

KNH INC 2025 ANNUAL REPORT



TABLE OF CONTENTS



About KNH Inc	3
Our Team	4
2025 Agenda	5
2024 AGM Minutes	6-8
President's Report	9-10
Manager's Report	12-14
Work Health & Safety	15
KNH Inc Impact Snapshot	17-18
Treasurer's Report	19-20
Auditor's Report	21-22
Financial Statements	
Profit & Loss	23-24
Balance Sheet	25-26
Financial Declaration	27
Notes to Financial Statements	28-29
Statement of Cash Flow	30
Movements in Equity	31
Appendix	
Profit & Loss by Campus	32-33

ABOUT KERRIE NEIGHBOURHOOD HOUSE INC



Kerrie Neighbourhood House Inc. (KNH) operates across two locations. Kerrie Road Neighbourhood House (Kerrie Rd) is situated in Glen Waverley and Mackie Road Neighbourhood House (Mackie Rd) is located within the Wellington Reserve Community Centre, Mulgrave. Both Houses offer a wide range of activities to residents of the City of Monash and surrounding communities.

Associations and Networks

Kerrie Neighbourhood House Inc. is a member of the following associations and networks:

- Neighbourhood Houses Victoria (NHVic)
- Monash Coordinators Network
- Network of Inner East Community Houses (NIECH)

VISION

To be an active part of and enrich our local community.

MISSION

Our mission is to enrich our community by developing social connectedness, promoting healthy lifestyles and providing opportunities for lifelong learning, recreation and support within an inclusive, safe and welcoming environment.

Acknowledgements

Kerrie Neighbourhood House Inc. wishes to thank the following organisations for their ongoing support.

- Department of Families, Fairness and Housing
- City of Monash
- Department of Education and Training
- Neighbourhood Houses Victoria
- Network of Inner East Community Houses
- Monash Coordinators Network

OUR TEAM 2024-2025



COMMITTEE OF GOVERNANCE

President: Rosanne Pittard

Vice President/Secretary: Robyn Hofmann

Treasurer: Margaret Menzies; Greg Menzies (from 5th February)

Assistant Treasurer: Geraldine Howson (from 5th February)

Committee Member: Gaurav Ahuja (until 17th March)

STAFF

Manager: Laura Orr

Bookkeeper: Beth Ellis

Kerrie Rd Administrator: Jo Whatley

Mackie Rd Administrators: Elizabeth Scarfe and Belinda Brand

VOLUNTEERS

KERRIE ROAD:

- Lois and Trevor Vincent
- Kerrie Rd Group Leaders

MACKIE ROAD:

- Tom Ang
- Chan Mee Leong
- Yvonne Askew
- Billy Blanch
- Hnin Adair
- Maria Cionte
- Tricia Upton
- Mackie Rd Group Leaders
- Community Connections Café volunteers

ANNUAL GENERAL MEETING 2025 - AGENDA

KERRIE NEIGHBOURHOOD HOUSE INC



WEDNESDAY 19 NOVEMBER 2025 AT 1.30PM

Kerrie Rd Neighbourhood House

1. OPEN MEETING

Welcome

Attendance and Apologies

2. MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

Wednesday 23 October 2024

3. BUSINESS ARISING FROM PREVIOUS MINUTES

4. PRESENTATION OF PRESIDENT'S REPORT

5. PRESENTATION OF MANAGER'S REPORT

6. PRESENTATION OF TREASURER'S REPORT

7. ELECTION OF 2025/2026 COMMITTEE OF GOVERNANCE*

8. GENERAL BUSINESS

9. MEETING CLOSED

*Members who wish to nominate (themselves or someone else) for a committee position are asked to advise the President or Manager beforehand (**by 12 November 2025**) in order for voting arrangements to be made.

MINUTES OF ANNUAL GENERAL MEETING 2024

KERRIE NEIGHBOURHOOD HOUSE INC



Wednesday 23 October 2024 Commenced at 1.30pm
Mackie Rd Neighbourhood House, Mulgrave

Present:

Rosanne Pittard, Robyn Hofmann, Margaret Menzies, Greg Menzies, Laura Orr, Jo Whatley, Belinda Brand, Geraldine Howson, Wilma Orr, Steve McGrath, Karena Johnson, David Holdsworth, Eden Foster MP (Mulgrave), Ruth Dayment, Gaurav Ahuja, Lily Kovacevic, Emily Beimers

Apologies:

Nicky Luo, Yvonne Woon, Susan Loh, Billy Blanch

1. Open and Welcome

Meeting declared open at 1.30pm by Rosanne Pittard (Chair) after establishing there were sufficient members present for a quorum.

Acknowledgement of Country delivered by Robyn Hoffman
Committee, staff & guests introduced themselves.
Apologies accepted.

2. Minutes of previous Annual General Meeting

Held on 19 October 2023 taken as read and accepted.

Moved: Robyn Hofmann Seconded: Greg Menzies
Motion carried.

Special General Meeting Minutes held on 15 May 2024 taken as read and accepted.

Moved: Robyn Hofmann Seconded: Greg Menzies
Motion carried.

3. Business arising from previous minutes

None

4. President's Report

Presented by Rosanne Pittard

Highlights

- Very successful year & KNH Inc accounts are financially sound
- Budgeted for a loss but recorded a surplus
- The focus this financial year and next is to keep exploring new ways to engage & involve the community.
- Clear differences between the two houses are emerging. Kerrie Road continues to perform well in course offerings, despite its small size. Mackie Road has more success with community activities and events, most of which are free.
- Constitution updated in May 2024 with KNH Inc now operating under its own rules
- Development of a new Strategic Plan for 2024-2028 (ongoing)
- Approved purchase of a Human Resources system to enable digital records, improved compliance and staff training together with a significant reduction in paperwork.

