

**The 32<sup>nd</sup>  
Reinforce  
Annual General Meeting**



**9<sup>th</sup> October 20 19**



## **Committee of Management for 2018-2019**

<b>President:</b>	Colin Hiscoe
<b>Vice President:</b>	John Slattery
<b>Secretary/ Public Officer:</b>	Janice Slattery
<b>Assistant Secretary:</b>	Norrie Blythman
<b>Treasurer:</b>	Amanda Millear
<b>Assistant Treasurer:</b>	Jane Rosengrave

### **Ordinary Committee Members:**

Eve Kinnear  
Susan Arthur  
Luke Stone  
Justin O'Brian  
Julie Brasington  
Heather Smith

### **Newsletter**

Editor Janice Slattery

### **Social Group**

Colin Hiscoe, Janice Slattery, John Slattery

### **Catering Coordinator and Bin Monitor**

Amanda Millear

### **Yarning Group For First Peoples With Intellectual Disabilities**

Jane Rosengrave

### **Training Officer**

Colin Hiscoe

## **Paid Workers**

Pam Geoghegan Bookkeeper/Support Worker

Chris Lowe Support Worker

Ellie Arthur Project Worker & OPA Project worker

Georgina Mills ILC Project Worker

Susan Arthur employed in 2018-2019 thanks to wage subsidy from Matchworks

## Reinforce Inc. 31<sup>st</sup> Annual General Meeting Minutes

### 3<sup>rd</sup> October 2018

- Welcome & Apologies

In attendance: Colin Hiscoe, Pauline Williams Amanda Milliar, Susan Arthur, Jane Rosengrave, John Slattery, Janice Slattery, Pam Geoghegan, Chris Lowe, Felix Neighbour, Heather Forsyth, Heather Smith, Norrie Blythman, Peter Whelan, Eloise Arthur, Scot Muirden, Greg Axtons, Justin O'Brien, Emma Ascher and Natalie Tomas

Apologies: Kevin Stone, James Teeken, Emma Lennon, Samantha Thornton, Ann Hagerty, Ann Van Leerdam, Sophia Tipping, Tricia Malowney and Moe Life Skills

Jane read the acknowledgement of country

Minutes of AGM 1<sup>st</sup> November 2017

Minutes were read by Pauline Williams and approved.

**Moved:** Amanda Milliar **Seconded:** Jane Rosengrave Carried  
Presidents Report (including Annual Report) read by Colin Hiscoe

**Moved:** John Slattery **Seconded** Amanda Milliar Carried  
Financial Report read by Amanda Milliar assisted by Pam Geoghegan

Amanda moved that the Treasurers report be received

**Moved:** Amanda Milliar **Seconded:** Susan Arthur Carried

Colin then asked Pauline Williams – returning officer to do the election of Management Committee & Committee Members & Proxies

- Julie Brasington- Nominated by Luke Stone  
Seconded by Norrie Blythman
- Jane Rosengrave - Nominated by Colin Hiscoe  
Seconded by Kelly Geoghegan
- Luke Stone - Nominated by Amanda Milllear  
Seconded by Colin Hsicoe
- Heather Smith - Nominated by Susan Arthur  
Seconded by Norrie Blythman
- Susan Arthur - Nominated by Julie Brasington  
Seconded by Norrie Blythman
- Norrie Blythman- Nominated by Susan Arthur  
Seconded by Amanda Milllear
- Amanda Milllear- Nominated by Colin Hiscoe  
Seconded by Norrie Blythman
- John Slattery - Nominated by Colin Hsicoe  
Seconded by Amanda Milllear
- Janice Slattery - Nominated by Colin Hsicoe  
Seconded by Amanda Milllear
- Colin Hiscoe - Nominated by Amanda Milllear  
Seconded by Jane Rosengrave

As there were 10 nominations and 2 vacant positions Pauline asked for those members to be elected to the committee.

As there were still 2 vacancies Pauline than asked for nominations from the floor.

