

# Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated



## Annual General Meeting 28<sup>th</sup> July 2020

Including the Presentation of 2019 Annual Report  
& Audited Financial Report as at 31/12/2019

OLSH Provincial House  
2 Kensington Road  
Kensington NSW 2033  
Ph: 02 9663 3599  
Email: [overseasaid@olshaustralia.org.au](mailto:overseasaid@olshaustralia.org.au)  
[www.olshaustralia.org.au/overseasaid](http://www.olshaustralia.org.au/overseasaid)



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# AGENDA

1. Prayer
2. Welcome to members; Apologies
3. Reading and confirmation of minutes of 2018 Annual General Meeting held 14<sup>th</sup> May 2019
4. 2019 Annual Report
5. Special Resolution to modify Constitution
6. Audited Financial Report of OLSH Overseas Aid Incorporated
7. Election of Office Bearers
8. Other Reports/Business



Angola – girls from the hostel, Cazombo

## 2019 MEMBERS of DOLSH OVERSEAS AID INCORPORATED

### OFFICE BEARERS

Mr Michael O’Dea AM	Consultant, Carroll & O’Dea Lawyers <b>President</b>
Sr Philippa Murphy	Provincial Councillor of the OLSH Congregation <b>Vice President &amp; Secretary</b>
Ms Josephine Heesh	Friend of the OLSH Congregation <b>Committee Member</b>
Mr Ian Yum	Chartered Accountant <b>Auditor</b>
Sr Bernadette Koning	Member of the OLSH Congregation <b>Executive Officer</b>

### MEMBERS of INCORPORATION

Ms Judy Beswick	Respected Ex-student of the OLSH Congregation
Ms Anne Bowen	Friend of the OLSH Congregation
Ms Kathleen Donohoe	Respected Ex-student of the OLSH Congregation
Mrs Anne Doran	Friend of the OLSH Congregation
Mrs Gloria Gallaher	Associate Member of the OLSH Congregation
Hon. Deirdre Grusovin	Respected Ex-student of the OLSH Congregation
Sr Moya Hanlen	Provincial Councillor of the OLSH Congregation
Mrs Maree Hinton	Respected Ex-student of the OLSH Congregation
Hon. Dr. Tricia Kavanagh	Respected Ex-student of the OLSH Congregation
Mrs Mary Lloyd	Respected Ex-student of the OLSH Congregation
Mr Robert Malouf	Friend of the OLSH Congregation
Sr Lorraine McCleary	Provincial Councillor of the OLSH Congregation
Ms Valerie McKinnon	Social worker & Friend of the OLSH Congregation
Mrs Eileen Phillips	Respected Ex-student of the OLSH Congregation
Mrs Lilyan Staniforth	Respected Ex-student of the OLSH Congregation
Sr Mary Stevens	Provincial Councillor of the OLSH Congregation
Sr Tess Ward	Provincial Leader of the OLSH Congregation

**MINUTES OF THE ANNUAL GENERAL MEETING OF  
DAUGHTERS OF OUR LADY OF THE SACRED HEART  
OVERSEAS AID INCORPORATED**

**Held in the OLSH Provincial House Meeting Room  
on 14<sup>th</sup> May 2019**

**Present**

Sr Tess Ward  
Sr Philippa Murphy  
Sr Lorraine McCleary  
Sr Moya Hanlen  
Sr Bernadette Koning  
Michael O'Dea  
Josephine Heesh  
Eileen Phillips  
Catherine Dunn  
Deirdre Grusovin  
Ian Yum

**WELCOME**

The President, Michael O'Dea, welcomed those present and thanked them for attending.

Sr Philippa Murphy opened the meeting with a prayer.

**APOLOGIES**

The following apologies were received from:

Lilyan Staniforth  
Gloria Gallaher  
Mary Lloyd  
Maree Hinton  
Sr Mary Stevens  
Valerie McKinnon

**MINUTES**

The Minutes of the 2017 Annual General Meeting, held on 15th May 2018, having been circulated to the members prior to the meeting, were tabled and taken as read. Josephine moved that the Minutes be accepted as an accurate record of the meeting and Sr Philippa seconded the motion. All members agreed.

**ANNUAL REPORT**

The Executive Officer's Report was presented by the Executive Officer, Sr Bernadette Koning. She noted that approval was given by the Australian Charities & Not-for-profits Commission for OLSH Overseas Aid Incorporated to be registered as a Public Benevolent Institution.

Following her report, Sr Bernadette went through the "Country by Country Project Summaries" on pages 9 to 13. These also included the following amounts funded for each country in 2018:

Kiribati	\$49,157
Papua New Guinea	\$3,000
Philippines	\$14,152
South Africa	\$145,500
South Sudan	\$277,500

Michael thanked Sr Bernadette for preparing the annual report so efficiently.

Sr Lorraine moved that the Executive Officer's Report be accepted; this was seconded by Deirdre.

