



# CMA

Companionship & Morning Activities for Seniors



**Annual Report 2024**

## Our Mission

To provide companionship and activities to seniors who are isolated in the community.

## Our Vision

Older persons have value and are a resource.

There is adequate support and services to older persons.

Opportunities are created for contribution of experience and wisdom.

## Life Members

Lizzie Collenette	Janice Cunliffe	Sue Davy	Dave Winslade
John Holloway	Richard Howard	Yvonne Estcourt	Yoshiko Barry
Eddy Hsu	Marion Kane	Rosa Lee	David Broom
David Sang	Keith Searle	Rudolph De Smidt	Bruce Torkington
Elizabeth Cox	Marlene Crosby	Raina Nilsen	Maureen Mould
Elizabeth Jubber	Rae Myhill	Anette Miller	Beverley Roiguard
Karlo Masters			

## Life Members to be awarded 2024

Heather Arnold	Antionette Balthazar	Ruth Dutton	Ruth Byrne
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## Board Members

### **Ann Coughlan – Chairperson**

Anne joined the CMA board in 2023 and was formerly the CEO of Mercy Parklands Hospital for nearly 22 years, until its closure in March 2023. Ann brings her extensive experience and in-depth knowledge of the aged and health care sector and the issues affecting our elders. Ann has a special interest in end of life palliative care and dementia and is a Director on the NZACA Board and is part of the NZACA Nurse Leadership Group.

### **Robyn Walker – Vice-Chairperson**

Robyn Walker has been a member of the Governance Team for North Shore CMA since June 2017. Robyn volunteered at the Mairangi Bay CMA centre from 2016 to 2018. Robyn has a Bachelor of Science degree majoring in Computer Science, a Postgraduate Diploma of Business, and an MBA, all from the University of Auckland. Robyn has over 30 years' experience in IT Project Management in NZ and UK. Robyn is also the General Manager for North Shore CMA since January 2024.

### **John Stewart – Secretary**

John has worked in financial services for over 35 years in New Zealand both internationally and in NZ, living on the North Shore for the past 18 years. John is passionate about giving back to the community and enjoys mentoring promising young professionals in the risk profession. For relaxation John enjoys spending time with his family, and walking his dog. John has travelled extensively and enjoys experiencing different cultures.

### **John Brodie – Treasurer**

John has been a member of the Governance team in his current capacity since June 2021. He was educated in Palmerston North and graduated from Victoria University with a Bachelor of Commerce and Administration in Accounting and Law. He became a Chartered Accountant and after working in North America for several years returned to New Zealand in 1980. He has lived in the North Shore for the past 40 years. He is the principal in his own small consulting firm and is transitioning into retirement. Through his involvement in the Aged Care sector and CMA he is keen to provide his ongoing support for community-based care organisations.

### **Kiri Beven – Supervisor Representative**

Kiri is the mum of two girls – India and Molly, and coming up 17 years married to Andy. Her girls definitely keep her on her toes and they all adore being outdoors and love nothing more than being near the beach. In her younger years Kiri represented NZ at Waterpolo. Her background in work is mostly in the travel industry and one wonderful job was travelling the world and helping rate 5-star hotels. Kiri came on board with CMA in July 2018 and is now our Funding & Marketing Manager at head office. Kiri previously ran one of our centres and is a staff representative on our Board. She is passionate about helping mature clients get more active and improve their general strength and wellbeing, and would love to study more around the areas of dementia and keeping active in our old age. She adores a good chat, and you will often find Kiri running late as she stops to chat to everyone. Coming from a sporty family she is a big believer in keeping your body as active as your mind.

### **Liz May – General Member**

Liz joined the board in 2023. Liz was formally the CEO of ShopCare, a charitable trust that provides Industry leadership in Health and Safety across the Retail and Supply Chain Sector. Prior to that Liz had a lengthy career at Woolworths/Countdown and her last role there was as GM of Logistics. Liz believes that everyone lives a vital and important life and is passionate about ensuring that older adults continue to reach their potential.

### **Dr Michaela Broehl-Cieslik - – Volunteer Representative**

Michaela became a CMA volunteer for the Belmont centre in 2020 and joined the GT a year later. She recently retired from her overseas position as consultant anaesthetist and has previously also volunteered as medical doctor in the Philippines and Nepal. Michaela also worked for several years as a nurse aide in rest homes and hospitals during her medical studies and also cared for her severely disabled mother, suffering from MS. She is passionate about health- and cost-conscious cooking and enjoys catering for two centres a week with freshly prepared meals. Supported by her Labrador dog Skila, she strives to offer some break from isolation to our elderly community members.

### **Tom Simpson – Member Representative**

Tom and his wife Beryl have been members of CMA since 2017, attending both Glenfield and Mairangi Bay centres. Tom has lived most of his life on the North Shore in a house they built in 1966. Tom is from an engineering background, and has for 35 years taught students at high school level as well as adults for advanced trade certificates. Tom's time is now spent in his workshop doing craftwork and model making plus repairing items for friends when they get broken! For many years he has been involved with operatic and repertory groups doing stage management and lighting for their many productions. Tom joined the board in June 2019 as a member representative.

### **Dr Vivien Wei Verheijen – General Member**

Dr Vivien Verheijen is passionate about strengthening diversity and inclusion and supporting ethnic women's leadership and gender development. Vivien received a Doctor of Philosophy (PhD) in Public Policy at Auckland University of Technology. She holds various advisory and governance positions across government, NGOs, business and professional sectors. She is a Director of Comprehensive Care PHO, a member of the Consumer Advisory Committee, PHARMAC and a Lay Member of the National Standards Committee, New Zealand Law Society. Vivien is strong in advocacy for consumer perspectives and rights.

### **Melanie Blewett – Volunteer Representative**

Melanie was born in the UK in the early sixties and moved to New Zealand with her family as a baby, growing up in various parts of Auckland. She has spent the last 30 years on the North Shore and now lives on a lifestyle block in Coatesville with her husband of 37 years. Mel has 2 grown up children, a daughter in Auckland and a son in the Netherlands. Mel was a laboratory technician in medical microbiology before having her family and committing to being a full time Mum. She spent many years on many committees. working in tuck shops, uniform shops, helping on school trips and managing kid's sports teams (much to their embarrassment). Mel's weeks are full with volunteering at Albany and Red Beach CMA which she loves and has been doing for the last 9 years. She loves gardening and catching up for walks with friends although admits to more coffee than walking!

## Staff

### **Robyn Walker – General Manager**

Robyn Walker has been the General Manager for North Shore CMA since January 2024. Robyn has been involved with North Shore CMA as a volunteer (2016 to 2018) and a member of the Governance Team for North Shore CMA since June 2017. Robyn has a Bachelor of Science degree majoring in Computer Science, a Postgraduate Diploma of Business, and an MBA, all from the University of Auckland. Robyn has over 30 years' experience in IT Project Management in NZ and UK.

### **Kiri Beven – Funding & Marketing Manager**

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### **Jacinda Tyson – Supervisor Birkdale, Glenfield and Sunnynook CMA**

Jacinda started volunteering at CMA in 2004 at the Sunnynook centre. She was employed as the supervisor of Sunnynook in 2016 and then went on to take on the Birkdale and Glenfield centres. Jacinda continues to bring warmth and enjoyment into her CMA centres. Jacinda feels that volunteers are the lifeblood of CMA and through her three centres she has volunteers from across the globe bringing diversity and inclusiveness. Glenfield remains one of our larger centres with Birkdale keeping that small family feel that some enjoy more. Jacinda has a great passion for older people and recently completed her level 3 certificate in health and wellbeing through New Zealand Tertiary College.

### **Maria Ugarte – Supervisor Mairangi Bay and Albany CMA**

Maria moved to New Zealand in 2019 from Argentina with her husband and two young children and joined CMA in July 2022 and is the supervisor of Albany and Mairangi Bay. Maria has a degree in Human Resources, a degree as an ESOL teacher and more than 10 years experience in the Education area. While she was studying, she was the manager of a Retail store in Argentina for 6 years. Maria is also a volunteer at St John's Primary school where her kids attend. She is thoroughly enjoying her new challenge here at CMA.

### **Moira Bryant – Supervisor Red Beach and Stanmore Bay CMA**

Moira has lived on the Hibiscus Coast for many years working as a caregiver and as a teacher for young people with disabilities. Moira has two adult children who are now living and working in their chosen careers both here and overseas. Moira has previously volunteered for CMA when her mother-in-law attended. Moira joined CMA at the end of 2023 taking over as Supervisor for the Coast Centres in Red Beach and Stanmore Bay from the start of 2024. Moira has a passion for helping others so is a good fit for our centres.

### **Becky Little – Supervisor Belmont CMA**

Becky is mum of two children, a daughter and a son, who she enjoys immensely. Becky also runs her own successful bespoke clothing business. Becky moved to NZ some years ago from the UK, where she was a lawyer and welfare advisor. Since moving to NZ, Becky has become very involved in community life and making a difference for those she is involved with. Becky was instrumental in setting up the Eat Right, Be Bright initiative a few years ago, which has made a real difference for children in schools by providing school lunches. Becky is passionate about helping improve the lives of all the people she is involved with in her life and work. Becky joined CMA as a Belmont Centre Supervisor at the start of 2024.