There were no nominations from the floor

Pauline declared all 10 positions now filled and congratulated everyone for their commitment to Reinforce and the management committee. She noted that the committee could choose to co-opt members into the vacant positions at a future committee meeting if they wished.

Colin thanked Pauline for being returning officer and everyone for their attendance then he declared the meeting closed.

Colin welcomed the guest speaker Felix Neighbour from the Office for Disability (OFD).

Felix explained his role with Office for Disability as helping to improve the lives of all people with a disability in Victoria. One of the ways Office for Disability does this is by making the state disability plan. This plan helps all Victorian Government departments to know the things they need to improve to work better with all people with a disability.

They also help to start up other advisory committees with people with a disability, like the Victorian Disability Advisory Committee which is Colin is on.

## **Presidents Report 2018-2019**



Welcome everyone to the 2019 Reinforce AGM. This year has been another busy and successful one for Reinforce. We have employed 2 new project workers this year, Georgina Mills and Ellie Arthur. Ellie was hired in January thanks to the Victorian Government who provided an extra 25 percent core funding for Reinforce and other advocacy groups through their Advocacy Futures program. Ellie works on coffee mornings and helping build our membership. Ellie has also been working with us on a project about medical rights for people with an intellectual disability. The project is run in partnership with the Office of the Public Advocate and funded thanks to a grant from the Victorian Law Foundation.

Georgina was hired in July thanks to a grant from the NDIS ILC program and we have just applied for an extra three years of funding to continue the project. Thanks to both Georgina and Ellie for all the hard work they have done.

As well as the above Reinforce have also continued to work with other self-advocacy groups. In June Reinforce took part in a project run by Self-Advocacy New South Wales in partnership with the University of New South Wales.

The Self Advocacy Resource Unit have also continued to be an excellent support to Reinforce this year. Among other things they have helped us with ongoing advice, preparation for the transition to ILC and supported us to do our Strengths Weaknesses Opportunities and Threats (SWOT) analysis.

On a personal note I have continued in my role as a representative on the Victorian Government Disability Advisory Council advising government about issues for people with intellectual disabilities. I have also continued in my training role having just recently come back from a trip to Adelaide to speak

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at the Our Voice Conference supported by JFA Purple Orange where I spoke about the history of self-advocacy.

I would also like to thank the Reinforce Management Committee for all their support help and advice throughout the year. A special thank you to the people who have helped out on different committees. Also, a big thank you should go to our bookkeeper/support worker Pam and our support worker Chris for all their invaluable work. I look forward to another new exciting and challenging year for Reinforce and I look forward to working with the new Reinforce management committee.

Finally, I would like to acknowledge the passing of Rosie Fuhrmeister. Rosie had worked with Reinforce on many projects over the years including most recently helping to employ our new ILC project worker and she was also a personal friend to me and others on the committee. I was teary and upset when I was told about her sudden death.

Thank you for reading  
Colin Hiscoe

## **Treasurers Report by Amanda Millear**

This is my 16th year as Treasurer for Reinforce I am the longest serving Treasurer in Reinforce's 32 year history.



We have received Futures funding, Royal Commission into Violence, Abuse, Neglect and Exploitation of People with Disability funding and recurrent funding from the Department of Health & Human Services, Office for Disability in Victoria. We have also received funding from the Victorian Law Foundation for our joint project with OPA to develop resources for medical personnel about people with an intellectual disability and their rights. We also received funding from the NDIA ILC grant. So it has been a busy but interesting year for our volunteers and our new workers.

I would like to thank Pam for all of the hours that she has spent in supporting me with the accounts and financial records for the management committee each month, and a great big thank-you! Pam and I meet each month to discuss the finances and catering for our meetings.

I have enjoyed my time as treasurer.

I would like to present the financial statements for 2018/2019 (which are at the end of this report) for adoption by the meeting and I am going to ask Pam to come to join me to clarify any questions regarding the reports.

