



**12th Annual Report
and
2003-4 Annual General Meeting**

Wednesday 22nd September 2004

**Telehealth Studios
Launceston General Hospital
Royal Hobart Hospital
North West Regional Hospital**

Agenda

12th Annual General Meeting

7.30pm Wednesday 22nd September 2004
Telehealth Studios

- 1. Opening**
- 2. Apologies**
- 3. Correspondence**
 - 3.1 Inwards
 - 3.2 Outwards
- 4. Minutes**
 - 4.1 Minutes of previous Annual General Meeting
 - 4.2 Motion for adoption of Minutes
- 5. Annual Report**
 - 5.1 Summary of Annual report
 - 5.2 Motion for adoption of Annual Report
- 6. Treasurer's Report**
 - 6.1 Income & Expenditure Statement and Balance Sheet
 - 6.2 Motion for adoption of Treasurer's Report
- 7. Election of Office Bearers**
 - 7.1 President
 - 7.2 Vice President
 - 7.3 Treasurer
 - 7.4 Committee person (3 positions)
 - 7.5 Vote of thanks to the outgoing Committee
 - 7.6 First committee meeting date
- 8. Appointment of Auditor**
 - 8.1 Nominations/recommendations
 - 8.2 Motion to appoint the Auditor
- 9. Membership Fee**
 - 9.1 Motion to increase membership fee
 - 9.2 Motion to introduce Family Support Co-ordinator levy
- 10. Close**

Public Officer's Report

I, Cheryl Kay Scott being the Public Officer of Autism Tasmania Inc. do solemnly and sincerely declare that the accompanying Statements of Assets and Liabilities (Balance Sheet) and Income and Expenditure as at 30 June 2004, exhibit a true and fair view of the state of affairs of the organisation as at that date and that to the best of my knowledge and belief the information therein is correct.



Signed:
Cheryl Scott
Public Officer

Signed before me

at

LAUNCESTON

on

20/9/04



Justice of the Peace

Report to Members

We hereby certify that the accompanying Balance Sheet and Statement of Income and Expenditure of Autism Tasmania Inc. for the year ended 30 June 2004 shows the true financial position and reflects the true results of the financial operations of Autism Tasmania Inc. for that period.

Dated this th 19 day of September 2004

R. Ward

Signed:
Roslyn Ward
Acting President

John Christie

Signed:
John Christie
Treasurer

Cheryl Scott

Signed:
Cheryl Scott
Secretary and Public Officer

Listing of Office Bearers & Committee Members

NAME	POSITION	ADDRESS	OCCUPATION	RESIGNED
Rachel HODGE	President	11 Kensington Gardens Norwood	Teacher	15.01.04
Roslyn WARD	Vice President	3 Grand View Place Norwood 7250	Teacher	
Penelope CROMARTY	Vice President	26 Broadview Crescent Trevallyn 7250	Company Director	
Cheryl SCOTT	Secretary	25 Essendon Street Launceston 7250	Speech Pathologist	
John CHRISTIE	Treasurer	Launceston Church Grammar School Button Street Mowbray 7248	School Principal	
Rosemary RUSH	Committee	48 Drysdale Street Kingston 7050	Parent	
Peter HATTERS	Committee	81 Franklin Street Westbury 7303	Consultant	
Kate BRIDGER	Committee	35 Highfield Street Devonport	Occupational Therapist	
Stephen ECOB	Committee	348 Argyle Street North Hobart	Manager	21.09.03
Eileen PRUNSTER	Committee	27 Petersons Lane Elliot	Parent	8.2.04

We hereby certify that this list of Office Bearers and Committee Members of Autism Tasmania Inc. is a true and accurate list of the Office Bearers and Committee Members of Autism Tasmania Inc. as at the 30 June 2004

Dated this 19th September 2004

Cheryl Scott

Signed:
C Scott
Public Officer

R. Ward

Signed:
R. Ward
Acting President

List of Members

We hereby certify that the List of Financial Members of Autism Tasmania Inc. for the year ended 30 June 2004 shows the complete list of 128 financial members of Autism Tasmania Inc. as at that date.

