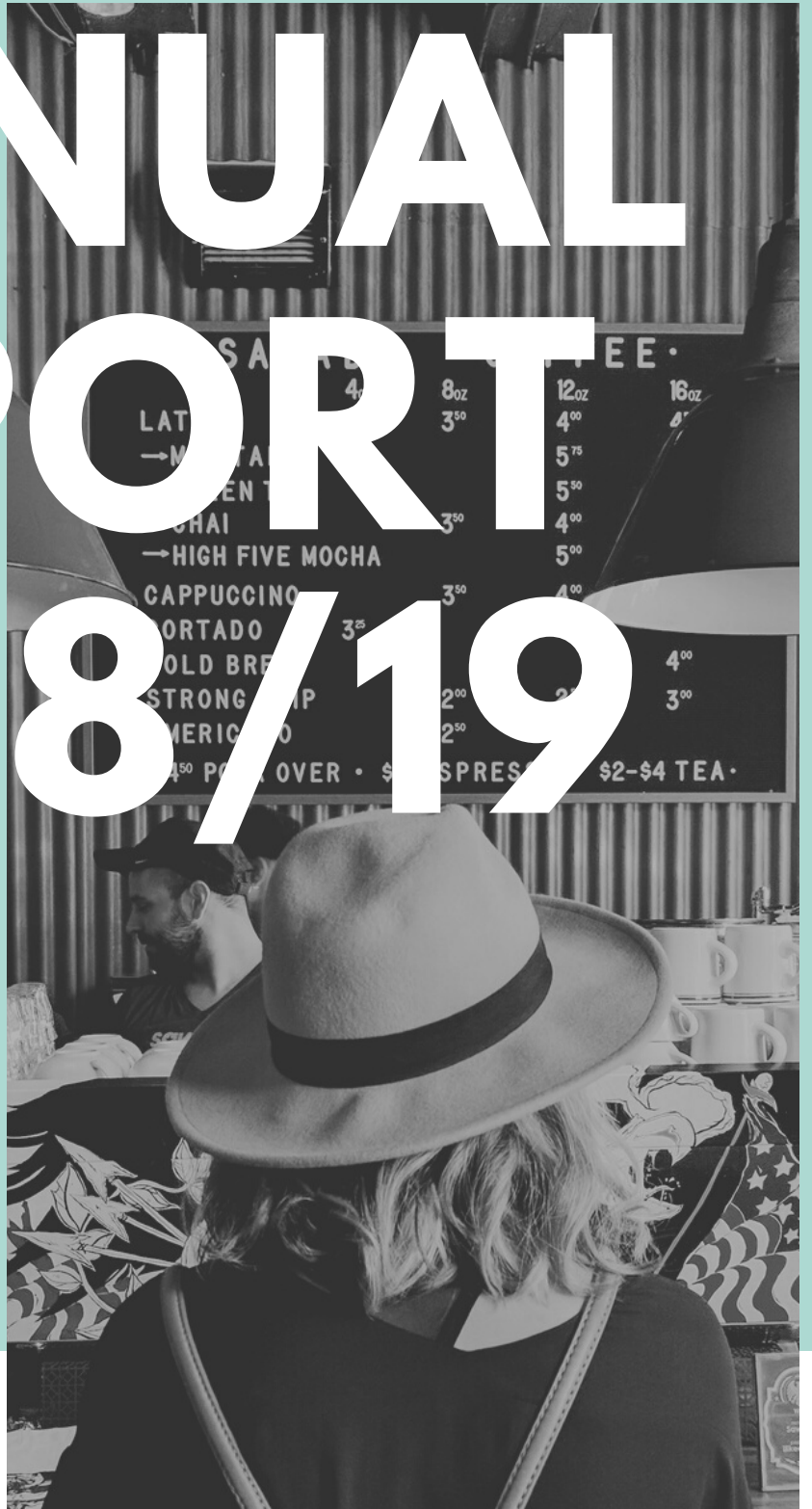


ANNUAL REPORT 2018/19



Charlies
SOCIAL CLUB
QEII COMMUNITY SINCE 1975

OVERVIEW

Purpose :

To provide and promote an inclusive QEII Medical Centre Campus community that brings members together for fun and fitness.

Vision:

We work to achieve a Health Campus where staff, students and volunteers are provided with the community, facilities and services to improve their lives.

