



**U3A CAMPBELLTOWN SOUTH  
AUSTRALIA Inc  
ANNUAL REPORT 2024**



***We acknowledge the traditional owners throughout South Australia and we pay respect to the custodians of the land on which we live and learn. We respect their spiritual relationship with Country and acknowledge that their cultural and heritage beliefs are still as important to those living today.***

***We pay our respects to Elders past, present and emerging and we acknowledge the cultural authority of Aboriginal people visiting from other areas of South Australia and Australia.***

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***We acknowledge and thank Hon. John Gardner MP and his staff for the printing of this Annual Report.***

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***We acknowledge and thank the Campbelltown City Council for their support throughout the last twelve months.***





**U3A CAMPBELLTOWN SOUTH AUSTRALIA Inc.**

ABN 47 874 424 693

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Office Hours: Wednesday and Thursday 9:15 to 11:15 am [not during school vacation]

## **ANNUAL GENERAL MEETING 2025**

### **U3A CAMPBELLTOWN SOUTH AUSTRALIA Inc.**

To be held at the Marchant Community Centre

338 Gorge Road, Athelstone SA

**2:00 pm on Friday 7 March 2025**

## **AGENDA**

**Welcome and Declaration of Quorum:** President Glenda Sherwin-Lane  
(*Art VII g: the lesser of '25 members or two thirds of the membership'*)

**Apologies:** Secretary Graziella Rosmini

**Adoption of Minutes of last AGM – 5 April 2024**

Moved / Seconded:

**President's Report:** Glenda Sherwin-Lane

Moved Glenda Sherwin-Lane / Seconded:

Discussion and Adoption

**Acknowledgements in Appreciation:** President Glenda Sherwin-Lane

**Treasurer's Report:** Paddy McKay

Moved: Paddy McKay / Seconded:

Discussion and Adoption

### **Election of Board of Management**

Conducted by Honorary Returning Officer: Mayor of Campbelltown, Hon Jill Whittaker

(President, Vice President, Secretary, Treasurer, Committee Members, Auditor)

**Accession of the President – 2025**

**Any Other Business:**

**Vote of Appreciation: President 2025**

Honorary Returning Officer – Mayor of Campbelltown Council, the Hon. Jill Whittaker

**Close**

**General Meeting** of members for discussion of any issues relating to 2024  
**with Guest Speaker Mary Safe, Co-Founder of the Amy Gillett Foundation, dedicated to  
reducing cyclist fatalities on Australian roads.**

**Afterwards: Please join us for Afternoon Tea**



## **U3A Campbelltown South Australia Inc. [U3ACSA]**

### **Minutes of Annual General Meeting held at the Marchant Community Centre on 5 April 2024 at 2:00 pm**

#### **Welcome**

President Glenda Sherwin-Lane opened the meeting and welcomed the 33 members who attended. Glenda declared a quorum was reached in accordance with the requirements of the Constitution [Article VII g: the lesser of 25 members or two thirds of the membership].

#### **Apologies**

There were 21 registered apologies received from members.

#### **Adoption of Minutes of last AGM 10 March 2023**

Minutes of the last AGM were published in the AGM Annual Report 2023 Booklet. These booklets were given to all members who attended the meeting.

**Motion 1:** Moved that the Minutes of the last AGM held on 10 March 2023 be accepted as a true and accurate record.

**Moved:** Graziella Rosmini | **Seconded:** Ann Richardson | **Carried**

#### **President's Report**

Glenda Sherwin-Lane read her report at the meeting, highlighting U3A Campbelltown South Australia's curriculum and social achievements throughout 2023, noting the high participation rate of members attending groups and classes held throughout the year, the successful introduction and transition to Member Wizard - the new electronic enrolment system - and the planning for the U3A Campbelltown South Australia 20th Anniversary Celebration. The report was published in the AGM Annual Report 2023 Booklet.

**Motion 2:** Moved that the President's report be accepted.

**Moved:** Glenda Sherwin-Lane | **Seconded:** Marie Galletta | **Carried**

#### **Treasurer's Report**

Paddy McKay presented the Treasurer's Financial Report including bank balances as at 1 April 2024, Profit and Loss statement for reporting period 1 January 2023 to 31 December 2023 and the Auditor's Report for twelve months ending 31 December 2023. These reports were published in the AGM Annual Report 2023 Booklet.