## Chairperson's Report

### Ann Coughlan – Chairperson

It is my privilege to welcome the membership of the North Shore CMA to the 53<sup>rd</sup> Annual General Meeting of your organisation. I would like to begin with acknowledgement of the staff, volunteers, and Governance Team of CMA who in different ways, all contribute the heartbeat to our organisation.

The heart of our work has been the running of our 8 activity centres from Belmont to Red Beach. During the year we saw over 130 members engage in our centres. We provided 5,856 volunteer hours, and we made over 300 meals.

Our centre supervisors are committed, incredibly special people. We said goodbye to Jill Guest as a supervisor and thanked her for the great work she did in running the Belmont centre. Kiri Beven has moved into a new role as Funding and Marketing manager. Rachel Quin Gilbert our manager for nearly 13 years has moved on. Robyn Walker has stepped into the role of General Manager to provide continuity in executive management of CMA activities and has worked diligently with the Governance Team bringing a fresh perspective and renewed energy to CMA ensuring we remain at the forefront of our services, a strong voice for the elderly sector on the Shore, a refresh in our strategic direction, increasing the visibility of CMA and identifying new funding opportunities.

To our Governance Team (GT), we thank you for your time and energy in helping guide CMA. During the past year, the GT has reviewed and updated policies pertaining to a range of areas. The job descriptions for the Manager and Supervisor positions have also been revised. A new upgraded and integrated HR policy has been created, with planned revisions of other areas. Opportunities to attend training relevant to the GT have provided benefits to the team in the areas of legal, financial and risk responsibilities of Board Members.

Over the last year, we have completed First Aid training for staff and volunteers. Specific Dementia training for our staff is planned for later in the year to care for those who have dementia.

There have been no disruptions due to weather events in the current year! Our support office has shifted to a new location in the Community Services building behind the Takapuna Library building.

We decided to replace our annual Fun Day with our two regular events. The mid-Winter Christmas event was held at the popular Bays Club in Browns Bay, and we held a Christmas event at CenterStage in Orewa last year, with a great musical performance to accompany our celebration.

North Shore CMA continues to operate financially with adequate reserves to take us through the next financial year. Our strategic planning is focussing on new funding sources, the importance of data collection and analysing the information for better planning and sustainability, but also for new growth opportunities to expand our services. An Age in Place project was completed in 2023 with a grant from the Ministry of Social Development where we explored what is offered to our guest demographic in the communities in which we operate. The resulting report identified a growing need to support Auckland's ageing population to age in place as much as possible. This has led CMA to explore options for expanded offerings and/or new services. We are currently creating a Business Case to seek funding to open a new pilot Day Centre on the North Shore to offer expanded services and hours for those in need. Opportunities also exist in promoting an intergenerational connection/programme between our members and schools to connect socially and develop compassion for one another through relationships and communal responsibility.

Finally, we thank all the direct funders on whom we rely for our existence and whose details are outlined in the Financial Report. We recognise the duty we have to use your donations carefully and with the best interests of our elderly guests always front of mind. We believe North Shore CMA remains a relevant and robust community organisation.

There are some clouds on the horizon, however. The model which has carried us through the past fifty years needs to be re-examined. The Governance Team are planning to navigate a course through the inevitable uncertainties of the coming 2024/2025 financial year.



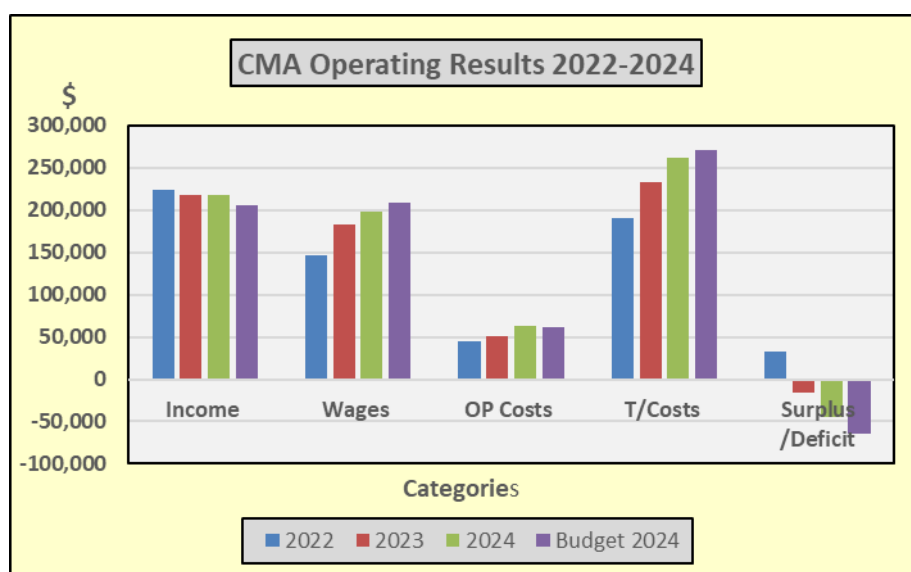
## Annual Treasurers Report 2024

For the period ended 31 March 2024 CMA had budgeted for an overall loss of \$65,067. The audited result is a loss of \$44,654 for the current year. This reflects a combination of improved income and a lower level of costs over the budget. Since 2022 as can be seen from the graph and attached table revenue has dropped slightly on average by 7% and costs increased by 38%.

The current economic climate will continue to place pressure on CMA's long-term viability. We are continuing to look at all opportunities to reduce costs principally in transportation and the viability of some centres where lower attendance of our guests is apparent. It is costing CMA approximately \$2,000 per annum for each of our 131 active members in the current model. There are three centres which fall into this category. While we have recently had minimal increases to our Member and Transportation contribution, the demographics of our Member base and the actual cost of providing our services remains large.

## Grants

The table below shows grants received from our funders in the current financial year. Overall, the grants have decreased slightly by \$3,600. We have a stable base of funders, however the amount and the uncertainty of receiving a grant over which we have no control, is an ongoing issue and has an impact in our cash flow management. This will be a continuing concern until we can develop additional sources of regular income. We have become aware in the last month that one of our top 8 funders has declined our latest application.



Year	Income	Wages	OP Costs	T/Costs	Surplus /Deficit
<b>2022</b>	223,468	146,178	44,131	190,309	33,159
<b>2023</b>	217,245	183,211	50,143	233,354	-16,109
<b>2024</b>	217,104	198,452	63,306	261,758	-44,654
<b>Budget 2024</b>	205,500	209,097	61,470	270,567	-65,067

The \$10,000 MSD grant has been used to research the requirements of our aged care guests on the North Shore and will form the basis of a strategic plan to carry CMA through for the next 5 years.

It is a constant struggle for all organisations such as ours in delivering community-based care to seniors. The demographics of an ageing population and the continued underfunding of the Aged Care sector will put increasing pressure on the CMA to deliver our current range of services. It also may present some opportunities.

To ensure we retain the ongoing viability of CMA, Member and transport contributions have been increased slightly but as you can see from the trends in the graph and there is significant gap between our operating costs and the member contribution.

We continue to have consistent support from our existing funder base and would like to thank all our funders who have supported us in 2023-2024 and helping us in our efforts to improve the lives of older people.

We also thank all our members and volunteers for your ongoing support of CMA.

## Strategic Planning

In September 2022 we received a \$10,000 grant from MSD to undertake research into the needs of the elderly on the North Shore. The brief was to identify if the current services are meeting the needs of this ageing population and determine the perceived and actual gaps in current services using the principles of co design to combine lived experience and professional expertise to identify and create an outcome and deepen its engagement with elder support networks.

The output from the report formed the basis of a long term (5 year) strategic planning exercise to place CMA on a more robust financial footing and to meet the needs of our Member base.

A strategic planning team was formed consisting of the Chair, Treasurer, General Manager and one General Board member. This group has met regularly over the past few months to look at alternative sources of income which are not dependent on charitable donations.

A business case for a CMA Day Centre Model project has been developed to proceed with piloting a new eldercare Day Centre on Auckland's North Shore based on the report findings of a lack of eldercare day centre services on the North Shore.

CMA has selected this project as a strategic way to pilot expanding our service offering in a way that places less reliance on contestable community grants. The pilot will allow CMA to test the market for this service and determine if the cost model needs adjustment and if there is sufficient demand to justify further expansion.

## Funding Report

We have appreciated support in the 2023 / 24 financial year from the following funders in this comparison report.

