

Annual Report 2018 - 2019

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HAEMOPHILIA FOUNDATION WA INC.

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PATRON

His Excellency the Honourable Kim Beazley AC, Governor of Western Australia

LIFE MEMBERS

Bob Butler
Bruce Fielding
Geoff Sue
Jan & Syd Tippett
Gavin Finkelstein

FOUNDING MOTHERS

Sheryl Butler
Yvonne Gunellas
Jan Tippett

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MEMBER OF HAEMOPHILIA FOUNDATION AUSTRALIA

President's Report

I am pleased to report to you the activities of Haemophilia Foundation Western Australia Inc. ('HFWA') for the 2018/2019 financial year.

HFWA is a voluntary organisation providing advocacy, peer support and services to people affected by haemophilia and related bleeding disorders (including von Willebrand Disease) in Western Australia. Through our membership of Haemophilia Foundation Australia ('HFA'), we contribute to the welfare of our constituency throughout Australia.

Management Committee

HFWA would not be able to operate without the active participation of the Management Committee ('MC'). These people voluntarily give their time and effort on your behalf. Once again, I have found the past year as President to be an enjoyable and productive one and thank the MC for their support and involvement over the past year, and I would like to convey my appreciation for their contribution.

The committee comprised:

President	Gavin Finkelstein
Vice President	Cheryl Ellis
Treasurer	Bob Butler
Secretary	Shane Meotti
	Susie Couper
	Dale Spencer

Personally, I extend my sincere thanks to Kelly Cant, Melanie Gould and especially Cheryl Ellis for all their help and support that they have given me over the past year.

Office/Resources Centre

The Office/Resource Centre is the hub of HFWA with our administration, activities and resources held and coordinated through there. It is the central point of contact for HFWA, and it is essential that it is well resourced and staffed. We aim to ensure that the office continues to run efficiently and effectively and is an important and valuable asset to our organisation. We review the processes and procedures of the office on an ongoing basis. We continue to be grateful to Beryl Kerr who volunteers in the office every Wednesday.

Funding

Our funding is provided by the Health Department of WA and managed by State-wide Contracting. We signed a new three-year contract in 2016, with a two-year extension being exercised. We will be applying for a new contract by 30 June 2020. Renewed funding looks promising following recent discussion with our funding body.

Your Foundation

The Foundation and MC has had a progressive year, with operational expenditure continuing to be closely monitored to enable the foundation to provide the best services and representation to our community that we can on our limited government funding. The MC acknowledge the value and benefit that the peer support groups provide to the HFWA community. The participation and support of the membership is always an important feature to

the viability of any community-based organisation such as ours. Member participation is consistent, and feedback for the programs and activities offered by the Foundation is generally of a positive nature. The MC is appreciative of feedback and comments passed on to them. Without broad feedback from the community, it is challenging for HFWA to tailor future direction of services for the membership.

Our Activities

We have undertaken and continue to provide education and peer group support to our community. Activities include:

Parents Meetings

Women with an Inherited Bleeding Disorder Group Meetings

Combined Youth and Community End of Year Party

Men's Group Meetings

Youth Group

The HFWA youth group has had a quiet year. We are reviewing the way the group operates, the target ages and how it is facilitated. We will be having a combined youth and community end of year function in December this year.

Viral Information

HFWA provides specific viral (HIV, HCV, vCJD) information and education to our community. We also support and participate in numerous activities under the auspices of relevant agencies.

Representation/Networking

HFWA represents our community at numerous multi-agency forums, e.g. Genetic and Rare Disease Network WA, (GaRDN), Hepatitis Council WA, West Australian Viral Hepatitis Committee, Arthritis Foundation, HFA, Fiona Stanley Hospital and Perth Children's Hospital, etc.

Conference(s)

HFWA supports key members of various groups within our community to participate in relevant conferences relating to our community's needs. This enables HFWA to keep abreast of the latest innovations in care and treatment and to pass this information on to members.

External/Internal Education

HFWA continues to provide information to our community in both a formal and informal manner.

Advocacy

HFWA continues to advocate on behalf of our community when and where the need arises (e.g. treating hospitals, schools, universities, government agencies, etc.). HFWA continues to liaise and provide input to relevant departments regarding the Haemophilia Treatment Centres at Fiona Stanley Hospital and Perth Children's Hospital.

Liaising with the Hospitals

There continues to be ongoing communication between HFWA and all treating hospitals. MC Members regularly attend clinics run by both hospitals to discuss with members any issues or

concerns they may have in relation to their bleeding disorders. These are of great benefit to us at HFWA, our members and the clinical staff at the hospitals.

