

# ARTS NARROGIN



## ANNUAL REPORT 2019-2020



# OUR PURPOSE

To connect creatives, audiences and the community by promoting, initiating and supporting projects and activities that stimulate and strengthen artistic and cultural life in the Narrogin region.

# OUR VISION

We see arts and culture as an integral component in a vibrant, empowered, connected and strong community.

# OUR FOCUS

Connectivity

Creativity

Sustainability

# OUR VALUES

Accessibility

Creativity

Innovation

Community Focused

Organisational strength



# ACKNOWLEDGEMENTS

**ARtS Narrogin Incorporated gratefully acknowledges the support of:**

Shire of Narrogin  
Department of Local Government, Sport and Cultural Industry  
Regional Arts WA  
Lotterywest  
CircuitWest  
GalleriesWest  
Euphorium Creative

**And the support of Community partners:**

Narrogin Chamber of Commerce  
Narrogin Observer  
Gnarrojin Community Garden  
Narrogin and Districts Senior Citizens Centre  
Narrogin Senior High School  
Narrogin Repertory Club  
Narrogin Eagles Sporting Club  
Narrogin Cottage Homes/Karinya  
Triple M - Southern Cross Austereo  
HAAC - Community Care  
Narrogin Bowling Club



November 2020

# CHAIR'S REPORT

Well, what a year this has been. The second half of 2019's program was full of wonderful events with several shows plus exhibitions being held both in Arts Space and NEXIS, as well as workshops from Karen Keeley and Christine Blackwood.

Raise the Roof funding was being used by Arts Narrogin to find ways to ensure that elements of the creative program were accessible to those who could not attend events, and they did it well, ably coordinated by Brad Flett. Not only did the participants enjoy a wonderful event, but some of the artists came away with a new perspective as well.

'Confessions of a Magician' in July was the breakthrough event which took on wings and flew into new dimensions when Pierre spent time at Karinya aged care. He was amazed at the reactions to his simple tricks and felt he came away with a new outlook on how he could interact with people outside of his usual performances.

'A Night Out,' a very energetic group of four dancers, not only did workshops in the town hall before their show but spent several memorable hours at Karinya doing their warm up routines and having the residents join in. The joy on the faces of those who participated was fabulous to see and the artists felt that they reconnected back to their reasons for starting dance in the first place.

January and February were extremely busy with two ongoing art workshops, our Pitch 'n' Plate evening, the launch of the Southern Wheatbelt Art directory, Flickerfest and Mike Beckwith's 'Awakening' exhibition.

Pitch 'n' Plate was held on January 22 at Narrogin Bowling Club. Graham Smith's "Unsung Heroes", along with Thornton Theatre's landscaping project, the Moorditj Youth Project and Core for Community were all worthy recipients and the crowd agreed. Not only was the money raised on the night divided as per the crowd votes, but people added extra money or contributed help in other ways.

The Southern Wheatbelt Art Directory was launched on February 15 - the culmination of two year's work, collated by Catherine Thornton from information given by artists from 15 shires. We were delighted to have Darren West MLC open the event. This was also the launch of our Southern Wheatbelt Artist Network, a quarterly get together for artists and like-minded people, plus the enRICH program, where we are pleased to now have Ned Crossley as our first scholarship recipient.

'A Dozen plus Two' a retrospective exhibition by Joyce Contos was our next exhibition opening March 12th. On March 24 it was decided that, due to COVID 19, we should close the gallery. As we still had two weeks of Joyce's exhibition to run the decision was made to create our first on line exhibition. Congratulations Casey, a great effort.

Along with the rest of the world we had to readjust our thinking. Our beautifully crafted program for the rest of the financial year fell apart. No one was sure if they had a job, would we close for a few weeks, months or permanently? Although we closed the premises for two months a lot of work was done from home or behind closed doors at Arts Space during that time.

Our manager Caitlin Stewart spent many hours and days rescheduling, postponing and cancelling events as well as looking at ways to keep us going, plus providing support in many ways to other organisations affected by COVID. Avril Baxter and Katie Chadwick waded through the intricacies of Jobkeeper and Casey Thornton was busy keeping our loyal members up to date with what was happening.

To show appreciation of ongoing support it was decided that we would take the opportunity to offer free membership to anyone who joined for the 20/21 financial year before July 31. We were not only pleased to see so many people sign up, but were touched by the fact that many gave a donation. During these times of uncertainty this show of faith was greatly appreciated.

Although we are still facing uncertain times due to COVID, the Shire of Narrogin has continued to support us and we have secured funding for the next two years through Regional Arts WA.

Invaluable support from our partner organisations, donors, sponsors, businesses, curators, artists, local media representatives and funding bodies are a significant factor in keeping our doors open. We all give in different ways and whether it is financial or personal, ongoing-support from people such as our life members Les and Sue Riley, Deborah Hughes-Owen and Peter Taylor make a huge difference to organisations such as ourselves.

I would like to acknowledge two people in particular who have been the mainstays of Arts Narrogin for many years. Stepping into past Chair Deborah Hughes-Owen's shoes was always going to be an impossible task. Deb had a vision for Arts Narrogin and spent countless hours every week, not just overseeing what was being done, but also planning ahead, helping with budgets, grant writing, keeping in touch with sponsors and donors, coordinating events and helping out where needed in a myriad of ways. Arts Narrogin owes her a huge debt of gratitude.

Secondly, Avril Baxter has been our Treasurer since 2013 and has done an amazing job not only keeping our books up to date in a very professional manner but keeping our budget on track as well as coordinating Flickerfest and the Poets Café. Although Avril is retiring as treasurer we are very fortunate to have her stay on committee. Without these two people Arts Narrogin would not have become such a vibrant leader in the arts sector.