Funders	2023/24	2022/23	Notes for 23/24
AJ Scott	\$4,000.00	\$0.00	
Aotearoa Gaming Trust	\$6,000.00	\$3,500.00	
Auckland City Council:			
- Hibiscus Bays Local Board	\$5,000.00	\$5,000.00	\$4,129.47 carried over to 24/25
- Kaipatiki Local Board	\$3,000.00	\$3,000.00	
- Upper Harbour Local Board	\$4,000.00	\$2,500.00	
- Devonport-Takapuna Local Board	\$9,000.00	\$6,000.00	
- Flood Grant	\$ 500.00		
Auckland Foundation	\$8,000.00	\$10,000.00	
Allright Welfare Trust	\$5,000.00	\$3,000.00	\$3510.10 carried over to 24/25
Blue Sky Community Trust	\$2,512.50	\$2,000.00	
Catholic Caring Foundation	\$5,000.00	\$5,000.00	
Community Organizations' Grants Scheme (COGS)	\$3,000.00	\$3,000.00	
Davies and Carr Trust	\$15,000.00	\$12,000.00	\$0.83 carried over to 24/25
Four Winds	\$7,900.00	\$5,400.00	
Foundation North	\$25,000.00	\$25,000.00	\$13,297.00 carried over to 24/25
Gibbs Farm	\$0.00	\$12,161.20	
Gilltrap Trust	\$0.00	\$2,000.00	
Helen Stewart Royle Trust	\$10,000.00	\$5,000.00	
Laurie Parker	\$2,000.00	\$2,100.00	\$1,550.00 carried over to 24/25
Lion Foundation	\$8,000.00	\$8,000.00	
Lister Presbyterian Trust	\$692.00	\$692.00	\$692.00 carried over to 24/25
Lottery Grants Board	\$30,000.00	\$40,000.00	
Murphy Trust	\$10,000.00	\$0.00	
MSD Age friendly grant	\$0.00	\$10,000.00	
North and South Trust	\$0.00	\$4,860.00	
NZ Community Trust	\$6,000.00	\$8,400.00	
Pub Charity	\$6,000.00	\$8,840.00	
St George's Trust	\$1,000.00	\$0.00	
The Funding Network	\$4,692.25	\$0.00	
Vinci NZ Foundation	\$10,000.00	\$7,500.00	\$25.02 carried over to 24/25
Covid-19 Support	\$0.00	\$3,600.00	
<b>TOTAL</b>	<b>\$191,296.75</b>	<b>\$198,553.20</b>	

## Financial Results 2023-2024

<b>Note 2 : Analysis of Cash Expenditure</b>			
<b>Category</b>		<b>2024</b>	<b>2023</b>
<b>Employee remuneration and other related expenses</b>	Salaries	194955	180188
	Staff Awards	920	467
	Staff Training	830	880
	Travel Costs Staff/GT	1196	227
	ACC	550	406
	<b>Total</b>	<b>198,452</b>	<b>182,167</b>
<b>Category</b>	<b>Analysis of expenses</b>	<b>Current year</b>	<b>Last year</b>
Expenses related to commercial activities	Advertisements	520	490
	Computer Expenses	2513	1704
	Hall Hire & Game Costs	4179	5726
	General Expenses	1485	1
	Insurance	1079	1026
	Meeting Costs (AGM)	405	7
	Minor Equipment	0	260
	Office Supply	125	701
	Repairs and Maintenance	3411	0
	Rent for Head Office	680	1360
	Rent for Centres	10119	8636
	Photocopying/Printing Costs	144	501
	Postage	243	200
	Promotions	2746	3225
	Stationery	609	534
	Subscriptions Paid	356	242
	Telephones and Internet	1536	2041
	Transport Expenses (Members)	20829	17830
	Total Mobility	0	9
GT Meeting Costs	514	347	
Age in Place project	10491	0	
	<b>Total</b>	<b>61,984</b>	<b>44,839</b>
	<b>Total Cash Expenditure</b>	<b>260,436</b>	<b>227,006</b>

## Cash Position

In March 2023, our cash reserves were \$192,835 in the bank accounts. In March 2024 at a similar time 12 months later our total funds were \$142,058 a deterioration of \$50,759 broadly reflecting the loss for the year of \$44,654

## Draft Budget 2024/25 for Ratification

Attached is a copy of the draft budget for ratification at this AGM.

<b>NS CMA DRAFT BUDGET 2024 - 2025</b>	
<b>INCOME</b>	
COGS	\$3,000.00
Lottery	\$30,000.00
Auckland Council	\$20,000.00
Pub Charity	\$6,000.00
Laurie Parker Trust	\$2,000.00
Foundation North	\$25,000.00
Lion Foundation	\$8,000.00
Royle Charitable Trust	\$0.00
Four Winds Foundation	\$8,000.00
All Right Community Trust	\$5,000.00
Gibbs Farm / Give a little	\$12,000.00
MSD COVID grant / wage subsidy	\$0.00
Other Grants / Fundraising	\$60,000.00
<b>Subtotal</b>	<b>\$179,000.00</b>
Donations	\$1,000.00
Interest	\$5,000.00
Subs/Levies	\$2,500.00
Centre Donations	\$14,000.00
Raffles	\$0.00
Sundry	\$0.00
Total Mobility donation	\$500.00
<b>Subtotal</b>	<b>\$23,000.00</b>
<b>TOTAL INCOME</b>	<b>\$202,000.00</b>
<b>EXPENSES</b>	
ACC	\$650.00
Acc/Audit	\$0.00
Advertising	\$600.00
Bank charges	\$0.00
Cleaning	\$0.00
Computer expenses	\$2,500.00
Depreciation	\$0.00
Fun Day / special event	\$4,500.00
Insurance	\$1,100.00
Maintenance	\$0.00
Meeting costs	\$730.00
Printing/Copying	\$500.00
Postage/Stationery	\$1,100.00
Promotion	\$3,000.00
Rent: Office	\$600.00
Rent: Centres	\$10,000.00
Resources/Equipment	\$0.00
Staff / Vol PD	\$3,000.00
Subscriptions	\$500.00
Telephone/Internet	\$2,000.00
Transport: Centres	\$25,000.00
Travel: staff	\$800.00
Travel:GT Meetings	\$0.00
Volunteer Recognition	\$1,300.00
General	\$500.00
Gifts staff / volunteers	\$500.00
Age in place project	\$0.00
<b>Subtotal</b>	<b>\$58,880.00</b>
Wages: Supervisors	\$100,000.00
Wages: Support Office	\$95,000.00
Kiwisaver contribution	\$4,000.00
<b>Subtotal</b>	<b>\$199,000.00</b>
<b>TOTAL EXPENSES</b>	<b>\$257,880.00</b>
<b>PROFIT / LOSS</b>	<b>-\$55,880.00</b>

**John Brodie**  
Treasurer

**21 May 2024**

# Operation Report

Robyn Walker – General Manager

Operationally, CMA has continued to provide the valued services to our vulnerable, often isolated older adults in the North Shore and Hibiscus Coast communities in the last year.

## Centres

Centre fees for our members were increased from the start of 2024, from \$6 to \$10 per session with transport increasing from \$2 each way to \$5 per session if a volunteer driver or taxi is required. This change took some of our members by surprise as we had not changed our fees in over eight years prior to this increase. The reason for the increase is the notable rise in the cost of living in the NZ economy. Our dedicated Supervisors and Volunteers told us that they were finding it very difficult to run the centres and provide morning tea and a nice lunch with dessert together with activities and outings, for the amount they were getting each week from the fees. This was not a decision we took lightly but a necessary change in order to allow the centres to continue to provide the service you all enjoy each week during term time.

The end-of-year Christmas function was very well received at Centrestage in Orewa where our members, staff and volunteers all enjoyed some lovely entertainment and lunch.

One of the external speakers we have been fortunate to have visit some of our centres this term is from Dementia Auckland. He provided great insights into this condition and how we can help any of our members with this condition in their time at our centres. We probably all know someone who has been affected by this condition, and there are many great tips to helping them continue to enjoy a full life. We had a member from one of our centres with this condition who managed to leave unexpectedly once or twice and so we are also learning how to ensure we keep everyone safe at our centres including those with some form of dementia.

The health and safety of our members is top of mind for CMA, and in the last year we did not have any serious issues to report. We spent some time looking at the Stanmore Bay Centre as there were some maintenance issues and we have taken steps to improve the situation as much as we can where it is within our control.

## Staff Changes

We have had a number of staff changes in the last year, as follows:

- Belmont CMA Centre Supervisor– Jill left at Christmas 2023, Becky started in February 2024.
- Red Beach CMA Centre Supervisor – Kiri finished at Christmas 2023 as Supervisor, Moira started in February 2024.
- Stanmore Bay CMA Centre Supervisor – Maria finished at Christmas 2023 as Supervisor, Moira started in February 2024.
- Manager (HO) – Rachel left at Christmas 2023 after nearly 13 years of service, and Robyn started in November 2023 (for a handover) and officially started in role of General Manager from January 2024.
- Kiri is now in an expanded role as Funding & Marketing Manager at Head Office.

## **Head Office**

Our head office moved into the Community Services Building from the Mary Thomas Centre in Takapuna. We had the new office painted at the start of 2024, sharing the costs with other tenants. We will need to move again some time in the next 12-18 months as Auckland Council is planning to sell the building we are in now along with the Mary Thomas Centre. Their plans are to redesign the Library in Takapuna to include office space for the charities in our building. This may involve temporary office accommodation in the interim.