MINUTES OF ANNUAL GENERAL MEETING 2024



- Thanks to staff & tutors for their hard work throughout the year
- Special thanks to all the volunteers at both houses
- Overall, very successful year that paves the way for future.

Motion that the report be accepted:

Moved: Rosanne Pittard Seconded: Robyn Hofmann

Motion carried.

5. Manager's Report

Presented by Laura Orr

Highlights

- Focused on strengthening KNH Inc capacity and undertook targeted projects to enhance our Houses engagement with community.
- Clear increase in participation and engagement, reflecting the growing impact of our initiatives to introduce new programs, events and more free offers.
- Outlined key achievements as listed in annual report
- Summarised grants & funding received across both Houses.
- Currently delivering more hours than required under our DFFHNHCP funding agreement
- Increase in partnerships with local organisations
- Acknowledged the great work of Committee, Staff, Volunteers & Tutors.
- Thanked Monash Council, NIECH, Learn Local, NHVic & DFFH for their ongoing support.
- Looking ahead there will be some challenges in our sector but will strive to continue providing services and support, and developing and implementing projects, partnerships and opportunities that meet local needs and empower our communities.

Motion that the report be accepted:

Moved: Laura Orr Seconded: Geraldine Howson

Motion carried.

6. Treasurers Report

Presented by Margaret Menzies

Highlights

- KNH Inc has performed particularly well in the 2023/24 financial year, outstripping expectations, and turning a predicted loss into a small profit of \$14,105.
- Indexation of the NHCP funding was welcomed and assisted in the payments of increases in wages and on-costs.
- Higher interest rates good for our investments.
- Emphasised the importance of assistance from the DFFH and Monash Council in maintaining the viability of both houses. Without funding it would be hard to remain financially viable
- Kerrie Rd increased its revenue and profit compared to previous financial year primarily due to class fees and interest from bank investments
- Mackie Rd posted a small profit, but this was only achieved due to two one off payments, one from ACFE and the other for room hire as a polling station for the 2023 Referendum. Concerningly class fees have dropped significantly.
- Wages increased as did costs related to utilities, consumables, cleaning

MINUTES OF ANNUAL GENERAL MEETING 2024



- Balance Sheet is solid, and KNH Inc are in a sound financial position readily able to fulfil their financial commitments.
- The 2024/25 financial year is proving challenging and have budgeted for a small profit at Kerrie Rd, but a significant loss at Mackie Rd. This is principally due to increased employment expenses and forecast lower class income at Mackie Rd.
- Despite the negative forecast, we are placing our emphasis on participation levels, and will maintain our staffing levels to support that, and if needed can use funds in reserve.
- The Committee have completed a detailed analysis of our reserves to identify the amount we need to retain in reserve to remain viable, and that which we could utilise to make improvements to our facilities at Kerrie Rd.

Questions from the floor

- David Holdsworth sought clarification about the ACFE money paid to Mackie Rd. Explanation given was the amount was initially granted for Student Contact hours during 2020-21. But with Covid and no classes the funds were unused. Usually, the money must be paid back but ACFE decided not to claim back the balance. The balance was therefore moved to the P/L as income.

Motion that the report be accepted:

Moved: Margaret Menzies Seconded: Greg Menzies

Motion carried.

7. Election of 2024/2025 Committee of Governance

Rosanne Pittard took the Chair and proposed that in accordance with Section 53 of KNH Inc Organisations Rules Para (1), there be 8 Committee Members in 2024/25 with 4 positions for ordinary members in addition to office bearing roles.

Motion that the amendment be accepted:

Moved: Rosanne Pittard Seconded: Robyn Hofmann

Motion Carried

Lily Kovacevic, took chair and declared all positions open with nominations declared as follows:

- President: Rosanne Pittard
- Vice President: Robyn Hofmann
- Treasurer: Margaret Menzies
- Secretary: Robyn Hofmann
- Committee Member: Greg Menzies
- Committee Member: Geraldine Howson

One new nomination put forward - Gaurav Ahuja - joining as a general Committee member

Lily declared nominations accepted & Committee formally elected for 2024/25.

Chair passed back to Rosanne Pittard

8. No General Business

9. Meeting Closed

Rosanne Pittard declared the meeting closed at 2.10pm.

PRESIDENT'S REPORT



Welcome to the 2025 Annual General Meeting of the Kerrie Neighbourhood House Inc (KNH Inc) and our review of the financial year just ended June 2025.

KNH Inc provided activities, classes, space for community activities throughout the year and we have had a successful year. Our activities have been ongoing, and our financial situation remains sound. This has all been possible because of dedicated teams of staff, volunteers and Committee members believing we have much to offer and that our community welcomes our offering.

Pleasingly KNH Inc can report a small surplus of some \$3,000. You will hear/read more about that in the Treasurer's Report. This is particularly good as we had expected a small loss: our expenses for the year have been well-managed.

As in previous years we have offered a good range of classes – languages, art, craft, exercise, dance, and computer training. Complementing this are other activities such as playgroups, walking groups, luncheons, or meeting places for special groups. New ways of involving the community are explored and new classes and activities offered. These has been a focus for the year and will continue.

