

Bridging THE GAP
LEARN COMPUTER SKILLS

24th Annual General Meeting

17th August 2022 – 2.00 pm

Agenda

- Acknowledgement to Country Nan Bosler
- Welcome to Members and Visitors John Peachey
- Call for apologies
- Receive the minutes of the 2021 AGM
- Acceptance of minutes
- Matters arising from minutes

Reports

- President John Peachey
- Treasurer Caroline Francis
- Auditors Report for Y/E 30 June 2022 Caroline Francis
- Training Co-ordinator Anne Matthews

Acceptance of reports presented

2021/2022 Committee Members step down

Election of Office Bearers & Committee Members conducted by N Bosler

Appointment of Auditor

Appointment of Public Officer

Appointment of the Patron for the Club

Newly elected Committee resumes the Meeting.

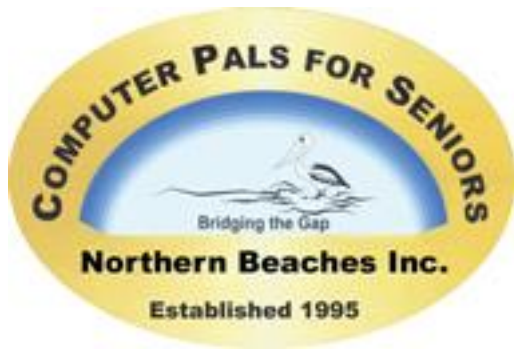
Speeches from Visitors

Meeting closes (approx.. 3.30pm)

Afternoon Tea

Computer Pals for Seniors Northern Beaches Inc.

President's Report to the 27th AGM held on August 17th 2022



What can I say? This year, 2021/22 year, has been, like previous years when Covid-19 and its many variants came into our lives, disrupting face to face teaching. This has resulted in us being unable to reach all those that we would have liked to. Lock out of the Tramshed meant that we had to work from home again. Zoom helped and we were able to communicate with groups successfully.

Our Constitution states that “The purpose of the Club is to assist its members by enabling them, through mutual help and at minimum cost, to acquire and improve their computer and electronic communication skills. I think that we have tried to do this despite the pressures of Covid-19. Only time will tell if we succeeded.

Our Training Co-ordinator explains more in her report.

We managed to hold our Christmas Party on Wednesday 1st December in The Lake View Hall at The Tramshed. There was a sumptuous Christmas fare 2-course lunch which included the provision of soft drinks however those wanting a stronger drink were asked to BYO, wine or beer. There were exciting door prizes and prizes for the trivia and a music quiz. Thanks to the tireless team who organised the party, Caroline Hamilton-Smith, Caroline Francis, and Judy Schey to name but a few.

In the New Year our Treasurer opted to resign. We were very lucky that Caroline Francis felt capable of taking on the role and transitioned straight in. She has been working with Jim Parker to install new accounting software better suited the digital age and our needs. Caroline suffered some unwanted setbacks after taking the role – her house was flooded, and she and her husband have had to move temporary accommodation, but she has carried on regardless!

It would be hard to deliver an annual report without mentioning the Committee and its members. With the loss of the Treasurer, I was left as the only male on the Committee which has been a challenge. The ladies have done their utmost to make life a joyful experience with lots of laughs. The Committee has become a Team in which everyone contributes to achieve what ever result is required. It is most refreshing to have volunteers taking on jobs as needed and a pleasure working with them.

It would be wrong to make a special reference to any one Committee person, but Anne Matthews is an exception. Anne works tirelessly all year to match students to trainers, trainers to days, find alternative solutions for teaching, getting the Q&A sessions off the ground and doing such a lot. We are extremely lucky to have her with us and she is the backbone of our Club.

After a long time as secretary, Margaret Randell has indicated this will be her last year and that she will retire at the end 22/23. This immediately created grave concern with us all as Margaret still uses shorthand to take notes, is extremely fast and speakers often do not

realise that she is recording their words. On the few times that Margaret has been unable to attend a meeting and someone has picked up her notes there is a shocked look on their face as they realise they are unable to cribb detail from Margaret's earlier notes. If you are a good notetaker we would love to hear from you. The secretary position is a very important one.