A discussion occurred re Paddy's recommendation for Members' Fees to stay the same amount of \$55 for individual and \$100 for couples for the period of 2024 and 2025.

**Motion 3:** Moved that the Members Fees stay the same for 2024 and 2025.

**Moved:** Paddy McKay | **Seconded:** Kerrie Smith | **Carried**

**Motion 4:** Moved that the Treasurer's Report and The Auditor's Report 2023 be accepted.

**Moved:** Paddy McKay | **Seconded:** Ann Richardson | **Carried**

**Motion 5:** Moved that Alan Clark be appointment as Auditor for 2024.

**Moved:** Paddy McKay | **Seconded:** Vale Pederson | **Carried**

### **Election of Board of Management 2024**

Glenda Sherwin-Lane vacated the Chair for the Honorary Returning Officer, Campbelltown Mayor, The Hon. Jill Whittaker to conduct the election.

Before the election process began, The Hon. Jill Whittaker acknowledged the good work carried out by U3A Campbelltown South Australia and for supporting their community.

The Hon. Jill Whittaker declared all positions vacant and invited nominations from the floor. There were no more nominations received from the floor. The following members were elected unopposed.

<b>Position</b>	<b>Name</b>	<b>Nominated by</b>
President	Glenda Sherwin-Lane	Kerrie Smith / Marie Galletta
Vice-President	Katrina Spencer	Diane Eichmann / Ann Richardson
Secretary	Graziella Rosmini	Glenda Sherwin-Lane / Paddy McKay
Treasurer	Paddy McKay	Graziella Rosmini / Glenda S-L
Curriculum Manager	Kerrie Smith	Marie Galletta / Graziella Rosmini
Board Member	Lyn Arnold	Katrina Spencer / Graziella Rosmini
Board Member	Diane Eichmann	Ann Richardson / Ros Reddaway
Board Member	Marie-Antoinette Galletta	Kerrie Smith / Katrina Spencer
Board Member	Jan Ness	Glenda Sherwin-Lane / Graziella Rosmini
Board Member	Ros Reddaway	Ann Richardson / Diane Eichmann
Board Member	Wendy Richards	Graziella Rosmini / Diane Eichmann
Board Member	Ann Richardson	Diane Eichmann / Katrina Spencer

### **Accession of the President for 2024**

Glenda Sherwin-Lane resumed her role as President and conducted the rest of the meeting.

### **Any Other Business**

No Items

### **Acknowledgements in Appreciation**

The President thanked The Hon. Jill Whittaker for agreeing to be the Honorary Returning Officer for the AGM. Jill was presented with a thank you gift of a basket of different cheeses.

### **AGM Closed at 2:45 pm**

### **General Meeting**

A General Meeting was held following the AGM. Members were asked if they had any matters to raise. No matters were raised

### **Videos of U3A Campbelltown South Australia**

The meeting was shown several videos of different activities held over the last 20 years that members have participated in. These videos were shown at the 20th Anniversary Celebration Event.

### **Meeting closed at 3:30 pm**

### **Afternoon Tea**

Following the meeting, members were invited to partake of Afternoon Tea, which had been supplied by members.



## **U3A Campbelltown South Australia Inc**

### **Annual General Meeting 2025**

### **President's Report**

In considering major highlights of 2024, one of the things that stand out for me is the successful change of our name. After more than twelve months of hunting for the correct procedure, a much friendlier Australia Taxation Office website finally provided the answer. I am pleased to report that if you undertake an ABN Look Up search with our ABN, our name will appear as U3A Campbelltown South Australia Inc. If you search for our Public Officer, the name Glenda Sherwin-Lane will appear.

Importantly, this information and the processes have been carefully recorded for future reference.

The Marchant Community Centre, leased from Campbelltown City Council, is firmly entrenched as our registered office. Mail is now directed to our letterbox at 338 Gorge Road and the cancellation of our post office box, for a tiny handful of mail, is saving us nearly \$400 per annum. Virtually all mail is received by email, making life much easier for our hard-working Secretary, Graziella Rosmini, to distribute it appropriately.