## FINANCIAL REPORT

Michael invited Mr Ian Yum from Watson Erskine & Co Pty Ltd Chartered Accountants to present the Financial Report. Ian noted that, during the year, more than \$560,000 had been received in donations and the 2018 ended with a surplus of \$53,040.

The issue about cash donations being handled, from receiving them to banking, generally by one person was brought up again in the *Report on the Audit of the Financial Report*. Ian commented that this is a matter of internal control, but that it seems to be impractical for two people in the office to deal with cash donations. However, it is not a major concern since less than 1% of donations were received as cash donations in 2018 – not a significant amount.

Michael thanked Ian for his report. A motion of acceptance of the Financial Report was moved by Sr Moya and seconded by Eileen. The motion was accepted by all present. Following the meeting, it was signed by Michael, Sr Philippa and Ian as an accurate record of the position of the Overseas Aid Fund.

## APPOINTMENT OF OFFICE BEARERS

Michael thanked the 2018 committee and commented how well the team had worked together for the year. He then called for nominations for the 2019 office bearers. The following nominations were made:

- **President:** Mr Michael O'Dea ACCEPTED  
Moved by Sr Philippa; seconded by Sr Moya. Agreed by all.
- **Vice-President:** Sr Philippa Murphy ACCEPTED  
Moved by Michael; seconded by Sr Lorraine. Agreed by all.
- **Treasurer:** Josephine Heesh ACCEPTED  
Moved by Michael; seconded by Deirdre. Agreed by all.
- **Executive Officer:** Sr Bernadette Koning ACCEPTED  
Moved by Michael; seconded by Eileen. Agreed by all.
- **Auditor:** Mr Ian Yum ACCEPTED  
Moved by Sr Lorraine; seconded by Eileen. Agreed by all.

## OTHER BUSINESS

- At Michael's request, Ian spoke about the Australian Charities & Not-for-profits Commission (ACNC) new external reporting requirements (*External Conduct Standards*) for charities which operate overseas. Ian said that they are supposed to be coming into effect by July this year and that ACNC will be targeting those charities which send funds overseas. He spoke to someone from ACNC recently who told him that it was not known what exactly will be required!
- Michael spoke about the importance of the work of the Overseas Aid Fund and of the privilege which all members should feel to be involved in this initial stage of the work – they are an essential “cog in the wheel” but small compared to those in the field.
- Sr Tess expressed her deep gratitude to the Board, the registered members and donors who all have an influence on the lives of so many poor people. She sincerely thanked Michael and Josephine for their generosity in giving up their time not only to be on the Board but also to offer their advice and assistance on a number of matters.
- Michael thanked everyone for their attendance and closed the meeting.
- Members were invited to enjoy some refreshments.

## Statement of the Goals and Objectives of Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

The objectives of Our Lady of the Sacred Heart Overseas Aid Incorporated are:

- a) to provide for the relief of persons in countries which are, for the time being, certified by the Minister for Foreign Affairs to be Developing Countries (“Developing Countries”) pursuant to the provisions of the Income Tax Assessment Act 1997, and, without limiting the foregoing, to include relief of persons in Angola, Kiribati, Papua New Guinea, Philippines, South Africa and South Sudan.
- b) Pursuant to objective (a) and, without limiting its generality, to provide aid in the following manner:
  - i) by the relief of persons in necessitous circumstances in Developing Countries;
  - ii) to provide education for persons in necessitous circumstances in Developing Countries;
  - iii) to provide accommodation for persons in necessitous circumstances in Developing Countries;
  - iv) to provide food and sustenance for persons in necessitous circumstances in Developing Countries;
  - v) to establish and/or construct schools and/or teaching institutions for the purposes of educating persons in necessitous circumstances in Developing Countries;
- c) To assist in the funding of relief and development work carried on by the Religious Sisters known as the Daughters of Our Lady of the Sacred Heart in Angola, Kiribati, Papua New Guinea, Philippines, South Africa and South Sudan.

The main thrust of the work of the Fund continues to be in education, health care, and social and community development. From time to time we are asked to respond to other needs, but these are temporary and directed to providing only urgent, short-term aid. Our support for education, health care and development are normally on a continuing, long-term basis.

Since the establishment of the Fund it has been our consistent objective to encourage and promote self-help programs which aim to improve people’s general standard of living and help establish for the local people a lifestyle more worthy of their human dignity. We continue to espouse the following goals:

- provision of a basic standard of living
- care of children and the elderly
- empowerment of women and other vulnerable groups
- elimination of hunger through sustainable agricultural development
- encouragement of individual and communal self-help projects.

In this way we aim to create a greater solidarity with and empowerment of the local people by the sharing of our resources for their betterment and ultimate self-sufficiency.

## Executive Officer's Report

Good evening, everyone, and thank you for coming. We are a small number, but this is probably the best in this current climate of COVID-19 which continues to bring uncertainty in every sector of life.