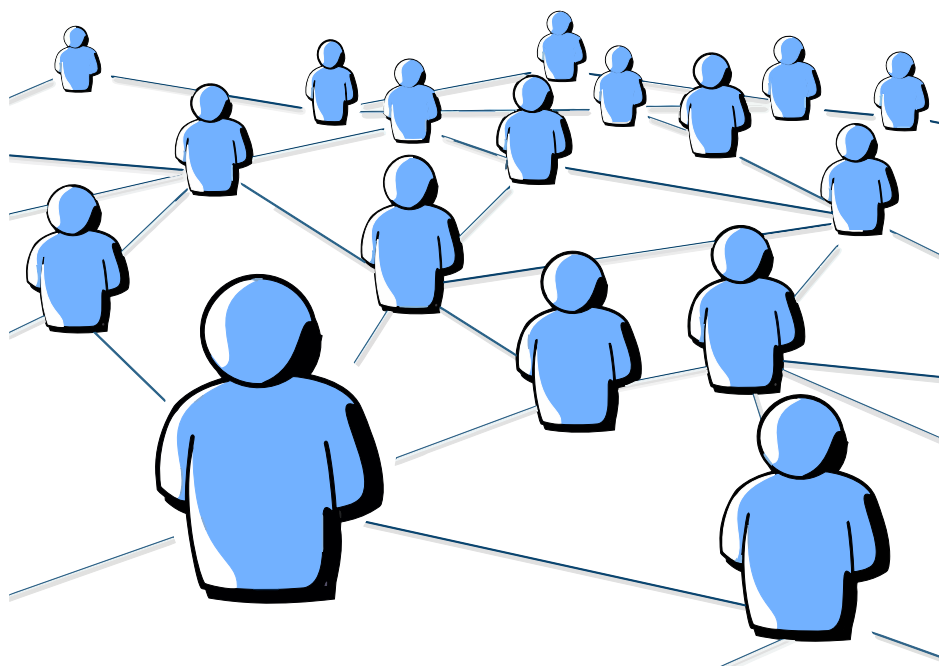
Our people are empowered to care for themselves physically, socially and mentally so that they can contribute and develop their community to care for people they are in connection with.



ABOUT US

Charlies Social Club has a long and meaningful history building a community on the QEII Medical Centre Campus. In 1975 staff and management of Sir Charles Gairdner Hospital formed a Social Club to provide services and facilities for those on the campus. Since then the organisation has brought people together and supported those that have worked tirelessly to provide health services to the people of Western Australia.

We provide social , health & wellbeing opportunities and connections between various groups on our campus. Our initiatives and activities support staff, students and volunteers. They also positively influence staff retention, productivity and mental resilience, and provide professional benefits by bringing people across our site and from other WA health service sites together. The Social Club is also a proud supporter of fundraising activities.



COMMITTEE REPORT

2019 has been a year of reform and rebuilding for the SCGH Social Club in the wake of the closure of the Charlie's Bar and the resignation of a number of Social Club Committee members.

The first half of the year was focused on decommissioning the bar, the sale of assets and handing over the bar space to North Metropolitan Health Service. The bar space was handed back in February 2019 and the bar assets auctioned off thorough Ross' Auctioneers. A financial audit was conducted in 2018 which raised some concerns about the club's financial status and in addition some of the clubs internal governance processes not being on par with the level required of a tier two incorporated association.

While decommissioning Charlies Bar was an unfortunate necessity in order for the club to remain financially viable, this, coupled with the sale of the bar's assets and equipment, has addressed the most pressing issues raised during the audit and made the club more financially secure. Another audit was commissioned in 2019 to ensure the club was making progress to remediate any extant issues and continues to be managed in a financially responsible manner.



The second half of the year has been devoted to rebuilding Committee membership and adapting to the club's new configuration. A number of resignations and long term absences reduced the Committee down to three, and then two members, meaning for a short period of time the Committee was not quorate and had to cease making decisions.

Subsequently, a number of new Social Club Committee members have been appointed and with these new members we hope to begin to return the club to normal operation and offer members a number of new and exciting social events throughout the next year. This is a high priority for the Committee as upon closure of the bar, the Committee noted that the club is currently offering non-fitness members limited incentive to maintain membership and there has been a commensurate attrition of non-fitness social club members. Much of the work of the Committee over the second half of 2019 has been trying to develop strategies to facilitate social events for all members.

Additionally, the Committee has entered into a new sixty month lease for new gym equipment with Technogym. This includes the replacement of the ageing cardio equipment with new equipment and a service contract, which was not part of the previous agreement. Due to the write down of the weight equipment and the new cardio equipment selected, the new lease agreement comes at a significantly reduced month to month cost for the club giving the club greater financial flexibility and security.

