

## Annual General Meeting 1pm, 10<sup>th</sup> October 2016 At Morrissey Day Centre



Morrissey Homestead Incorporated  
123 South Western Highway  
BUNBURY WA 6230

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## **Vision Statement**

*Morrissey clients will experience genuine wellbeing and achieve their potential in terms of their own independence, will be embraced in the region as people who enrich community life. Morrissey Homestead Inc. will be resilient, secure and will be recognised throughout the region as an excellent provider of community care.*

## **Mission Statement**

*Our primary mission is to help our clients onto their own individual pathways to improved wellbeing, greater participation and optimum independence. This will be achieved by providing a unique approach of services from warmly welcomed, places of friendship and fun, understanding the changing needs of clients and their carers and implement improvements in the timeliest way possible.*

# BOARD OF MANAGEMENT 2015/2016

Alison Comparti – Chairman



## Community Representatives

Murray Cook - Deputy Chairman



Woody Woodhouse - Treasurer



Bill Adams  
(Shire of Harvey)



Brendan Kelly  
(City of Bunbury)



Kate Keefe  
(Community Rep)



## Elected Members

Mary Hutchinson



Heather Willetts



### Patron

Annette Whitelaw

### Accountants

Nomad Accounting

### Auditors

AMD Chartered Accountants

### Legal Advisor

Lander Lawyers

## STAFF

### Manager

Anne Mitchell

### Client Service Coordinator

Ann Clapp

### Program Development Coordinator

Michelle Ferguson

### Assistant Manager

Lisa Malatesta

### Finance

Lisa Soulos

### Casual Admin Assistant

Judy Franks

### Client Assistants

Patience Aggudey

Melissa Buckley

Angie Gallagher

Janna Hayes

Deborah Hoskins

Tracey Hovard

Bernie Humphries

Mulwa Kimanzi

Meg Midgley

Amelia Parisella

Lyndall Rogers

### New Staff

Fiona Ledwell-Kenyon

Kellie Meadows

Theresa Saunders

Kelly Van Raalte

### **Kitchen**

Kelly Hillman  
Christie Bishop

Jayne Starkey  
Marilena Torrisi

### **Maintenance / Cleaning**

Alfio Torrisi

### **Staff who Ceased Employment**

Nicole Bermudez  
Rosalie Carmichael (Retired)  
Vicki Harper  
Jessica Howells  
Jason Purdy

Natasha Saunders  
Mark Taylor  
Billie-Gay Thomas  
Nicole Vivers  
Amelia Parisella

## **Services offered by Morrissey Homestead Incorporated**

### **Day Centre**

### **Day Centre Transport**

#### **Morrissey Day Centre**

123 South Western Highway, Bunbury

#### **Leschenault Day Centre**

Lot 42A Leisure Drive, Australind

### **Activities may include**

Swimming, Ten Pin Bowling, Ceramics, Painting,  
Arts Appreciation and Crafts, Games, Bingo, Singing  
Guest Speakers, Entertainers and much more  
plus morning tea and a three course meal

### **Outings & Outdoor Activities**

Includes:- Day Trips to places of interest, Fishing,  
Annual Holidays

Weekend Young Adult Programs and Camps

Community Events, Out & About

Creature Comforters (an animal program)

Teens weekend Program

School Holiday Program

### **Other services**

Transport/Social Support/Domestic Assistance

Respite including Overnight

**Carers Support** Morrissey Homestead Inc. acknowledges and recognises the onerous commitment of Carers. Morrissey Homestead Inc. strives to support carers in their valuable role.

**Volunteers** Morrissey Homestead Inc. values and recognises the contribution of volunteers, who give freely of their time and expertise.

**Students Placement** Morrissey Homestead Inc. offers work experience placements to High School students, South West Institute of Technology (SWIT), Red Cross, Corporate First Aid and Edith Cowan University (ECU) students. This year we have offered a placement for three months to a 3rd year Social Work Student from Edith Cowan University. SWIT students are completing courses in Aged Care or Social Services. Students from Red Cross and Corporate First Aid are completing courses in Certificate III Individual Support.

