where the amount received is in respect of services to be provided over a period that exceeds 12 months after the reporting date or the conditions will only be satisfied more than 12 months after the reporting date, the liability is discounted and presented as non-current.

h) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

Cash flows are presented in the statement of cash flows on a gross basis, except for the GST components of investing and financing activities, which are disclosed as operating cash flows.

i) Economic dependence

The Association is dependent upon the ongoing receipt of Government grants to ensure the ongoing continuance of its programs. At the date of this report, management has no reason to believe that this financial support will not continue.

j) Significant management judgement in applying accounting policies

When preparing the financial statements, management undertakes a number of judgements, estimates and assumptions about the recognition and measurement of assets, liabilities, income and expenses.

k) Estimation uncertainty

Information about estimates and assumptions that have the most significant effect on recognition and measurement of assets, liabilities, income and expenses has been provided. Actual results may be substantially different.

l) Useful lives of depreciable assets

Management reviews its estimate of the useful lives of depreciable assets at each reporting date, based on the expected utility of the assets. Uncertainties in these estimates relate to technical obsolescence that may change the utility of certain software and IT equipment.

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

	2022	2021
	\$	\$
3. Revenue from grants		
Department of Health & Human Services	92,580	88,898
Department of Education – ACFE	48,582	94,798
Communities Environment Program – DEFT	-	6,480
Stronger Communities Program - DEFT	-	(465)
MRSC – CASI Funding	-	9,166
MRSC – Community Partnership	3,258	6,953
MRSC – Community Activities	-	4,850
	144,420	210,680
4. Revenue from other activities		
Job Keeper Wage Subsidy	-	6,000
Government Cash Flow Boost	-	-
Work Cover Claim	-	4,151
Interest	242	276
Room Usage	2,138	336
Class Material	3,039	2,538
Tea/Coffee	-	-
Sundry	384	1,087
	5,803	14,388

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

	2022	2021
	\$	\$
5. Administration costs		
Bank fee	1,052	1,126
Cleaning	7,795	8,836
Committee of management costs	2,937	673
Consulting fees	-	6,750
Depreciation	9,583	10,137
Hall/Office rental	1,958	99
Insurance	1,568	1,380
Postage	100	324
Professional development	175	-
Repairs & maintenance	1,390	276
Stationery	1,343	2,258
Subscriptions	9,924	9,850
Staff amenities	504	220
Telephone	2,546	5,673
Travel	440	-
	41,315	47,602

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

	2022	2021
	\$	\$
6. Tuition costs		
Advertising	2,120	2,739
Class material	4,145	3,054
Internet	9,590	8,554
Photocopy	3,133	1,393
Tuition fees	43,536	47,657
Tuition wages	12,287	8,744
	74,811	72,141
7. Wages		
Wages	131,247	136,515
Work cover	2,114	4,390
Superannuation	14,134	14,014
Portable long service leave	1,627	2,377
Provision for long service leave	-	-
Provision for annual leave	(3,018)	3,014
	146,104	160,310
8. Other expenses		
Audit fees	2,350	2,300
Bad Debts	-	390
Bookkeeping fees	9,840	9,390
Project Costs	-	6,480
Sundry	161	676
	12,351	19,236

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

	2022	2021
	\$	\$
9. Cash and cash equivalents		
Cash on hand	200	221
Cash at bank	56,060	108,145
Term deposits	124,495	124,253
	180,755	232,619
10. Prepaid Income		
Current		
Youth at Risk Shire Funding still to be acquitted	5,898	5,898
MRSC – Community Partnership 2022 FY	-	1,500
MRSC – Community Partnership 2023 FY	1,758	-
DJPR – RRV Stream 2 Purchase of New Kiln	20,000	-
	27,656	7,398
11. Provisions		
Current		
Annual leave	4,725	7,743
Long service leave	-	-
	4,725	7,743

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

NOTES TO THE FINANCIAL STATEMENTS

	2022	2021
	\$	\$
12. Reconciliation of cash flows from operating activities		
Cash flows from operating activities		
Net surplus/(deficit) for the period	(72,745)	(23,488)
<i>Non-cash flows in operating surplus/(deficit):</i>		
Depreciation	9,583	10,137
<i>Net changes in working capital</i>		
Changes in trade debtors	(830)	4,311
Changes in accrued income	-	5,100
Changes in prepaid expenses	(1,153)	(1,154)
Changes in trade and other payables	968	(12,198)
Changes in prepaid income	20,258	(4,980)
Changes in provisions	(3,018)	3,014
Changes in Accumulated Funds	-	1,773
Net cash from/(used in) operating activities	(46,937)	(17,485)

13. Post-reporting date events

The Association's operations have been affected by the recent and ongoing outbreak of the coronavirus disease 2019 (COVID-19) which was declared a pandemic by the World Health Organization in March 2020. Since the declaration of COVID-19 as a global pandemic, numerous cautions have been taken and restrictions implemented in Australia in both commercial and private settings.