For the record, I wish to note that the usual May Annual General Meeting was postponed due to the virus and the restrictions with regard to public gatherings which were in place at that time. These having been eased to some extent, the committee decided to proceed with the AGM. The OLSH Overseas Aid Fund Constitution currently does not allow for meetings to be held remotely, however this will be addressed during this meeting with the tabling of a Special Resolution to amend the Constitution. Thank you very much to Michael for preparing this for us.

You will see in the summary of projects below that the total funding dispersed in 2019 was \$578,342. The committee was able to support the majority of projects applied for, but not always for the full amount requested. The donations received during the year were from 356 donors – 40 of these are pledge (monthly or quarterly) donors. While people make donations online, by credit card or direct deposit into the bank, the majority of our donations continue to come through the post and by cheque.

I am grateful for the ongoing support and advice of the committee – Michael O'Dea, Josephine Heesh and Sr Philippa Murphy. Each of them are always very approachable and want what is best for the people whom the Sisters serve in the various mission areas.

It is with sadness that we are farewelling Ian Yum this evening as he moves this year into, I'm sure, a well-deserved retirement. He has audited the Fund's accounts since 2015. On behalf of all present, I'd like to express our sincere appreciation to you, Ian, for your work for us, your discretion, advice and professionalism.

Warm welcome to Chris Wong who will be replacing Ian.

*Sr Bernadette Koning*



South Sudan – student nurse in Mapuordit Hospital screening a child for malnutrition

## COUNTRY BY COUNTRY PROJECT SUMMARIES

### Angola

#### Education for disadvantaged girls

- This project provides accommodation in a safe compound and hostel for girls from extremely poor families and from remote areas to attend school in Cazombo. As well as accessing a formal education, girls will have the opportunity to learn life skills, such as growing food, keeping poultry, making bread and cooking.

#### Life-skills & income-generating project

- With this project, single, young mothers who due to poverty have had no education are taught how to read and write, to sew and to cook. They also learn how to start and manage a small business so that they can earn some money to support their family.

*Funds disbursed in 2019: \$28,500*

### Kiribati

#### Choose Life Project for the Empowerment of Women

- This ongoing project provides funds to support girls in completing secondary education and to help young women access skills training in areas such as health and education so that they will be equipped to help their own people now and in the future. Many families do not have the money needed to support their children (especially girls) in the final years of secondary schooling or in undertaking further studies in health and education. This project helps not only girls but also their families and the wider community.

\$34,468

#### Computer for archives

- The Kiribati Archives stores historical records and cultural information. This facility is often visited not only by the local people but also by overseas researchers working in various fields.

\$1,000

#### Upgrade of school dining hall

- Constructed in the late 1950s, the students' dining hall at Immaculate Heart College Taborio was in need of renovation plus new tables for 440 students, to replace very old ones. The adverse effects over the years of salt water from the nearby ocean and the weather have added to the deterioration of the building.

\$15,000

#### Fiji – Security fencing

- Female volunteers who are living in a compound in Suva work with women in the local sectors and with children in schools. The fence around the property was made of cheap wire and did not prevent intruders from entering. For the women's security, a stronger and higher fence needed to be built.

\$7,500

#### Samoa – A vehicle for a primary school

- St Peter's Primary School is situated in a remote village of Falefa about an hour from the capital city of Apia, where the banks, post office, the hospital and shops are located. A vehicle was needed for the school for various reasons – e.g. to transport staff to meetings in the city, sick children to hospital, to purchase school resources, etc.

\$22,108

*Funds disbursed in 2019: \$80,076*

## Papua New Guinea

### Amenities at nursing school

- St Gerard's School of Nursing required more amenities for the female student nurses. \$2,800

### Aged Care facility

- It was necessary for a new Aged Care residence in Boroko to have more equipment for the residents, such as a walker and a commode. \$4,000

*Funds disbursed in 2019: \$6,800*

## Philippines

### OLSH Charity & Maternity Clinic, Marigondon

- This is an on-going project that helps the poor people in the area of Marigondon, Lapu-Lapu City, and even those in the islands of Mactan, Lapu-Lapu City. The maternity or lying-in clinic is open three times a week and even in the evening to serve pregnant women who are due to deliver their babies. At present, it is staffed by one volunteer doctor and two midwives who do the consultation and deliveries. If there are critical patients, they are referred for admission to the local government hospital. Those patients who need diagnostic procedures are given financial assistance to seek further treatment. The clinic provides medicines and free medical consultation. \$13,500

### Community Centre for Surigao

- The Centre is a community venue which provides educational opportunities for the women and children of the indigenous Badjao tribe who are illiterate, very poor and disadvantaged. \$10,000

### Resources for study

- 6 Overseas Aid Fund scholarship holders did not have basic resources to undertake research for their assignments and to prepare for their tutorial classes. A computer, printer and scientific calculator were purchased which are kept in OLSH Tutorial Centre in Matangtubig where most of the scholars reside, so that they can access them anytime they need to study. \$3,000