## **Catering Co-ordinator's Report by Amanda Millear**

I have been catering co-ordinator for 9 years now. Throughout the last twelve months I have been busy in my role with catering. Together with support from others I have done the ordering, collecting and paying for the food this year.

Everybody has liked the presentation of the food at the events when we have done the catering. I catered for last year's AGM. I have also ordered lunch for most of the committee meetings.

We chose the fillings for the sandwiches and everyone has enjoyed them. We have a place in the city that we regularly get our food from. In addition to my normal duties I have also been in charge of keeping stock of supplies like milk, tea, coffee and sugar etc. I keep records to make sure that supplies are fresh and keep track of when they need replacing. Throughout this year we have had 2 coffee mornings with invited guest speakers. Their topics were interesting to listen to. I catered coffee and other drinks, there were Tim Tams and other biscuits to eat.



I would like to thank every- one who has helped with these things over the last 12 months. It is still a privilege to be the Reinforce Catering Coordinator.

### **Reinforce Coffee Mornings**

With support from Ellie Arthur Reinforce have run 2 coffee mornings so far this year. The first coffee morning was in April and we were lucky to have a wonderful guest Lawrence Johnston do a presentation and viewing of the film he directed called Neon. This was a very well-made film and most interesting about the neon era in America and how it became like a symbol of hope for the country and how neon grew in American culture and became so popular. Lawrence Johnston is an internationally award-winning Writer, Director and Producer who began his career as a Film Repairer at 20th Century-Fox.



Our second coffee morning in July was a great success and a wonderful and enjoyable morning for all. We had Lucy Macali from DHHS – Office for Disability and Deb Rouget from Belonging Matters come and present for us and they did a fantastic presentation on the topic of: 'Employment for people with an Intellectual Disability'. They spoke about some very

good points and how it is often difficult for people with an intellectual disability to get employment and the reasons why, and some helpful tips for people with an intellectual disability in gaining employment.

## **Raising Our Voices**



Reinforce continue to have a strong presence on Radio station 3CR. This show raises awareness around issues affecting people with intellectual disabilities. Let us know if you have a topic or are interested in being involved. Copies of previous shows are available by contacting us at [info@reinforce.org.au](mailto:info@reinforce.org.au) or at [amida@amida.org.au](mailto:amida@amida.org.au) On the 17<sup>th</sup> of August it was the 32<sup>nd</sup> birthday of the show.

You can now check out the Raising Our Voices Facebook page at <https://www.facebook.com/raisingourvoicesradio/>

Or the Raising our Voices Youtube channel at

<https://www.youtube.com/channel/UCTzM71NrvoYUv7mC-Q0qx8A>

## **ILC Project**

This year Reinforce got money from the NDIS ILC program. Thanks to this money we were able to employ Georgina Mills who is working on a project to start a training unit within Reinforce. Through this program we have employed two Peer Workers. They will learn to provide training in self advocacy and rights to others with an intellectual disability

## **Positive Powerful Parents (PPP)**

It was good to see that Positive Powerful Parents (PPP) who used to be called Powerful Parents Self Advocacy Group were successful in getting money in their own right for the first time. PPP received money through the Victorian Governments Advocacy Capacity Building program and the NDIS ILC program. This has allowed them to employ their own project worker and continue fighting for the rights of parents with intellectual disabilities.



## **VSAN**

VSAN stands for Victorian Self Advocacy Network. This group is made up of different self-advocacy groups and together VSAN lobbies government to give a stronger voice and attention to much needed disability issues. Some of the members of VSAN are now acting as mentors to other self-advocacy groups.

Over the past 12 months VSAN have run a number of forums these forums have helped groups to get more information about the ILC grants process and have helped Reinforce to network with other Self-Advocacy groups.

