



Mark Ward

**16th Annual Report
and
2007-08 Annual General Meeting**



Sunday, 28th September 2008

Hotel Grand Chancellor

**29 Cameron Street
Launceston**

Agenda

16th Annual General Meeting

1.00pm, Sunday, 28th September 2008
Hotel Grand Chancellor, Launceston

- 1. Opening**
- 2. Apologies**
- 3. Notice of Meeting**
- 4. Minutes of Previous Annual General Meeting**
- 5. Reports**
 - 5.1 President's Report
 - 5.2 Financial Report
- 6. Election of Office Bearers**
 - 6.1 President
 - 6.2 Vice President (1 position)
 - 6.3 Ordinary Committee Member (1 position)
- 7. Membership Fees**
- 8. Appointment of Auditor**
- 9. Close**

Public Officer's Report

I, Michael Richard Clark 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 2008, 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:
Mick Clark
Public Officer



Signed before me at

DELRORINE

on

26th Sept 2008.



Justice of the Peace

Laura Richardson
JP 4838

Financial 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 2008 shows the true financial position and reflect the true results of the financial operations of Autism Tasmania Inc. for that period.

Dated this 22nd day of September 2008



Signed:
Andrew Davies
Acting President

Signed:
Neil Gardner
Treasurer



Signed:
Mick Clark
Secretary and Public Officer

Listing of Office Bearers & Committee Members


Name	Position	Address	Occupation	Resigned	Meetings Attended
Mrs Penelope Anne CROMARTY	President	26 Broadview Crescent TREVALLYN 7250	Company Director	Resigned 3 Sept 2008	11 of 12
Dr Andrew Neil DAVIES	Vice President	10 Kenyon Street NEWSTEAD 7250	University Lecturer		11 of 12
Mrs Roslyn Rae WARD	Vice President	122 Carella Street HOWRAH 7018	Teacher		11 of 12
Mr Michael Richard CLARK	Secretary	4 Hiller Street DEVONPORT 7310	Consultant		12 of 12
Mr Neil Herbert GARDNER	Treasurer	6 Howley Court HOWRAH 7018	Retired		8 of 12
Ms Sue BROWN	Committee Member	LAUNCESTON 7250	Speech Pathologist	Resigned 15 Jan 2008	2 of 6
Mrs Louise Reid DAVIES	Committee Member	10 Kenyon Street NEWSTEAD 7250	Curator		8 of 9
Mr Stephen ECOB	Committee Member	348 Argyle Street NTH HOBART 7000	Manager	Appointed 9 April 2008	4 of 4
Mr Peter HATTERS	Committee Member	81 Franklin Street WESTBURY 7303	Employment Consultant		10 of 12
Mr Roger James LAW	Committee Member	932 Black Hills Road Gretna 7303	Advocate		9 of 9
Ms Carolyn Joy MOORE	Committee Member	3 Ford Street STANLEY 7331	Parent & student		12 of 12

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 2008

Dated this day 27th of September 2008

Signed:

Mick Clark
Public Officer

Signed:

Andrew Davies
Acting President

List of Members

We hereby certify that the List of Financial Members of Autism Tasmania Inc. for the year ended 30 June 2008 shows the complete list of 148 financial members of Autism Tasmania Inc. as at that date.

Dated this day 22nd of September 2008



Signed:
Andrew Davies
Acting President



Signed:
Mick Clark
Secretary

Autism Tasmania Inc Annual General Meeting Minutes

Date: 12 September 2007

Location: Telehealth studios at Royal Hobart, Launceston General & NW Regional Hospitals and telephone links

Present:

Launceston: Penny Cromarty [Chair], Sue Brown, John Christie, Andrew Davies.

Hobart: Stephen Ecob, Neil & Louise Gardner, Roger Law & Ros Ward.

Burnie: Mick Clark [Sec] & John Wigg.

By phone: Louise Davies, Peter & Julie Hatters, Ray Jones, Carolyn Moore & Mark Ward.

1 **Opening:** Meeting commenced at 7.30pm

2 **Apologies:**

Pam Timbs [ACD], Muriel Clark, Rose Clark & Bill Cromarty.

3 **Previous Minutes:**

Minutes of the 2006 Annual General Meeting were tabled.