High School Student placements of 8-10 days are given an opportunity to gain valuable experience working in this industry.



**ANNUAL GENERAL MEETING**  
**10<sup>th</sup> of October 2016, 1pm**  
**123 South Western Highway, Bunbury**

<b>Agenda</b>
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1. Welcome by Chairman
2. Present
3. Apologies
4. Minutes of previous Annual General Meeting
5. Business arising from the minutes
6. Presentation of Chairman's Report
7. Presentation of Audited Accounts
8. Presentation of Treasurer's Report
9. Presentation of Manager's Report
10. Election of Member Representatives
11. Election / Endorsement of Community Representatives
12. Appointment of Auditor
13. Appointment of Patron
14. Appointment of Legal Advisor
15. General Business
16. Close of Meeting

Followed by Afternoon Refreshments

## MORRISSEY HOMESTEAD INCORPORATED

### Minutes of the Annual General Meeting Held at Morrissey Day Centre 123 South Western Highway, Bunbury 12<sup>th</sup> October, 2015

Item	Content	Moved	Seconded	
<i>Welcome by Anne Mitchell</i>	Anne Mitchell welcomed all to the meeting and handed the meeting over to the Chairman.			
<i>Welcome by Chairman</i>	Alison Comparti welcomed all to the meeting.  Alison Comparti acknowledged the previous Chairs Tania Jackson, Adrian Egan and Phil Smith.  Alison Comparti also acknowledged Annette Whitelaw as Patron and previous Manager of the Centre.			
<i>Present</i>	Total ( 44 ) Financial ( 22 ) Life members ( 1 ) Non-Financial/Guests ( 3 ) Staff ( 9 ) Board ( 8 ) Patron ( 1 )			
<i>Apologies</i>	Hon. Nola Marino MP Hon. Dr Sally Talbot, MLC Hon. Colin Holt, MLC Bruce Langoulant Phyllis Barnes Tom Postons Yvonne McNeil Betty Schultze Joy Leopard			
<i>Minutes Of Previous Annual General Meeting</i>	All members have received a copy of the minutes.			
<b>Motion:</b>	<b>That the minutes be accepted as a true and correct record of the 2014 AGM.</b>	<b>Len Peat</b>	<b>Danzy Watkins</b>	<b>Carried</b>
<i>Presentation of Chairman's Report</i>	Alison Comparti thanked the Board and advised that Pam Mason and Ray Dau were resigning from the Board.  Alison Comparti acknowledged Pam Mason's commitment to Morrissey Homestead Inc and thanked her for stepping up to Chair when necessary. Alison Comparti also thanked Ray Dau for his commitment to the Centre and his representation on the Board.  Alison Comparti acknowledged the two Local Government Authorities representatives and Board members Deputy Mayor Kelly from the City of Bunbury and Cr Adams from the Shire of Harvey.  Mary Hutchinson, Client representative was acknowledged and it was advised that Mary Hutchinson will be continuing in her role on the Board.  Alison Comparti acknowledged the contribution provided by Woody Woodhouse (Treasurer) and Kath Keeffe.  The Board members are expert in a variety of areas and provide			

