



Hawkesbury City Council

attachment 1
to
item 27

Sister City and City-Country Alliance Program
Annual Report 2011/2012

date of meeting: 26 February 2013
location: council chambers
time: 6:30 p.m.

Minutes of the AGM of Hawkesbury Sister City Association

on Monday 19th November, 2012 at 7.30 pm.

PRESENT: T. Tallack, Y. Whalan, B. Russell, J. Simpson, L. Richardson, R. Smith, J. Nash, J. Thomas, A. O'Neill, R. Hope, J. Johnston, T. Johnston, M. Edwards, I. Hansen, S. Hansen and K. Hansen.

T. Tallack welcomed new members attending the meeting for the first time.

APOLOGIES: R. Dyson, J. McNally-Mannes, C. O'Neill, J. Peare, E. Thomas, N. Lister and Clr. Paine.

Resolved on the motion of J. Simpson and seconded by N. Nash that the apologies be accepted.

CONFIRMATION OF PREVIOUS MINUTES:

Resolved on the motion of Y. Whalan and seconded by J. Nash that the Minutes of the last AGM held on the 7th November 2011, be confirmed.

BUSINESS ARISING FROM THE PREVIOUS MINUTES:

No Business arising.

PRESIDENT'S REPORT: (copy of Report attached)

President's report was accepted by J. Nash and seconded by A. O'Neill.

TREASURER'S REPORT:(copy of Report approved at December 2011 meeting attached)

Meeting agreed that a draft report be tabled and the Audited accounts be tabled for approval at the December Meeting.

R. Smith moved that the Treasurer's report be accepted and seconded by J. Simpson.

OTHER REPORTS:

Y. Whalan thanked all for the wonderful support and especially to T. Tallack.

J. Nash thanked all that helped with the catering section.

MEMBERSHIP FEES:

Recommended that membership fee remained the same at \$ 2.00 plus GST.

J. Nash moved that the membership fees remain the same, seconded by Y. Whalan.

ELECTION OF MANAGEMENT COMMITTEE:

A.O'Neill moved that the Election be decided by a show of hands seconded by J. Nash.

B. Russell was nominated as the Returning Officer and T.Tallack stepped down from the Chair.

The Election then took place and the positions were filled as follows:

PRESIDENT:	T. Tallack
VICE PRESIDENT:	C. Paine
SECRETARY:	Y. Whalan
TREASURER:	P.Tallack
ASSISTANT SECRETARY:	B. Russell
INTERPRETOR:	N. Lister
HISTORIAN/ ARCHIVES:	J. Thomas
YOUTH REPRESENTIVE:	K. Hanson and M. Edwards
CATERING OFFICER:	J. Nash
COMMITTEE MEMBERS:	L. Richardson, J. Thomas, K. Hope, A. O'Neill, J. Simpson, C. O'Neill, R. Dyson, T. Johnston, S Hanson, K Hanson, N Rudyk and J. McNally- Mannes.

All positions are now filled. Congratulations to all that were nominated, all have been successful.

CLOSURE:

Being no further business the AGM was concluded.

The meeting closed at 8.18 pm.

Hawkesbury Sister City Association

President's Report – November 2011 to November 2012

Firstly I would like to thank all the members of the Hawkesbury Sister City Committee for their valuable contribution and continued support. We have a great team and our program has achieved some great outcomes.

In April 2012 the Association hosted a citizens delegation from Temple City that was made up of both the Mayor of Temple City, Tom Chavez and his wife Jane, and the President of the Temple City Sister City Association Steve Terry and his wife Nancy. While Steve and Nancy have visited the Hawkesbury previously, it was Tom and Jane's first visit. In fact it was Tom's first international experience. The visit was a great success with the delegation visiting many sights around the Hawkesbury as well as in Sydney and Canberra. The delegation attended a dinner hosted by Hawkesbury Mayor Kim Ford, and Tom and Jane were also taken on a tour of the Hawkesbury by Councillor Christine Paine. Thanks to Yvonne and Eddie Whalan for hosting Tom and Jane during their visit, plus Steve and Nancy who extended their stay in Australia. I had the pleasure of also hosting Steve and Nancy which provided an excellent opportunity to discuss Sister City issues, especially the student exchange program. The other great outcome from the visit was that all the Temple City visitors had the opportunity to meet both the 2012 Hawkesbury students going to Temple City and their parents.