### Formation of youth, Surigao

- This project was created to assist three young women who are already active in the community and have much to offer. They also assist in the work with the indigenous Badjao tribe. They will be given training in areas such as communication skills, basic teaching skills, basic accounting, food processing and handicrafts. \$4,000

### Livelihood for 3 families

- By the purchase of three motorbikes with a sidecar, this project aimed to give financial assistance to three very poor families in which the fathers were unemployed. Such vehicles (motorcabs) are used as a form of public transport in the Philippines, and these men are already licensed drivers. Such employment should earn sufficient income to provide for the basic needs of the families. \$15,000

*Funds disbursed in 2019: \$45,500*

## South Africa

### Ametur Project

- *Education:* Those youngsters who are registered for financial support through the project are continually monitored for their attendance and attitude at school. The students are from primary through to university and also post-school courses, if such are appropriate to the individual and can lead to employment.
- *Skills' Training:* Some of the disadvantaged youth are more suited to practical work than academic. So, when opportunities arise, they are enrolled in programs that can enhance their life skills and prepare them for employment. Being in a rural environment makes it more difficult to find places offering plumbing, mechanics, brick laying or other basic skills training. This often requires renting accommodation, self-catering and travel from home villages to access what is available.
- *Community Development:* If it is possible, the orphans & vulnerable children (OVC) are assisted with their living conditions. If repairs are needed, the situation is assessed and someone is employed within the local area who can do the repairs. Sometimes there is need to purchase household items or help with travel costs.

\$30,000

### Bakhita Outreach Project

- Because of the lack of personnel, the Bakhita Village boarding facility for girls in Dwars River has been closed. The Sisters have set up the Bakhita Outreach Project which is committed to the ongoing care of 18 vulnerable and orphaned girls in their villages - most of whom were resident in Bakhita Village. A care-giver and one of the Sisters visit them twice a week to ensure the general well-being of the girls in their situation. They also monitor the girls' educational progress by checking their homework and liaising with their schools, ensuring that the girls are performing to the best of their abilities. The hope is that as they each finish primary school they will continue onto St Brendan's Secondary School in Dwars River.

\$5,000

### Holy Family Care Centre

- Engagement of a full-time social worker
- Health and education programs for 70+ children in residence
- Outreach and support for children reunited with relatives
- Residential Care Training for care-givers
- Catering and food safety training

\$55,000

### Kurisanani

- Provision of a basic shelter in which to better provide outreach to orphans & vulnerable children (OVC) living in a very isolated village.
- Capacity building and training opportunities for carers and guardians.
- Food parcels and some educational needs for OVCs.
- Funds to increase activity days and peer support for OVCs.
- Minor maintenance to present resources (vehicle, grounds and meeting space) in order to continue optimum support for both carers and the children.

\$30,000

### OLSH Outreach Nzhelele

The orphan and vulnerable children across many villages of the Nzhelele Valley continue to be monitored and cared for in the following manner:

- Home visits to check on the conditions of the family and to find out if there are any significant problems.
- Activities every Friday afternoon, run by the carer, which include health checks, school work challenges, cultural practices, craft and sport.
- Special monthly support groups held for the children with HIV+ health issues.
- Meetings with guardians to share information.

- Particular peer group program for the teenagers who are proving to be a challenge as they try to manage in the clash of modern world views and their home values.

\$15,000

*Funds disbursed to South Africa in 2019: \$135,000*



Craft activities  
in after-school  
care program



Grade R study  
group with local  
tutor



Completion of Early Childhood  
Education course



New school bags

## South Sudan

### Education

- Education for young women – assisting 20 young women from remote areas to have a secondary education by provision of dormitory-style accommodation
- Education resources – includes salary support for some of the elementary, primary and secondary teachers in Mapuordit. All teachers are grossly underpaid by the South Sudanese Government.
- Construction of a permanent classroom for a Satellite school
- Small home office for the Primary School Director to help him manage after school hour's work. Being Director, in a rural area, "school" visitors and officials often call on him after hours; this small office would provide appropriate meeting space in his compound for such occasions.
- Learning materials for Satellite schools – e.g. textbooks for teachers

\$116,400

### Health

- Salary Support for 1 expatriate Registered Nurse/Registered Midwife, 1 Hospital Auxiliary Nurse & 9 Trainee Nurses

- Fees for two women to undertake General Nurse training, having already completed their Basic Nurse course.