Liaising with other Haemophilia Organisations

Key representatives of HFWA actively liaise with other state foundations, HFA and World Federation of Hemophilia.

Newsletter

The newsletter continues to be produced bi-monthly, providing up-to-date information along with a calendar of activities. When required, mail-outs are produced and distributed to advise the community of any matters arising in between publication of the newsletter issues. We extend our gratitude to Fuji Xerox for their ongoing generosity in printing and providing the paper for the publishing of the HFWA newsletter. We thank Beryl Kerr for her efforts in proof reading, processing and helping with the newsletter and bimonthly mail-out, and also for her volunteer work archiving HFWA's accumulated historical material.

Welfare/Emergency Funding

As a priority, we support members to access emergency welfare funding from other agencies. As a last resort, HFWA, supported by the Haemophilia Counsellor, will consider providing small amounts of assistance to applicants. There was one approved Arved Wasser Fund application in this financial period. HFWA continues to provide shoe and Medic Alert subsidies. These are some of the valuable services and activities that HFWA provide to our community in Western Australia. We are always open to feedback from our community.

In Conclusion

Overall, this past year has once again been a very positive and productive year for the Foundation. There has been consistent participation in HFWA - hosted peer support groups, especially the Youth Group, which shows that there is something to be gained from attending them, and our membership numbers have remained consistent. We need to focus on maintaining/improving the services available to our patients. There are several innovative new treatment products becoming available in the future, which will be of great benefit to patients; it's up to us to advocate for access to these new treatments. Please continue to support your foundation, even if only by paying your annual membership.

Gavin Finkelstein
HFWA President

Treasurer's Report

On behalf of our members and myself, my thanks go to the President, Committee Members and the Admin Secretary for their work during the year. My job as Treasurer is made easier through their efforts, and their work during the year on behalf of the members is exceptions.

As the Income and Expenditure Statement shows, we had an operating excess of receipts over payments of \$20,242 for the year. As you will see, the income is lower than in 2018 by \$14,385 but the expenses were \$40,893 less than in 2018.

While the Government grant was about \$1,000 higher than in 2018, subscriptions and fundraising were around the same and there was no HFA funding for the year, (2018 was \$13K).

Donations were lower than in 2018 with no Lotteries Commission grants and few other major donors with no major events for which to source funds.

On behalf of our members, we thank all those who have donated money, products and time, all of which are vital to our ongoing future.

As mentioned, expenses paid were significantly lower than in 2018, (\$40,893), due mainly to no camp costs, minimal conference costs, and a significantly lower Salaries figure as you will see from the Income and Expenditure Statement. The Salaries were lower due to the change in employees with our current admin person working less hours. This in turn led to lower Superannuation and various other office expenses, (when there's no one to spend the money, it doesn't get spent).

Member Support and Member Function costs were collectively lower than for 2018. Rent and Facility Expenses were higher than 2018 mainly due to the move to larger improved facilities. Fundraising costs were lower while the Fundraising Income was slightly higher. Other items varied as you will see from the Income & Expense Statement.

The Statement of Financial Position as at 30th of June shows Current Assets of \$197,291 which consists of the bank account and petty cash. Non-current assets, (Office Equipment), have not changed other than the increase in depreciation. The current liabilities consist of the accrual for audit fees, the liability to the Tax Office for GST and PAYG withholding tax, employee superannuation and funds received and held in reserve for special events planned for the future.

The foundation made a grant of \$500 from the Arved Wasser Memorial Fund during the year.

Overall, our Net Assets, and therefore, Members Funds, have increased during the year by \$19,742.

The Foundation will continue to provide support and services to members in the coming year, within the constraints of our limited finances and our constitutional limits, and trust that our members understand and appreciate these limitations and what we can and cannot provide.

There were no major fundraising exercises conducted during the year, with the sausage sizzle, the Entertainment Books and nail polish & shopping bags being the main income generators in this area. We have the Sausage Sizzle coming up in October and the Quiz Night in November for both of which we look forward to your help and participation, both in sourcing prizes and in attendance.

The financial statements are currently being audited.