Kerrie Road continues to perform well in course offerings and room hires, despite its small size. Mackie Road does not always mirror Kerrie Road in its course offerings, instead finding its role in community activities and events, many of which are free. Both houses are benefitting from revenue from community organisations hiring rooms when they are available; revenue from this is used to supplement other activities such as free events or community information sessions. It is pleasing to see the space used for the community in things such as the Chatty Café.

Over past years, the Manager together with the Committee has regularly reviewed its participation in the ACFE (adult education) arrangement for subsidising job-ready training for adults. This has at best been marginal; a decision to suspend from ACFE for a year was made. ACFE requirements have changed and registration is no longer a continual membership and re-registration has been required. Whilst KNH will continue to consider adult job-ready training and ACFE membership in its range of offerings, KNH has not re-registered for ACFE. Instead other support for adult education is being trialled.

In February we were very much saddened by the death of Margaret Menzies, longstanding contributor and Committee member and our Treasurer up until her death. Margaret is a significant loss to our Community and we are honouring her contribution through the introduction of a fund to assist families in need.

There are some matters that the Committee of Governance has been actively involved in that are worth reporting: -

- Development of a new Strategic Plan for 2024-2028
- Implementation and monitoring of the Strategic Plan
- Developing a Business Plan for the current year (25/26)
- Overseeing delivery of the Business Plan
- Participation in co-tenant meetings at Mackie Road
- Policy reviews
- Occupational Health and Safety matters
- Support for the Eco-Connect Festival held at Mackie Road in March 2025

PRESIDENT'S REPORT



The Committee and I are extremely grateful for the contributions of all our staff.

Laura Orr has continued to do an excellent job as Manager. Jo Whatley continues her great work as Kerrie Road administrator and Belinda Brand and Liz (Elizabeth) Scarfe are working well sharing the role of office administrators at Mackie Road. Our Bookkeeper, Beth Ellis has continued to contribute strongly to her role and has assumed additional duties to support the Manager and the Committee. Our wonderful tutors have delivered a great range of interesting classes often with a unique approach. A big Thank You to all these staff for their work during the year.

As always, we are very grateful for our volunteers. Thank you to the following: at Mackie Road- Billy Blanch, Yvonne Askew, Tricia Upton, Tom Ang, Chan Mee Leong, Hnin Adair, Maria Cionte, and our Group Leaders. At Kerrie Road- Lois and Trevor Vincent, and our Group Leaders.

The Department of Families, Fairness and Housing continued to provide funding to support house administration and have continued to offer small annual increases in funding; this goes some way towards covering increases in expenses.

NHVic (Neighbourhood Houses Victoria) has continued to provide support whilst undergoing their own restructure and addressing their significant financial losses. NHVic regularly presents reports on the contribution of Neighbourhood Houses to the Community and the economy; these include an annual survey of all houses and the services and programs they offer, plus related ad hoc reports. It is pleasing to see that both our houses measure up well.

Monash Council has continued to provide some project-based funding as well as general support. In particular, Kate Bolaffi, Steve McGrath and Karena Johnson. NIECH has also provided support through its Networker Lily Kovacevic. We are grateful for all their contributions.

Finally, I would like to thank the current Committee of Governance: Robyn Hofmann, Greg Menzies, Tricia Upton, Stephen Donnison and Na Zhou. Long term members Robyn and Greg have continued with significant effort and contributions. Tricia, Stephen and Na are all new.

Elected at the last AGM, Gaurav Ahuja resigned from the Committee in March to give more time to support his family. Also elected at the last AGM, Geraldine Howson took some leave during the year for personal health reasons and subsequently decided not to continue on the Committee. We are grateful for both their contributions and we wish them well.

Given the range of activities that the Committee undertakes and supports, our small Committee was rather stretched so we undertook a recruitment campaign to attract willing volunteers. Tricia joined the Committee in August and has previously assisted as a volunteer at various events. Stephen also joined in August, having been inspired from exercise classes. Both attended orientation in September. Na Zhou officially joined in September having already assisted at several events. We look forward to their enthusiastic contribution.

We would welcome discussions with any person related to KNH that might wish to contribute to the Committee.

We have had a successful year and can justifiably look forward to the future.

Rosanne Pittard

President

Kerrie Neighbourhood House Inc

♥ OUR COMMUNITY ♥



MANAGER'S REPORT



This year has been both impactful and rewarding, marked by significant progress across several key areas. Our strong commitment to community engagement, capacity building, capital improvements, and the delivery of targeted projects has continued to strengthen our Neighbourhood Houses. Building and nurturing new partnerships also remained a central focus, enhancing our ability to respond to local needs.

We were pleased to see a notable increase in community participation and engagement—clear evidence of the growing reach and impact of our work. In response to community feedback, we introduced new programs, events, and free services, enabling us to support more individuals and families than ever before.

I also continued to represent both Houses at various forums, including Network, Coordinator, and Tenant meetings, as well as advocacy and partnership discussions with local and State Government bodies.

Notable Achievements

In summary, achievements have included:

Mackie Rd

- Built community engagement through activities such as Community Soup Day and a Christmas Lunch at our Community Connections Café. Each event strengthened community connections and fostered a greater sense of belonging.
- Hosted inaugural cultural celebrations, including Diwali and Christmas Market events, as well as a Chinese New Year celebration in partnership with True Maple Learning Centre. These occasions provided opportunities for the community to come together, celebrate diversity, and share in cultural learning through activities, food, and traditional dress.
- Partnered with the City of Monash Mulgrave Library to deliver the Eco-Connect Festival, promoting sustainability and awareness of circular food systems.
- Celebrated National Science Week by offering free, engaging activities supported through Victorian State Government funding.
- Continued delivery of computer and digital skills courses through the Victorian State Government's Adult, Community and Further Education (ACFE) program, until the temporary suspension of ACFE funding for the year.
- Hosted a range of free community information sessions in partnership with Services Australia, Monash Crime Prevention Office, Metro Trains and the Centre for Culture, Ethnicity and Health.
- Celebrated our volunteers during National Volunteer Week, recognising their invaluable contributions to our Neighbourhood House community.
- Delivered an average of 35 programs per term—including regular classes, workshops, and free information sessions—engaging approximately 230 participants each term.