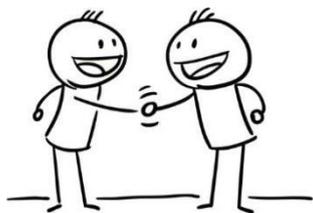
## Social Group

In the last year the social group has had two events. The first was a social morning tea at Sally and Tony's house. Thanks to Sally and Tony for having us.



We were also lucky enough to go a on a tour of the Melbourne Town Hall.

## Advising Government, Non-Government Groups & Partnerships



Reinforce does a lot of work sitting on boards, going to meetings and working with other groups these include:



### Melbourne City Council

Thanks to the Melbourne City Council for their ongoing support this year. Including helping us to organize our tour of the town hall. We would also like to thank Peter Whelan from the council for his ongoing support and advocacy for Reinforce and all disabled people in his role as Metro Access Worker for the City of Melbourne. He has continued to help us with access issues around the City of Melbourne. Unfortunately Peter will be leaving the City of Melbourne at the end of the year. We wish him the best of luck for the future.



**STAR** A group that advocates for people with an intellectual disability and their families. Janice Slattery, John Slattery, Norrie Blythman and Jane Rosengrave are members of the STAR Board



**AMIDA** - A partner of Reinforce's on many projects. Norrie Blythman, and Amanda Millear currently sit on the AMIDA committee of management.



**AFDO** - The Australian Federation of Disability Organization (AFDO). Members of Reinforce have supported their events this year including their Disability Support Pension project and their consultation on the United Nations Convention on the Rights of Persons with Disabilities UN



**SARU**- Norrie Blythman & James Teeken are the Reinforce representatives for the SARU Management Group. Reinforce is part of the SARU Consortium responsible for running the SARU



**Life is Foundation** - Reinforce would like to thank Sally De Beche and Tony Gee for their continued support for our members and our Social Group through the Life Is Foundation.



**Metro Rail Tunnel** - Reinforce did a tour of the Metro Rail Tunnel project late last year. We would like to thank them for their support and listening to our feedback about the project.



Reinforce have remained involved with Voice at the Table who help train people with an intellectual disability to be on government and Community boards.



**DARU** - Reinforce has continued its relationship with the Disability Advocacy Resource Unit (DARU).



**Melbourne University** - As in previous years we have provided input into research projects done by the University of Melbourne including consulting on their project on access to telecommunications services for people with intellectual disabilities.



**Monash University** - This year we worked with Monash University as part of AFDO's Disability Support Pension Project.



**OPA** - This year Reinforce have worked on a project with office of the public advocate about medical rights for people with a disability.



On behalf of everyone at Reinforce we would like to thank the following people. Firstly, thanks to the Reinforce Management Committee who are all volunteers, for all their help, support and friendship.

We would also like to thank SARU, VATT and AMIDA for their ongoing support, Thank-you to Pauline Williams, Sue Smith, Jan Coles, Dean Dadson, Sally De Beche, Melanie Keely, Becky Rowe, Amy Lasslett, Lawrence Johnston and Mike McEvoy for all their help supporting us to do what we do.

We would like to thank VALID and Kevin Stone for their continued support of the Doug Pentland-David Banfield Award for excellence in self-advocacy which is presented each year at the Having a Say Conference.

Thanks also to Arthur Rogers and his continuing commitment to hearing the concerns of people with an intellectual disability through our meetings.

Thanks also to our paid workers Pam, Chris, Ellie and Georgina for their hard work, dedication and support. And last but not least a big thank you to all our volunteers for their work in the organization and for the sub committees that they sit on.



For our ongoing funding we would like to thank the Office for Disability and the Victorian State Government.



For our ILC project funding we would like to thank the National Disability Insurance Agency and the Australian Government.



For our Reinforce/OPA project funding we would like to thank the Law Foundation.