Changing our email address hosted through our website proved to be very successful and by the middle of 2024, we were able to cancel our Bigpond address. We are receiving very little spam and other unwanted emails.

As is often the case, small things can make a big difference.

There are many reports that cite the value of joy, happiness and pleasure leading to a longer and healthier life. Joy is about inner fulfillment, happiness is about feeling good in the moment, and pleasure is about physical gratification. Our 2024 **Curriculum** certainly provided the opportunity to experience all three.

We maintained our membership well, with 336 enrolled by the end of November. Throughout the year we operated 199 groups and classes, approximately 50 per term, with an average of 40 volunteer Tutors/Leaders.

It's appropriate to note here U3A South Australia as the umbrella organisation for U3A member organisations (MOs), of which U3A Campbelltown South Australia is one. Each of the nineteen MOs appoints a Delegate to attend the triannual meetings. As President for 2022-2024, I can attest to the value of these meetings, providing an opportunity to discuss any issues which a MO might be facing. Paddy McKay was Treasurer and Delegate in 2024.

Early each year, each MO pays to U3A South Australia a subsidy of \$2.00 per registered member as at November of the previous year. This funds small operating costs and importantly, the

insurance premium for Public Liability and Volunteers Personal Accident Insurance for each MO. “Buying in bulk” saves a lot of money.

After a complete year in operation, **Member Wizard** has proven the wisdom of our investment, providing full management of our classes.

Membership fees were paid during November. Enrolments were undertaken in December - online and in person. Separating payment of fees from enrolment days worked well.

Around thirty percent of our members use the Member Wizard Member Portal to manage their enrolments. Over half of our tutors/leaders use the Tutor Portal for communicating with their relevant classes or groups.

The demography of our membership is about eighty percent female and twenty percent male. Over ten percent are 85 years or over. We have ten members who joined in our first year, 2004, and four whose membership dates from the first fortnight. Statistics that speak to the quality and variety of our curriculum.

The Marchant Community Centre is the home for most of our activities. Our three other venues are Campbelltown Public Library for one group once a month, Athelstone Community Hall, also leased from Campbelltown Council for two hours every Wednesday and Campbelltown Uniting Church Hall for five and a half hours every Tuesday. A few groups are held beyond these venues at no cost to U3ACSA.

With the introduction of Council’s new Bookable system, we made an agreement to hire the Marchant Centre from 9:00am – 5:00pm Monday to Friday throughout the school term, whilst accommodating the Quilting Group which meet on the second and fourth Tuesday of each month. As per the agreement, U3A Campbelltown South Australia pays the full twelve months hire fee for the three Council venues. We pay one term in advance for the Campbelltown Uniting Church Hall.

In previous years we have needed to provide Council with a schedule of classes with days and times, week by week, term by term. It was a time impost for both parties. Now we notify Council in November, along with the publication of our Prospectus and Newsletter, of our intention to continue to hire the Marchant Centre. They invoice us in January for immediate payment. Knowing we commence each year with the venues firmly in place is comforting. We also have flexibility with our programs.

New classes and groups were introduced wherever and whenever possible, for example *Ukulele for Beginners*. Our largest class was Mah Jong spread over two rooms on a Wednesday afternoon, with Circle Dancing at Athelstone Community Hall growing in popularity. In Term 4, thanks to Lyn Porter and some of her class members, the Circle Dancing group stepped in at the very last minute to assist Campbelltown Council with their Ageing Well campaign at the Hectorville Community Centre. Chair Yoga showed an increase in numbers; our other exercise classes were usually filled.

All our classes reflect our motto – ***staying active: mentally, physically and socially.***

Succession planning is vital to the ongoing vibrancy of our U3A. From October 2024, Kerrie Smith, **Member Wizard Administrator**, has been assisted by Kathryn Schapel and James Schapel with the anticipation that Kathryn will assume the role of Administrator mid-2025.



With Kerrie's announced intention of stepping down as **Curriculum Manager** in 2026, the hunt is on to find her replacement **now** to work beside Kerrie throughout 2025. Recruiting younger members to accept key positions is vital to ensure our organization's viability.

There were some successful and enjoyable **Outings** during 2024, thanks to Ros Reddaway who undertook their planning and implementation.