Kerrie Rd

- Implemented digital inclusion programs supported by funding from the Be Connected program—an Australian Government initiative aimed at building the confidence, digital skills, and online safety of older Australians.
- Hosted a range of free community information sessions in partnership with Services Australia, La Trobe Community Health Services and Multicultural Health & Support Service.
- Celebrated Children's Week with a range of free activities funded by the Victorian State Government, encouraging family participation and community connection.
- Partnered with local artist, Pip Edwards, on a Mosaic Street Numbers project, creating vibrant mosaic street numbers for the Neighbourhood House and local Kerrie Rd shops.
- Recognised Community Safety Month by hosting a Coffee with a Cop session, fostering positive relationships between local residents and Victoria Police.
- As a capital works project, we relocated and upgraded the wet area from the main hallway to enhance accessibility and functionality for our classes while opening up the main thoroughfare in the House.
- Delivered an average of 40 programs per term at Kerrie Rd Neighbourhood House, including regular classes, workshops, and free information sessions, engaging approximately 320 participants each term.

Both Houses

- Utilised funding from the City of Monash Community Grants Program to continue to strengthen both Mackie Rd Neighbourhood House and the Wellington Reserve Community Centre through continued management of the Wellington Reserve building, and to create opportunities for social inclusion via our Community Wellness and Social Connection projects.
- Explored new funding opportunities to expand our programs, events, and services, successfully securing Bendigo Bank sponsorship for our Kerrie Rd Kids Cooking Classes.
- Expanded our team with the addition of new tutors and volunteers, while also farewelling several long-term tutors who moved on to new ventures.
- Celebrated Neighbourhood House Week by offering engaging activities and opportunities for community feedback and connection.
- Maintained compliance with our funding agreement under the Department of Families, Fairness and Housing's Neighbourhood House Coordination Program (NHCP). Each House is funded for 25 coordination hours per week across 40 weeks of the year and continues to deliver more than double this in activity hours.
- Provided a welcoming home for a diverse range of groups, room hires and activities across both Houses, supporting social connection and community wellbeing.

At Kerrie Rd our social groups include: Japanese Playgroup, Knitting Group, Playgroup, Hungarian Group, Waverley Widows Support Group, and Walking Group.

At Mackie Rd our social groups include: Playgroup, Knit & Knatter Group, and the Community Connections Café.

MANAGER'S REPORT



Acknowledgements

I would like to sincerely thank all of our community groups for the wonderful work they do in supporting and strengthening our community, and to our volunteer group leaders for their ongoing commitment and generosity of time. A heartfelt thank you also goes to our tutors for their caring, professional, and engaging facilitation of classes and courses throughout 2024–2025.

This year, I have had the privilege of working alongside a dedicated and passionate team, including the Committee of Governance, whose guidance and support continue to be invaluable to our success - Rosanne Pittard, Robyn Hofmann, Margaret Menzies, Greg Menzies, Geraldine Howson, Gaurav Ahuja, and more recently, Tricia Upton and Stephen Donnison. And to our hardworking Office Administrators and Bookkeeper for their dedication and behind-the-scenes support that keeps everything running smoothly - Jo Whatley, Elizabeth Scarfe, Belinda Brand and Beth Ellis.

In February, we were deeply saddened by the loss of the wonderful Margaret Menzies. Over the past seven years, Margaret has been a beloved and highly respected member of our community and organisation. In addition to her work in key Committee positions, Margaret generously shared her expertise as a teacher to run our Homework Club and used her experience in childcare to facilitate our Playgroups at both Kerrie Rd and Mackie Rd. She embodied the spirit of community, and we miss Margaret enormously, both personally and for the invaluable contributions she made.

Thank you also to our Mackie Rd Community Garden volunteers Tom Ang and Chan Mee Leong, and Office/House volunteers Trevor and Lois Vincent, Yvonne Askew, Billy Blanch, Maria Cionte, Tricia Upton and Hnin Adair. I sincerely thank them all for their expertise, dedication, and commitment to our organisation and local community over the past twelve months.

Finally, I would like to acknowledge Monash Council including the Neighbourhoods and Placemaking Team- Kate Bolaffi, Steve McGrath and Karena Johnson; the NIECH Network and networker, Lily Kovacevic; the Department of Families Fairness and Housing; the LearnLocal team; and NHVic, for their ongoing support of KNH Inc.

Looking Ahead

Our organisation has achieved a great deal over the past year, and our Vision remains constant: *to be an active part of, and enrich, our local community.*

While challenges in our sector remain, we will continue to deliver services, provide support, and develop projects, partnerships, and opportunities that respond to local needs, empower our communities and ensure the long-term viability of our organisation so we can continue serving our communities in the years ahead.

I look forward to seeing how our organisation—and the communities we serve—will continue to grow, thrive, and make a positive impact in the years to come.