	specialist advice and services to the Centre.  Alison Comparti thanked the Manager, Anne Mitchell and staff for providing a quality service.			
<i>Presentation of Audited Accounts</i>	Woody Woodhouse, Treasurer presented the Audited Accounts and advised that the role of Treasurer was easier due to the staff's contribution. Advised that there were no issues with the audit.			
<i>Presentation of Treasurer's Report</i>	As per AGM report			
<i>Presentation of Managers Report</i>	Ann Mitchell thanked all the staff and clients and advised that it was an absolute pleasure working at Morrissey Homestead Inc.			
<b>Motion:</b>	<b>That the Chairman's Report, Treasurer's Report and Manager's Report be accepted.</b>	<b>Danzey Watkins</b>	<b>Sybil Clithero</b>	<b>Carried</b>
<i>Election of Member Representatives</i>	Alison Comparti introduced Heather Willetts and Mary Hutchinson, Client Representatives. No other nominations to present.			
<b>Motion:</b>	<b>Heather Willetts (2015/2016) and Mary Hutchinson (2015/2017) to be endorsed as Member Representatives.</b>			<b>Carried</b>
<i>Election / Endorsement of Community Representatives</i>	Murray Cook has been endorsed by the Board for a one year term and is seeking formal endorsement. Brendan Kelly or an alternative from the City of Bunbury be endorsed for one year (Brendan up for LGA election). Woody Woodhouse re-nominating for a further 2 year term 2015/2017. Bill Adams (or alternative representative) representing the Shire of Harvey and Kath Keeffe have been endorsed by the Board for a two year term and seek formal endorsement.			
<b>Motion:</b>	<b>Woody Woodhouse, Kath Keeffe and Bill Adams or an alternative from the Shire of Harvey be endorsed for two years (2015 to 2017). Murry Cook, to be endorsed for one year (2015/2016).</b>			<b>Carried</b>
<i>Appointment of Auditor</i>				
<b>Motion:</b>	<b>AMD Chartered Accountant appointed as auditor for the coming year.</b>	<b>Ron Hayes</b>	<b>Heather Willetts</b>	<b>Carried</b>
<i>Appointment of Patrons</i>	Annette Whitelaw, Manager of MHI (1986 – 2009) has agreed to continue as Patron.			
<b>Motion:</b>	<b>Annette Whitelaw, be appointed as Patron for a further year with the endorsement of the Board.</b>			<b>Carried</b>
<i>Appointment of Legal Advisor</i>				
<b>Motion:</b>	<b>Paul Lander of Lander Lawyers to be endorsed as a legal representative.</b>	<b>Danzey Watkins</b>	<b>Len Peat</b>	<b>Carried</b>
<i>Retiring Deputy Chair</i>	Alison Comparti thanked Pam Mason, Deputy Chair for her four years of service and presented her with a gift in appreciation of her contribution to Morrissey Homestead.  Pam Mason addressed the meeting advising that she enjoyed her time with the Board and wished Morrissey Homestead Inc the best for the future.			
	Alison Comparti thanked everyone for attending the AGM.  <b>Meeting Closed at 1.30pm</b>  <b>CHAIRMAN _____</b>			

## 2015/2016 Chairman's Annual Report



This year Morrissey celebrated 30 years of wonderful community service to the greater Bunbury area. So many staff and volunteers have contributed to our service over that time, at our party on the 6<sup>th</sup> September we had a chance to thank them, and celebrate this wonderful milestone with our current clients.

I am always pleased to see that clients are so interested to attend the annual general meeting; it is always good for the board, staff and volunteers to see the clients who benefit from our efforts. We are all part of the Morrissey Family and it is a very special place to be a member of.

Thank you to Murray Cook (Deputy Chair), Woody Woodhouse (Treasurer), Cr Bill Adams and Deputy Mayor Brendan Kelly (Local Government Authority representatives). The board welcomes 2 new board members – Annette Whitelaw and Rowland Blades.

Thank you to our client representatives - Mary Hutchinson and Heather Willetts – who served for 6 months, and lastly Kath Keeffe – who also assisted with this year's Senior Management assessments.

Issues the board has sorted out this year include power supply and the water pressure issues at the Leschenault Centre with the Shire of Harvey. We have signed a Memorandum of Understanding with Alzheimer's Australia, so that they are certain we can provide the services their clients need.

The board has revised the Strategic Plan for a further 5 years, and is embarking on an organizational and structural review which is soon to start – just to make sure we are as efficient and effective as we possibly can be. The documents which will come out of that review will provide us with a blueprint for our service into the future, and ensure we remain competitive in our market.

The leases of our 2 buildings are currently under review, and we may need to pay more than we have in the past for the use of our premises, we are hopeful that we will be able to negotiate with the 2 local government authorities, and get the recognition we deserve for providing such a valuable service.

We now have a vehicle replacement policy and a consistent supplier for our vehicle servicing.

Thank you to our Patron Annette Whitelaw for another year of her support. Annette has become a board member this year and we will be welcoming a new Patron.

We are looking at new ways to provide services with the changes to how the Government distributes the money to people who qualify for MyWay and NDIS.