Robert Butler
HFWA Treasurer

Financial Statements

Haemophilia Foundation WA Inc
ABN 42 961 282 521
Income and Expenditure Statement
For the year ended 30 June 2019

	2019	2018
	\$	\$
Income		
State/C'wlth Grant	64,548	63,494
HFA Funding	0	13,040
Members Subscriptions	1,319	1,296
Fundraising Activities	5,685	4,500
Interest received	378	470
Donations	2,760	5,275
Other income	0	1,000
Total income	<u>74,690</u>	<u>89,075</u>
Expenses		
Audit fees	750	750
Bank fees and charges	153	(276)
Camp Costs	1,625	16,799
Computer Expenses	318	587
Conference/seminar costs	455	7,893
Depreciation - plant	323	19
Fees & charges	86	10
Fundraising Costs	2,609	3,980
Insurance	1,780	318
Internet & Website Expenses	1,836	2,047
Members Functions	4,818	7,064
Members Support	1,185	567
Meeting Expenses	558	1,688
Office Expenses	8	415
Parking	22	141
Postage	110	97
Printing & stationery	74	794
Publications, Newsletters, Etc	861	1,043
Rent & Facility Expenses	14,370	9,320
Salaries - Administration	19,197	36,456
Staff amenities	0	61
Staff training	117	540
Subscriptions	891	681
Sundry expenses	0	161
Superannuation	1,824	3,463
Telephone	478	722

The accompanying notes form part of these financial statements.

Haemophilia Foundation WA Inc
ABN 42 961 282 521
Income and Expenditure Statement
For the year ended 30 June 2019

	2019	2018
	\$	\$
Total expenses	54,448	95,341
Profit from ordinary activities before income tax	20,242	(6,267)
Income tax revenue relating to ordinary activities	0	0
Net profit attributable to the association	20,242	(6,267)
Total changes in equity of the association	20,242	(6,267)
Opening retained profits	155,725	161,991
Net profit attributable to the association	20,242	(6,267)
Closing retained profits	175,967	155,725

The accompanying notes form part of these financial statements.

Haemophilia Foundation WA Inc
ABN 42 961 282 521
Detailed Statement of Financial Position as at 30 June 2019

	2019	2018
	\$	\$
Current Assets		
Cash Assets		
Cash at bank	85,739	67,239
NAB Interest Bearing A/c	87,100	86,750
Westpac Community Solutions A/c	24,452	21,350
Petty Cash - Secretary	200	200
	197,491	175,539
Total Current Assets	197,491	175,539
Non-Current Assets		
Property, Plant and Equipment		
Office equipment	15,441	15,441
Less: Accumulated depreciation	(14,707)	(14,384)
	734	1,057
Total Non-Current Assets	734	1,057
Total Assets	198,225	176,596

The accompanying notes form part of these financial statements.

Haemophilia Foundation WA Inc
ABN 42 961 282 521
Detailed Statement of Financial Position as at 30 June 2019

	2019 \$	2018 \$
Current Liabilities		
Payables		
Unsecured:		
Sundry Creditors	750	0
	750	0
Current Tax Liabilities		
PAYG/GST Clearing A/c	1,015	1,793
	1,015	1,793
Provisions		
Employee entitlements	1,916	0
	1,916	0
Other		
Womens Weekend Funding	8,811	8,811
Health Dept - Project Funding	7,500	7,500
	16,311	16,311
	16,311	16,311
Total Current Liabilities	19,992	18,104
	19,992	18,104
Total Liabilities	19,992	18,104
	19,992	18,104
Net Assets	178,234	158,492
	178,234	158,492
Members' Funds		
Reserves		
Arved Wasser Memorial Fund	2,267	2,767
Accumulated surplus (deficit)	175,967	155,725
Total Members' Funds	178,234	158,492
	178,234	158,492

The accompanying notes form part of these financial statements.

Haemophilia Foundation WA Inc
ABN 42 961 282 521
Depreciation Schedule for the year ended 30 June, 2019