Moved that the minutes of the 2006 AGM be accepted as a true and correct record.

Peter Hatters/Andrew Davies - Carried

4 **Financial Report:**

The Treasurer [Neil Gardner] presented the audited financial reports, noting with concern the impact on reserves over the last 12 months and the consequential need to reduce hours, operating costs and secure income sources if the Association is to become sustainable. He asked that the Committee note with appreciation the valuable work that Mick Clark has put into the budgeting process and improvements to financial management procedures over the last 12 months.

Moved that the audited financial reports as presented be adopted.

Neil Gardner/Louise Davies - Carried

5 **President's Report:**

The President [Penny Cromarty] presented her report on the Association's activities for the 12 months ending 30 June 2007.

Moved that the President's report be adopted.

Andrew Davies/Sue Brown - Carried

6 **Election of Officers:**

The President [Penny Cromarty] explained the make-up of the Committee, regional representation, the effect of two-year terms and the election process. Two-year terms expire for Ros Ward [Vice President], Neil Gardner [Treasurer], Mick Clark [Secretary] & Peter Hatters [Ordinary Committee Member]; the casual vacancy appointment expires for Carolyn Moore [Ordinary Committee Member] and there are two long standing vacancies for Ordinary Committee Members. The nomination and election process then commenced.

Vice President:

Ros Ward [Mark Ward/Ray Jones] explained that while she accepted nomination for the position, she is willing to step down during her term if someone else is prepared to take it on. As the only nomination received by the due date, Ros Ward was declared elected.

Treasurer:

No nominations were received prior to the AGM, so nominations were called from the meeting. Neil Gardner [Mick Clark/Andrew Davies] accepted as the sole nominee but indicated that he would almost certainly step down in 12 months because of other personal commitments. Neil Gardner was declared elected.

Secretary:

The only nomination received by the due date was from Mick Clark [Neil Gardner/Muriel Clark] and he was declared elected.

Ordinary Committee Members:

Five nominations were received by the due date, for four vacancies. Under the regional representation rule, Carolyn Moore was declared elected, as the second person from the NW.

Given the number of nominations, the President [Penny Cromarty] explained the requirements for a secret ballot and as people were on telephone links as well as separate studios, it would be conducted by post and declared in seven days. The Public Officer will send a ballot paper to each AGM attendee on Thursday and include a stamped addressed envelope for return.

Postscript – on Thursday afternoon, 13 September 2007, as ballot papers were being prepared, Stephen Ecob advised the Secretary by email and subsequent discussion that he was withdrawing his nomination. As the number of nominees then equalled the number of vacant positions, a ballot was not required and Peter Hatters [Mick Clark/Muriel Clark], Roger Law [Stephen Ecob/Jean Law] & Louise Davies [Penny Cromarty/Andrew Davies] were declared elected.

7 Membership Fees:

Moved that the membership fees for 2008 be set at the existing rates of \$27.50 including GST [full] and \$11.00 including GST [concessional].

Mick Clark/Carolyn Moore - Carried

8 Appointment of Auditor:

Moved that James S Gibson of Launceston be appointed as the Association's Auditor for the forthcoming year.

Neil Gardner/Andrew Davies - Carried

9 Close: Meeting closed at 8.04pm

Signed as a true and correct record: _____

President's Report

Autism Tasmania has grown over the last 16 years from a group of concerned parents to an organization with 200 members throughout the State. In September 2008 Autism Tasmania is on the brink of evolving from a small volunteer organisation, to a commercially viable service provider supported by federal and state governments which could offer information, support, advocacy and training to people with autism, their families, carers, and to organisations which work in this field.

The Federal Government's \$197m *Helping Children with Autism* project announced in October last year showed that there is now national recognition of the impact of Autism Spectrum Disorder on children, their families and carers.

In late November 2007, Autism Tasmania was identified by the Federal Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) as a key autism organisation which provides support and information for families and carers of children with autism. It was invited to make a submission for a one-off \$50 000 grant to assist with the provision of services in the interim period. The purpose of the grant was very specifically to assist Autism Tasmania to build its capacity to link families and carers to existing services and resources, to provide information and advice about ASD to families and carers, and to provide referrals to the appropriate early intervention services.