Laura Orr

Manager

Kerrie Neighbourhood House Inc

WORK HEALTH & SAFETY REPORT



Working Group: Laura Orr, Greg Menzies, Robyn Hofmann

Audits:

The Workplace Safety Working Group conducts quarterly audits of both locations. Any anomalies identified are reported to the Committee of Governance (CoG) and, where applicable, to the Monash Council.

Incident Reports:

All incident reports are presented at the monthly CoG meetings. For 2024–25, there were no significant incidents reported.

Staff Training and Compliance:

Staff training is documented in the Occupational Health and Safety (OH&S) schedule. Staff have completed training in evacuation procedures, fire drills, emergency response, and first aid. Compliance reports are provided to the CoG, and local evacuation maps are regularly updated as required.

Policies and Procedures:

The Policy and Procedure Working Group reviews and updates all workplace safety policies and procedures. Updated policies are submitted to the CoG for ratification.

First Aid and Emergency Equipment:

First aid kits and emergency management equipment at both sites are reviewed twice yearly, or as required by the OH&S schedule.



OUR COMMUNITY



KERRIE RD NEIGHBOURHOOD HOUSE

2024 - Real Impact. Real Value .

INCOME \$252,503

VALUE \$733,152

This figure includes the value of:

Improved quality of life through social connection:
\$569,828

Volunteer contributions: **\$23,502**

Services provided: **\$135,963**

Adult Community Education: **\$3,860**

This community value equates to:

\$2.90 for every \$1 of income

\$7.43 for every
\$1 of Neighbourhood House Coordination
Program funding.

Over **\$316.01** for every hour the neighbourhood
house is in use

Services value includes:

- Computer/internet usage: **\$48**
- Facilities use or hire: **\$30,000**
- Fee for service activities: **\$105,915**

Employment value

7.2 FTE jobs including 5.2 direct and
2.0 indirect Full Time Equivalent positions

These values are produced by Neighbourhood Houses Victoria based on data provided by Kerrie Neighbourhood House in the 2024 Neighbourhood Houses Survey. Only a limited range of activities where a determinable valuation method exists are included.

**Just some of the value to communities from selected
Neighbourhood House activities**

MACKIE RD NEIGHBOURHOOD HOUSE

2024 - Real Impact. Real Value.

INCOME \$252,350

VALUE \$1,066,658

This figure includes the value of:

Improved quality of life through social connection:
\$513,382

Volunteer contributions: **\$13,485**

Emergency relief provided: **\$39,865**

Services provided: **\$79,997**

Adult Community Education: **\$419,930**

Emergency relief value includes:

- Food and groceries: **\$39,865**

Services value includes:

- Computer/internet usage: **\$2,880**
- Facilities use or hire: **\$16,200**
- Fee for service activities: **\$60,917**

This community value equates to:

\$4.23 for every \$1 of income

\$9.01 for every
\$1 of Neighbourhood House Coordination
Program funding

Over **\$533.33** for every hour the neighbourhood
house is in use

Employment value

3.7 FTE jobs including 2.6 direct and
1.0 indirect Full Time Equivalent positions

These values are produced by Neighbourhood Houses Victoria based on data provided by Mackie Rd Neighbourhood House in the 2024 Neighbourhood Houses Survey. Only a limited range of activities where a determinable valuation method exists are included.

**Just some of the value to communities from selected
Neighbourhood House activities**

TREASURER'S REPORT



You will find the Audit Review Letter from our auditors, audited accounts, and related reports for the 2024/25 financial year in the Annual Report. The accounts were formally accepted at the October Committee meeting and have been certified by two members of the Committee as required by The Associations Incorporation Reform Act 2012.

The basis on which the accounts are prepared is detailed in the Notes to the Financial Accounts which follow the financial reports.

KNH Inc recorded a net profit of \$3,985 compared to a budgeted loss of \$35,990. Whilst this is a small profit, it exceeded our expectations.

Income

The total income of \$501,552 was similar to the previous year, with a small decrease of less than 1%. KNH Inc benefited from higher interest rates. Returns on our investments were \$16,305, which is an increase of nearly 30% on the previous year.

The indexation of the NHCP funding was welcomed and assisted in the payments of increases in wages and on-costs. The importance of assistance from the DFFH and Monash Council in maintaining the viability of these community centres, through the Neighbourhood House Coordinators Program (Department of Families, Fairness, and Housing), and grants from the City of Monash, cannot be over emphasised.

Kerrie Rd

Kerrie Road recorded a net profit of \$7,278. Income totalled \$252,909 compared with \$252,503 in the previous year.

Although the total income was similar to the previous year, we had a decrease in class income of nearly 8% due to less enrolments and decreases in both ACFE and Monash Council funding. There was an increase in rental income of \$9,966 and interest received of \$3,000.

Mackie Rd

Mackie Road recorded a net loss of \$3,292. Income totalled \$248,643 compared with \$252,350 in the previous year.

There was a decrease in ACFE and Monash Council funding compared to the previous year, however the rental income increased by \$24,654, this is due in part to Mackie Road being used as a polling location in 2024, which brought in \$11,412 of this increased rental income.

Expenditure

The Employment expenses increased by 3% compared to the previous year due to annual pay increases.

Due to lower class participation at both Kerrie Road and Mackie Road, the flow on effect was such that there was an overall reduction in Operating expenses by \$5,449. Please note that some operating costs did increase, computer software/support, cleaning and consumables being the main contributors.

TREASURER'S REPORT



A Statement of Income and Expenditure by Campus is included as Appendix 1.

The Balance Sheet is solid.

KNH Inc is in a very sound financial position and is readily able to fulfil its financial commitments and statutory responsibilities when they fall due. Our cash reserves are adequate for our current and foreseeable needs.