		Total	Priv	DISPOSAL		ADDITION		DEPRECIATION				Priv	CWDV	PROFIT		LOSS	
				Date	Consd	Date	Cost	Value	T	Rate	Deprec			Upto +	Above	Total -	Priv
OFFICE EQUIPMENT																	
Mobile Phone	995.00 05/10/94	995	0.00	0	0	0	0	0	P	13.00	0	0	0	0	0	0	0
Answering Machine	114.00 15/12/93	114	0.00	0	0	0	0	0	P	100.00	0	0	0	0	0	0	0
Computer	2,000.00 15/12/93	2,000	0.00	0	0	0	0	0	P	27.00	0	0	0	0	0	0	0
Printer - Hewlett Packard	650.00 15/12/93	650	0.00	0	0	0	0	0	P	27.00	0	0	0	0	0	0	0
Computer	4,171.00 31/07/96	4,171	0.00	0	0	0	0	0	P	27.00	0	0	0	0	0	0	0
Facs Machine	946.00 31/07/96	946	0.00	0	0	0	0	0	P	13.00	0	0	0	0	0	0	0
TV, Video	300.00 24/09/96	300	0.00	0	0	0	0	0	P	100.00	0	0	0	0	0	0	0
TV/Video Cabinet	89.00 29/10/96	89	0.00	0	0	0	0	0	P	100.00	0	0	0	0	0	0	0
Scanner	500.00 19/03/97	500	0.00	0	0	0	0	0	P	27.00	0	0	0	0	0	0	0
Camera	300.00 04/01/01	300	0.00	0	0	0	0	0	P	25.00	0	0	0	0	0	0	0
Computer	2,592.00 14/05/03	2,592	0.00	0	0	0	0	0	P	33.33	0	0	0	0	0	0	0
Digital Camera	854.00 14/05/03	854	0.00	0	0	0	0	0	P	33.33	0	0	0	0	0	0	0
Laptop Retravision	1,045.46 05/08/10	1,045	0.00	0	0	0	0	0	D	67.00	0	0	0	0	0	0	0
Computer & Monitor	1,075.00 11/06/18	1,075	0.00	1,057	0	0	0	1,057	P	30.00	323	0	734	0	0	0	0
		15,441		1,057	0			0		1,057	323	0	734				
										Deduct Private Portion	0						
										Net Depreciation	323						

These financial statements are unaudited. They must be read in conjunction with the attached Accountant's Compilation Report and Notes which form part of these financial statements.

Office Coordinator's Report

I would like to thank the HFWA Management Committee for their guidance and assistance over the last ten months. The foundation is fortunate to have such a dedicated committee. It has been a privilege to be welcomed back to HFWA after a small hiatus. I have had the opportunity to catch up with previous members of the community, and meet many new faces. Some things are still the same and some things are a bit different. I am encouraged by how rapidly treatments have advanced in just a few years and hopeful they will continue to advance rapidly.

Strangely, last year I started two weeks before the Christmas party, which was the same time that I started in 2006. However, in 2006 there was a major bushfire at the Christmas party and thankfully history didn't repeat itself the same way this time.

I am looking forward to attending the conference in Sydney. Whilst I am there, I will be attending an administrator's meeting where I will meet with office staff from other states and catch up with HFA staff.

FUNDRAISING

Entertainment Books:

The Entertainment Books both hardcopy and digital were again sold this year. Thank you to everyone who purchased an Entertainment membership this year, your continued support is much appreciated.

Donations from Members:

We have again been fortunate with the generosity of our members, many of whom have kindly made a donation when they renewed their membership. We also have regular donations made through our Paypal system from people who have set up automatic payments.

Nail Polish Fundraiser:

We continue to sell nail polish through the office, now with an assortment of colours and the original red. With Christmas coming up, they would make a great little stocking filler.

Environmentally Friendly Shopping Bags:

These bags continue to sell as everyone needs shopping bags. Please contact me in the office if you would like to purchase some.

Bunnings Sausage Sizzle:

Once again the sausage sizzle was held at Homebase Subiaco. Many willing participants volunteered their time to sell and cook sausages. Thank you to everyone who gave up their time on the day and those who donated cans of cool drink.

NEWSLETTER

We continue to develop the HFWA newsletter in-house, bi-monthly. Each issue contains 12 – 14 pages of articles and relevant news and is an interesting read for everyone. We are always looking for new ideas and articles, so if you have any suggestions, we are happy to take them into consideration.

With the constant rises in postage per newsletter we have managed to reduce the number of hardcopies posted and increase the number of newsletters sent out through email. I would like to thank the management committee and Beryl Kerr for proof reading each edition. Special thanks to Beryl Kerr and Matt from Fuji Xerox, for their assistance with the printing and posting of the newsletter each time.

OFFICE RELOCATION

The office moved into a larger area in City West Lotteries House in January 2019. Thank you to Shane Meotti and Cheryl Ellis for moving all the furniture and equipment from room to room and to Cheryl and Ben for cleaning the old room.

Other activities within the office:

- Liaising and working with the President, Vice President and Secretary on a regular basis
- Liaising with Haemophilia Foundation Australia
- Organising invitations for various groups within our Foundation
- Assisting with Fundraising
- Liaising with WACOSS and the Health Department representatives
- Preparations the papers for the monthly Committee meetings and AGM
- Updating and sending out of information to schools, students, members, community networks and the general public
- Coordinating and assisting with the organisation of social events.
- General office administration, receipting, banking, mailings, telephones, small IT operations and fixes, updating office processes and procedures

Melanie Gould
HFWA Office Coordinator