The submission was successful, and funding was confirmed in March with the requirement that the funds be spent by 30 June. The committee asked Mark Ward, a past president and experienced project manager to manage this project and we are very grateful indeed for his skills, patience and knowledge. Elements of the project include increasing the capacity of the Family Service coordinator throughout the state, development of a well functioning website, development of hard copy brochures and information for marketing, and purchase of improved office equipment and library books. The project also includes a professionally developed survey about the autism population in Tasmania by an independent researcher with approval from the Tasmanian Human Research Ethics Committee.

I must emphasise that there were specific guidelines from FaHCSIA about how this money could be spent by Autism Tasmania. The feedback from FaHCSIA has been very positive, and has endorsed the manner in which the project has been implemented.

As the *Helping Children with Autism* project is being unrolled nationally, Autism Tasmania has the opportunity to be involved at the highest level. Rose Clark has been asked to be part of the Australian Autism Education and Training Consortium, and will be therefore involved in early stages of the development of workshops and information sessions for parents and carers of children with ASD.

In the last few months members of the committee have been working with FaHCSIA to explore ways in which Autism Tasmania can deliver the Autism Advisory Service, which is part of the *Helping Children with Autism* package. A proposal has been developed and we expect to be notified very soon whether this has been successful. If successful this initiative will enhance the services that Autism Tasmania currently provides.

Autism Tasmania currently provides a support and information service with 24 hour state-wide telephone and email access, but with a response capacity by the Family Support Coordinator, Rose Clark of two paid days per week.

The range of enquiries to which Rose responds include requests for referral to specific services, basic autism information, first-time conversations about ASD after a child has been diagnosed, medium-level conversations covering specific situations about behaviours, school or family relationships, and other much more complex enquiries that may require research, counselling, working with other agencies and extended follow-up.

Many enquiries are from families and carers, but an increasing number are now coming from government agencies such as Education, or Disability Services, and non-government ones such as day-placement organisations, child-care centres and respite and accommodation services.

It is becoming more difficult to respond adequately to the increasing number of requests for assistance. In March some members of the Executive met the Minister for Education, David Bartlett MHA to brief him about the activities of Autism Tasmania and to discuss the collective experiences that parents and students are having in the education system. He indicated that he is keen to develop an ongoing relationship, at ministerial level, where Autism Tasmania is able contribute to education policy, and to look at practical ways of working together to improve the educational outcome for students who have an Autism Spectrum Disorder. We also discussed the notion that the Department of Education might make a significant financial contribution to assist the ongoing operations of Autism Tasmania.

Members of the committee also met with Bill Shorten MHR, the Federal Parliamentary Secretary for Disabilities. We presented him with an overview of the operations of Autism Tasmania, and a summary of the current issues facing the autism community in Tasmania, most notably the difficulty of assessment and diagnosis, and the impact of Asperger Syndrome. He was also particularly interested in the need to address the difficulties faced by people with an ASD at transition periods in their lives. He is keen to continue a dialogue.

Autism Tasmania's response to the Helping Children with Autism initiatives has dominated much of the year's business, and has certainly stretched the organisation's volunteer resources.

Our association with National Foods and the selling of Pura Milk at Agfest and the Hobart Show has provided a welcome boost to funds, and we thank Mick Clark and his volunteers. Thanks must go to committee member Carolyn Moore for arranging and coordinating the Hit Autism for Six!! Raffle of a cricket bat signed and donated by the Tassie Tigers.

In October last year the committee formally adopted the new orchid logo. The new logo has been designed by Brad Allen from Scarab Design. It is visually appealing, specifically Tasmanian, and the notion that "With nurturing it will grow to its full potential" has captured people's imagination.

I am pleased to report that Autism Tasmania has been successful in its submission for two grants this year. We received \$4500 from the Ross Divett Foundation to fund three visits by the Family Support Coordinator over a year to three regional areas of Tasmania. This will be greatly appreciated by support groups in the Huon area, the West Coast, the East Coast and Circular Head. A \$2000 grant from Rio Tinto has enabled an Asperger Support group to be established in Launceston and supported by the Family support Coordinator.