Dated this 19th day of September 2004

R. Ward

Signed:
R. Ward
Acting President

Cheryl Scott

Signed:
C. Scott
Secretary

**Minutes of the 11th Annual General Meeting
Saturday 17th August 2003
St Giles, Amy Road, Launceston**

Meeting opened: 11.05 am

Present: Ros Ward (in the chair), Cheryl Scott (secretary), Penny Cromarty, John Christie, Mick Clark, Rose Clark, Rosemary Rush, Helen Rowe, Geraldine Robertson, Eileen Prunster, Peter Hatters, Julie Hatters, Mark Ward, Steve Ecob, Steve Ferris, Sue Brown, Kate Bridger, Diane Bambridge.

Apologies: Dulcie Montgomery, Rachel Hodge, Bill Cromarty, Cassie le Fevre, Jo Jones, Ray Jones, Rosanne Lay,

Previous minutes: It was moved Rose Clark and seconded John Christie that the minutes of the previous AGM be passed as a true and correct record. Carried

The President's report was prepared and read by the Vice President, Ros Ward. It was moved Rosemary Rush and seconded Mick Clark that the Presidents report be accepted. Carried

The Treasurers Report was presented by the Treasurer, John Christie. It was moved by John Christie and seconded Kate Bridger that the Treasurer's report be accepted. Carried

Election of Office Bearers

The Chairman vacated the chair and the Election of Office bearers was conducted by Mick Clark.

Vice President. In the absence of written nomination Penny Cromarty was nominated from the floor by Cheryl Scott and seconded Mark Ward. Elected

Secretary Cheryl Scott was nominated from the floor by Kate Bridger and seconded Rosemary Rush. Elected

Nominations for four committee members were received from the floor and all were elected.

Peter Hatters (N) nominated by C Scott and seconded by P Cromarty

Steve Ecob (S) nominated by C Scott and seconded Peter Hatters

Kate Bridger (NW) nominated by John Christie and seconded by Mark Ward

Eileen Prunster (NW) nominated by Cheryl Scott and seconded by Rose Clark

Rose Clark congratulated the outgoing committee for its work over the past year and in particular, outgoing committee members: Rachel Hodge and Amelia Bishop.

Geraldine Robertson was also thanked for her work in setting up and maintaining the Autism Tasmania Website

Next meeting

The first meeting for the new committee will be held in Hobart in 2 weeks time,

Auditor

James S Gibson was appointed auditor for the next year.

Meeting closed at 11.35am

AUTISM TASMANIA 2003/2004

PRESIDENT'S REPORT

Welcome to the 12th Annual General Meeting of Autism Tasmania. It has been a busy year, as we endeavour to meet the needs of our members, raise our profile within the general public and ensure ongoing funding sources for the Family Support Co-ordinator position. The committee give their time on a voluntary basis and while families and work commitments must come first, this does not lessen our commitment to Autism Tasmania, only the time we have available to give to the organisation. The majority of committee members are parents of a person with an autism spectrum disorder and this year we unfortunately had several committee members resign as a result of the daily demands placed upon them. Rachel Hodge, who had been President since 2001, formally resigned in January after a period of absence for the latter half of 2003 and Stephen Ecob and Eileen Prunster also tendered their resignations.

As a statewide committee, the issue of where to meet has always posed problems and prevented some members from becoming involved or staying involved. Throughout 2002/3, committee meetings had been held in Ross on a Sunday morning approximately every six weeks. To reduce the travelling we tried to alternate meetings between Hobart and Launceston, but this also proved difficult. As a result, the February meeting was held at Giant Steps in Deloraine with a phone hook up to Hobart. This proved successful and encouraged us to further negotiate the use of Government Telehealth facilities at major hospitals in Hobart, Launceston and Burnie. Committee meetings are now held monthly on the third Wednesday from 5-6.15pm which has proved more family friendly for the majority of committee members and there haven't been any resignations since! The opportunity for members to attend as guests, fill casual vacancies and maybe take on small roles as they become familiar with proceedings has also been useful.