Conclusion 2024/25

The end results regarding income were very similar to the previous year, but changes have occurred, such as the decrease in class fees and some grants.

One of the major changes was the increase in room rentals at both Kerrie Road and Mackie Road. This change has flowed on from the previous year, when the Manager developed and promoted room rental. This was successful at both locations with Mackie Road having a very positive outcome due to the different range of rooms and areas to rent. Even though Kerrie Road is smaller and has less options, it still greatly increased the rental income to ensure a steady income flow.

Regarding class fees, the economy appears to be stable. We are doing everything that we can to provide a range of classes and activities to our communities and these are being promoted often on all the media outlets the centers have.

Although the 2024/25 year was stable, it did present challenges. We had budgeted for a small profit at Kerrie Rd and large loss for Mackie Rd, principally due to increased employment expenses and forecast lower class income at Mackie Rd. However, we exceeded our expectations for the year.

We have placed our emphasis on participation levels and have maintained our staffing to support that by using our funds in reserve, if needed. This is subject to regular review.

As a committee, and consistent with good business practice, we have undertaken a detailed analysis of our reserves to identify the amount we need to retain in reserve to remain viable, and that which we could utilise to make improvements to our facilities.

The City of Monash has replaced the flooring in all wet areas at Kerrie Rd. We used reserves to move and upgrade the art and kitchen area, with project oversight and labour supplied by the City of Monash.

I would like to conclude by expressing my appreciation for the work undertaken by Laura and Beth.

Greg Menzies

Treasurer

Kerrie Neighbourhood House Inc



Directors

Lionel R. Arnold CA B.Bus
Raelene Cheng CPA B.Com

INDEPENDENT AUDITOR'S REVIEW REPORT To the Board of KERRIE NEIGHBOURHOOD HOUSE INC.

Report on the Financial Report

We have reviewed the accompanying 30th June 2025 financial report of KERRIE NEIGHBOURHOOD HOUSE INC., which comprises the balance sheet as at 30th June 2025, and the income statement, statement of changes in equity and cash flow statement for the 30th June 2025 ended on that date, a statement or description of accounting policies, other selected explanatory notes and the declaration of those charged with governance.

Committee Responsibility for the 30th June 2025 Financial Report

The Committee of the KERRIE NEIGHBOURHOOD HOUSE INC. are responsible for the preparation and fair presentation of the 30th June 2025 financial report in accordance with the Australian Accounting Standards and Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the 30th June 2025 financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express a conclusion on the 30th June 2025 financial report based on our review. We conducted our review in accordance with Auditing Standard on Review Engagements ASRE 2410 Review of an Interim Financial Report Performed by the Independent Auditor of the Entity, in order to state whether, on the basis of the procedures described, anything has come to our attention that causes us to believe that the financial report is not presented fairly, in all material respects, in accordance with the Australian Accounting Standards and Associations Incorporation Reform Act 2012. As the auditor of KERRIE NEIGHBOURHOOD HOUSE INC., ASRE 2410 requires that we comply with the ethical requirements relevant to the audit of the annual financial report.

A review of a 30th June 2025 financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Independence

In conducting our review, we have complied with the independence requirements of the Australian professional accounting bodies.



Directors

Lionel R. Arnold CA B.Bus
Raelene Cheng CPA B.Com

Conclusion Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the 30th June 2025 financial report of KERRIE NEIGHBOURHOOD HOUSE INC. does not present fairly, in all material respects, or “give a true and fair view of the financial position of the KERRIE NEIGHBOURHOOD HOUSE INC. as at 30th June 2025, and of its financial performance and its cash flows for the 30th June 2025 ended on that date, in accordance with Australian Accounting Standards and Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012.

Lionel Robert Arnold CA
11th September 2025
J L Collyer & Partners
Unit 7 603 Boronia Road, Wantirna Vic 3152



Profit and Loss

Kerrie Neighbourhood House Inc. For the year ended 30 June 2025

	2025	2024
Trading Income		
Class Fees	159,143.33	166,832.25
DET, ACFE grants	5,759.20	14,256.44
DET, ACFE SCH	3,253.80	24,596.02
DFFH, NHCP	200,667.98	193,778.00
Fundraising/Donations	1,258.14	872.35
Grants, Other	3,000.00	6,350.00
Groups	3,023.10	2,442.30
Interest Received	16,305.07	12,564.33
Membership Subscriptions	16.00	25.00
Monash Council	25,000.00	32,000.00
Recoveries	5,986.00	6,538.00
Rent	75,372.75	40,752.60
Sundry	2,766.40	3,846.30
Total Trading Income	501,551.77	504,853.59
Gross Profit		
	501,551.77	504,853.59
Operating Expenses		
Advertising	1,507.37	694.57
Audit Fees	1,116.00	1,080.80
Bank Fees	1,156.06	1,139.82
Cleaning	22,728.18	21,495.00
Computer Software/Support	15,490.80	11,429.67
Consultants	880.00	-
Consumables	6,966.05	4,535.60
Depreciation	5,166.00	6,438.00
Events/Projects	506.80	1,277.55
Gifts & Entertainment	1,400.62	1,607.43
Government charges	-	413.40
Grant expenditure	5,051.00	20,862.26
Insurance	1,305.00	1,373.46
Long Service Leave	11,451.92	8,400.63
Memberships/Subscriptions	545.00	975.02
Non Capital Equipment	2,068.76	781.63
Occupational Health & Safety	184.13	31.17
Office Staff	246,092.08	238,688.38
Printing & Stationery	2,438.21	1,087.69
Recruitment	-	32.27
Repairs and Maintenance	311.10	97.73
Staff Training	2,045.46	420.00
Superannuation	40,726.21	38,275.28

The accompanying notes form part of these financial statements.
These financial statements have been subject to review and should be read in conjunction with the attached Auditors Review Report.