We put on a stand at the **Seniors Festival** "Meet your local seniors' groups" – Mini Expo PCYC at Dee Why – 25th March 2022. Unfortunately, we couldn't get a grant to do more than exhibit our equipment and some of the projects that we have undertaken. Once again picture books were very popular.

In May we had a **Scam Awareness Presentation** in Lake View Hall at The Tramshed. The scam awareness presentation was a great success with over 35 people attending, check out our website for more detail and photos of the event. A big thank you to the team who organised the session and to Senior Constable Sandra Fraietta Crime Prevention Officer Northern Beaches Police Area who presented

We have continued to apply for grants from NSW Government – Smarty Grants scheme for the February 2023 Seniors Festival. It remains to be seen how successful we will be.

We are very pleased to tell you that we had our next application for \$3000 from the DYRSL was accepted plus, completely unexpectedly, we received \$500 of luncheon vouchers to be spent in DYRSL. We are really grateful to DYRSL for this addition to the grant as trying to keep trainers is always hard but they do love a chat and food! Trainers subsidised lunches will be on in 2022/23!

Our Business has changed considerably over the last 5 to 10 years. We seldom have students come to us without some form of equipment – phone, tablet or laptop but we do see that when two or more pieces of equipment come in, they are not necessarily the same brand or operating system. This means that the student needs to grasp two operating systems and learn the foibles each system has. Sometimes this works but often it doesn't, either way it is double the work.

The telephone business is huge and mainly in the hands of two major suppliers – Samsung and Apple – each making their phones/tablets more powerful, packed with features enabling marvellous results to be achieved but which only the real "techos" will use. A result of this duopoly is that other players have moved into the market offering lower cost equipment. The manufactures say that the operating system is Android but, while it may look like Android it is in fact heavily reduced in size so isn't able to support the latest features of the original manufacturers. For us to teach the abbreviated systems will probably require us to purchase some phone models for the trainers to learn on and then teach their students. We will have to devise other ways of teaching to keep up with computing trends.

The future is exciting and we, as a Club, will have lots to do. That has got to be good for everyone involved. Roll on the future.

John Peachey – Current President

Computer Pals for Seniors Northern Beaches Inc.

Training Coordinator's Report

27th AGM

August 17th 2022

The position of Training Coordinator over the past year has again been challenging with the Coronavirus pandemic continuing to have a big impact on our operation.

Term 3 2021 was cancelled due to lockdown restrictions. However we were able to introduce Question & Answer sessions via Zoom in September 2021. These sessions were weekly on a Tuesday at 10:00am. At each session we answered 4 questions that had been submitted by students and other sources. We also had a weekly trivia question and the winner received a \$10 gift card. We received great feedback from both students and trainers and this initiative proved to be very popular. On average we got between 28 and 30 people on each call comprising of students and trainers. Presentations with the answers to the questions can be found on our website <https://compalsnb.org.au/> I would like to extend my thanks to the team of trainers who volunteered to answer questions.

Term 4 2021 Commenced on Monday 25th October 2021 and wasn't it great to get back to face to face training. Numbers were down with only 21 trainers and 55 students registered.

Term 1 2022 Went ahead on the 31st January 2022 with 22 trainers and 57 students, numbers still down as we struggle to get back to pre COVID numbers. A lot of this is due to both students and trainers not available due to ill health.

Term 2 2022 Commenced on the 26th April 2022 with 22 trainers and 64 students. Still a number of trainers away either travelling or with ill health. Student numbers increasing slightly but falling short of our pre COVID numbers of around 90 students per term.