The Social Club Committee is taking nominations to join the Committee. We would encourage any members with an interest or skill in health and fitness, finance, management or human resources to register their interest at committee@charliessocialclub.com

OUR PEOPLE

Committee Members



Sean Howarth

I've worked at the hospital since 2007 and run the Human Research Ethics Committee Office at SCGH. A large part of my role is working with the research community to help them prepare their research for scientific and ethical review and provide assistance in resolving any issues that arise.

I've been a member of the Social Club Committee since the beginning of 2017. I use the gym daily (you can usually find me there around lunch time). My involvement in the Committee began because I wanted to contribute and help maintain the club so other staff can continue to have access to the services the club provides.

Outside of work, I've recently become a dad and love it. Parenting is somewhat all-consuming at the moment but in my spare time I can often be found at new bars and restaurants around town trying weird food, cooking for friends, making cocktails or trying to find new craft beers I've never tasted before.



Sian Casley

I have been working for the QEII Medical Centre Trust as a Project Officer for the last five years and am involved with a number of the portfolios, including redevelopment works, grounds and landscaping, and master planning.

I have been a member of the Social Club since I first started working on campus, and joined the Committee as a member in 2017. I then nominated to become Secretary when our previous officer resigned. I love using the gym first thing in the morning when not too many people are around, and am currently working on improving my endurance running. I joined the Committee in order to give back to the QEII Community and have found it to be a both challenging and rewarding experience.



Jenny Westgarth-Taylor

I've worked for WA Health in the area of research ethics and governance for 22 years - PMH, Royal St, SCGH and now PCH - and joined the Social Club early in my time at Charlies so I could attend the gym. 11 years later I'm still going to classes 2-3 times a week. I find the structure of a class helps to motivate me and having others there makes it more fun. I joined the Social Club Committee this year.



Simon Hempstead

I've been working for North Metropolitan Health Service (Mental Health) for over 10 years. I currently work as a Clinical Nurse Specialist.

I've been a member of the Social Club since I first arrived to SCGH. I've always had a keen interest in health and fitness. Best part for me is a training session after work and missing the car park chaos. The Gym has really improved over the years and you cannot beat value for money.

I joined the Committee this year and have found it rewarding being part of the planning the next stage for the gym which includes new updated equipment and more group training classes made available.



Becky Lyon

I've worked for the QEII MC Trust for the past 8 Years as a Purchasing Officer.

I joined the Social Club when I first started working on campus and benefited from all the services the Club had to offer. From a variety of discounted tickets to social events, health & fitness and even hiring the space on many occasions for QEII MC Trust events. I was a regular gym goer preferring to attend the early morning classes and afternoon Pilates and Yoga, prior to becoming a mum. I don't get to the gym that often now and with the bar closing and Committee members resigning, I decided to join the Committee so I could help the Club to grow and continue, so that the QEII Community can benefit from all the services and more that I have enjoyed through the years.

OUR PEOPLE

Admin Staff



Hi, my name is Alison and I work in the Social Club office on Mondays and Fridays. The rest of the week I work in another department on campus.

When I'm not working, I enjoy going for walks through nature, playing and listening to music, cuddling my cat, and spending time on Facebook if I'm honest. But more than anything I love worshipping God and reading the bible. Ask me anything; I might see you in the office one day.



Hi, My name is Monique and I am one of your admin ladies for Charlies Social Club. You can find me in the office on Wednesdays and Fridays.

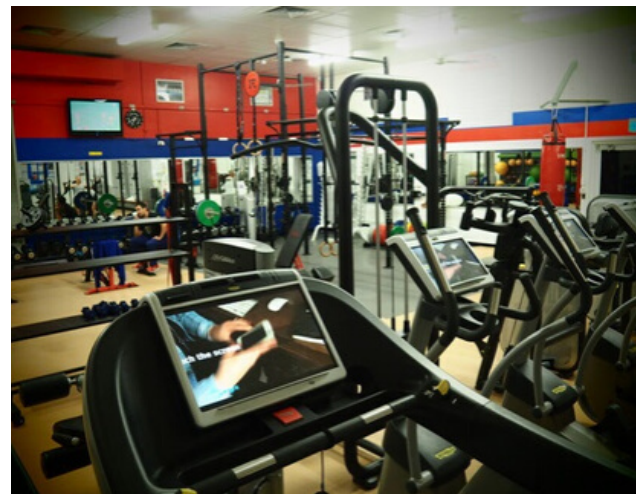
I am a mum of 2 handsome boys, 3 step daughters, and a wife. In my spare time I like to read, play netball, go for walks and spend time with my family. Look forward to seeing you around the Social Club.