Our capital improvements this year include - automatic doors in the foyer, new paving, and general maintenance, solar powered air-conditioning in the foyer and the conference room, and a new combi oven will be ready for service at our Leschenault centre. We have also installed a new payroll system and upgraded our accounting software.

We are always looking to improve and extend our services – one very successful example has been the provision of school holiday programmes, and in centre respite services as well as domestic assistance.

We are very lucky to have a well skilled and flexible staff who relish new challenges. Thank you to Anne Mitchell and Lisa Malatesta and their team of staff and volunteers for making Morrissey Homestead Incorporated such a wonderful service for the SW.

This is my last year on the Board of Morrissey, I am stepping down from the Board as of today – I have been very proud to be involved in this amazing service, particularly as your Chairman. I wish each one of you more success and look forward to watching this extremely valuable and valued organization continue to flourish.

**Alison Comparti J.P.**

**Chairman  
MHI Board**

**2015/ 2016**

**Treasurer's Annual Report**



The audited financial statements for the financial year to 30th June 2016 include all of Morrissey Homestead Inc. activities and those audited financial statements form part of and are incorporated in my report.

The main income for the day to day running of our facilities is derived from Home and Community Care (HACC), via the State Govt. which includes funding from the Federal Govt. Other Income has also been received from the sale of batteries, which continues to be a valuable earner, together with donations and interest from Funds on short term deposit.

Grants received from HACC in respect to the current financial year and not used to provide services in the current financial year are shown as Grants received in advance in the accounts. As a result the Morrissey Homestead Inc. Profit & Loss statement shows neither a surplus nor a deficit in respect to the current financial year's Grant funding. The surplus for the current year reflects income from prior year surpluses which are to be transferred to the Asset Replacement Reserve

Our major costs continue to be on staffing due to the type of organisation Morrissey is, which requires a high level of individual care and attention to our clients. Other significant expenditure items are motor vehicles running costs, general maintenance and insurance.

During the financial year we replaced one motor vehicle at a cost of \$24,192 and also upgraded our air conditioning system at a cost of \$12,562.

**William Woodhouse**  
**Treasurer**

## 2015/2016 Managers' Report



Morrissey Homestead turned 30 this year. The organisation was first incorporated in 1984 moving to this site in 1986. There is a saying that today is the first day of the rest of your life and I am thinking that this year is the first day for the rest of Morrissey Homesteads life. There are many changes taking place, however our prime focus will always remain our clients.

It is evident that the next few years will see some changes to our funding and the WANDIS will be rolled out to the Bunbury area. MHI is ready as we are now a provider for the Disability Services Commission. The Department of Health (SACACD formally HACC) has allowed MHI to convert some funds to provide Domestic Assistance. This service will complement the other services we are currently providing. Additionally an application to HACC for recurrent funding to provide Personal Care has been submitted together with an application to the Federal Government to become a provider for Aged Care.

Once again Civilcon has been helping us with a major transformation of our Bunbury building. The pavers on the lake side and in the atrium have been replaced and a roof has been installed over the walkway into the building. This work has been funded by Non Recurrent funding from the Department of Health and our Asset Replacement Reserves. A Combi oven and an additional gate to separate the bin and gas bottle area have been installed at the Leschenault Day Respite Centre.

During the year we upgraded our accounting software including moving to electronic timesheets. My thanks to the finance team and all staff for embracing this change, in particular Lisa Malatesta and Lisa Soulos.

MHI has continued to host many students throughout the year. This year we have built a strong relationship with Corporate First Aid hosting their students together with utilizing Corporate First Aid as our preferred training provider for our staff training.

We have once again hosted a three month placement of a Social Work Student from ECU, along with students from TAFE and high schools.

I would like to take this opportunity to thank all those involved in the MHI community, our Board, our Staff, our Volunteers our Students. With your support MHI meets its Mission and Vision. By meeting these ethos our clients receive the care and support they require to assist them on their individual pathway.

**Anne Mitchell**

Morrissey Homestead Inc. being an incorporated body is managed by a Board elected by the Members. The Board is comprised of two Member Representatives and between four and eight Community Representatives.