The genealogy group met for the first time on the 29th October 2021 and the feedback from Ida Greenway was: "The first session went well - we all enjoyed seeing each other again after such a long break. No difficulties were experienced using the Library resources". I would like to express my thanks to Selina Jackson and Ida Greenway for the work they do with this group. The feedback I receive is extremely positive and they are to be commended.

We welcomed 3 new trainers this year, Carol Farnsworth, Luke Hackett and Mary Krumins. Carol and Luke continue to train in term 3 with Mary is taking a break with a view to returning in the New Year. Always great to have new trainers on board.

Trainer's lunches resumed in 2022 at Dee Why RSL on the 1st June. This was our first lunch for at least a couple of years and it was a great opportunity for trainers to get together and enjoy a meal. Typically we hold trainer's lunches every quarter and look forward to doing more of this in the future.

We lost a dear friend and colleague earlier this year with the passing of long time trainer Win Nielsen. Win joined Computer Pals in August 1997 some 25 years ago and she never failed to amaze. Win had a great love of art and for many years enjoyed teaching students using Photo Shop. Later Win became a lover of everything Apple, iPad, iPhone Laptop tops and the iWatch. Win was a regular visitor at the Apple store in Chatswood eager to learn anything new. Win was an inspiration to us all and she is sadly missed.

Statistically the training roster is as follows. Student/Trainer numbers have been:-

2020/2021 training year

2021/2022 training year

- Term 3, 2020 : N/A students N/A Trainers Term 3, 2021: N/A students N/A Trainers
- Term 4, 2020 : N/A students N/A Trainers Term 4, 2021: 55 “ 21
- Term 1, 2021 : 77 “ 30 “ Term 1, 2022: 57 “ 22 “
- Term 2, 2021 : 79 “ 30 “ Term 2, 2022: 64 “ 22 “

Term 3 2020 numbers are not available as our regular face-to-face training was not conducted due to COVID restrictions.

Term 4 2020 numbers are not available as our regular face-to-face training was not conducted due to COVID restrictions.

The club could not exist without the generous grants and assistance of Northern Beaches Council and Dee Why RSL Club. These grants have been responsible for the maintenance of the club as well as the introduction of new technology.

We also express our thanks to Alison Riddington at The Tramshed for looking after us so well.

We also acknowledge the support of a good functional committee and generous and community interested sponsors.

The clubs greatest asset are the Trainers who happily give up their free time to help seniors in the community understand the wonderful mysteries of the internet, email, different technology platforms, social media and much more. Without them we would not be able to offer this great service to the seniors in our community and I am truly thankful for each and every one of them.

I present this report to the 27th AGM for your consideration.

Anne Matthews

Training Coordinator 2021/2022.

Computer Pals for Seniors Northern Beaches Inc.

COMPUTER PALS FOR SENIORS NORTHERN BEACHES INC.

Treasurer's report for the year ended 30 Jun 2022

INCOME AND EXPENDITURE

Grants – no grants were applied for or received during the year. The grants brought forward of \$4,386 have been released to income in the year to cover costs incurred and Capital Equipment bought with those Grants.

Total club expenditure exceeded income for the year by \$1,840 compared with the previous year of \$4,327.

Income from membership fees and tuition fees were \$1,335 less than last year, reflecting only three terms due to the Covid 19 pandemic.

Expenses were \$202 less than the previous year.

EQUITY

Equity decreased by the deficit for the year of \$1,840 from \$34,990 to \$33,150.

CASH

Bank and Cash Balances decreased during the period from \$38,817 to \$32,462. \$25,000 is in the process of being placed on Term Deposit for six months.

There were no outstanding cheques or unpaid invoices.

Our sincere thanks go to those organisations that have supported our club by providing funding. A special thanks goes to President John Peachey for instigating the applications for the Grant funding and liaising with the funding bodies in the acquiring of those funds. Also thanks to Ian Vickery for his help in handing over the Treasurer's responsibilities to me in March.

I wish to thank all those Committee members and Trainers who have assisted in collecting subscriptions etc.

A special thanks goes to our Honorary Auditor, Jim Parker.