\$29,926

### Local Community

- Administrative support – purchase of a computer, printer and materials for an office which serves schools and several other projects
- Emergency rations – for over 200 destitute, abandoned, house-bound, homeless, lepers, the blind
- Rehabilitation of five boreholes and pumps, and construction of one new borehole
- Vehicle maintenance
- Support for five young widows – food, clothing for children and, if needed, school and registration fees
- Security for expatriate health workers and teachers
- Establishment of a vegetable garden around a borehole for a community of 30+ families

\$136,140

*Funds disbursed to South Sudan in 2019: \$282,466*



Preparing rations for individual distribution



Flourishing vegetable garden, fenced around & with water-pump

**Total funding to all areas in 2019: \$578,342**

## EVALUATION & MONITORING OF PROJECTS

### SUMMARY:

At the end of each project, OLSH Overseas Aid Fund requires the project manager to provide a comprehensive report on the project and its outcomes. This includes a section in which the project is evaluated against its objectives and progress on challenges within the project.

The Fund has a standard Evaluation & Feedback form which includes the following five questions:

1. What were some of the challenges faced and overcome?
2. Were there any project outcomes that were not achieved? Why not?
3. How has this project helped the people you are working with?
4. How sustainable is this project? Will the impact of this work cease when you leave?
5. Do you have any other comment?

At each Committee meeting throughout the year, the Committee reviews the Project Acquittal forms, monitoring the outcomes, and shares any significant finding across the missions as and when appropriate.

### EXAMPLE of EVALUATION & MONITORING FEEDBACK RESPONSE:

#### 2019 – Satellite Schools, South Sudan

**Description of Project** The most recent funding for Satellite Schools was directed towards development at Kakor which needed another classroom. In discussion with local community members, it was agreed that, if they made blocks, dried them and constructed a wall, then assistance would be provided in the form of a permanent roof. The mud blocks were made, the wall raised and the roof constructed. The school has an extra classroom. Added assistance was provided in external plastering and roughcasting the exterior walls. Unfortunately, the paint had reached the end of supply; coloured powder was purchased and used, but the finished look is somewhat drab.

In addition to work at Kakor, the double classroom at Aluakluak was painted, internally and externally. With the help of teachers and students there, both classrooms now have cement floors.

**Project Outcomes** Extra learning space has been provided for really poor and disadvantaged pupils, 230 in number, in Kakor. Learning space in Aluakluak has been greatly enhanced. Morale has been boosted in both schools.

#### **Evaluation & Monitoring**

What were some of the challenges faced and overcome?

- Getting materials out of the capital, Juba, to Mapuordit and onwards to Kakor.
- Enthusing the local communities to be participative in the running and development of education for their children in the light of non-government support.
- Keeping hungry, unpaid teachers motivated.

Were there any project outcomes that were not achieved? Unfortunately, the paint supply ran out, leaving the final result of Kakor disappointing in comparison with the classrooms at Aluakluak.

How has this project helped the people you are working with? The pupils now have a greatly improved learning space. The benefitting communities are enthused and deeply grateful.

How sustainable is this project? Will the impact of this work cease when you leave? The effort of the past twelve months has been intensive. Part of the overall plan is to upgrade schools to such a standard that they progress from Satellite status to full incorporation into the Diocese of Rumbek Education program.

Any other comments? Gradually we hope to move towards a withdrawal of this support and encourage a stronger parish involvement.



New classroom - Kakor



## ACKNOWLEDGEMENTS

Due to our donors' generous contributions during 2019, the OLSH Overseas Aid Fund continues to support the OLSH Sisters in the missions to make positive changes to the lives of poor and disadvantaged children, women and their communities.

### Major Benefactors

During 2019, the major benefactors included:

- 11 Individuals donating \$5,000 or more: \$125,000
- 4 Trusts/Foundations: \$143,000
- 3 Businesses: \$26,000
- 1 Bequest: \$60,000
- 39 Pledges (monthly or quarterly donations): \$41,180
- 8 Schools (see details below): \$34,653
- 13 Parishes or religious groups: \$20,302

### Schools

➤ Our Lady of the Sacred Heart College, Bentleigh VIC	\$21,419
➤ Our Lady of the Sacred Heart College, Kensington NSW	\$ 7,588
➤ Our Lady of the Sacred Heart Primary School, Elmore VIC	\$ 2,008
➤ Our Lady of the Annunciation Primary School, Maroubra NSW	\$ 1,266
➤ Our Lady of the Sacred Heart Primary School, Darra QLD	\$ 730
➤ St Bernard's Primary School, Botany NSW	\$ 295
➤ St Michael's Primary School, Daceyville NSW	\$ 1,000
➤ Marianville Secondary School, PNG	<u>\$ 347</u>
	<b><u>\$34,653</u></b>

### Volunteers

We extend our gratitude to the volunteers who work in our missions. Their help is much appreciated by the Sisters and by the people in the countries in which they work.

### Periodic & Workplace Salary Deduction Donors

Thanks to those individuals who make regular periodic donations and the various workplaces whose staff organise periodic payments.