Kiri has taken over the task of designing and producing our quarterly Newsletters and has done a great job. We are getting these printed locally now, so they are more cost-effective and under our control.

## **Governance Team**

Our Governance Team and new General Manager are working on reviewing and redesigning all our policy documentation this year. This is a big task but one that will provide value to the organisational management going forward.

Our Governance Team commissioned an Age in Place project report last year with funding from the Ministry of Social Development. This report was very insightful in highlighting the issues our older adults are facing in the community in order to be able to remain in their own homes as they age. Inicio Charitable Trust ran the project for CMA and produced an excellent report. This report then fed into our strategic planning project to help CMA determine how we can expand our services to remain current as the ageing population in Auckland increases.

## **Finances**

We have upgraded our Financial & Payroll systems to a more current MYOB integrated solution this year, which brings some efficiency benefits. The Governance Team decided not to use external accountancy and audit services from FY24 onwards, so our new General Manager, Robyn Walker, has completed the annual accounts for FY24 and John Brodie, our Treasurer and a Chartered Accountant, has audited them. This saves the organisation over \$3000 each year.

The funding pool of contestable community grants is highly contested and some sources of funding are reducing with more funders responding on our applications with insufficient funds now than we have experienced in the past.

CMA currently works with a significant deficit between funding and other donations and our expenses, so we are actively investigating some new events we can run to raise much needed funds to allow CMA to continue to offer the valued service to our vulnerable older adults in the communities we serve.

## **Summary**

In summary, CMA keeps on going despite any challenges that arise. We believe our service to our members is paramount and we know this makes a big difference to you all. North Shore CMA has been operating for over 50 years and we hope to do so for another 50 years at least! Thanks for your continued support.

## Our Impact 2023/24

**Total attendances: 3531**

**Total sessions held: 309**

**New members: 52**

**Total members: 131**

**Volunteer attendances: 1464**

**Current Volunteers: 57**

**Volunteers Trained: 12**

**In kind volunteer dollar contribution to CMA: \$145,375**





## Member feedback

“I have been attending CMA for a few months now. About a year ago, I got dementia, and had to give up what I LOVED doing, including driving. At first, I was reluctant, but the more I went, the more I enjoyed it. I just want to thank you and all the wonderful people who run CMA. This is now one of two outings per week which have changed my life for the better.”

“CMA gives older people pleasure. Without CMA I'd be sitting alone in a chair or just watching TV. I love coming to CMA because it gets me out and socialising with people .”

“It's a safe place to be . Great to be with like-minded people who share similar life experiences. It's one uplifting thing that happens during the week. CMA give you self-worth.”

“CMA is people that care about me.”

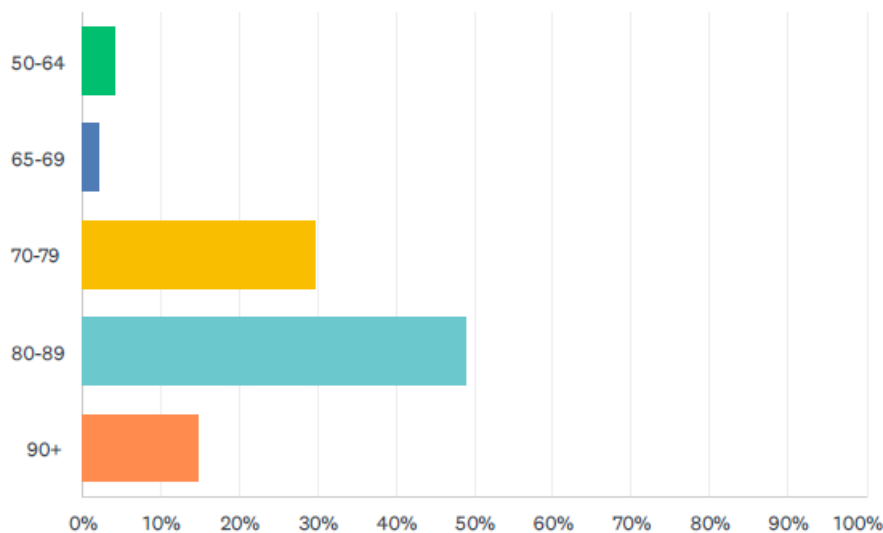
“If we didn't have CMA each week we couldn't survive. We would have to stay home. We need it.”

“CMA is a great way for me to get out of the house and enjoy others and not feel alone.”

“I would be lost without CMA.”

“CMA is fabulous organisation, it gets you out of the house, it offers company and friendship. If I didn't have CMA I'd be sitting alone at home watching tv. If I could sum up CMA it would be .... enjoyable, friendships and very much needed.”

## Demographics June 2024



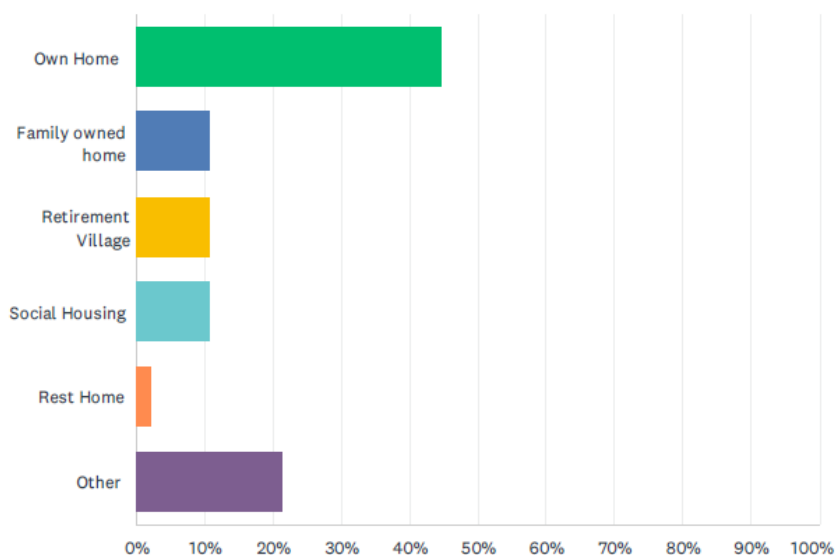
- 64% of members attending CMA are over the age of 80 with 15% being over the age of 90.
- 76% of members attending are female and 24% are male.

## Member Survey Results

Members are surveyed every 2 years with the latest one being April 2024. Over 80% of our members responded to the survey.

### Social Isolation

- 45% of members surveyed live alone.
- Of those who do not live alone, 20% spend all day alone.



- When asked how many times on average members leave the house in a week 60% responded only 1-2 times a week including CMA.

### Importance of CMA to our Members

- Members were asked how they would feel if they couldn't attend CMA. 100% answered they would feel very sad.
- 98% of members responded that the social interaction was the most important element of CMA
- Members were asked about our Strength and Balance exercises and 92% answered that they had benefited from the addition of these classes at CMA.
- 54% of members would like CMA to operate for longer hours.
- Members were asked what they enjoyed most about CMA. 98% responded companionship, socialisation and friendship.

### Key Findings

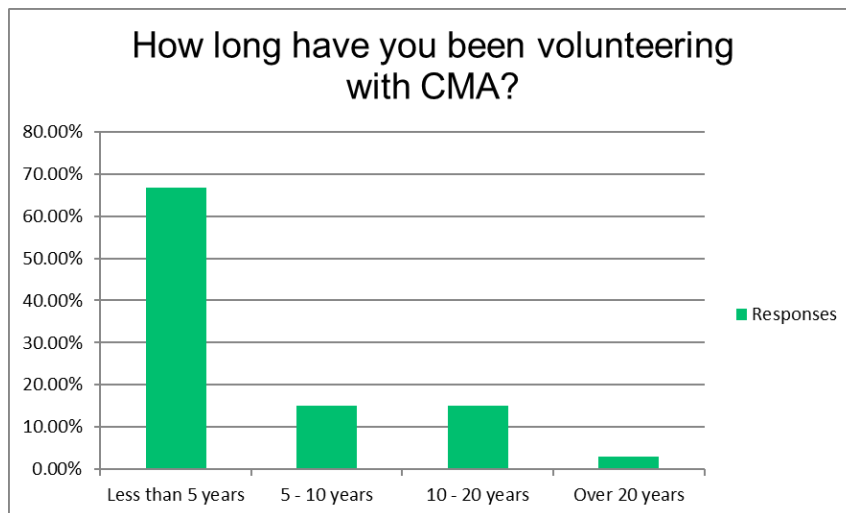
- 100% of members said they were happy with the range of activities provided at the centres encompassing social, intellectual, physical, creative, health and wellbeing.
- 100% of members responded that CMA provides value for money.
- 98% of members responded that companionship, socialisation, and friendship were the main reasons for attending CMA.

## Volunteer Survey Results

Volunteers were surveyed in May 2022.

### Overview

- 86% of volunteers took the survey.
- 33% of volunteers have been volunteering for CMA for over 5 years. 18% for over 10 years.