Term 1- the **Air Raid Shelter in Prospect** was popular, with participants learning how volunteers prepared for an attack during WW2. And later, **Carrick Hill Estate**, bequeathed to South Australia by Edward (Bill) Hayward. The Hayward family was famous for the John Martin's Pageant. Very knowledgeable guides brought the history of each venue alive.

Term 2 off to Port Dock 2 to visit the **City of Adelaide Clipper Ship**. A fascinating look at the ship which carried early immigrants from Europe, Scandinavia, the United Kingdom and Ireland. Their journey must have been very difficult. Even first-class was primitive.

Term 3 it was a tour of **South Australian Parliament House**, at the invitation of the Member for Hartley, Hon. Vincent Tarzia, who shared the history of the building. The group was able to sit in the seats normally occupied by Government and Opposition members.

Term 4 it was an 'Out-ing' at the **Adelaide Botanic Gardens**. The excellent volunteer guided participants through the beautifully landscaped gardens, majestic avenues and stunning architecture. The highlight was the Chihuly sculptured glass exhibition making its Australian debut, exclusive to Adelaide. It was a warm day but worth making the effort.

Each term we hold a **General Meeting** – a name which seems to deter some members from attending. In fact, it is an opportunity for all members to gather, hear an interesting and relevant Guest Speaker and catch up over Afternoon Tea with people outside their usual classes or groups. These meetings play an integral part in maintaining the cohesiveness of our U3A. Diane Eichmann sourced some outstanding speakers who were very definitely relevant and interesting. Thank you, Diane.

At the General Meeting following last year's Annual General Meeting, we enjoyed the re-screening of the **History of U3A Campbelltown** videos which were shown at our 20th Birthday celebration, but many people missed because they were busy catching up with friends on the day.

In May, Curator Mark Smith brought us up to date about the essential animal Conservation, Research and Welfare undertaken by **Zoos South Australia**. As a Conservation Charity, every visit, adoption, donation, and ticket, helps save species from extinction. U3A Campbelltown donated \$100 to Zoos SA.

In August, Retired Special Justice and our Treasurer, Paddy McKay gave a timely reminder of the need for an **Advanced Care Directive**, noting recent legal updates with the form, plus the need for a **Will and an Executor**. Many members availed themselves of the resources Paddy supplied.

In November, Sgt Phillip Moss, **SA Police**, gave some valuable advice about Home Security and Personal Safety.

Having arrived at my sixth Annual Report, it is very difficult to find a different way of acknowledging and thanking everyone who contributes to the vibrancy of U3A Campbelltown South Australia. I can't, so I won't. And yes, I know I use that word often – vibrancy!

What stands out is that many tutors and leaders have been volunteering for their classes and groups for many years. With a couple of additions, it is Copy & Paste.

So, thank you to:

- All General Members who participated in classes, groups and activities in good spirit and friendship.
- All our Tutors and Leaders who provided us with all the classes, groups and activities we enjoyed.
- Kerrie Smith for the many hours you contributed as Curriculum Manager and Member Wizard Administrator.
- Our Board members, who played a critical role in ensuring our good governance: Graziella Rosmini as Secretary; Paddy McKay as Treasurer; Vice President Katrina Spencer; Kerrie Smith; Ros Reddaway; Diane Eichmann; Marie Galletta (who provides great photos of our meetings, newsletters, outings and events; Jan Ness; Ann Richardson; Lynn Arnold and Wendy Richards. Their ideas, contribution to discussion, and 'being there' was greatly valued.
- Katrina Spencer, who shadowed me for the year to ensure a smooth transition in her new role as President. Thank you for that, Katrina. I am confident that U3A Campbelltown South Australia will do very well under your leadership.
- Diane Campbell for her editorial skills for our newsletters and Diane with Kerrie Smith for a truly outstanding 2025 Prospectus.
- Helen Ward as our proofreader extraordinaire for newsletters and 2025 Prospectus.
- Kerrie, Anne Bovington and Ros for 'personning' the office every week.
- Thank you to Hon. John Gardner MP and his office staff for the printing of many copies of our newsletters and our Annual Report.
- Thank you to Hon. Jill Whittaker for acting as our Returning Officer today.