## **SPECIAL RESOLUTION to amend the Constitution**

Following the consent of the Provincial Leader, Sister Philippa Murphy, the Committee recommends to the Members that the Constitution of the Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated be amended by the addition of the following two sub rules:-

- 17.16 (i) *The Association may hold a postal or electronic ballot (as the committee determines) to determine any issue or proposal (other than an appeal under clause 9).*
- (ii) *A postal or electronic ballot is to be conducted in accordance with Schedule 3 of the Associations Incorporation Regulation.*
  
- 17.17 (i) *A general meeting may be held at two or more venues using any technology approved by the committee that gives each of the Association's members a reasonable opportunity to participate.*
- (ii) *A member of an association who participates in a general meeting using that technology is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.*

## REGISTER OF MEMBERS

### DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED

As at 31 December 2019

BESWICK	Ms Judy
BOWEN	Ms Anne
DONOHUE	Ms Kathleen
DORAN	Ms Anne
GALLAHER	Mrs Gloria
GRUSOVIN, AM	Hon. Deirdre
HANLEN	Sr Moya
HEESH	Ms Josephine
HINTON	Mrs Maree
KAVANAGH	Hon. Dr. Tricia
KONING	Sr Bernadette
LLOYD	Mrs Mary
MALOUF	Mr Robert
McCLEARY	Sr Lorraine
McKINNON	Ms Valerie
MURPHY	Sr Philippa
O'DEA, AM	Mr Michael
PHILLIPS	Mrs Eileen
STANIFORTH	Mrs Lilyan
STEVENS	Sr Mary
WARD	Sr Tess

# **FINANCIAL REPORT 2019**

## **DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED**

**ABN : 94 872 293 729**

### **SUMMARY OF ANNUAL REPORT**

The Daughters of Our Lady of the Sacred Heart Overseas Aid Fund remains in good financial health. We recorded just over \$560,000 in donations and, due to our low administration costs, the majority of this was dispersed to our missions.

Moving forward, the focus of the organisation will be to continue to find ways to increase our revenue through donations, such that we can maintain the support of our missions around the world.

**Audited Financial Statements as at 31 December 2019**

**DAUGHTERS OF OUR LADY OF THE SACRED HEART  
OVERSEAS AID INCORPORATED**

**FINANCIAL REPORT 31 DECEMBER 2019**

**Statement by Committee of Management**

**Statement of Profit & Loss and Other Comprehensive Income**

**Statement of Financial Position**

**Statement of Changes in Equity**

**Cash Flow Statement**

**Notes to the Financial Statements**

**Auditor's Independence Declaration**

**Independent Audit Report**

## Audited Financial Statements as at 31 December 2019

### COMMITTEE OF DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED

#### STATEMENT BY COMMITTEE OF MANAGEMENT

The Committee of Management for the Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated ("DOLSHOSAI") declares that DOLSHOSAI is not a reporting entity. The Committee declares that this special purpose financial report should be read in accordance with the accounting policies outlined in Note 1 to the financial statements.

The Committee declares that:

- 1) The financial statements and notes present fairly the Members' financial position as at 31 December 2019 and their performance for the year ended on that date is in accordance with the accounting policies described in Note 1 to the financial statements.
- 2) In the Committee's opinion, there are reasonable grounds to believe that DOLSHOSAI will be able to pay their debts as and when they fall due.

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



Chairman – Mr Michael O'Dea



Director – Sr Philippa Murphy

28/7/2020

## Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

### STATEMENT OF PROFIT AND LOSS AND OTHER COMPREHENSIVE INCOME

For the year ended 31 December 2019

	Notes	2019 \$	2018 \$
<b>REVENUE</b>			
Donations & Gifts			
- Monetary		503,751	530,530
Bequests & Legacies		60,000	32,428
Investment Income - Interest Received		141	194
Fundraising		28	20
Other Income		-	3
<b>TOTAL REVENUE</b>		<b><u>563,920</u></b>	<b><u>563,175</u></b>
<b>EXPENDITURE</b>			
<b>International Aid and Development Programs Expenditure</b>			
International Programs			
- Funds to International Programs		578,344	494,299
Accountability and Administration	7	<u>11,675</u>	<u>15,836</u>
<b>Total International Aid and Development Programs Expenditure</b>		<b><u>590,019</u></b>	<b><u>510,135</u></b>
Other Comprehensive Income			
<b>TOTAL EXPENDITURE</b>		<b><u>590,019</u></b>	<b><u>510,135</u></b>
<b>TOTAL COMPREHENSIVE INCOME Surplus/(Deficit)</b>		<b><u>(26,099)</u></b>	<b><u>53,040</u></b>

*The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes*

**Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated**

**STATEMENT OF FINANCIAL POSITION**

As at 31 December 2019

	Notes	2019 \$	2018 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	2	201,080	227,794
Trade and other receivables	3	<u>1,266</u>	<u>651</u>
<b>Total Current Assets</b>		<b><u>202,346</u></b>	<b><u>228,445</u></b>
<b>TOTAL ASSETS</b>		<b><u>202,346</u></b>	<b><u>228,445</u></b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and other payables	4	<u>-</u>	<u>-</u>
<b>Total Current Liabilities</b>		<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL LIABILITIES</b>		<b><u>-</u></b>	<b><u>-</u></b>
<b>NET ASSETS</b>		<b><u>202,346</u></b>	<b><u>228,445</u></b>
<b>EQUITY</b>			
Retained earnings	5	228,445	175,405
Current earnings		<u>(26,099)</u>	<u>53,040</u>
<b>TOTAL EQUITY</b>		<b><u>202,346</u></b>	<b><u>228,445</u></b>