	2025	2024
Telephone & Internet	3,373.17	2,448.92
Tutors, Contractors	9,232.91	9,132.72
Tutors, Payroll	101,222.05	103,266.48
Utilities	8,482.44	8,355.25
WorkCover	6,119.12	6,408.17
Total Operating Expenses	497,566.44	490,748.90
Net Profit	3,985.33	14,104.69



Balance Sheet

Kerrie Neighbourhood House Inc. As at 30 June 2025

	30 JUNE 2025	30 JUNE 2024
Assets		
Bank		
ANZ Cheque Account ANZ	13,203.03	19,649.09
Online Savings Account BB	26,560.85	48,634.27
Term Deposit 163059439 BB	28,697.06	28,251.84
Term Deposit 164551657 BB	28,490.37	27,197.92
Term Deposit 210704953 BB	174,996.00	175,000.00
Term Deposit 217255199 BB	-	28,000.00
Term Deposit 231464611	120,000.00	-
BOQ TD 20573580	-	89,486.03
Undeposited Funds	2,180.80	2,957.85
Total Bank	394,128.11	419,177.00
Current Assets		
Cash Float	300.00	300.00
Petty Cash, KR	300.00	400.00
Petty Cash, MR	300.00	299.35
Prepaid Expense	-	1,450.00
Total Current Assets	900.00	2,449.35
Fixed Assets		
Computers at cost	17,397.83	15,947.83
Equipment, General	22,739.16	22,739.16
Furniture & Fixtures Less	46,885.24	35,580.24
Accumulated Depreciation	(67,769.22)	(62,603.22)
Photocopier at cost	8,132.99	8,132.99
Total Fixed Assets	27,386.00	19,797.00
Total Assets	422,414.11	441,423.35
Liabilities		
Current Liabilities		
Accounts Payable	5,190.94	15,169.98
Accrued Expenses	2,957.00	562.50
ANZ Credit Card	22.04	888.46
GST	3,208.15	3,716.30
Income In Advance ACFE SCH	618.80	7,402.88
Income In Adv, Class Fees KR	4,473.00	11,524.49
Income In Adv Class Fees MR	5,300.61	8,368.38
Income In Adv Grants	3,000.00	5,500.00
Income In Adv Rent	2,737.25	2,517.25
PAYG Payable	7,141.00	9,052.00
Refundable Rental Bonds	2,575.00	1,725.00
Total Current Liabilities	37,223.79	66,427.24

The accompanying notes form part of these financial statements.
 These financial statements have been subject to review and should be read in conjunction with the attached Auditors Review Report.



	30 JUNE 2025	30 JUNE 2024
Non-current Liabilities		
Provision for Long Service Leave	29,520.50	23,311.62
Total Non-current Liabilities	29,520.50	23,311.62
Total Liabilities	66,744.29	89,738.86
Net Assets	355,669.82	351,684.49
Equity		
Current Year Earnings	3,985.33	14,104.69
Kerrie NH Member's Funds	39,163.32	39,163.32
Retained Earnings	312,521.17	298,416.48
Total Equity	355,669.82	351,684.49

Financial Declaration for Responsible Person

KERRIE NEIGHBOURHOOD HOUSE INC.

For the Year ended 30th June 2025

per section 60.15 of the Australian Charities and Not-for-profits Commission Regulation 2013

The Responsible Persons declare that in the Responsible Persons' opinion:

- (a) there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and
- (b) the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.

Responsible persons' declaration



.....

President



.....

Treasurer

Dated this 22nd day of October 2025

Kerrie Neighbourhood House Inc.

Notes to the Financial Statements For the Year ended 30th June 2025

The functional and presentation currency of KERRIE NEIGHBOURHOOD HOUSE INC. dollars is Australian

1. Basis of Preparation

In the opinion of the Committee of Governance, the Association is not a reporting entity since there are unlikely to exist users of the financial report who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012. KERRIE NEIGHBOURHOOD HOUSE INC. is a not-for-profit entity as required by Australian Charities and Not-for-profits Commission.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 Presentation of Financial Statements AASB 107 Statement of Cash Flows AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors, AASB 120 Accounting for Government Grants and Disclosure of Government Assistance, AASB 1048 Interpretation of Standards , AASB 1054 Australian Additional Disclosures and AASB 1058.

The financial statements have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

2. Summary of Significant Accounting Policies

(a) Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value. Bank overdrafts also form part of cash equivalents and presented within current liabilities on the balance sheet.

(b) Provisions

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

(c) Employee Benefits

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Changes in the measurement of the liability are recognised in profit or loss.

Employee benefits are presented as current liabilities in the balance sheet if the Association does not

have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date regardless of the classification of the liability for measurement purposes under AASB 119

(d) Property, Plant and Equipment

Plant and equipment are carried at cost or fair value less, where applicable, any accumulated depreciation and impairment of losses.

Plant and equipment are depreciated on a straight-line basis over the asset's useful life to the Association, commencing when the asset is ready for use.

(e) Revenue and Other Income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Association and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

Interest Revenue

Interest is recognised using the effective interest method.

Rendering of Services

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period.

