

**Uniting Church Glen Waverley
LEISURE TIME 2017 Annual Report**

During 2017 Leisure Time has maintained its mission objectives and has completed another positive and effective year of sharing, loving, hospitality and friendship with isolated seniors in our community. We have provided a welcoming and relaxed place where people are able come to weekly to connect, engage, belong and feel valued. The individuality of our guests is respected and their needs and preferences are carefully accommodated. This includes dietary and mobility needs, as well as preferences for outings, activities and topics of conversation.

Committee Matters

As the position of Coordinator is still vacant, the major changes in the Committee of Management structure which occurred at the 2016 AGM largely remained in place in 2017. One significant move for our 40th year of operation in 2018 was the resignation of Elwyn Pederson, who has now moved to live in Adelaide. Elwyn has given 6 years of service, which included the preparation, maintenance and overseeing the implementation of the vital Volunteer Roster. With her typical care, she arranged and trained Joyce Ennor as her replacement and the Volunteer Roster has continued to operate excellently this year. Whilst there were other minor changes to other Committee positions, the allocation of responsibilities for 2017, shown below, arose from the AGM held on April 3rd, 2016.

Chairperson	Cliff Baker
Secretary	Ken Hutchinson
Treasurer	Cliff Baker
Roster Secretary	Elwyn Pederson
Kitchen Coordinator	Laurel Muir
Care Secretary	Pat Vevers
Transport Coordinator	Bobbie Rooks**
Newsletter Editor	Pam McDonald
Outings sub-committee convener	Jeanette Coutts
Care sub-committee convener	Alison Hawkins
Police Check administrator	Jane Adams**
Monash Interagency Network Representative	Margaret Fraser
Community Hub Missional Group Reps	Cliff Baker, Laurel Muir
New Guest Coordinator	Bev Cameron
Careful Kitchen Crew Representative	Margaret Fraser
Deputy positions	
Deputy Chairperson	Margaret Fraser/ Alison Clarkson
Deputy Secretary	Elwyn Pederson
Deputy Treasurer	Ken Coutts
Deputy Kitchen Coordinator	Alison Hawkins
Deputy Transport Coordinator	Pat Vevers
Deputy Roster Secretary	Jeanette Coutts
Outings sub-committee	Jeanette Coutts, Cliff Baker, Laurel Muir, Pat Vevers, Ross Vevers, Barbara Thompson.
General committee/ministry team	Alison Clarkson
Honorary Auditor	Evelyn Fleming**
** Indicates non-committee office bearers	

There are 4 Committee Members whose term will finish at the April 16 2018 AGM –Margaret Fraser, Pat Vevers, Ross Vevers and Cliff Baker. All four people have completed 9 years of continuous Leisure Time Committee Service, but, using the relevant clause of Leisure Time’s Constitution, the Church Council has agreed that they may be re-elected for 1 year. All have indicated their willingness to sign on for another term – see the agenda paper re Committee elections.

Our committee continues to meet six times per year with informal communication in between as required. The system of having deputies to cover major positions has worked well as some of our office bearers have been away for extended periods.

Volunteers

Throughout the year Leisure Time operated with the significant input and effort of over 60 dedicated volunteers who served as day leaders, hosts, home cooks, kitchen helpers, drivers and Committee members. Thank you to our volunteers for all of these voluntary and time-consuming efforts. Our guests consistently tell us how important and helpful their participation at Leisure Time is in their lives. 2017 was the 39th year of Leisure Time and our records show that well over 300 local seniors have been members of Leisure Time over that period. We were very pleased to welcome new volunteers, including several community, (non- congregation) people who joined us in 2017. We are still seeking further volunteers.

For our volunteers, the friendships formed while working together have also been happy and beneficial. Most volunteers are rostered monthly, but some do more and some help on an emergency basis. Well done and thanks. As always, the meals and table set-up are fantastic, and the activities prepared by the leaders are stimulating, interesting and good fun. The programs included guest speakers on (overseas trips - Mauritius, East Timor, England & Scotland) Victorian history and care and companion value of pets. Amongst many other interesting sessions, were musical items, singalongs, manufacture of ribbon stars, quizzes, puzzles and games, making dolls for hospitals, and a highlight was a demonstration of Scottish dancing.