Due to the large number of applications received to participate in the 2012 student exchange program interviews were held over two days and the following students were selected to participate in the program.

Visit to Temple City –

Sally Armsworth of Bligh Park
Danni de Keizer of Yarramundi
Ian Hansen of Windsor
Tomas Holdforth of Richmond
Chantelle Mares of Richmond
Kristie Warren of Londonderry

Visit to Kyotamba –

Jaymie Eaton of Bligh Park
Thomas Johnston of East Kurrajong
Janae Lane of Freemans Reach
Catriona Potter of North Richmond
Thomas Randall of Richmond
Jake Woodworth of Windsor Downs

A total of 12 inbound students participated in the program, as follows

From Temple City –

Mackenzie Byers hosted by the Armsworth family
Betty Wang hosted by the Mares family
Joy Huang hosted by the de Keizer family
Kai Ito hosted by the Holdforth family
Rachael Johnson hosted by the Warren family
Haley Osborn hosted by the Hansen family

From Kyotamba –

Arisa Banda hosted by the Thomas family
Ayako Ideno hosted by the Eaton family
Yui Hori hosted by the Lane family
Kana Yamauchi hosted by the Woodworth family
Miyu Yamamoto hosted by the Potter family
Motohide Kobata hosted by the Randall family

Thanks go to the commitment of local families who hosted the incoming exchange students. The visiting students indicated they had a wonderful experience here in the Hawkesbury and, in addition to seeing the sights and experiencing the Australian lifestyle, new friendships have been forged.

The "Annual Canberra Challenge" was very successful and is a great resource for encouraging interaction between the American and Japanese students and making excursions more informative in a fun way. The Challenge will continue to be upgraded to address minor issues and the ever changing itinerary.

Committee members assisted during all stages of the student exchange program. The majority of the Committee assisted in escorting the visiting students on their excursions, but there was also the organisation of the inbound visit and the farewell Bush Dance and Dinner, plus preparation of the Hawkesbury students for their visits. To all the Committee, thank you for your help.

Nicole, thank you for all your work with the Hawkesbury student exchange training program and also for assisting with the visit by the Kyotamba students. Ashlie, thank you for your work preparing the Hawkesbury students for their exchange experience, assisting with the Canberra visit and for co-ordinating the "Challenge" among other things. Brian, the coach captain, thanks for driving the bus and also for taking the students on so many excursions, to Lorraine thank you for organising the gifts, to Noriko thanks for helping me communicate with Kyotamba, to Jan thanks for coordinating the catering of our functions, to Jo a big thank you to both you and Clive for hosting, to Chris thanks for opening your home and always being there to help, to Jess, Josh and Maddie thanks for your role in supporting both the outbound and inbound exchange students, to Yvonne thank you for your organisational expertise, opening your home, and always being 'on call' as our emergency backup.

Overall the student exchange program was successful. The new rules and regulations have successfully been implemented but there are still issues that need to be addressed and I recommend the Association continue their review of the student exchange program.

Yvonne and her family made a private visit to Temple City that coincided with the visit by the Hawkesbury student delegation. During Yvonne's visit Temple City dedicated a plaque to their sister cities. The plaques have been placed in the Temple City Park. During the ceremony Yvonne read a letter from the Mayor, a letter from myself on behalf of HSCA, and also said some words about the importance of sister cities. Yvonne also attended and addressed a meeting of Temple City Council. I was delighted that Yvonne represented both our City and Association at this dedication as she has been a member of HSCA for over 25 years and is committed to the ideals of the sister city movement.

In early November Ashlie attended the National Sister City Australia conference in Devonport. Ashlie has indicated to me that she found the conference to be worthwhile and has many ideas to share with the HSCA Committee and I look forward to future meetings where we can discuss this input.

In September the Hawkesbury Council elections were held and Bill Whelan did not seek re-election. As such Bill is no longer a Councillor representative on our Association and I would like to take this opportunity to thank Bill for his support while he sat on our Committee. Unfortunately Council has decided that Councillor Christine Paine, who was re-

elected for a further four year term, will not continue on our Committee this year as a Councillor representative. Committee members were not pleased with this decision by Council and a letter was sent to the local media raising our concerns. Christine has undertaken this role for a number of years and I would like to thank her for her continued support.