- When asked what motivated them to volunteer for CMA 73% said they like to help people and feel useful, 27% said they wanted to give back to their local community.
- 100% of volunteers felt CMA was fulfilling its purpose which is to provide fun social, physical and mental activities for isolated senior people.
- 95% of volunteers feel their contribution as a volunteer is appreciated.
- 53% of volunteers said they would consider driving for CMA if there was a contribution to petrol costs.
- 30% volunteers said they would be willing to volunteer at another centre at short notice.
- 98% said they felt comfortable with the safety protocols that are followed at the centres especially with a view to hygiene/Covid-19.
- 88% said they will continue to volunteer at CMA over the next 12 months.
- We asked volunteers to tell us what they get on a personal level from volunteering at CMA: 48% said it gives them a sense of purpose, 21% said it gave them a sense of community, 21% said it brought fun to their life and made them a happier person and 10% said felt they were learning valuable skills.

## **We asked our volunteers what motivates them to volunteer at CMA. Here are a few of their responses.....**

“I love being with older people and if I can do my bit to give them fun for the week, I am happy.”

“The ability to give back and assist older marginalised members of our community.”

“Had more time to give and I needed a sense of purpose. I will stay on because it is a very worthwhile organisation giving social interaction with others, fun and friendship for many elderly people who otherwise not see anybody outside their home.”

“To use my skills, both social and practical, having been in the health system all my working life and now semi-retired. The 2 sessions I attend are run with empathy, laughter, and understanding and are a joy I look forward to each week. I am always made to feel so welcome both by staff and our wonderful guests.”

“My mother passed away Jan 2020, and I miss her so much, so helping at CMA helps to fill the void. My Thursday mornings are the highlight of my week as we always have fun and a laugh. I love helping other people and CMA is a great way to do this.”

“I had free time and wanted to help with making other people happy. Helping people makes me feel good about myself. I feel more valued by friends and family through volunteering.”

“Like to help less able people in community in a caring environment, which led to centre volunteering. Now on the board and enjoy helping guide the organisation and provide governance.”

“I have always experienced CMA as a family rather than just another community group. It therefore gives me the greatest pleasure to be able to continue with my support indefinitely or for as long as you feel in need of my particular skills. It is not work to me because working with Rachel and her team is actually a pleasure since they are always so well organised. In community work surely our greatest wealth is people is it not? Relationships flourish in an atmosphere of family, an extension of which we call the family of man. While we are struggling through difficult times the one thing that strengthens the ties that bind us is this sense of family. Long may it define CMA.”

## Judith and John's story

I joined CMA with my husband many years ago and originally came along to meet new people and engage with more people who lived near us.

I really needed something that we could attend together, something we could both enjoy, where we could meet like minded people and enjoy some laughs and storytelling.

The only time he wanted to leave the house was to attend CMA, but sadly over time my husband moved into full-time care after he suffered a fall and I struggled to offer full-time care. This was a very difficult time for me, and dealing with dementia was a very lonely journey for us both.

Although my husband was unable to continue attending CMA, it was very important for me. I felt very welcomed and included at CMA, and my husband was still very much connected through friendships and everyone asking after him.

I look forward to weekly visits to CMA. I love the quizzes and hearing other member's stories. The experiences with other members have been very important to me. I consider many of the other guests my close friends. I adore the volunteers and the supervisors who help with the group activities and keep us engaged and connected.

CMA has become a very important part of my life.”

## Caryn's story

I chose CMA for my husband Craig who has Alzheimer's because there were no Cognitive Therapy Groups that he could attend in the area. I heard about North Shore CMA through a lady from our monthly dementia support group whose husband also attends.

I have found that this is a great alternative for him. He gets all sorts of activities that keeps his brain stimulated and he is also mixing with other people and not just me.

It offers me a break every Wednesday morning. He gets picked up and dropped off, also morning tea and a cooked lunch. It's a fantastic service that is being provided.

It's a very lonely journey for us both and not a great deal of support, so this group is very invaluable to us.

## Glenys' story

"I have been a volunteer at CMA for the past 7 years.

The reason for the longevity is that it gives me great pleasure to be able to make someone else's day better and to see the wonderful smiles on the guest's faces each week they come to CMA. It is very rewarding.

Our volunteers are a friendly and happy bunch of people and we share some lovely fun times at CMA and also outside of CMA as we have become friends through volunteering. We all love to interact with the CMA guests, assist with quizzes and games and enjoy celebrations together. Sharing wonderful stories, and also some very funny jokes! We all have a lovely time with lots of laughter and we all know we are making a positive impact on the seniors in our community.

We take turns each week cooking lunch, and if someone is away, there is always someone else willing to help and fill in if needed. It is very much like a family and we are all there to help and care for each other. It is a great feeling.

I look forward to my weekly volunteering at CMA, and leave feeling very fulfilled and thankful to my fellow volunteers and CMA guests for making it so much fun.

Thank you CMA."

## Ann's story

"It really is the highlight of my week.

I love going and trying to make a difference in the lives of the CMA guests. I love the interaction with the guests and also the volunteers. I feel like it is very much a family.

I originally started because I really missed my mum, and I knew how lonely it can be when you are older, and wanted to bring some sunshine to someone's life. I love coming up with new meals and ideas to help brighten their day and bring some joy to their week. I love preparing a special wee treat for the CMA members.

We love playing fun silly games and seeing the CMA guests come to life with giggles and smiles.

As a volunteer, I get as much pleasure out of CMA as the members do every week, and will continue to volunteer as long as I can."

**We just want to say **THANK YOU** to all our generous funders and supporters**

# RULES OF

## NORTH SHORE CENTRES OF MUTUAL AID INCORPORATED

### 1. NAME

The name of the Society shall be *North Shore Centres of Mutual Aid Incorporated* hereafter referred to as "The Association".

### 2. OBJECTS

The objects for which the Association is established are:

- 2.1 To offer mental, social and physical stimulation and activities for seniors in a community based group setting within the North Shore and Rodney areas.
- 2.2 To promote and support Centres of Mutual Aid, under the supervision of capable supervisors and helpers, so that members may attend for enjoyment, instruction, help and companionship within a safe environment.
- 2.3 To provide a forum for groups, individuals and guests so involved to unite around issues of common interests or concern.
- 2.4 To educate the public to the needs of the guests and the way that those guests are able to meet the challenges of aging and social isolation.
- 2.5 To consult guests, families/whanau and volunteers providing the opportunity to involve them in the decision making of the Association.
- 2.6 To involve local communities in the welfare and support of seniors who are isolated in that community.
- 2.7 To advise the government, government departments, local bodies, statutory bodies and community organizations of whatever kind, in respect of current and future needs of the guests.
- 2.8 To ensure that all activities and decisions of the Association reflect *the Treaty of Waitangi* and multiculturalism.
- 2.9 To be interdenominational in concept when delivering the objects above.
- 2.10 To establish a regular review process of the Association's activities.
- 2.11 To provide policies, procedural guidelines and job descriptions for the efficient running of the Centres of Mutual Aid. These documents to be reviewed at least every two years.

### 3. MEMBERSHIP

- 3.1 The Association shall consist of members being a person or a body corporate or incorporated society of any kind engaged or interested in the objectives of the Association.

- 3.2 Members other than guests or centre volunteers shall be admitted on application to the Governance Team who shall have power to accept or decline such application for membership subject to confirmation at the next General Meeting.
- 3.3 Every member shall during April in each year and forthwith upon election to the Association in the case of a new member, pay such to the Association an annual subscription as is from time to time fixed by resolution at the Annual General Meeting.
- 3.4 Appropriate bodies may be invited to nominate a representative to attend Governance Team meetings in a consultative role as and when required.
- 3.5 The Governance Team may dismiss any person from membership of the Association if that person is guilty of conduct not conducive to the objectives of the Association. Any such person has the right to be heard by the Governance Team, to be fully informed of the complaint against him/her and to be notified in writing as to the decision of the Governance Team.

#### **4. MEETINGS**

- 4.1 The Annual General Meeting shall be held within four months of the end of the financial year. A quorum shall be set at ten. In the event of there being no quorum within half an hour of the time fixed for the meeting another meeting shall be called within one month.
- 4.2 The Chairperson, or in his/her absence or inability, any other member of the Governance Team, may at any time for any special purpose, call a special general meeting and he/she shall do so forthwith upon the requisition in writing of any ten members stating the purposes for which the meeting is required.
- 4.3 Notice of the Annual General Meeting will be circulated at least fourteen days prior to such meeting, to all members and to the public in writing and via social media. Members will be notified of all general meetings.
- 4.4 At all general meetings the Chairperson, or in his/her absence any other member duly elected Chairperson, shall take the chair. Every member shall be entitled on every motion to one vote exercised in person and in the case of any equality of votes the Chairperson shall have a casting vote as well as a deliberate vote. Voting shall be by show of hands and if three or more members so insist, then by secret ballot, keeping in mind that consensus be the generally accepted method of arriving at decisions.
- 4.5 At all general meetings or Annual General Meetings, ten members shall constitute a quorum and at Governance Team meetings 50% of members shall constitute a quorum.