HEALTH & FITNESS REPORT

With the closing of the bar last year the Social Club is refocusing on other ways to provide services and benefits to members with the emphasis on health and wellness. After the upgrade to the weight equipment in 2018 the lease for the machines such as the treadmills, cross trainers, bikes and rower has been recently renewed. As with the weight equipment the lease is with Technogym and includes ongoing maintenance and support. There will be sessions for members to become familiar with the new equipment and learn how to get the most out of it.

A variety of fitness classes, circuit training, boxing, pump as well as Pilates and yoga, continued to be offered in the separate area adjacent to the main gym. These were provided by Absolute Balance, She's A Knockout and Sense of Space.

The Committee is reviewing the class timetable to ensure members are able to access their class of choice with a variety of exercise options while maintaining value for the classes provided. Members will be consulted with their ideas and input sought before any changes are made to the current timetable and a new schedule is formulated, planned to be available early in 2020.



ADMIN REPORT

Events

We held 16 Social Club events in the bar before it was closed on the 21st of December 2018, including Pub Quizzes and QEII Connect events, Christmas in July, the SCGH 60th Anniversary Celebrations, Halloween, Oktoberfest, and the Melbourne Cup Luncheon.

Events outside of the bar included Scitech Adults Only night, Disney on Ice, and World Chocolate Day in Watling Walk. We also helped host 33 member-planned events in the bar, including the Research Week Quiz Night, Allied Health Awards, and SCGH Volunteer Christmas Party.





Bar Closure

The last day of trading for Charlies Bar was on the 21st of December 2018. It was a good evening, and we successfully used up all the beer stock by 5pm! We were left with about a dozen bottles of wine and 15 unopened bottles of spirits. Aside from a few bottles of wine we kept to use for prizes, all unopened alcohol was sent to Ross's Auctioneers.

We considered taking offers from members for the bar furniture and equipment, but once we began cataloguing all of the assets, we realised it was far too big a job for us with the limited deadline we were given to vacate the premises. Therefore, the decision was made to contact those people who had expressed interest in buying a particular item and give them first option, and send the rest of the saleable items to Ross's Auctioneers.

Sorting out, packing up, cleaning up, disconnecting, throwing out, and organising the removal of everything in the bar and kitchen spaces was a huge task which took us several weeks to complete. But complete it we did! We handed over the keys to the emptied space in February 2019.

Social Club Office

At the same time as decommissioning the bar, we were also required to move our office space. The space in R Block was too big and would be too expensive to lease, so we repurposed the old massage room in the group fitness room of the gym. It is a much smaller space, so required significant downsizing and archiving, but again we did it and made it work. All the office furniture we couldn't keep was sent to Ross's Auctioneers.

You are welcome to come and see us in the new office. We're available Mondays, Wednesdays, and Fridays; it's best to call or email ahead for an appointment.

Administration

With the office moving, changes also had to be made to what we are able to provide from the office space. Without a commercial lease, we can no longer sell products from the office space. It is also rather more difficult to locate and we need to work around the gym classes that run in the group fitness room. With these things in mind, we could no longer provide the on-site dry cleaning collection service, DVD hire, or sell physical movie and event tickets. But we still offer discounted dry cleaning through Koko's dry cleaners, and you can still purchase all the same discounted movie tickets online through our website.

Alison and Monique both work part time in the office managing all the administration, event planning, memberships, advertising, and more. Alexis finished her employment with us at the end of 2018.

This year has primarily been about regrouping and resolving the best way to move forward after so many changes. One of the most difficult aspects has been how to run events moving forward. Losing the convenient bar space and readily available staff to run them makes event planning more complicated, but we are getting a better idea about what funds we have available and what we can offer people.

The positive of the loss of the bar and restructuring of the office is that our workload has diminished enough that we are able to maintain what we do to a much better standard. Our record-keeping and governance procedures have undergone much improvement and we're identifying problems in our membership management procedures and implementing sustainable solutions. The gym is also receiving much more attention with fortnightly professional cleans and more regular equipment maintenance. The chaos is slowly coming into order.