At the beginning of the year the Association's website – www.hsca.org.au – was updated and, along with the Association's face book fan page, is a useful tool in promoting and informing people about HSCA. The Association also purchased some banners during the year which are being used during functions and information sessions.

During the year the Association's agreement with Hawkesbury Council was due for renewal and at our August meeting it was resolved to accept the new 5 year agreement which has since been signed.

In closing I would like to extend my thanks to Mayor Kim Ford for his support. I also extend thanks to Councillor Warwick Mackay for undertaking the role of honorary medical officer.

To the HSCA executive – Chris thank you for your advice and support and for helping me undertake my role of President; it is nice to have someone to lean on. To Yvonne, thank you for your knowledge, organisation skills and support, and to Rohan thank you for undertaking the role of Treasurer and I wish you and your fiancée good health and happiness in your future together.

Again, to all members of the HSCA Management Committee, thank you for your commitment and hard work. Our Association is based on friendship and without doubt this aspect carries through to our membership which is something I think we all need to be very proud of.

I wish you all a joyous festive season and a safe and happy 2013.

Tina Tallack
President
Hawkesbury Sister City Association Inc

19th November 2012

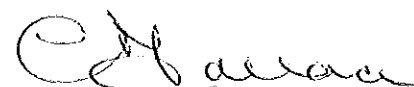
Hawkesbury Sister City Association Incorporated

Statement of Financial Position

As at 30 June 2012

<u>Balance Sheet</u>	<u>30/06/2012</u>	<u>30/06/2011</u>
Current Assets		
Cash at Bank - Commonwealth Bank	4,426.56	3,891.14
GST Receivable - as per records (2010/2011/2012 Outstanding)	2,633.63	1,890.24
Total Current Assets	7,060.19	5,781.38
Non-Current Assets		
Equipment	3,761.14	3,761.14
Less: Accumulated Depreciation	- 2,489.85	- 2,093.25
Total Non-Current Assets	1,271.29	1,667.89
Liabilities		
No Liabilities Outstanding	-	-
Net Assets	8,331.48	7,449.27
Note:		
Movement in the bank account		
Balance at 1 July	3,891.14	13,693.01
Add Net Surplus/Deficit	138.82	- 8,133.98
Addback Depreciation	396.60	315.11
Less Equipment Purchases	-	- 1,983.00
Bank Balance as at 30 June	4,426.56	3,891.14

We certify that the above financial statements of the Hawkesbury Sister City Association Incorporated present a true and fair view of it's financial position.



Chairperson



Treasurer

I have reviewed the accounting records of the Hawkesbury Sister City Association Incorporated, and based on the information provided, the payments and receipts reconcile to the bank statements as at the bank balance noted above.



Felicity Donnelly CA

23 January 2013
Dated

Hawkesbury Sister City Association Incorporated

Statement of Financial Performance

As at 30 June 2012

	<u>30/06/2012</u>	<u>30/06/2011</u>
Income		
Contribution from HCC	19,000.00	16,000.00
Interest	-	-
(Both 2010/2011/2012 Outstanding)	-	-
Refunds	2,350.00	768.00
Other		326.40
Total Income	21,350.00	17,094.40
Less: Expenditure		
Accounting	155.54	154.00
Advertising & Photos	316.68	36.90
Bank Charges	120.00	120.00
Catering	3,007.74	2,660.27
Depreciation	396.60	315.11
Gifts	1,057.98	577.08
Hospitality	4,706.27	5,155.94
Insurance	911.90	1,069.20
Phone, Fax, Postage & Stationery	1,805.87	1,481.64
Sundries	1,329.00	5,560.96
Travel	7,403.60	8,097.28
Total Expenditure	21,211.18	25,228.38
Net Surplus/Deficit	138.82	- 8,133.98

Hawkesbury Sister City Association Incorporated

Bank Reconciliation

As at 30 June 2012

Bank Account: Commonwealth Bank 062 622 1038 8912

Balance per Bank Statement at 30 June 2012			5,351.31
Add: (Both 2010/2011/2012 Outstanding)			-
Less: Unpresented Cheques			
000134	-	911.90	
000135	-	<u>12.85</u>	
Total Unpresented Cheques			- 924.75
Balance as per records			<u>4,426.56</u>