*The above Statement of Financial Position should be read in conjunction with the accompanying notes*

## Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

### STATEMENT OF CHANGES IN EQUITY

For the year ended 31 December 2019

	Retained earnings	Total
<b>REVENUE</b>		
Balance at 31 December 2017	175,405	175,405
Excess of revenue over expenses	53,040	53,040
<hr/>		
Balance at 31 December 2018	228,445	228,445
Excess of expenses over revenue	(26,099)	(26,099)
<hr/>		
<b>Balance at 31 December 2019</b>	<b>202,346</b>	<b>- 202,346</b>

*The above Statement of Changes in Equity should be read in conjunction with the accompanying notes*

## Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

### CASH FLOW STATEMENT

For the year ended 31 December 2019

	Notes	2019 \$	2018 \$
<b>Cash Flow from Operating Activities</b>			
Grants and other receipts	8	563,779	562,981
Payments to overseas projects		(578,344)	(494,299)
Payments to suppliers and employees		(12,290)	(16,711)
Interest received		141	194
<b>Net (Outflow) / Inflow from Operating Activities</b>		<b>(26,714)</b>	<b>52,165</b>
<hr/>			
Net increase/(decrease) in cash and cash equivalents		(26,714)	52,165
Cash and cash equivalents at the beginning of the financial year		227,794	175,629
<b>Cash and cash equivalents at the End of Financial Year</b>		<b>201,080</b>	<b>227,794</b>

*The above Cash Flow Statement should be read in conjunction with the accompanying notes*

# Audited Financial Statements as at 31 December 2019

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2019

### Note 1. Summary of Significant Accounting Policies

The Management Committee has prepared the financial statements of DOLSH-OAI on the basis that the entity is a non-reporting entity because there are no users dependent upon general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the Association. The Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated is a not-for-profit entity for the purpose of preparing the financial statements.

This special purpose financial report has been prepared to meet the reporting requirements of the Australian Charities and Not-For-Profits Commission Act 2012.

The financial report has 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 108 Accounting Policies, Changes in Accounting Estimates and Errors, AASB 1048 Interpretation of Standards, AASB 1054 Australian Additional Disclosures and other significant accounting policies described below.

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

The financial statements have been also prepared with consideration of the disclosure requirements in accordance to the Australian Council for International Development code of conduct.

#### i) Impairment of Assets

At each reporting date, the entity reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

#### ii) Trade and Other Payables

These amounts represent liabilities for goods and services provided to the association prior to the end of the financial period and which are unpaid. The amounts are unsecured and usually paid within 30 days.

#### iii) Trade Receivables

All trade receivables are recognised at the amounts invoiced. Recoverability of trade receivables is

reviewed on an ongoing basis. The amount of any provision is recognised in the income statement in other expenses.

#### iv) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

#### v) Goods and Services Tax

Revenues, expenses and assets are recognised net of goods and services tax, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the ATO is included as a current asset or liability in the balance sheet.

Cash flows are included in the cash flow statement on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

#### vi) Revenue Recognition

Grant revenue is recognised in the income statement when it is controlled. When there are conditions attached to grant revenue relating to the use of these grants for specific purposes, it is recognised in the balance sheet as a liability until such conditions are met or services provided.

Donations and bequests are recognised as revenue when received unless they are designated for a specific purpose, where they are carried forward as prepaid income on the balance sheet.

Interest revenue and distribution income from investments is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

All revenue is stated net of the amount of goods and services tax (GST).

#### vii) Income Tax

The entity is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

#### viii) Rounding

All amounts in the Financial Statements have been rounded to the nearest dollar, unless otherwise stated.

## Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2019

	2019 \$	2018 \$
<b>Note 2. Current Assets - Cash and Cash Equivalents</b>		
Cash		
Fund Bank Account	199,942	226,656
Incorporated Account	<u>1,138</u>	<u>1,138</u>
Cash and Cash Equivalents	<u>201,080</u>	<u>227,794</u>
 <b>Note 3. Current Assets - Trade and Other Receivables</b>		
GST Receivable	197	651
Prepayments and other debtors	<u>1,069</u>	<u>-</u>
Trade and Other Receivables	<u>1,266</u>	<u>651</u>
 <b>Note 4. Current Liabilities - Trade and Other Payables</b>		
Trade and other payables	<u>-</u>	<u>-</u>
Trade and other payables	<u>-</u>	<u>-</u>
 <b>Note 5. Retained Earnings</b>		
Retained Earnings at the beginning of the year	228,445	175,405
Net Surplus/(Deficiency)	<u>(26,099)</u>	<u>53,040</u>
Retained Earnings at the end of the year	<u>202,346</u>	<u>228,445</u>
 <b>Note 6. Remuneration of Auditors</b>		
Remuneration for the audit	<u>4,160</u>	<u>4,140</u>
	<u>4,160</u>	<u>4,140</u>
 <b>Note 7. Accountancy and Administration Cost</b>		
Accountancy and administration costs represent 2.07% of the organisation's total revenue (2018: 2.81%)	11,675	15,836