The typical guest reaction was summarised in a 2016 letter - one guest wrote an article for us called "the Best day of My Life" in which she says "A huge thank you to all the people who put together our Leisure Time program... thanks to our inspiring and dedicated volunteers...you are changing my life for the better...I now have hope, trust, self-confidence, and a sense of purpose and pleasure." The same sentiments are regularly expressed by today's guests

Our Volunteers are always welcome to contribute ideas or concerns at any time. Communication with volunteers was maintained by:

- *Three newsletters/year,
- *Invitations to the AGM and the Christmas break-up
- *Care and Communication sub-committee meetings held three times/year, attended by Day Leaders

Volunteers are the essence of Leisure Time –without them it would not exist. Our heartfelt thanks to all those who have helped in 2017, most of whom have given many years of service. We were fortunate to recruit new volunteers – Irene Merta, Lyn Yuan and Nancy Nui – and thank them for their community service.

Our yearly calendar of activities and meetings was also uploaded to the Wiki.

Guest Information

Our 2016 recruitment of guests was very successful and guest numbers were maintained in 2017. In December we had 23 regular guests -as a result of our experience with more regular guest attendances, we have revised our previous maximum from 25 down to 23. As a consequence we have modified our advertising in the Council's PALS booklet and the local press, but will endeavour to maintain the 23 number, which has produced average Monday attendances of 18+.

There were several others who attended one or more sessions but did not stay in the program for as long as we would have hoped, due to other factors in their lives, but all were made to feel very welcome and appreciated our kindness and care. The accessibility of our buildings, e.g. ramp, large toilet, has become increasingly important in recent years.

Guests continued to contribute \$7 per week when they attended, and average outings cost was less than \$10 per person. This seems to be affordable for them. As is shown in the financial statements, Leisure Time has no funding problems. We did not charge for one outing in 2017 and also waived the \$7 charge for one week in Senior's Month.

Outings

We have again been successful in our application for a Monash Council Community Grant which means we are able to select an interesting range of outings at an affordable price to our guests (\$15 maximum, usually \$10.) plus host the Christmas party at no cost to guests. The Outings committee chooses outings carefully to be both interesting and safe and manageable for our guests, some of whom need to use wheelchairs when out and about. We always need plenty of helpers. Everyone enjoys the camaraderie at outings, and lots of laughter can be heard. Outings rate very highly on our program.

The 2017 outings were:

- February Smorgasbord Lunch , Lynbrook, followed by country drive (Bus trip)
- May Scenic Tour and Lunch at Cheltenham. (Bus Trip)
- July Movie at Pinewood Theatre and a basket lunch
- September Lunch at the Dandenong Club (Bus Trip)
- October Visit to Warrook Tourist Farm – Tour & Lunch. (Bus Trip)
- December Christmas Party

The December Christmas Party was a highlight of the year with a good attendance to the Volunteer's morning tea. Entertainment was provided after morning tea by children from the Glen Waverley Primary School, and all were delighted by the singing and music produced by the school choirs. Performing children are loved by the elderly guests.

The guest list for lunch was slightly larger than in past years as we were able to extend invitations to some non-committee members who had assisted Leisure Time operations during the year. All enjoyed the excellent food, the handmade decorations and the "Christmas Spirit" which obviously existed amongst all present. Guests were presented with a small Christmas present. The day concluded with a short Christmas Service led by Alison Clarkson with appropriate worship and music. Thanks to all Outing Committee members for their organisation, to our host leaders, kitchen helpers, the drivers and all those volunteers who attended to support the guests on the day. Thank you also to the ministry team members who came along and chatted with the guests. Thanks also to Lynn Peters for her music.

Community Hub Mission Group (CHMG)

Leisure Time is one of the GWUC programs that sit within the Community Hub Mission Group. The CHMG provides a supportive forum and is also our link with Church Council. Information about Leisure Time is provided to the congregation, through the CHMG noticeboard, weekly and monthly Bulletins, Newview and reports to Church Council. Leisure Time brochures are always available from the CHMG noticeboard.

Connecting with the wider Community and Monash Council

As in previous years, an effort was made to promote Leisure Time to all relevant agencies which are locally involved in aged care. As part of this program we continued our inclusion in the Monash Council Positive Ageing Lifestyles (PALS) program, which allowed us to advertise our regular activities. These program booklets are distributed through local libraries and to many seniors and groups. Response to the Monash PALS publicity continues to be largely responsible for our guest recruitment success. We also had a "write up" with photographs in the local press.

We thank Monash Council for the grant received in 2017 and, hopefully, we strengthened our relationship by participation in the various planning sessions to which we are invited. We also have taken advantage of the Council offer of free usage of a Community Bus for our outings .