### **Member Representatives**

#### **Mary Hutchinson**

Mary Hutchinson has agreed to complete the second year of her two year term 2015/17



### **Election of Member Representative**

**The Board has pleasure in presenting to you for election a Member Representative**

#### **Kath Keefe**

was coopted to the Board in February 2015 and is seeking endorsement for a two year term 2015 – 2017 as a Member Representative.



My name is Kathryn Keefe and I joined the Board of Morrissey Homestead this year. I am a Chartered Accountant by profession and my family and I are involved in businesses in Broome & Kununurra and we have a small vineyard in the Ferguson Valley. My connection to Morrissey was initially through my intellectually disabled brother who attends Morrissey. He loves his time at Morrissey and it offers invaluable support to my Family.

We are incredibly fortunate to have a facility like Morrissey Homestead in Bunbury and as I have quite extensive experience as a Board Member including being a former Board Member of Constable Care Child Safety Project, I was excited when invited to become a Board Member at Morrissey. My role on the Board gives me an opportunity to contribute to an organisation that gives so much to the Community.



## Community Representatives

The Constitution allows between four and eight Community Representatives. Woody Woodhouse and Bill Adams have agreed to complete the second year of their two year term.

**Woody Woodhouse**



**Bill Adams**



**The Board has pleasure in presenting to you nominations for a  
Two year term 2016 – 2018**

**Murray Cook – JP**



Murray has been a City of Bunbury Councillor since 2011 and is currently Deputy Chair on the Board of Morrissey Homestead.

Since being elected to Council Murray has worked virtually full time looking after City residents with some considerable success and, at the moment, sits on the management boards or committees of several agencies in addition to the Morrissey Homestead Board. They include; the Bunbury Local Emergency Management Committee, Chairman of the SW Young Driver Development Programme (YDDP), the Bunbury-Harvey Regional Council (waste management for Bunbury & Harvey), Peron to Naturaliste Partnership, Leschenault Catchment Council and the Southern Joint Development Assessment Panel.

Murray is an affiliate member of the RSL and has been a Justice of the Peace (JP) for 36 years and is a regular attendee at the Bunbury JP Signing Centre.

Murray will be extremely proud to continue with the Morrissey Homestead Board and he believes he will make a tangible difference and seeks re-election to your Board.



## **Brendan Kelly, Representing the City of Bunbury**



As Deputy Mayor of the City of Bunbury, I am grateful that important community matters are addressed by the MHI Board. The Morrissey Homestead premise is owned by the City of Bunbury and it is vital to have good communication between the City and the Board. MHI continues to provide a high level of service to the community and the City of Bunbury appreciates its contribution to City life.



## **Rowland Blades**



Rowland joined the Board of MHI in August 2016. His area of expertise revolves around Community Development and Contract Management.

Rowland was employed by the WA Government for over 30 years and has worked in various postings around the state ranging from building facilities to advising on funding for the communities. He was also involved in voluntary groups, particularly in committees, who helped these groups function well and efficiently.

Rowland moved to Bunbury in late 1999 as the Home and Community Care (HACC) project officer with the Department of Health, a role he commenced while in Geraldton. By the time of his retirement in 2013 he was responsible for some large contracts ensuring the delivery of Home and Community Care in the Southwest.



**Annette Whitelaw**  
One year Term 2016 to 2017



Annette Whitelaw joined the Board in August 2016. She has an extensive knowledge of the Disability and Aged Care sector gained whilst in the position of Manager of Morrissey Homestead Incorporated from 1987 till retirement in 2009.

Annette was instrumental in the development of Morrissey Homestead Inc. through successful funding applications to the HACC program, Royalties for Regions and Lottery West. Throughout her Managerial Annette was successful in particular with the construction of the Bunbury facilities in 1992 and negotiated with the Shire of Harvey to lease property to construct the Leschenault Day Centre, the building was opened in 2008.

Annette has held the position of Morrissey Patron for the past couple of years and continues to be an advocate for MHI and remains committed to the Mission and Vision of Morrissey Homestead Incorporated.