And finally, to Graziella Rosmini. My heartfelt thanks for six years of outstanding professionalism, your support, keeping me in line and on track and, especially for your friendship. It has been a wonderful journey together and the best working relationship of my life. I believe we have achieved much together over these six years and can be proud of our joint legacy.

I am delighted you are continuing the journey with Katrina as our incoming President, with our U3A the beneficiary.

It has been my great honour to serve as President of U3A Campbelltown South Australia and I am grateful for the opportunity. It has certainly given me the opportunity to **stay active: mentally, physically and socially.**

I have pleasure in tabling the President's Report for 2024.



**President 2024**  
**U3A Campbelltown South Australia Inc**



## U3A Campbelltown South Australia Inc

Annual General Meeting 2025

Treasurer's Report

BANK SA - ACCOUNT BALANCES as of 1/3/2025		
ACCOUNT TYPE	ACCOUNT NO.	BALANCE
Float		\$30.00
BENDIGO BANK ACCOUNTS BALANCES as of 1/3/2025		
ACCOUNT TYPE	ACCOUNT NO.	BALANCE
U3A Society Cheque Account	192 140 481	\$25981.09
U3A Petty Cash	192 140 507	\$500.00
U3A Fixed Term deposit	194 858 445	\$10736.74
<b>TOTAL</b>		<b>\$37217.83</b>
<b>GRAND TOTAL</b>		<b>\$37247.83</b>

### Notes to the above

- The bank balances above include the enrolments for the 2025 U3A year.
- The Fees were raised to \$55 per person and \$100 per couple in 2022 and remained the same for 2024. I have been asked by the board to make the following recommendation. Accordingly, it is my recommendation that the fee prices for those over 85 be raised to \$15 and that the concession for couples be removed and the fees be \$55 for all under 85 on the basis of equity. These changes will come into effect for 2026 year.
- Expenses such as venue hire were overall greater as venues have increased their fees.
- The bank balance for does include expenditure for 20<sup>th</sup> Birthday Celebration

### Insurance

We are currently insured for \$48960 and I do not believe there is a need to increase the insurance by any significant amount. Some old computing items have been removed from the Asset List and new laptops purchased as part of a Grant will be added before the next bill.

Annual Reports have been sent to Alan Clark for reviewing and his report is attached.

Paddy Mckay

Treasurer

A handwritten signature in black ink, appearing to read 'Paddy McKay', is written over the printed name and title.

# Profit and Loss (Cash)

U3A Campbelltown South Australia Inc

ABN 47 874 424 693

Report Period: 01/01/2024 – 31/12/2024

Account(s) in this report: BB Cheque Account, BB fixed term deposit, BB petty Cash, Express Saver A/c, Society Cheque A/c, Term Deposit A/c

Income	\$	\$
grant	57.00	
Interest Received	2.62	
Membership	17284.00	
office supplies	4.55	
outings1	1141.30	
Sundry Non-GST Receipts	2567.50	
T/fers from other Accounts	4153.91	
<b>Total Income</b>		<b>25210.88</b>

Expenses	\$	\$
Accounting Fees	258.18	
Advertising & Promotion	1815.00	
Bank Charges	117.52	
Office Supplies	912.25	
computing exp	554.55	
Course Materials	313.55	
GST FREE Refreshments Office supplies	499.15	
Insurance	978.18	
Insurance - GST-Free Portion	106.26	
internet and Phone	1138.69	
outings	189.09	
outings 2	890.00	
Postage	326.45	
Sundry GST Payments	1453.90	
Sundry GST-Free Payments	480.00	
Sundry Non-GST Payments	600.00	
T/fers to other Accounts	850.00	
Venue hire	900.00	
Venue hire GST	5245.45	
<b>Total Expenses</b>		<b>17628.21</b>

**Net Profit (Loss)** **7582.66**

Please Note: This report may require adjustment for depreciation or 'accrual' items depending on your tax or accounting requirements.

# U3A CAMPBELLTOWN SOUTH AUSTRALIA INC

(ABN 47-874-424-693)

338 Gorge Road,

Athelstone SA 5076

## AUDIT REPORT

### FINANCIAL YEAR ENDING 31/12/2024

I, Alan N. Clark, have reviewed the Financial Records ending December 31<sup>st</sup> 2024 and in my view the accounts reflect a true and fair view of the financial position of U3A Campbelltown South Australia Inc. (ABN 47-874-424-693)

It is highlighted the name change, (South Australia added) was affective from September 12<sup>th</sup> 2024.