FAMILY SUPPORT CO-ORDINATOR (FSC)

The appointment of Rose Clark in June 2003 to the position of Family Support Co-ordinator, has had an enormous impact upon our organisation. Rose was initially employed for 100 days, averaging two days per week. Over the past twelve months, Rose has travelled the state widely, coming into contact with many families, particularly those with young children, recently diagnosed. Rose has become a first point of contact for people seeking information about ASD and services available. She has worked tirelessly to establish and consolidate support group activities throughout the state enabling parents to meet with others. Support group activities have varied depending upon the needs of the individual groups.

Rose's appointment has been extended until the end of 2004, but the continuation of this position is dependent upon securing ongoing funding for this position. Throughout the last twelve months the focus of the committee has been identifying funding sources including government, grants, fundraising and corporate. A meeting with the Minister for Health was held earlier this year and a submission for funding is currently being prepared. Several grants are currently under consideration.

NATIONAL AUTISM AWARENESS WEEK

Building upon the work commenced in 2003 under the "Face Autism" slogan, we again focused on creating an event for National Autism Awareness Week, using celebrity face painting, which would capture the imagination of the general public. We believe that this concept has enormous potential,

but acknowledge that considerable work is needed to consolidate the idea so that it generates much needed funds and publicity. As other mainland states have taken an interest in this concept we have taken steps to register the name.

A gold coin donation program was also introduced and this will be further developed in 2005. I thank those members who took part in this program, for their participation, enthusiasm and valid feedback regarding the format and timing of the idea. We again took part in a charitable button day, which historically has been our major fundraiser for the year.

In partnership with ABIT we shared the cost of a street banner promoting autism awareness. The banner was hung across Collins Street in Hobart, during autism week and we look forward to seeing the banner in Launceston in 2005. Community displays were also erected in libraries around the state.

PROFESSIONAL DEVELOPMENT

Although we had not specifically planned any professional development, we were fortunate that three international speakers visited the state and we were able to provide members with the opportunity to hear them speak. Pat Howlin from the United Kingdom is well recognised for her work in autism and made herself available while visiting Tasmania on holiday. Approximately 100 people, over two days, took the opportunity to hear Pat speak. Polly Yarnell from the United States visited the state at the invitation of Giant Steps, and we were able to provide parents with the chance to meet with Polly, around the state, for evening sessions. In collaboration with ABIT, we supported the visit by Dr John McEachin, also from the US, and over 100 people braved a miserable Hobart evening to attend. June Waites, who was in Devonport for a Rotary conference, also made herself available to North West members for an afternoon session.

INFORMATION

Producing several comprehensive journals and additional bulletins is a focus of Autism Tasmania. Our aim is to keep members informed with local events and provide comprehensive information on autism spectrum disorder. Where possible, bulletins are emailed to members, and this assists in keeping postage costs down. Compiling the journal is a major task and my thanks go to those members who regularly make a contribution.

Unfortunately the maintenance and updating of the website has posed difficulties for us as an organisation this year. We are working towards rectifying this problem as soon as possible.

Despite our best efforts, the establishment and operation of the library has also stalled. Giant Steps has made available to us a room which has been established as a library cum office, the books have been catalogued and covered, and as soon as we establish an effective system for monitoring the movement of books, the library will be operational.

MEMBERSHIP

Our membership remains steady, with many new families and organisations becoming members following contact with the family support co-ordinator. Although the annual report shows a membership of 128, further memberships have since been renewed for the 2004 calendar year.

GRANTS

A recent grant from the Tasmanian Community Foundation of \$4,000.00 will assist with furnishing and equipping the library/office and has also provided the FSC with a lap top computer. A smaller grant through the Volunteer Small Equipment Grants Program has enabled us to purchase Board

maker, a digital camera and printer and we hope to provide opportunities for families to use these materials in the near future to make visual schedules.

CONCLUSION

On behalf of the committee I would like to express my thanks to Rose Clark for the manner in which she has approached the role of Family support Co-ordinator and for her professionalism in working with families. It is still an evolving role and I thank Rose for her flexibility.

Many people have made a valuable voluntary contribution to Autism Tasmania throughout the past year. Thank you to Mick Clark, who is Autism Tasmania's Nominee Director on the Autism Council of Australia and now President of this body. Mick has also managed autism week activities and assisted with securing long term funding.