We **participated** in the Pinewood Bendigo Bank Charity activity, the "Pinewood Pitch". With the assistance of the Church Property Committee, our submission and presentation resulted in a \$2320 grant almost adequate to fund the installation of a Hearing Loop in Room 1. Leisure Time donated the cash shortfall.

Comments

May I also take this opportunity to thank all those who have supported, encouraged and guided me during my time as Chairperson, in particular the Committee members and Bev, Bobbie, Evelyn and Jane who contribute to the Management without actual Committee Membership. I would also like to thank Heather Hon, office manager, who

has given Leisure Time both practical help and wise advice. Also special thanks to Elwy Pederson for her years of Committee membership and subsequent year of other roster duties. Elwyn's service was acknowledged, and she was given a small gift at the Christmas Party.

It is a great privilege and pleasure to serve our community's seniors with love and care and hospitality. We pray for God's continued wisdom and blessing on our labour of love at Leisure Time. We also pray for each of our guests and volunteers – may they know God's presence and strength with them each day.

Cliff Baker, Leisure Time Interim Chairperson, April 2018

GLEN WAVERLEY UNITING CHURCH LEISURE TIME

**AUDITED STATEMENT OF PROFIT AND LOSS
TWELVE MONTHS ENDED 31 DECEMBER 2017**

INCOME	Notes	12 Mths 31/12/2016	12Mths 31/12 2017
Guest Contributions		2943.10	3914.10
Outings & Entertainment Contributions		791.50	724.70
Monash Council Grant	1	2200.00	1870.00
Donations	2		1033.60
Total Income		5934.60	7542.40
Less EXPENDITURE			
Kitchen		1401.75	1867.75
Christmas Party		740.65	1410.45
Outings & Entertainment		2008.80	3067.20
Host Expenses & Gifts		153.25	124.00
Admin Expenses – including Police Checks	3	778.15	258.00
Glen Waverley Uniting Church – Contribution to general Maintenance		500.00	0.00
Contribution to Hearing Loop			1280.00
Total EXPENDITURE		5582.60	8007.40
Operating Surplus (Deficit)		352.00	(465.00)
Net Increase (Decrease) in Current Assets		352.00	(465.00)

BALANCE SHEET AS 31 DECEMBER 2017

	31/12 2016	31/12/2017
Assets - Current		
Cash on Hand	267.70	278.00
Cash at Bank	9107.92	8742.62
Current Assets	9375.62	9020.62
Less Income in advance	1870.00	1980.00
Net Assets	7505.62	7040.62
Equity		
Beginning of Period	7153.62	7505.62
Surplus (Deficit) for period	352.00	(465.00)
End of Period	7505.62	7040.62

Notes to the Accounts

1 – Grant Matters

A Monash Council grant of \$1,980 to Leisure Time is designated to cover their financial year July 2017 to June 2018. As Leisure Time's financial year is the calendar year, and the \$1,980 was not received until late in the year, the Leisure Time Committee decided that this grant should be applied in Leisure Time's 2018 year, as was done in the previous years. The amount is consequently shown as "Income in Advance" for the year ended December 31, 2017.


Leisure Time has made an application for a Monash Council 2018/2019 Grant. The result of this request will not be available until April 2018 at the earliest. There is no guarantee it will be successful.

2- Donations

The donations figure includes an amount of \$1000, donated to Leisure Time as the result of the Leisure Time submission to Pinewood Community Bendigo Bank – the "Pinewood Pitch". A further \$1320 won by the submission was paid directly to the Church, so all but \$280 of the costs of installing a Hearing Loop in Room 1 were covered by the Pinewood Pitch result. Leisure Time donated the \$280 shortfall to Church Funds.

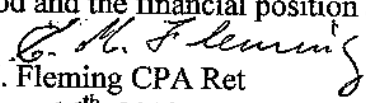
3 – Other Matters

The Admin cost shown in the Financial Statements includes \$125 spent on Police Checks in 2017. (The corresponding 2016 figure was \$600) Other 2017 admin costs amounted to \$133.00


C A Baker – Treasurer
January 2, 2018

Audit Report

I have audited the books of Glen Waverley Uniting Church Leisure Time for the twelve months ending 31 December 2017 and from the books and papers submitted to me, I am of the opinion that the financial statement properly records the transactions of the twelve month period and the financial position as at 31 December 2017


E.M. Fleming CPA Ret
January 16th, 2018