Several new sponsors came on board with us this year: Qeii Chemist has continued their sponsorship from last year, while Coffee Biz at Lion's Eye Institute, Wisdom Physiotherapy, Magic Hand Carwash, Koko's Drycleaning, Penguin's Formalwear, and @49 Hardy all joined us, offering discounts to our members, and Hollywood Subiaco Bowls Club is offering our members a free social membership to the Bowls Club for the rest of the 2019/2020 year.



FINANCIAL REPORT

Summary of the 2018/2019 Financial Year

- Closure of Charlies Bar (CB) resulted in assets being sold and all casual staff being terminated
- Total of \$9023.30 was raised since 8 March from the sale of CB assets by Ross Auctions
- Expenditure has reduced substantially, as the second half of the financial year had no bar expenses
- Revenue has also decreased with no bar income in the second half of the year
- Auditing of the 2017/2018 financial year was undertaken by Avant Edge Consulting
- Reconciliation of the payroll memberships was undertaken (previously undertaken November 2017)
- Single Touch Payroll (STP) set up has been completed with the ATO



Income and Expenditure Statement

Sir Charles Gairdner Hospital Social Club Inc.

For the year ended 30 June 2019

	2019	2018
Income		
Sales		
CB - Bar Sales	52,105	129,096
CB - Club Hire	1,423	2,855
ES - Movie and AW Ticket Sales	1,697	6,672
ES - Sporting Ticket Sales	2,409	6,356
ES - Sports Tipping	-	68
ES - Ticketed Show and Event Sales	598	11,143
ES - Voucher Book Sales	-	153
H&F - Massage Sales	-	1,073
H&F - Personal Training Sales	975	1,041
H&F - Pilates Sales	2,941	2,678
H&F - Yoga Sales	527	627
H&F - Zumba Class Sales	-	120
Interest Income	74	44
Petty Cash Over	-	1,202
SC - Dry Cleaning Sales	1,147	2,996
Sponsorship	2,318	3,536
Total Sales	66,214	169,661
Memberships		
Membership Subscriptions - CSC	250,098	271,804
Membership Subscriptions - PCHSC	1,445	327
Total Memberships	251,543	272,132
Total Income	317,757	441,793
Gross Surplus	317,757	441,793
Other Income		
Other Revenue	174	-
Total Other Income	174	-
Expenditure		
Depreciation	33,579	56,411
Administration Wages and Salaries Expenses	50,849	52,038
Advertising (Online Expenses & Online Subs)	7,218	6,573
Advertising Expenses (Not Online)	-	1,254
Agency Staff Cover	-	(1,790)
Annual Leave Expense	1,192	(278)
Bad Debts Written Off	-	(1,785)
Bank Fees	92	115
CB - Consumables Expenses	813	4,221
CB - Drinks inc Alcohol Expenses	27,594	67,189

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

	2019	2018
CB - Entertainment Expenses	2,198	5,345
CB - Food Expenses	6,456	12,510
CB - Foxtel Expenses	1,306	2,291
CB - Repairs and Maintenance Expenses	1,026	2,138
CB - Wages and Salaries Expenses	21,433	47,783
Cleaning Expenses	252	2,422
Clubware Monthly Expenses	7,253	7,185
Committee Expenses	280	30
Communications, Light, Power, Heating Expenses	-	140
Consulting & Accounting Expenses	13,874	6,854
Donations	50	-
ES - Monthly Raffle Expenses	218	316
ES - Movie and Adventure World Ticket Expenses	2,520	6,115
ES - Sporting Ticket Expenses	2,671	8,630
ES - Sports Tipping Expenses	500	445
ES - Ticketed Shows and Event Expenses	6,310	13,667
Fundraising (for external group)	(17)	961
H&F - Gym Equipment Expenses	313	998
H&F - Hired / Leased Equipment	-	(501)
H&F - Massage Expenses	90	1,516
H&F - Personal Trainer Expenses	45,010	48,869
H&F - Pilates Expenses	16,918	11,945
H&F - Repairs & Maintenance	360	245
H&F - Yoga Expenses	6,480	6,230
Insurance	8,446	7,993
Interest Expenses	3,729	3,359
Inventory Wastage	6,639	622
Legal expenses	1,536	-
Licencing Expenses	-	293
Major Office Equipment	95	-
Membership Refunds	145	(1)
Merchant/Online Credit Fees	1,594	1,721
Office Consumables	1,569	2,236
Parking Bay Expenses	-	951
Petty Cash Under	434	781
SC - Drycleaning Expenses	846	3,331
Superannuation	5,724	8,759
Voucher Expenses	136	4,525
Total Expenditure	287,731	404,655
Current Year Surplus/ (Deficit) Before Income Tax Adjustments	30,200	37,138
Current Year Surplus/(Deficit) Before Income Tax	30,200	37,138
Net Current Year Surplus After Income Tax	30,200	37,138

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

Assets and Liabilities Statement

Sir Charles Gairdner Hospital Social Club Inc.