Caroline Francis
(Treasurer from March 2022)
26th July 2022

COMPUTER PALS FOR SENIORS NORTHERN BEACHES INC.
Treasurer's report for the year ended 30 Jun 2022

Income and Expenditure
For the year ended 30 June 2022

	2022	2021
	\$	\$
Income		
Grants	4,385.95	2,269.05
Member Annual Fees	2,225.00	2,337.50
Member Tuition Fees	4,955.00	6,297.50
Member Short Course Fees	120.00	0.00
Member Purchases Club T-Shirts	50.00	0.00
Member Purchases Software & Peripherals	649.00	0.00
Christmas Function Payments Received	805.00	0.00
Interest Income	0.30	1.33
Total Income	13,190.25	10,905.38
Expenditure		
Annual Return/Governance	48.21	47.21
Christmas Function Member Reimbursements	44.96	0.00
Christmas Function Restaurant/Caterers Expense	2,200.00	32.40
Community/Stronger Community Grants	0.00	1,704.05
Consumables/Gifts	150.00	327.62
Depreciation	1,833.95	1,938.04
Event	0.00	169.01
Insurance	1,942.36	1,870.97
Postage	7.75	0.00
Printing & Stationery	36.50	64.20
Software & Peripherals	1,100.19	0.00
Subscriptions	869.26	326.05
Supplies for Events - Tea Coffee etc.	43.25	0.00
T Shirts	65.00	540.00
Toner Costs	467.00	598.00
Trainer Luncheons	789.66	878.34
Trainers Meeting Room Costs	0.00	26.30
Training of Trainers	0.00	16.59
Tramshed Annual Storage	50.00	0.00
Tramshed Rent	4,991.52	6,270.75

Website/Domain Charges	339.70	321.89
Wipes/Disinfectant/Masks	50.55	100.49
Total Expenses	15,029.86	15,231.91
Excess/(deficit) of Income over Expenditure	(1,839.61)	(4,326.53)

Balance Sheet

As at 30 June 2022

	30 Jun 2022	30 Jun 2021
	\$	\$
Assets		
Bank		
Petty Cash	0.00	200.00
St. George cheque account	32,461.80	38,617.18
Total Bank	32,461.80	38,817.18
Current Assets		
Debtors & Prepayments	1,725.70	1,831.93
Total Current Assets	1,725.70	1,831.93
Fixed Assets		
Computer Equipment	5,407.25	4,387.25
Less Accumulated Depreciation on Computer Equipment	(5,407.25)	(3,814.92)
Computer Equipment - net amount	0.00	572.33
Office Equipment	3,410.90	3,410.90
Less Accumulated Depreciation on Office Equipment	(3,410.90)	(3,169.28)
Office Equipment - net amount	0.00	241.62
Total Fixed Assets	0.00	813.95
Total Assets	34,187.50	41,463.06
Liabilities		
Current Liabilities		
Creditors & Accruals	1,037.50	6,473.45
Total Current Liabilities	1,037.50	6,473.45
Total Liabilities	1,037.50	6,473.45
Net Assets	33,150.00	34,989.61
Equity		
Current Year Earnings	(1,839.61)	(4,326.53)
Retained Earnings	34,989.61	39,316.14
Total Equity	33,150.00	34,989.61

NOTES

- 1 Members' annual subscriptions and tuition fees are brought to account in the year to which they relate
- 2 Interest received, insurance premiums and rent are accounted for on an accruals basis
- 3 Computer equipment is depreciated over three years and office equipment over 5 years. If supported by a Grant, the asset is written off in the year the Grant is released.

	Cost	Depreciation	Net
	\$	\$	\$
Balances 1st July 2021	7,798.15	-6,984.20	813.95
Additions	1,020.00		1,020.00
Depreciation for the year		-1,833.95	-1,833.95
Balances 30th June 2022	<u>8,818.15</u>	<u>-8,818.15</u>	<u>0.00</u>