## 5. THE GOVERNANCE TEAM

- 5.1 At every Annual General Meeting the Association shall elect a Governance Team and officers made up as follows:-
1. Chairperson
  2. Secretary
  3. Treasurer
  4. Not less than five or more than ten members who shall hold office until retirement, removal from office or election of successors to office at an Annual General Meeting.
    - a) The majority of the Officers and Governance Team members shall be persons primarily and actively involved in promoting the objectives for which the Association is established.
    - b) There should be **at least one** staff representative.
- 5.2 Governance Team meetings shall be held at monthly intervals (ten per year) and from time to time as required, at such times and places as the Chairperson, or in his/her absence or inability any three members of the Committee, may direct for the purposes of transacting the business of the Association and deciding upon such resolutions as are duly submitted to the meeting.
- 5.3 Governance Team meetings are restricted to members of the Governance Team and invited guests if required but at such meetings voting is restricted to Governance Team members.
- 5.4 The Governance Team shall not have the power to co-opt more than three members. Any such appointees shall retire at the next Annual General Meeting, together with the rest of the team, but all or any of the retiring members shall be eligible for re-election.
- 5.5 It shall be the duty of the Governance Team generally to conduct the affairs of the Association, to promote the objectives of the Association to keep the usual books of account. Minutes of meetings shall be sent to all members of the Governance Team.
- 5.6 Any Governance Team member or appointed officer, including staff of the Association, may resign from office by giving the Secretary notice, in writing, to that effect.
- 5.7 In the default, absence or inability of the Chairperson, The Governance Team shall appoint one of their members as interim Chairperson.

## 6. ANNUAL GENERAL MEETING

- 6.1 The Annual General Meeting shall be held within four months of the end of the financial year upon a date and at a time and place to be fixed by the Chairperson or in his/her default, absence or inability, the interim Chairperson or Secretary, for the following purposes:
- a) To receive from the Governance Team a report of the preceding year.
  - b) To receive from the Treasurer a Balance Sheet and Statement of Accounts for the preceding year and a projected budget for the current year.
  - c) To elect officers of the Association and a Governance Team, and to appoint an Auditor for the ensuing year.
  - d) To decide on any resolution which may be properly submitted to the meeting.

## **7. FINANCE AND POWERS**

- 7.1 The financial year shall end not later than the 31<sup>st</sup> day of March.
- 7.2 All monies received by or on behalf of the Association shall forthwith be paid to the credit of the Association in an account with any bank from time to time to be fixed by the Association at the Annual General Meeting. All payments and withdrawal slips drawn on the account shall be signed by any two of four persons so designated by resolution of a general meeting of the Association.
- 7.3 Any surplus funds may be invested by depositing the same with any bank, or in such a manner as the Governance Team may from time to time determine.
- 7.4 The Association shall have power to use the funds of the Association as the Governance Team may consider necessary or proper in furthering or carrying out the objectives, including the employment of such persons as may be necessary to pursue these objectives. Employment policies must be drawn up by the Governance Team and Job Descriptions and Employment Contracts entered into with all such employees.
- 7.5 The Association may:
- a) Exercise any power a trustee might exercise
  - b) Invest in any investment that a trustee might invest in
  - c) Borrow money and provide security for that, if authorised by majority vote at any general meeting.
- 7.6 The Association may make reimbursements, pay remuneration or provide other benefits/advantages to a member provided that such recognition is reasonable and normal in the circumstances. The recipient is not permitted to influence such a decision in any way.

## **8. ALTERATION OF RULES**

These rules may be altered or added to or rescinded only by a resolution of not less than two thirds of the members present and voting at a Special or Annual General Meeting, keeping in mind that consensus is the generally accepted method of arriving at decision.

Such proposed alteration must be given in writing to the Association's Secretary at least fourteen days prior to the date of the said meeting.

## **9. INDEMNITY**

Every member of the Governance Team and every officer and servant of the Association shall be indemnified by the Association from and against all losses and expenses incurred by him/her by reason of any contract entered into or action or deed done by him/her as such officer, member or servant in or about the discharge of his/her duties, except such as happens from his/her own wilful act or omission.

## **10. COMMON SEAL**

The Common Seal of the Association shall be kept in the custody and care of the CMA Office Co-ordinator and shall be affixed only on the authority of the resolution of the Association and in the presence of any two Governance Team members.

## **11. DISPOSAL OF ASSETS ON DISSOLUTION**

- 11.1 The Association may be wound up by resolution by a majority of members entitled to vote at a meeting duly convened for that purpose.
- 11.2 A second meeting shall be held, no earlier than thirty days after the first meeting, to confirm the resolution to wind up.
- 11.3 If the Association is wound up:
- a) The Association's debts, costs and liabilities shall be paid
  - b) Any grant monies requiring to be returned, in the event of not being fully utilised for the purposes specified, should be returned to the source.
  - c) Surplus money and other assets of the Association may be disposed of:
    - (i) By resolution, to other organisations that have the same or similar aims for charitable purposes within the North Shore/Rodney areas; or
    - (ii) According to the provisions in the Incorporated Societies Act 1908  
but
  - d) No distribution may be made to any member.
- 11.4 No addition or alteration of the winding up clause shall be approved without the Inland Revenue Department's approval.

## **12. REGISTERED OFFICE**

The Registered Office of the North Shore Centres of Mutual Aid Incorporated is Community Services Building, 5-& The Strand, Takapuna, or at such other place as may be determined.

Rules revised at Annual General Meeting, 21<sup>st</sup> June 2024



**North Shore Centres of Mutual Aid Incorporated**  
**North Shore CMA - Companionship and Morning Activities for Seniors**  
**Financial Statements Annual Report**  
**For the year ended:**  
**31 March 2024**

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This Financial Statements report has been approved by the Management and Governance Team, for and on behalf of North Shore Centres of Mutual Aid Incorporated:

Date 27 May 2024

Signature *R. L. Walker*

Name Robyn Walker

Position General Manager

Date

27 May 2024

Signature

*J. Brodie*

Name

John Brodie

Position

Treasurer

# North Shore Centres of Mutual Aid Incorporated

## Entity Information

**"Who are we?", "Why do we exist?"**

**For the year ended:  
31 March 2024**

Legal Name of Entity:	North Shore Centres of Mutual Aid Incorporated
Other Name of Entity (if any):	North Shore CMA – Companionship and Morning Activities for Seniors
Type of Entity and Legal Basis (if any):	Registered Charity and Incorporated Society
Registration Number:	CC22808

### **Entity's Purpose or Mission:**

North Shore CMA's mission statement is:

"To provide companionship and activities to seniors who are isolated in the community".

North Shore CMA's ideal community will have the following characteristics:

- Older persons have value and are a resource
- There is adequate support and services to older persons
- Opportunities are created for contribution of experience and wisdom

Our Philosophy is North Shore CMA will support its members in the following manner:

- Provide mental and physical assistance
- Empower and give confidence
- Help retain independence
- Create confidence to "ask for help"
- Stimulate guests mentally and physically
- Provide companionship and friendship
- Be a resource of information on support services
- Assist guests to remain healthy, independent and connected with a specific aim to maintain strength and balance to prevent falls
- Ensure that the activities and decisions of the association reflect the Treaty of Waitangi and that Maori are recognised in the operational objective of attracting guests other than European ethnicity.

### **Entity Structure:**

#### Membership:

North Shore CMA is an independent organisation free from any direct outside authority. Membership is open to all over 65's (or under with age related needs) in line with CMA's criteria.

#### Governance:

A Board of representatives (Governance Team), elected annually at the Annual General Meeting by and from Members as per our constitution, is responsible for overseeing the governance of North Shore CMA. At present out board consists of 10 members including the office bearers - Chairperson, Vice-Chairperson, Secretary and Treasurer.

#### Operations:

A General Manager is employed by the Board to implement policy decisions made by them and provide operational management. Staff are employed and volunteers recruited to implement services and activities as per strategic and annual plans and within resource constraints. At present staff include a General Manager, Funding and Marketing Manager and four supervisors supported by a team of approximately 50 volunteers.

### **Entity's Governance Arrangements:**

A Board of representatives (Governance Team), elected annually at the Annual General Meeting by and from Members as per our constitution, is responsible for overseeing the governance of North Shore CMA. At present out board consists of 10 members including the office bearers - Chairperson, Vice-Chairperson, Secretary and Treasurer.

### **Entity's Reliance on Volunteers and Donated Goods or Services:**

Volunteers and donated goods and services are essential to the running of North Shore CMAs operational activities in the centres. Without our volunteers we could not run our services. Each centre operates with one paid supervisor and a team of volunteers who are responsible for transport to and from the centre, preparing and delivering the program including strength and balance exercises and preparing meals.