As at 30 June 2019

	NOTES	30 JUN 2019	30 JUN 2018
Assets			
Current Assets			
Receivables			
Accounts Receivable		-	3,001
Total Receivables		-	3,001
Inventories			
Ticket Stock		-	636
Total Inventories		-	636
GST Receivable		2,036	1,416
Total Current Assets		2,036	5,053
Non-Current Assets			
Office and Computer Assets			
Computer Equipment		15,741	14,697
Less Accumulated Depreciation on Computer Equipment		(14,391)	(12,695)
Office Equipment		8,439	8,430
Less Accumulated Depreciation on Office Equipment		(8,080)	(7,370)
Total Office and Computer Assets		1,709	3,063
Other Non-Current Assets			
Bar and Kitchen Equipment		-	78,854
Less Accumulated Depreciation on Bar Equipment		126	(61,170)
CB - Inventory		-	8,065
CSC PayPal		-	-
Emergency Reserve		8,321	1,801
H&F Equipment		263,512	263,512
Less Accumulated Depreciation on H&F Equipment		(153,884)	(127,294)
OPEX		28,445	14,108
PCH Social Club		856	215
Petty Cash		-	1,264
Stripe CSC Account		(83)	(38)
Stripe PCH Account		-	1
Westpac Working		13,489	5,057
Total Other Non-Current Assets		160,782	184,376
Total Non-Current Assets		162,492	187,439
Total Assets		164,528	192,492
Liabilities			
Current Liabilities			
Other Payables			
Accounts Payable		5,549	10,902

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

	NOTES	30 JUN 2019	30 JUN 2018
PAYG Withholdings Payable		3,303	4,480
Total Other Payables		8,852	15,382
Employee Entitlements			
Superannuation Payable		(1,564)	(661)
Total Employee Entitlements		(1,564)	(661)
Total Current Liabilities		7,288	14,721
Other Current Liabilities			
Rounding		-	-
Total Other Current Liabilities		-	-
Non-Current Liabilities			
Loans		-	11,000
Other Non-Current Liabilities			
Gym Equipment Rental		-	16,730
Gym Equipment Rental Current		16,730	40,861
Insurance Payment Plan		560	2,081
Loan Current Period		11,500	16,750
Loyalty Reward Points		-	(2,371)
Provision for Annual Leave		2,315	2,315
Wages Payable - Payroll		6,407	877
Total Other Non-Current Liabilities		37,513	77,243
Total Non-Current Liabilities		37,513	88,243
Total Liabilities		44,801	102,965
Net Assets		119,727	89,527
Member's Funds			
Capital Reserve		119,727	89,527
Total Member's Funds		119,727	89,527

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

Movements in Equity

Sir Charles Gairdner Hospital Social Club Inc.
For the year ended 30 June 2019

	2019	2018
Equity		
Opening Balance	89,527	52,389
Increases		
Profit for the Period	30,200	37,138
Total Increases	30,200	37,138
Total Equity	119,727	89,527

Statement of Cash Flows - Direct Method

Sir Charles Gairdner Hospital Social Club Inc.
For the year ended 30 June 2019

2019

Operating Activities

Membership Subscriptions	276,841
Payments to Employees	(56,573)
Finance Costs	(92)

Cash Receipts From Other Operating Activities

Charlies Bar	84,543
Health and Fitness	4,957
Social Club	9,307
Total Cash Receipts From Other Operating Activities	98,807

Cash Payments From Other Operating Activities

Charlies Bar	(76,310)
Social Club	(55,417)
Health and Fitness	(71,423)
Advertising (Online Expenses & Online Subs)	(7,218)
Annual Leave Expense	(1,192)
Total Cash Payments From Other Operating Activities	(211,559)

Net Cash Flows from Operating Activities	107,424
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Investing Activities

Payment for Equipment	(1,053)
Other Cash Items From Investing Activities	(21,717)
Net Cash Flows from Investing Activities	(22,770)

Other Activities

Other Activities	(84,655)
Net Cash Flows from Other Activities	(84,655)

Net Cash Flows	-
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Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	-
Cash and cash equivalents at end of period	-
Net change in cash for period	-