Macedon Ranges Further Education Centre Inc has been significantly impacted by restrictions imposed by the Australian Government with temporary closure of the facility required during 2021 calendar year. While the facility has since re-opened, the ultimate disruption which may be caused by the outbreak is uncertain; however, it may not result in a material adverse impact on the Association's financial position, operations and cash flows.

The extent to which the COVID-19 pandemic impacts the Association's operations will depend on future developments, which are highly uncertain and cannot be predicted with confidence, including the duration and severity of the outbreak, and the actions that may be required to contain the virus or treat its impact.

14. Related Party Transactions

The Committee Members act in an honorary capacity and are not paid for their services as Committee Members.

Other transactions with related parties during the 2022 year were done on commercial terms, similar to other third parties.

15. Below Market Value Lease Arrangement

As required by Australian Accounting Standards 1058 (AASB 1058), the Committee has elected to recognise the rent from Macedon Ranges Shire Council City Council at cost not fair value.

As required by the Standard in choosing this election the details of the lease with Macedon Ranges Shire Council are provided as follows: -

- The organisation has a high dependence on the Lease arrangements with Macedon Ranges Shire Council for the premises at 12 Hamilton Street, Gisborne.
- The Lease with Macedon Ranges Shire Council commenced on the 16th May 2016 for a term of 3 years with an option for two further 3-year terms.
- The Lease commenced with a value of \$208 plus GST per month with a 3% annual increase and a market valuation.
- The Last Lease payment was made up to 15th March 2020 for \$227.28 plus GST and due to COVID-19 impacts the lease payments have been suspended.

Macendon Ranges Further Education Centre Inc

NOTES TO THE FINANCIAL STATEMENT

14. Full Schedule of Assets - Detailed

Period 01/01/2022 - 31/12/2022

		ACCOUNTING						
Acq. (Disp) Date	Asset	Original Cost	Additions (Disposal)	Opening W.D.V	Depn Method	YTD Depn	Close W.D.V.	
Plant & Equipment								
1/01/2000	Plant & Equipment	135,247.52	-	-	25% D	-	-	
11/04/2012	Tables	2,495.00	-	-	25% P	-	-	
23/08/2012	Toshiba C850 Laptops X 8	5,010.91	-	-	25% P	-	-	
21/02/2013	Desktop Computers x 14	10,396.36	-	-	25% P	-	-	
28/08/2014	Samsung Smart TV	844.55	-	380.55	20% P	76.11	304.44	
4/09/2014	Desktop Computer System	817.27	-	281.27	25% P	70.32	210.95	
4/09/2014	Toshiba Laptop	726.37	-	94.37	33% P	31.45	62.92	
17/09/2014	Asus Notebook	453.64	-	101.64	33% P	33.88	67.76	
17/09/2014	Changhong TV/DVD	331.82	-	179.82	20% P	35.96	143.86	
18/02/2014	Desktop Computer(Computer Compan	862.73	-	-	25% P	-	-	
9/04/2015	Bar Fridge Office	226.36	-	-	15% D	-	-	
6/10/2016	Monitor & Hard drives	399.88	-	-	25% D	-	-	
15/06/2017	SimpleIndex Scan Software	6,074.00	-	-	25% D	-	-	
14/12/2017	Epson Projector & Bag	865.45	-	-	25% D	-	-	
28/06/2018	14 Navy Blue and 4 Full Black Ergo Chair	3,063.64	-	1,455.22	15% D	459.55	995.67	
5/03/2019	KeyBoard	509.09	-	149.59	25% D	127.27	22.32	
7/03/2019	2 Desks plus mounted screens	1,589.09	-	917.11	15% D	238.36	678.75	
16/05/2019	4 Computer and monitors	4,826.09	-	1,656.08	25% D	1,206.52	449.56	
22/08/2019	Razornet (Server)	2,272.73	-	912.06	25% D	568.18	343.88	
17/12/2019	Computer Room upgrade	10,510.97	-	5,154.70	25% D	2,627.74	2,526.96	
6/02/2020	Computer Room upgrade	10,510.98	-	5,514.66	25% D	2,627.75	2,886.92	
5/03/2020	11 Desks for Computer Room	1,605.45	-	1,166.04	15% D	240.82	925.22	
26/11/2020	Electronic Copy Board including stand	2,883.99	-	2,093.85	25% D	523.46	1,570.39	
30/09/2021	8 Mars Turn Tables	3,044.12	-	2,929.03	15% D	439.35	2,604.77	
14/06/2022	2 Samsung Smart TV's	2,890.91	-	-	15% D	237.61	2,653.30	
23/06/2022	2 TV Floor Stands	855.00	-	-	15% D	68.17	786.83	
7/07/2022	Intel NUC Mini PC with Logitech wireless keyboard and mouse	1,180.91	-	-	15% D	85.90	1,095.01	
TOTAL		210,494.83	0.00	22,985.99		9,698.40	18,329.50	