In May this year the Access Arts Link Program in Launceston received the 2008 Alex Walley Award for Outstanding Contribution to the Field of Autism Spectrum Disorders. This program provides opportunities to artistic students with different abilities to work with mentors and other artists in a supportive and friendly environment and to create artwork that is meaningful for them. Many of the artists are creatively gifted students who have Asperger Syndrome. Rachel Cuthbertson is the co-ordinator of this program and accepted the award on behalf of the program.

The Family Support Service was originally set up to support the autism community in its widest sense and Rose Clark has established and extended networks within the Asperger community, parent support groups, community organisations and service providers.

We acknowledge and thank Rose for her work for Autism Tasmania this year. Although officially part-time, Rose is effectively on call 24 hours per day, seven days per week. Earlier this year, when our finances were stretched to the limit she most generously volunteered her time so that the support service could continue to operate.

It is clear that Autism Tasmania is seen by both federal and state governments as a credible and valued organisation with which they wish to collaborate. There is a wonderful opportunity to build on these relationships to develop a secure financial future. I hope that the members will continue to endorse the work of the committee to achieve this outcome which in turn will allow Autism Tasmania to provide the best possible services to the people with Autism Spectrum Disorder who really need them.



Andrew Davies - 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 2008 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 2008 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.


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

DATED: 10th September 2008

AUTISM TASMANIA INCORPORATED
STATEMENT OF INCOME AND EXPENDITURE
FOR YEAR ENDED 30TH JUNE, 2008

	<u>2008</u>	<u>2007</u>
<u>INCOME</u>		
Donations	4,967	2,263
Fundraising	32,909	23,788
Grant	11,000	11,000
Interest	675	374
Membership	3,597	4,650
Professional Training	3,603	1,687
Seminar/Conference Fees	1,136	4,653
Grant - Ross Divet Foundation	4,500	-
- RIO Tinto	2,000	-
- DFACS	<u>50,000</u>	-
	114,387	48,415
<u>EXPENDITURE</u>		
Annual Return	50	47
Bank Fees	236	97
Consulting	-	5,042
Fundraising	23,531	17,743
Insurance - Public Liability	3,072	2,300
Library Books	-	108
Meeting Expenses	132	39
Conference	-	923
Seminar Expenses	954	4,157
Sundries		
Admin Fees	-	157
Advertising	1,293	542
Auditing	400	600
IT Cost	109	435
Miscellaneous	857	392
Newsletter	1,343	872
Subscriptions	762	229
Stationery & Postage	855	1,062
Support Worker	20,695	26,735
Telephone	3,248	3,108
Travel & Accommodation	862	<u>936</u>
Help Children Project – Direct Expenditure	<u>34,838</u>	
	93,237	65,524
<u>(DEFICIT)/SURPLUS FOR YEAR</u>	<u>\$21,150</u>	<u>\$(17,109)</u>

THESE FINANCIAL STATEMENTS ARE SUBJECT TO AND SHOULD BE READ
WITH THE ATTACHED AUDITORS REPORT DATED 10TH SEPTEMBER 2008

AUTISM TASMANIA INCORPORATED

BALANCE SHEET

AS AT 30TH JUNE, 2008

	<u>2008</u>	<u>2007</u>
<u>ACCUMULATED INCOME</u>		
Balance brought forward	8,941	26,050
Surplus/(Deficit) for year	<u>21,150</u>	<u>(17,109)</u>
	<u>\$30,091</u>	<u>\$ 8,941</u>
 <u>REPRESENTED BY:</u>		
<u>ASSETS</u>		
Island State Credit Union	56,950	13,403
Debtors	4,613	3,706
ATO BAS	-	155
GST Paid	<u>167</u>	<u>-</u>
<u>TOTAL ASSETS</u>	<u>\$61,730</u>	<u>\$17,264</u>
 <u>LIABILITIES</u>		
ATO BAS	1,568	-
Trade Creditors	<u>30,071</u>	<u>8,323</u>
<u>TOTAL LIABILITIES</u>	<u>31,639</u>	<u>8,323</u>
<u>NET ASSETS</u>	<u>\$30,091</u>	<u>\$ 8,941</u>

THESE FINANCIAL STATEMENTS ARE SUBJECT TO AND SHOULD BE READ
WITH THE ATTACHED AUDITORS REPORT DATED 10TH SEPTEMBER 2008