## Contact details

Physical Address: Community Services Building  
5-7 The Strand  
Takapuna  
Auckland 0622

Postal Address: PO Box 33852  
Auckland 0740

Phone/Fax: 09 489 8954

Email/Website: <https://www.cmans.org.nz/>



<https://www.facebook.com/NorthShoreCMA>

# North Shore Centres of Mutual Aid Incorporated

## Statement of Service Performance

“What did we do?”

For the year ended:  
31 March 2024

### Description of Medium to Long-Term Objectives:

1. To stabilise the current operating model – areas we will focus on include:
  - Reviewing our centre membership and transport criteria to ensure we can continue to operate effectively
  - Risk management
  - Board meetings
  - Greater marketing for our service.
2. To optimise the current operating model – areas we will focus on include:
  - Developing an improved new member assessment process
  - Food guidelines for the Centres
  - Defining and piloting an expanded new Centre format.
3. To ensure CMA is financially sustainable – the focus will include:
  - Assessing the financial operating model for CMA to ensure we are not entirely dependent on contestable community grants which are in high demand so not always awarded to CMA.

Description of Key Activities:	Actual This Year	Actual Last Year
Total attendances	3,531	3,808
Total sessions held	309	310
New members	52	63
Total Individual members	131	137
Overall operating capacity	80%	75%
Vacancies	32	47
Waiting list at Hibiscus Coast Centres	3	0
Total Volunteer attendances	1,464	1,076
Total volunteers trained	12	27
In kind volunteer dollar contribution to CMA	\$145,375	\$101,700

# North Shore Centres of Mutual Aid Incorporated

## Statement of Financial Performance

“How was it funded?” and “What did it cost?”

For the year ended:  
31 March 2024

	Notes	Actual This Year \$	Actual Last Year \$
<b>Revenue</b>			
Donations, koha, bequests and other general fundraising activities		16,802	17,743
General grants		191,297	194,953
Capital grants and donations		-	-
Government service delivery grants/contracts	1	-	-
Non-government service delivery grants/contracts		-	-
Membership fees and subscriptions		1,957	1,826
Revenue from commercial activities		-	-
Interest, dividends and other investment revenue		7,049	2,552
Other revenue		-	-
<b>Total Revenue</b>		<b>217,104</b>	<b>217,075</b>
<b>Expenses</b>			
Expenses related to fundraising		-	-
Employee remuneration and other related expenses		198,452	182,167
Volunteer related expenses		1,287	1,043
Expenses related to commercial activities	2	61,984	44,839
Other expenses related to service delivery		-	-
Grants and donations made		-	-
Other expenses		34	5,305
<b>Total Expenses</b>		<b>261,758</b>	<b>233,353</b>
<b>Surplus or Deficit for the Year</b>		<b>-44,654</b>	<b>-16,278</b>

This Financial Statements report has been approved by the Management and Governance Team, for and on behalf of North Shore Centres of Mutual Aid Incorporated:

Date 27 May 2024

Signature 

Name Robyn Walker

Position General Manager

Date 27 May 2024

Signature 

Name John Brodie

Position Treasurer



## North Shore Centres of Mutual Aid Incorporated

### Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

For the year ended:  
31 March 2024

	Notes	Actual This Year \$	Actual Last Year \$
<b>Assets</b>			
<b>Current Assets</b>			
Cash and short-term deposits		142,058	192,984
Debtors and prepayments	3	-	-
Inventory		-	-
Other current assets		-	-
<b>Total Current Assets</b>		<b>142,058</b>	<b>192,984</b>
<b>Non-Current Assets</b>			
Property, plant and equipment	5	-	-
Investments	6	-	-
Other non-current assets	3	-	-
<b>Total Non-Current Assets</b>		<b>-</b>	<b>-</b>
<b>Total Assets</b>		<b>142,058</b>	<b>192,984</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Bank overdraft		-	-
Creditors and accrued expenses		9,808	8,979
Employee costs payable	4	3,966	5,381
Deferred revenue		23,204	29,285
Other current liabilities		- 2,281	3,405
<b>Total Current Liabilities</b>		<b>34,697</b>	<b>47,049</b>
<b>Non-Current Liabilities</b>			
Loans	4	-	-
Other non-current liabilities		-	-
<b>Total Non-Current Liabilities</b>		<b>-</b>	<b>-</b>
<b>Total Liabilities</b>		<b>34,697</b>	<b>47,049</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>107,362</b>	<b>145,935</b>
<b>Accumulated Funds</b>			
Capital contributed by owners or members		-	-
Accumulated surpluses or (deficits)		107,362	145,935
Restricted reserves	7	-	-
Discretionary reserves		-	-
Revaluation reserves		-	-
Other reserves		-	-
<b>Total Accumulated Funds</b>		<b>107,362</b>	<b>145,935</b>

This Financial Statements report has been approved by the Management and Governance Team, for and on behalf of North Shore Centres of Mutual Aid Incorporated:

Date 27 May 2024

Signature *R. L. Walker*

Name Robyn Walker

Position General Manager

Date 27 May 2024

Signature *J. Brodie*

Name John Brodie

Position Treasurer

## North Shore Centres of Mutual Aid Incorporated

### Statement of Cash Flows

**“What cash did the entity receive?” and “What did the entity pay in cash?”**

**For the year ended:  
31 March 2024**

	Notes	Actual This Year \$	Actual Last Year \$
<b>Cash flows from operating activities</b>			
<b>Operating receipts (money deposited into the bank account)</b>			
Donations, koha, bequests and other general fundraising activities		16,893	15,243
General grants		196,247	194,782
Capital grants and donations		-	-
Government service delivery grants/contracts		-	-
Non-government service delivery grants/contracts		-	-
Membership fees and subscriptions		2,250	1,826
Gross sales from commercial activities		-	-
Interest, dividends and other investment receipts		7,049	2,552
Other cash received		4,656	1,831
<b>Total Receipts</b>		<b>227,094</b>	<b>216,234</b>
<b>Less operating payments (money withdrawn from your bank account)</b>			
Payments related to public fundraising		-	-
Employee remuneration and other related payments		196,509	179,136
Volunteer related payments		1,391	1,043
Payments related to commercial activities		73,208	40,072
Other payments related service delivery		-	-
Grant and donations paid		-	-
Other payments		6,913	4,173
<b>Total Payments</b>		<b>278,020</b>	<b>224,424</b>
<b>Net cash flows from operating activities</b>		<b>-50,926</b>	<b>-8,189</b>
<b>Cash Flows from Other Activities</b>			
<b>Cash was received from:</b>			
Sale of property, plant and equipment		-	-
Sale of investments		-	-
Cash received from loans borrowed from other parties		-	-
Cash received from owners (capital contributions)		-	-
<b>Cash was applied to:</b>			
Payments to acquire property, plant and equipment		-	-
Payments to purchase investments		-	-
Repayments of loans borrowed from other parties		-	-
Capital repaid to owners		-	-
<b>Net cash flows from other activities</b>		<b>-</b>	<b>-</b>
<b>Net increase (decrease) in cash</b>		<b>-50,926</b>	<b>-8,189</b>
<b>Opening Cash</b>		<b>192,984</b>	<b>201,173</b>
<b>Closing Cash</b>		<b>142,058</b>	<b>192,984</b>

This Financial Statements report has been approved by the Management and Governance Team, for and on behalf of North Shore Centres of Mutual Aid Incorporated:

Date 27 May 2024

Date 27 May 2024

Signature 

Signature 

Name Robyn Walker

Name John Brodie

Position General Manager

Position Treasurer

# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements

For the year ended:  
31 March 2024

### Statement of Accounting Policies

#### **Basis of Preparation**

This performance report is prepared in accordance with the XRB's Tier 3 (NFP) Standard. The entity is eligible to apply these requirements as it does not have public accountability and has total annual expenses of less than \$2,000,000. All transactions in the performance report are reported using the accrual basis of accounting. This performance report is prepared under the assumption that the entity will continue to operate for the foreseeable future.

#### **Goods and Services Tax (GST)**

All amounts are recorded on a GST exclusive basis, except for Debtors and Creditors which are stated inclusive of GST

#### **Income Tax**

North Shore CMA - Companionship and Morning Activities for Seniors is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

#### **Bank Accounts and Cash**

Cash and short term deposits in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

#### **Fixed Assets (Accounting Policy)**

Fixed Assets are valued at cost less accumulated depreciation and any impairment losses. Any donated assets are recorded at their fair value at the date of acquisition.

#### **Depreciation (Accounting Policy)**

Depreciation has been calculated to allocate the cost or valuation of assets over their estimated useful lives, at the following rates: Office Equipment: 30% - 48%

#### **Changes in Accounting Policies**

There have been no changes in accounting policies during the financial year (last year - nil).

# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements Report

For the year ended:  
31 March 2024

### Note 1: Analysis of Revenue

Category	Analysis	Current year	Last year
Donations, koha, bequests and other general fundraising activities	Covid-19 Support Payment	0	600
	Covid-19 Wage Subsidy	0	3,000
	Total Mobility assessments	560	1,184
	General donation	2,401	2,789
	Centre donation	13,041	7,670
	Sundry income	800	2,500
	<b>Total</b>		<b>16,802</b>
General grants	Alright Welfare Trust	5,000	3,000
	AJ Scott (Public Trust)	4,000	0
	Aotearoa Gaming Trust	6,000	3,500
	Auckland Council	21,500	16,500
	Auckland Foundation	8,000	10,000
	Blue Sky Community Trust	2,513	2,000
	Catholic Caring Foundation	5,000	5,000
	Community Organisation Grants Scheme (COGS)	3,000	3,000
	Davis Carr Trust	15,000	12,000
	Foundation North	25,000	25,000
	Four Winds Foundation	7,900	5,400
	Gibbs Farm	0	12,161
	Giltrap Trust	0	2,000
	Helen Stewart Royle Trust	10,000	5,000
	Laurie Parker Trust	2,000	2,100
	Lion Foundation	8,000	8,000
	Lister Presbyterian Trust	692	692
	MSD Age Friendly Grant	0	10,000
	Murphy Trust	10,000	0
	NZ Community Trust	6,000	8,400
	NZ Lottery Grants Board	30,000	40,000
	North and South Trust	0	4,860
Pub Charity	6,000	8,840	
St George's Trust	1,000	0	
The Funding Network	4,692	0	
Vinci NZ Foundation	10,000	7,500	
<b>Total</b>		<b>191,297</b>	<b>194,953</b>
Membership fees and subscriptions	Member subscriptions	1,957	1,826
	<b>Total</b>	<b>1,957</b>	<b>1,826</b>

# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements Report

**For the year ended:  
31 March 2024**

### Note 2: Analysis of Expenses

Category	Analysis	Current year	Last year
Employee remuneration and other related expenses	Salaries	194,955	180,188
	Staff Awards	920	467
	Staff Training	830	880
	Travel Costs Staff/GT	1,196	227
	ACC	550	406
	<b>Total</b>	<b>198,452</b>	<b>182,167</b>
Expenses related to commercial activities	Advertisements	520	490
	Computer Expenses	2,513	1,704
	Hall Hire & Game Costs	4,179	5,726
	General Expenses	1,485	1
	Insurance	1,079	1,026
	Meeting Costs (AGM)	405	7
	Minor Equipment	0	260
	Office Supply	125	701
	Repairs and Maintenance	3,411	0
	Rent for Head Office	680	1,360
	Rent for Centres	10,119	8,636
	Photocopying/Printing Costs	144	501
	Postage	243	200
	Promotions	2,746	3,225
	Stationery	609	534
	Subscriptions Paid	356	242
	Telephones and Internet	1,536	2,041
	Transport Expenses (Members)	20,829	17,830
	Total Mobility	0	9
	GT Meeting Costs	514	347
Age in Place project	10,491	0	
	<b>Total</b>	<b>61,984</b>	<b>44,839</b>

### Note 3: Analysis of Assets

Category	Analysis	Current year	Last year
Cash and short-term deposits	ASB Cheque Account	37,659	9,778
	ASB No 1 Account/Savings Plus 53	33,880	18,066
	ASB Accelerator	0	62,889
	ASB Short Term Deposits	70,520	102,251
	<b>Total</b>	<b>142,058</b>	<b>192,984</b>

# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements Report

For the year ended:  
31 March 2024

### Note 4: Analysis of Liabilities

Category	Analysis	Current year	Last year
Creditors and accrued expenses	Accounts Payable	9,808	5,979
	Accrued Expenses	0	3,000
	<b>Total</b>	<b>9,808</b>	<b>8,979</b>
Employee costs payable	Kiwisaver Employer Due	360	408
	PAYE/Employee contributions owing	3,605	4,973
	<b>Total</b>	<b>3,966</b>	<b>5,381</b>
Deferred revenue	Aotearoa Gaming Trust	0	1,159
	Auckland Council	4,129	10,358
	Alright Welfare Trust	3,510	3,000
	Foundation North	13,297	11,760
	Four Winds Foundation	0	0
	Giltrap Trust	0	2,000
	Laurie Parker Trust	1,550	316
	Lister Presbyterian Trust	692	692
	Ted and Molly Carr	1	0
	Vinci Foundation NZ	25	0
<b>Total</b>	<b>23,204</b>	<b>29,285</b>	
Other current liabilities	Sundry Creditors	-	-
	GST collected	60,150	54,809
	GST paid	-59,470	-47,216
	GST to/from IRD	-2,960	-4,188
	<b>Total</b>	<b>-2,281</b>	<b>3,405</b>

# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements Report

**For the year ended:  
31 March 2024**

### Note 5: Property, Plant and Equipment

Current year						
Asset Class	Opening Carrying Amount	Purchases	Disposals	Depreciation and Impairment	Revaluation Movements	Closing Carrying amount
Land	-	-	-	-	-	-
Buildings	-	-	-	-	-	-
Motor vehicles	-	-	-	-	-	-
Furniture and fixtures	-	-	-	-	-	-
Office equipment	-	-	-	-	-	-
Computers	-	-	-	-	-	-
Machinery	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	-	-

Last year						
Asset Class	Opening Carrying Amount	Purchases	Disposals	Depreciation and Impairment	Revaluation Movements	Closing Carrying amount
Land	-	-	-	-	-	-
Buildings	-	-	-	-	-	-
Motor vehicles	-	-	-	-	-	-
Furniture and fixtures	189	-	-	189	-	-
Office equipment	-	-	-	-	-	-
Computers	1,856	-	-	1,856	-	-
Machinery	-	-	-	-	-	-
<b>Total</b>	<b>2,045</b>	-	-	<b>2,045</b>	-	-

# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements Report

**For the year ended:  
31 March 2024**

### Note 6: Investments

Asset Class	Valuation Method	Current year					Gains/(Losses) or Impairment	Closing Carrying amount
		Opening Carrying Amount	Purchases	Sales	Income			
Listed Shares	Current Market Value	-	-	-	-	-	-	
Listed Bonds	Current Market Value	-	-	-	-	-	-	
Listed Managed Fund Units	Current Market Value	-	-	-	-	-	-	
Shares	Cost less Impairment	-	-	-	-	-	-	
Bonds	Cost less Impairment	-	-	-	-	-	-	
Managed Fund Units	Cost less Impairment	-	-	-	-	-	-	
<b>Total</b>		-	-	-	-	-	-	

Asset Class	Valuation Method	Last Year					Gains/(Losses) or Impairment	Closing Carrying amount
		Opening Carrying Amount	Purchases	Sales	Income			
Listed Shares	Current Market Value	-	-	-	-	-	-	
Listed Bonds	Current Market Value	-	-	-	-	-	-	
Listed Managed Fund Units	Current Market Value	-	-	-	-	-	-	
Shares	Cost less Impairment	-	-	-	-	-	-	
Bonds	Cost less Impairment	-	-	-	-	-	-	
Managed Fund Units	Cost less Impairment	-	-	-	-	-	-	
<b>Total</b>		-	-	-	-	-	-	



# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements Report

**For the year ended:  
31 March 2024**

### Note 7: Accumulated Funds

Description	Current year						Total
	Capital Contributed by Owners	Accumulated Surpluses or Deficits	Restricted Reserves	Discretionary Reserves	Revaluation Reserves	Other Reserves	
Opening balance	-	152,015		-	-	-	152,015
Capital contributed by	-						-
Capital returned to owners	-						-
Surplus/(Deficit)		- 44,654					- 44,654
Distributions paid to owners		-					-
Transfer to restricted or discretionary reserves			-	-			-
Transfer from restricted or discretionary reserves			-	-			-
Revaluation movements					-		-
Transfers from revaluation reserve due to disposal of					-		-
Other movements recognised directly in		-				-	-
<b>Closing balance</b>	-	107,362	-	-	-	-	<b>107,362</b>

Description	Last year						Total
	Capital Contributed by Owners	Accumulated Surpluses or Deficits	Restricted Reserves	Discretionary Reserves	Revaluation Reserves	Other Reserves	
Opening balance	-	162,213		-	-	-	162,213
Capital contributed by	-						-
Capital returned to owners	-						-
Surplus/(Deficit)		- 16,278					- 16,278
Distributions paid to owners		-					-
Transfer to restricted or discretionary reserves			-	-			-
Transfer from restricted or discretionary reserves			-	-			-
Revaluation movements					-		-
Transfers from revaluation reserve due to disposal of					-		-
Other movements recognised directly in		-				-	-
<b>Closing balance</b>	-	145,935	-	-	-	-	<b>145,935</b>

# North Shore Centres of Mutual Aid Incorporated

## Notes to the Financial Statements Report

**For the year ended:  
31 March 2024**

### Note 8: Commitments and Contingencies

Commitment	Explanation and Timing	Current year \$	Last year \$
Commitments to lease or rent assets			
Commitment to purchase property, plant and equipment			
Commitments to provide loans or grants			

*OR (Delete one not applicable to the entity)*

#### Commitments

There are no commitments as at balance date (last year - nil)

Contingency	Explanation	Current year \$	Last year \$
Contingent liability			
Guarantees provided			