If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

Grant Revenue

Government grants are recognised at fair value where there is reasonable assurance that the grant will be received and all grant conditions will be met. Grants relating to expense items are recognised as income over the periods necessary to match the grant to the costs they are compensating. Grants relating to assets are credited to deferred income at fair value and are credited to income over the expected useful life of the asset on a straight-line basis



Statement of Cash Flows

Kerrie NeighbourhoodHouse Inc.

For the year ended 30th June 2025

	2025 \$	2024 \$
CASH FLOW FROM OPERATING ACTIVITIES		
Receipts from operations	466,913	469,796
Payments to suppliers and employees	(495,612)	(476,674)
Interest received	16,305	12,564
Net cash flows from operating activities	(12,394)	5,686
CASH FLOW FROM INVESTING ACTIVITIES		
Purchase of property, plant and equipment	(12,755)	-
Net cash flows from investing activities	(12,755)	-
CASH FLOW FROM FINANCING ACTIVITIES		
Proceeds from borrowings	-	-
Repayment of borrowings	-	-
Net cash flows from financing activities	-	-
NET CASH MOVEMENT		
Net increase/ (decrease) in cash held	(25,149)	5,686
Cash at the beginning of the reporting period	420,177	414,491
Cash at the end of the reporting period	<u>395,028</u>	<u>420,177</u>
Cash at Bank	394,128	419,177
Petty Cash & Cash Float	900	1,000
	<u>395,028</u>	<u>420,177</u>
CASH FLOWS INFORMATION		
Reconciliation of cash flows from operations with Net profit (loss) for the period after income tax		
Net profit (loss) for the period after income tax	3,985	14,105
Non-Cash flows in Retained Earnings	-	-
Depreciation and amortisation	5,166	6,438
Change in Assets and Liabilities		
(Increase)/decrease in receivables	-	3,622
(Increase)/decrease in other assets	1,450	(1,450)
Increase/(decrease) in payables	(10,870)	9,058
Increase/(decrease) in income in advance	(19,184)	(26,816)
Increase/(decrease) in provisions	6,209	29
Increase/(decrease) in Rental Bond	850	700
Net cash provided by operating activities	(12,394)	5,686

The accompanying notes form part of these financial statements. These financial statements have been subject to review and should be read in conjunction with the attached Auditors Review Report.



Movements in Equity

Kerrie Neighbourhood House Inc. For the year ended 30 June 2025

	2025	2024
Equity		
Opening Balance	351,684.49	337,579.80
Current Year Earnings	3,985.33	14,104.69
Total Equity	355,669.82	351,684.49



Appendix: Profit & Loss by campus

Kerrie Neighbourhood House Inc.
For the year ended 30 June 2025

	KERRIE ROAD	MACKIE ROAD	TOTAL
Income			
Class Fees	97,845.83	61,297.50	159,143.33
DET, ACFE grants	1,100.92	4,658.28	5,759.20
DET, ACFE SCH	303.86	2,949.94	3,253.80
DFFH, NHCP	100,334.00	100,333.98	200,667.98
Fundraising/Donations	-	1,258.14	1,258.14
Grants, Other	2,000.00	1,000.00	3,000.00
Groups	2,486.10	537.00	3,023.10
Interest Received	14,870.22	1,434.85	16,305.07
Membership Subscriptions	8.00	8.00	16.00
Monash Council	10,000.00	15,000.00	25,000.00
Recoveries	-	5,986.00	5,986.00
Rent	23,486.00	51,886.75	75,372.75
Sundry	473.95	2,292.45	2,766.40
Total Income	252,908.88	248,642.89	501,551.77
Gross Profit			
	252,908.88	248,642.89	501,551.77
Expenses			
Employment			
Long Service Leave	5,576.05	5,875.87	11,451.92
Office Staff	119,157.38	126,934.71	246,092.09
Staff Training	412.73	1,632.73	2,045.46
Superannuation	21,069.87	19,656.34	40,726.21
Tutors, Contractors	4,942.00	4,290.91	9,232.91
Tutors, Payroll	60,201.80	41,020.25	101,222.05
WorkCover	3,091.82	3,027.30	6,119.12
Total Employment	214,451.65	202,438.11	416,889.76
Operating			
Advertising	426.78	1,080.59	1,507.37
Audit Fees	558.00	558.00	1,116.00
Bank Fees	610.68	545.38	1,156.06
Cleaning	5,468.18	17,260.00	22,728.18
Computer Software/Support	5,813.04	9,677.76	15,490.80
Consultants	440.00	440.00	880.00
Consumables	3,581.35	3,384.70	6,966.05
Events/Projects	20.91	485.89	506.80
Depreciation	3,660.00	1,506.00	5,166.00
Gifts & Entertainment	429.53	971.09	1,400.62
Grant expenditure	1,022.73	4,028.27	5,051.00
Insurance	729.00	576.00	1,305.00
Memberships/Subscriptions	272.50	272.50	545.00



	KERRIE ROAD	MACKIE ROAD	TOTAL
Non Capital Equipment	1,208.23	860.53	2,068.76
Occupational Health & Safety	184.13	-	184.13
Printing & Stationery	1,008.74	1,429.47	2,438.21
Repairs and Maintenance	-	311.10	311.10
Telephone & Internet	2,035.41	1,337.76	3,373.17
Utilities	3,710.39	4,772.05	8,482.44
Total Operating	31,179.60	49,497.09	80,676.69
Total Expenses	245,631.25	251,935.20	497,566.45
Net Profit	7,277.63	(3,292.31)	3,985.32



**Kerrie Rd
Neighbourhood
House**
enriching our community



KERRIE RD NEIGHBOURHOOD HOUSE

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