The accounts are prepared on a cash basis.

Refer Audit Report March 27<sup>th</sup> 2024.

Point 1. The fees received are clearly not identified by the year. I have requested this information.

Point 2. This point is no longer correct as the Trading Name has been adjusted in September 2024, to be U3A Campbelltown South Australia Inc.

Point 5. It appears that the Cash Float, as at 31/12/2024, was not returned to the Cash Float amount of \$500, which means that an amount of expenditure of \$314.19, (\$500 less \$185.81 = \$314.19) was not reflected in the accounts.

## BENDIGO BANK

### **BANK BALANCES as at December 31<sup>st</sup>**

	2023	2024
U3A Society Cheque Account	\$25,326.43	\$31,656.92
U3A Petty Cash	\$495.60	\$185.91
U3A Fixed Term Deposit	<u>\$10,249.32</u>	<u>\$10,736.16</u>
Grand Total	\$36,071.35	\$42,578.99

U3A CAMPBELLTOWN SOUTH AUSTRALIA INC

## PETTY CASH

I have undertaken a review of all the payments and in some instances, copies of the Tax Invoices were not located. The only deposits that should be reflected in the Petty Cash Account, are the deposits that return the Petty Cash Account to the Cash Float of \$500.(eg. Deposit 6/9/2024 - \$22) this allows for the expenditure to be reflected in the main account. As many invoices have not been sighted, I am uncertain that the correct value for G.S.T has been recorded.

### DEPOSITS – PETTY CASH

31 <sup>st</sup> Jan 2024	interest earned	\$0
29 <sup>th</sup> Feb 2024		\$300.00
28 <sup>th</sup> March 2024		\$700.00
30 <sup>th</sup> April 2024		\$0
16 <sup>th</sup> May		\$250.00
27 <sup>th</sup> June 2024		\$350.00
Aug 2024		\$189.50
6 <sup>th</sup> Sept 2024		\$22.00
Oct 2024		\$0
Nov 2024		\$630.00
Dec 2024		\$0.01
Total		\$2441.51

## BENDIGO BANK FIXED TERM DEPOSIT

### FINANCIAL YEAR ENDING DECEMBER 31<sup>ST</sup>

Financial Year 2023 Interest	\$249.32
Financial Year 2024 Interest	\$486.84

	<b>2023</b>	<b>2024</b>
Petty Cash Balance	\$495.60	\$185.81
Fixed Term Deposit as at December 31 <sup>st</sup>	<u>\$10,249.32</u>	<u>\$10,736.16</u>
<b>GRAND TOTAL FUNDS</b>	<b><u>\$46,816.27</u></b>	<b><u>\$53,500.96</u></b>
Increase in Funds Held		\$6,684.69

(Includes Fees for 2025) Received November 2024 and December 2024

Estimate of Fees for 2025 is \$12,325.00 received in Financial Year ending December 31<sup>st</sup> 2024 from 269 members.

### **MATTERS TO BE ADDRESSED**

- The original Bank Statements should be held by the Treasurer.
- All original Tax Invoices should be forwarded to the Treasurer for processing.
- Revenue accounts for fees should reflect the year. e.g. Revenue 2025 and Revenue 2026. (This will clearly define the correct Financial Year.
- Petty Cash system to be kept on reimbursement basis to the Cash Float of \$500. This will allow the expenses to be reflected in the Main Account and correct G.S.T. amount recorded.
- Payment to AON Insurances on 19/9/2024, an amount of \$1,182.26. no Tax Invoice was sighted.
- All suppliers should be encouraged to use the correct name; U3A CAMPBELLTOWN SOUTH AUSTRALIA INC

### **SUMMARY**

Without sighting all of the Tax Invoices it is possible that further G.S.T. maybe claimed at a later stage if copies could be supplied.



ALAN N. CLARK F.I.P.A.

27<sup>th</sup> February 2025

U3A CAMPBELLTOWN SOUTH AUSTRALIA INC