**Reinforce Inc**  
**Financial Statements 2018 - 2019**

**REINFORCE INC.**

**Statement of Income & Expenditure Membership & Promotional Account  
1<sup>st</sup> July 2018-30<sup>th</sup> June 2019**

**Income**

DHHS Recurrent Grant	\$39,551.37
DHHS Futures Grant	\$9,627.54
DHHS Royal Commission Grant	\$3,720.60
SARU Grant	\$7,454.17
OPA Project	\$2,832.00
ILC Grant 2018/19	\$128,673.16
Donations	\$1,000.00
Associate Memberships	\$10.00
Videos/Training Resources Sales	\$0.00
SARU work reimbursements	\$12,160.58
Sessional fees/Training costs	\$8,558.78
Australian Tax Office	\$0.00
Interest	\$0.00
Other	\$0.00
Reimbursements/Bank TD deposits	\$500.00
<b>Total</b>	<b>\$214,088.20</b>

**Expenditure**

Ross House (Rent Meeting rooms)	\$10,583.72
Office Supplies & Stationery	\$192.16
Phone/Internet/website maintenance	\$1,447.65
Postage	\$231.94
Photocopying	\$408.85
Volunteer Participation/travel	\$361.50
Futures & OPA worker Ellie	\$3,005.45
Wage Subsidy Susan	\$6,302.56
Support worker Salary Chris	\$14,087.42
Admin & Support worker Salary Pam	\$6,933.37
Superannuation	\$3,551.85
Workers Travel	\$106.00
WorkCover	\$245.96
SARU Work Reimbursements	\$11,199.86
Honorariums	\$2,017.41
Planning Day/AGM & meeting expenses	\$252.90
Memberships & Subscriptions	\$220.50
Sessional fees/Training costs	\$1,501.60
Conferences & Workshops	\$0.00
ILC Project	\$262.00
Australian Tax Office	\$4,347.00
Other (includes bank transfers & fees)	\$109,080.05
<b>Totals</b>	<b>\$176,339.75</b>

**Notes-Income & Expenditure Other**

Other is mainly made up of monies transferred to cheque account from Term Deposit.  
Expenditure other is mainly made up of money transferred to Term Deposit.

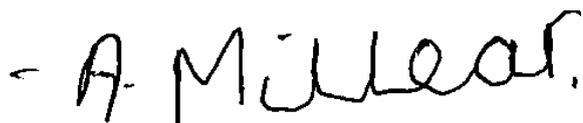
**REINFORCE INC**  
**Reconciliation for Membership & Promotional Account**  
**1.7.18-30.6.19**

<b>Balance as at 1.7.18</b>	<b>\$ 7,794.93</b>
<b>Plus Total Receipts</b>	<b>\$214,088.20</b>
<b>Sub Total</b>	<b>\$221,883.13</b>
<b>Less Total Expenses</b>	<b>\$176,339.75</b>
<b>Total</b>	<b>\$ 45,543.38</b>
<b>Balance Bank Statement 30.6.19</b>	<b>\$ 46,652.14</b>
<b>Less Unpresented Cheques</b>	<b>\$ 1,108.76</b>
<b>Total Available Funds 30.6.19</b>	<b>\$ 45,543.38</b>



**President – Colin Hiscoe**

**Date 27.9.19**



**Treasurer – Amanda Milliar**

**Date 27.9.19**

**Term Deposit – Account number 06 3011 50129319**

<b>Balance as at 1<sup>st</sup> July 2018</b>	\$ 7,985.09
Amount Deposited	\$ 18,000.00
Amount Withdrawn	\$
Total of interest for the financial year 2018-2019	\$ 320.45
<b>Balance as at 30<sup>th</sup> June 2019</b>	\$ 26,305.54

**Term Deposit – Account number 06 3011 50265172**

<b>Balance as at 20<sup>th</sup> June 2019</b>	\$ 50,000.00
<b>Balance as at 30<sup>th</sup> June 2019</b>	\$ 50,000.00

**Term Deposit – Account number 06 3011 50265180**

<b>Balance as at 20<sup>th</sup> June 2019</b>	\$ 20,000.00
<b>Balance as at 30<sup>th</sup> June 2019</b>	\$ 20,000.00