MACEDON RANGES FURTHER EDUCATION CENTRE INC
ABN 24 812 980 382

RESPONSIBLE ENTITIES' DECLARATION

In the opinion of the Committee Members of Macedon Ranges Further Education Centre Inc. :

1. The financial statements and notes of Macedon Ranges Further Education Centre Inc. are in accordance with the *Australian Charities and Not-for Profits Commission Act 2012* , including:
 - a) Giving a true and fair view of its financial position as at 31 December 2022 and of its performance for the financial year ended on that date; and
 - b) Complying with Australian Accounting Standards including the Australian Accounting Interpretations and the *Australian Charities and Non-for-profits Commission Act 2012* ; and
2. In the committee members' opinion there are reasonable grounds to believe that Macedon Ranges Further Education Centre Inc. will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the committee.



Kerri Diss

15/3/23

Date



Pauline Tarrant

15/3/2023

Date

TOWARDS A VISION SHARED



Collins & Co Audit Pty Ltd

127 Paisley Street
Footscray VIC 3011
Australia

Phone (03) 9680 1000
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AUDITOR'S INDEPENDENCE DECLARATION TO THE MEMBERS OF MACEDON RANGES FURTHER EDUCATION CENTRE INC A.B.N. 24 812 980 382

In accordance with the requirements of section 60-40 of the Australian Charities and Not for Profits Commission Act 2012, I declare that, to the best of my knowledge and belief, during the year ended 31 December 2022 there have been:

- i. No contraventions of the auditor independence requirements as set out in the Australian Charities and Not-for-Profits Commission Act 2012 in relation to the review; and
- ii. No contravention of any applicable code of professional conduct in relation to the review.

**Frederik Ryk Ludolf Eksteen CA
ASIC Auditor Registration Number 421448**

**Collins & Co Audit Pty Ltd
127 Paisley Street
FOOTSCRAY VIC 3011**

Dated this 15th day of March 2023



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MACEDON RANGES FURTHER EDUCATION CENTRE INC
A.B.N. 54 794 801 039
INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS

Opinion

I have audited the accompanying financial report of Macedon Ranges Further Education Centre Inc (the Association), which comprises the balance sheet as at 31 December 2022, and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by the members of the Board.

In my opinion, the financial report of the Association is in accordance with *the Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*, including:

- i. giving a true and fair view of the Association's financial position as at 31 December 2022 and of its performance for the year ended; and
- ii. complying with Australian Accounting Standards as per Note 1, *the Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. I am independent of the Association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled our other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter - Basis of Accounting and Restriction on Distribution

I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Macedon Ranges Further Education Centre Inc to meet the requirements of the *Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*. As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the applicable legislation and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

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As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the registered entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the responsible entities.
- Conclude on the appropriateness of the responsible entities use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the registered entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the registered entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that I identify during my audit.

Auditor: **Frederik RykLudolf Eksteen**

ASIC Registration Number: **421448**

Address: **Collins & Co Audit Pty Ltd, 127 Paisley Street, FOOTSCRAY VIC3011**

Signature:

Date: **15 March 2023**

MR FEC

Centre Managers' Report 2022

Macedon Ranges Further Education Centre (MRFEC) entered 2022 expecting a rebound after the lifting of the Pandemic restrictions experienced in the prior two years. The organisation started with a very slow term one and overall, the engagement from community in classes were lower than forecasted.

Various reasons can be attributed to this based on direct client feedback. Term 1 started with the Omicron variant circulating quickly in the community. People started to return to travel and to see family they have not seen and were not willing to commit to an 8-week course. During the winter period COVID cases increased and we had clients request refunds as they were too scared to come to a class indoors. Overall, the enrolments were lower than during the prior two years. MRFEC reassessed the types of courses on offer, the length of courses and prioritised advertising and brand awareness.