### **Note 8. Grants and Other Receipts**

No single appeal grant or any other form of fundraising for designated purpose generated more than 10% of OLSH Overseas Aid and development revenue for the year

**Note 9. Events Occurring After the Reporting Date**

COVID-19, the infectious disease caused by the most recently discovered Coronavirus, was declared a pandemic by the World Health Organisation on 11 March 2020. It is suspected that the outbreak of COVID-19 began in Wuhan, China in December 2019 and has since spread to many other regions around the world, including several thousand individual cases in Australia. The situation is moving rapidly and the commonwealth and state governments in Australia have taken steps to shut down many parts of the economy, forcing the closures of a significant number of businesses and driving up unemployment. The economic impact and human cost to Australia and the world is likely to be catastrophic. Just how devastating COVID-19 will be to Australia may not be known for several months.

The Management Committee have deemed COVID-19 as a non-adjusting post balance date event, since it was not declared a pandemic until after 31 December 2019. The amounts recognised in the financial statements have therefore not been adjusted as a result. However, the Management Committee is expecting a significant reduction in donations and gifts received over the coming weeks and months as the impact of COVID-19 takes hold on the economy. It is not possible at this time to estimate the financial impact due to the rapidly changing nature of this crisis. The Management Committee believes the going concern basis of accounting remains appropriate.

Except for the above, no other matters or circumstances have arisen since the end of the financial year which significantly affected or could significantly affect the operations of the entity, the results of those operations or the state of affairs of the entity in future financial years.



Watson Erskine Pty Ltd  
Chartered Accountants

ABN 44 125 509 015

Level 4, 55 Clarence Street, Sydney NSW 2000  
GPO Box 2003, Sydney NSW 2001

T +61 (02) 9248 9600  
F +61 (02) 9248 9666  
E mail@watsonerskine.com.au  
W www.watsonerskine.com.au

**Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated**

ABN 94 872 293 729

**Auditor's Independence Declaration  
to the Committee members of  
Daughters of Our Lady of the Sacred Heart  
Overseas Aid Incorporated**

In accordance with Section 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012*, I declare that, to the best of my knowledge and belief, during the year ended 31 December 2019, there have been no contraventions of the auditor independence requirements of any applicable code of professional conduct in relation to the audit.

**Watson Erskine Pty Ltd**  
Authorised Audit Company

CHRISTOPHER WONG  
Director

Dated this 28<sup>th</sup> day of July 2020

Sydney, NSW



**Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated**  
ABN 94 872 293 729

**Independent Audit Report  
to the Committee members of  
Daughters of Our Lady of the Sacred Heart  
Overseas Aid Incorporated**

**Report on the Audit of the Financial Report**

**Qualified Opinion**

We have audited the accompanying financial report, being a special purpose financial report of Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated (DOLSH-OAI), which comprises the statement of financial position as at 31 December 2019, the statement of profit and loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the statement by committee of management.

In our opinion, except for the effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial report presents fairly, in all material respects, including:

- (i) giving a true and fair view of the DOLSH-OAI's financial position as at 31 December 2019 and of its financial performance for the year ended;
- (ii) complying with Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*; and
- (iii) complying with financial reporting requirements set out in Class Order 11/01 of the *Associations Incorporation Act 2009*.

**Basis for Qualified Opinion**

Cash donations are a source of fundraising revenue for DOLSH-OAI. The Committee has determined that it is impracticable to establish control over the collection of cash donations prior to entry into its financial records. Accordingly, as the evidence available to us regarding fundraising revenue from this source was limited, our audit procedures with respect to cash donations had to be restricted to the amounts recorded in the financial records. We therefore are unable to express an opinion on whether the recorded cash donations of DOLSH-OAI are complete.

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the DOLSH-OAI in accordance with the auditor independence requirements of Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for*

*Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Emphasis of Matter - Basis of Accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the Committee to meet the requirements of Australian Council For International Development and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

### **Responsibilities of Management and Those Charged with Governance**

The Committee is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the Committee determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the DOLSH-OAI's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Report**

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

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the DOLSH-OAI's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the DOLSH-OAI's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the DOLSH-OAI to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the Committee with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

**Watson Erskine Pty Ltd**  
Authorised Audit Company



CHRISTOPHER WONG  
Director

Dated this 28th day of July 2020

Sydney, NSW