Thanks also to Geraldine Robertson, our webmaster and Jamie Christie for their persistence in "fixing" the difficulties associated with the website; Sue Brown, who is Tasmania's nominee on the Autism Council of Australia's professional committee and Andrew and Louise Davies, Deb Manser and Sharon Plunkett who have expressed interest in Autism Tasmania and occasionally attended committee meetings throughout the year.

Finally my thanks to committee members; Penny Cromarty, Cheryl Scott, John Christie, Rosemary Rush, Kate Bridger and Peter Hatters for their participation, commitment and willingness to tackle the many tasks that need to be completed. It has become evident to me that a small number of active committee members are unable to effectively implement all the above activities successfully and our approach over the next twelve months will need greater thought, planning and community involvement.

R. Ward

Ros Ward (Mrs)
Acting President

AUTISM TASMANIA INCORPORATED

AUDITOR'S REPORT

I have examined the financial and other records of Autism Tasmania Inc. for the year ended 30th June 2004 and have obtained the information required by me. My audit was conducted in accordance with the Australian Auditing Standards.

The attached statement, in my opinion, represents a true and fair view of the state of the Incorporation as at 30th June 2004 and the results for the year ended on that date, according to the information at my disposal and the explanations given to me, and as shown by the books of the Incorporation.

The rules relating to the administration of the Incorporation have been properly observed.


.....
JAMES S. GIBSON - F.P.N.A. Auditor

17/09/2004

AUTISM TASMANIA INCORPORATED
STATEMENT OF INCOME AND EXPENDITURE
FOR YEAR ENDED 30TH JUNE, 2004

	<u>2004</u>	<u>2003</u>
<u>INCOME</u>		
Autism Week	3,777	3,291
Commonwealth Respite for Carers	10,133	9,886
Donations	3,562	3,304
Fundraising	-	731
Grant	2,000	2,000
Interest	2,187	1,740
Membership	2,505	2,630
Professional Training	-	503
Sale of Books/Cards	-	1,386
Seminar/Conference Fees	<u>1,040</u>	<u>14,270</u>
	25,204	39,741
<u>EXPENDITURE</u>		
Annual Return	44	59
Autism Week	1,060	1,348
Bank Fees	180	41
Commonwealth Respite for Carers	2,784	11,803
Executive Officer	1,840	6,710
Insurance - Public Liability	409	471
Library Books	1,793	150
Meeting Expenses	386	683
NAAW	4,837	-
National Conference	14,569	1,100
Seminar Expenses	217	-
Sundries		
Admin Fees	110	-
Advertising	404	836
Auditing	300	165
Autism Council	213	1,587
Books	-	777
Fundraising	-	197
IT Cost	1,340	-
Office Furniture	906	-
Subscriptions	625	-
Support Worker	16,405	10,169
Telephone, Postage & Stationery	<u>1,218</u>	<u>1,689</u>
	49,640	37,482
<u>(DEFICIT)/SURPLUS FOR YEAR</u>	<u>\$(24,436)</u>	<u>\$ (4,420)</u>

\$(24,436)
Big

~~\$ (4,420)~~
\$2250

AUTISM TASMANIA INCORPORATED

BALANCE SHEET

AS AT 30TH JUNE, 2004

	2004	2003
<u>ACCUMULATED INCOME</u>		
Balance brought forward	56,246	53,987
Surplus/(Deficit) for year	<u>(24,436)</u>	<u>2,259</u> ✓
	<u>\$31,810</u>	<u>\$56,246</u>
 <u>REPRESENTED BY:</u>		
<u>ASSETS</u>		
Island State Credit Union	20,744	15,150
Cash on Hand	-	1,096
Island State Credit Union Term Deposit Investments	30,000	40,000
Debtor – ATO	<u>945</u>	<u>-</u>
	<u>\$51,689</u>	<u>\$56,246</u>
 <u>LIABILITIES</u>		
Trade Creditors	<u>19,879</u>	<u>-</u>
	<u>\$31,810</u>	<u>\$56,246</u>