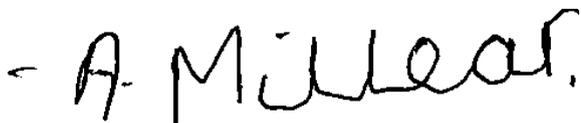
**Term Deposit – Account number 06 3011 50265199**

<b>Balance as at 20<sup>th</sup> June 2019</b>	\$ 20,000.00
<b>Balance as at 30<sup>th</sup> June 2019</b>	\$ 20,000.00



**President – Colin Hiscoe**

**Date 27.9.19**



**Treasurer – Amanda Milliar**

**Date 27.9.19**

**Statement of Income & Expenditure  
Gippsland Project Account  
July 2018– June 2019**

**Income**

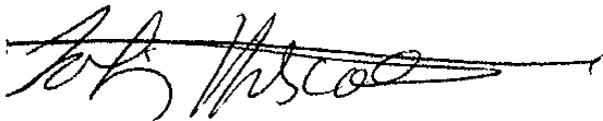
Interest	\$ 12.89
Other (includes transfers Term Deposits)	\$
<b>Total</b>	<b>\$ 12.89</b>

**Expenditure**

Office Hire	\$
Office Supplies & Equipment	\$
Phone Internet	\$
Worker	\$
Superannuation	\$
Conference Attendance	\$
Volunteer Expenses/Travel Costs	\$ 1,000.00
Transfers to Term Deposits	\$
Other (Consumables & Cleaning costs)	\$
<b>Total</b>	<b>\$ 1,000.00</b>

**Term Deposit Account Number 06 3011 50143874**

Balance as at 1 <sup>st</sup> July 2018	\$ 11,043.87
Total of Interest for the financial year 2018-2019	\$ 184.94
Balance as at 30 <sup>th</sup> June 2019	<b>\$ 11,228.81</b>



**President – Colin Hiscoe**

**Date 27.9.19**



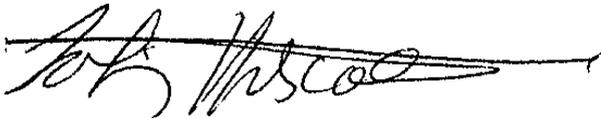
**Treasurer – Amanda Milliar**

**Date 27.9.19**

**REINFORCE Inc.**

**Reconciliation for Gippsland Project Account  
1.7.18 – 30.6.19**

<b>Balance as at 30.6.18</b>	<b>\$ 3,172.78</b>
<b>Plus total Receipts</b>	<b>\$ 12.89</b>
<b>Sub Total</b>	<b>\$ 3,185.67</b>
<b>Less total Expenditure</b>	<b>\$ 1,000.00</b>
<b>Total</b>	<b>\$ 2,185.67</b>
<b>Balance – Bank Statement 30.6.19</b>	<b>\$ 2,185.67</b>
<b>Less Unpresented Cheques</b>	<b>\$ NIL</b>
<b>Total available Funds 30.6.19</b>	<b>\$ 2,185.67</b>



**President – Colin Hiscoe**

**Date 27.9.19**



**Treasurer – Amanda Millear**

**Date 27.9.19**

**Schedule 1**  
Regulation 15

**Form 1**

***Associations Incorporation Reform Act 2012***

Sections 94(2)(b), 97(2)(b) and 100(2)(b)

**This form is required to be provided to the members at the AGM with the association's accounts.**

**Annual statements give true and fair view of financial position of incorporated association**

We, Colin Hiscoe and Amanda Milliar, being members of the Committee of Management for Reinforce Incorporated, certify that—

The statements attached to this certificate give a true and fair view of the financial position of Reinforce Incorporated during and at the end of the financial year of the association ending on 30<sup>th</sup> June 2019.



**President – Colin Hiscoe**

**Date 27.9.19**



**Treasurer – Amanda Milliar**

**Date 27.9.19**