Over the course of the year their enrolments increased each term.

I would like to thank Vicky Murdoch who stepped down in early 2022 from the ACFE Co-ordinator role for all her dedication and efforts as both a staff member but also as a highly regarded tutor over several years with MRFEC. I would also like to thank Bridget Wade who assisted taking on extra duties during the period while we undertook the recruitment process. In May we welcomed Melissa Kroker into the role as an Education Co-ordinator.

A special thanks to our volunteers over the year who assist us in reception and other tasks. All have been a welcome addition to our small and friendly team. Thank you to Diane Harle, John Haydock, Sue de Jong and Jan Ritzmann. We wish Sue well in her new job as a librarian and our best wishes as Jan starts a new life in Switzerland.

2022 successes include.

- receiving a grant to replace a 37-year-old kiln which broke down during the year.
- upgrading the organisation website. Special thanks to **Kelly at KGMG** consulting who were patient and supportive through the process. Thank you to **Jeni Marinier** from **Jeni Wren Photography** who donated some gorgeous landscape photos for the website.
- hosted two University student placements, Perri James and Caitlyn Sinclair from ACU. Both students had different placement goals and experiences.
- Convened the first MRFEC Employer Engagement Steering Committee to work with employers to understand training needs to support people into local jobs.
- Grant received for two smart TVs and conference camera to conduct online classes and run slideshows in multiple rooms.
- Piloted and introduced several new programs and partnerships including an MOU with Macedon & Mt Macedon Community House to run Permaculture classes.

Committee of Management, Staff & Volunteers

Macedon Ranges Further Education Centre - Committee of Management	
Chairperson	Kerri Diss
Vice Chairperson	Pauline Tarrant
Treasurer	Vacant
Secretary	Jennifer Malberg
Member	Terry Larkins
Member	Bruce Dudon
Gisborne Secondary College Representative	John Tikulin
Macedon Ranges Further Education Centre – Staff	
Office Support	Bridget Wade
Education Co-ordinator	Melissa Kroker
Centre Manager	Monica Smyrek
Macedon Ranges Further Education Centre - Volunteers	
Reception /Marketing	John Haydock
Reception	Jan Ritzmann
Reception	Dianne Harle
Reception	Sue de Jong

The Committee of Management and Staff of Macedon Ranges Further Education Centre gratefully acknowledge the following for their continued support: Department of Health and Human Services, Adult Community & Further Education, Department of Education and Training and Macedon Ranges Shire Council.

Neighbourhood House Activities

Partnerships

Riddell's Creek Neighbourhood House

- Barista introduction.

Woodend Community House

- Barista Introduction.
- Pottery Try & See workshops.
- Floristry workshops.

Macedon & Mt Macedon Community House

- Permaculture

Windarring (Disability services & support)

- Pottery class for clients

Welcome to the Neighbourhood Community Program

- Regional Victorians of Colour- Chai & Conversation
 - Speaker and conversation learning about immigration experience.
- Sconetime
 - Community morning tea, all welcome.
- Self Defence for Women



Image: Pastel Drawing Class students 2022

Macedon Ranges Further Education Centre. Course delivery 2022.

Courses delivered on-site.		
Improve Your English	Floristry	Tai Chi
Xero – Zoom class	Creative Writing	Pottery – Windarring Class
Bookkeeping	Permaculture	Watercolour Painting
Digital Device Essentials	Drawing	Keyboard for Beginners
Microsoft Word & Excel – Introduction / Intermediate level	Calligraphy	Keyboard for Intermediate
Microsoft Office – Introduction / Intermediate level	Pottery	Drawing
Barista introduction level	Drawing	Calligraphy
First Aid Certificate	Making Art Quilts	Pottery
CPR Certificate	Photography	Pottery Try & See workshop
Responsible Serving of Alcohol certificate	Knitting/Crochet - All skill levels	Xmas Pottery
Food handling certificate	Pastel Drawing	Xmas Floristry
Digital Marketing workshop	Furniture Restoration	Xmas Floristry Arrangement workshop
Self Defence for Women	Creative Writing workshop	Xmas Floristry Wreath workshop
Courses delivered off-site.		
Riddles Creek - Barista introduction	Woodend – Barista introduction	Woodend – Floristry workshop
Macedon & Mt Macedon Community House - Permaculture	Woodend - Xmas theme Pottery	