To the new committee, I leave you with the thought that one word of genuine praise or encouragement can make the world of difference to anyone, so encourage, show support and give the gift of your time.

**Dianne Strahan**  
Chair



November 2020

# MANAGER'S REPORT

The last year started with a bang and ended with... not a whimper but a global pandemic. Shows, workshops and exhibitions were cancelled. Some funding rounds were put on hold, others were opened up for the first time in many years. COVID plans were written, then re-written as restrictions came in and then were lifted and there was genuine concern over risks for volunteers and patrons. Uncertainty was palpable – not just within Arts Narrogin, but across the community. As things currently stand, the path forward appears much clearer and more certain. Whilst some restrictions remain, we are confident that we have plans in place to help mitigate ongoing restriction changes, and with organisational funding now secure for the next two and half years, we are looking forward to a full creative program.

Despite the ending, there were some real highlights over the year. The *Take Your Seats* program – a series of six shows presented to the community with a focus on accessibility, has enabled us to develop stronger ties with the aged care industry and medical practitioners. Of the attendees in 2019, 117 patrons who had never previously purchased tickets, purchased tickets for others and 18 of these became repeat patrons; This indicates that we are engaging with new members of our community and finding new audiences of arts lovers. It is pleasing to note that 94% of survey respondents from the program said that attending these events helped them feel part of the community. The success of this program has been noted beyond Narrogin – it has been used by peak body CircuitWest as a one of three case studies to advocate for the arts and look at engaging regional audiences. A video clip celebrating the program is available to view on their website.

There has also been a strong focus this year on supporting local artists. The Southern Wheatbelt Art Directory has been positively received following its launch in February. Artists and creatives from around the region are still able to register their details via the Arts Narrogin website, which maintains an up-to-date 'live' version of the directory.





After the success of mentorships through the Connect to the Creative Grid project in 2018/2019, Arts Narrogin developed the enRICH scholarship for emerging artists. Funded from donations to the gift fund, enRICH offers a mentorship, marketing support and an exhibition for the recipient. Ned Crossley was the recipient of the inaugural enRICH scholarship and we look forward to seeing his exhibition in 2021. Local artists Helen Elliot, Mike Beckwith and Joyce Contas all exhibited, with Mike and Joyce having their first solo exhibitions at Arts Space in early 2020.

We have slowly been building the Southern Wheatbelt Artist Network throughout the year. After the launch with the Directory in February, artist networking sessions and practice development workshops were impacted by COVID cancellations. We will continue to push ahead and provide support for our local Wheatbelt artists.

Arts Narrogin will continue to hold community at the heart of everything we do. Throughout the year we have actively sought feedback from our audiences, participants and local artists. We work hard to ensure that this feedback directs our creative program, to reflect the needs and interests of our community. We support local businesses wherever possible to help our local economy and most importantly we are constantly looking to find ways to help our community connect. Before shows, meeting new people in workshops or having conversations with exhibiting artists, we want our audiences, participants and volunteers to feel connected, alive and part of a community.

An enormous and heartfelt thanks to all our supporters over the last year – whether donating your time, your skills, or making a financial contribution, you make our organisation thrive.

Buckle up for 2020/21!

**Caitlin Stewart**  
**Manager**



# OUR PEOPLE

## BOARD

### Name

Dianne Strahan  
Amy George  
Avril Baxter  
Sue Bicknell  
Evan Beckwith  
Ian Fergus  
Mary Martin  
Josh Pomykala  
Sally Rogers

### Position

Chair  
Vice-Chair  
Treasurer  
Secretary  
Board Member  
Board Member  
Board Member  
Board Member  
Board Member

## GIFT FUND MANAGEMENT COMMITTEE

David Harrison  
Geoff McKeown  
Lynda Myres  
Sally Rogers

## EMPLOYEES

### Name

Caitlin Stewart  
Casey Thornton  
Katie Chadwick  
Bradley Flett  
Catherine Thornton

### Position

Manager  
Communications Officer  
Finance Officer  
Event Coordinator  
Regional Arts Hub Coordinator

### Dates acted (if not for whole year)

Jan 2019 - Jan 2020

## VOLUNTEERS

Arts Narrogin gratefully acknowledge the role of all volunteers over the past year. Without your support and input, the organisation just could not function.

## LIFE MEMBERS

Deborah Hughes-Owen  
Sue Riley  
Les Riley  
Peter Taylor



# OUR CREATIVE PROGRAM

## AT A GLANCE

18

EVENTS

1581

AUDIENCE

202

PARTICIPANTS

156

ARTISTS AND  
ARTS WORKERS  
ENGAGED

### PERFORMING ARTS

Comedy Gold Gala  
Flickerfest

### Take your Seats program

Confessions of a Magician  
Diva-Licious: Defying Gravity  
The Ten Sopranos: Mamma Mia  
A Night Out

### EXHIBITIONS

#### NEXIS

Machines and Makers  
NSHS iWitness

### Arts SPACE

The Armour of Aprons  
Helen Elliot  
Awakening - Mike Beckwith  
A Dozen Plus One - Joyce Contas

### WORKSHOPS

Drawing - Christine Blackwood  
Painting - Karen Keeley  
Gardens Galore! Landscape Painting - Karen Keeley  
Exciting New Watercolour Techniques - Karen Keeley

### ARTS SUPPORT

From Boston to the Bush - Hale School Jazz Band  
Narrogin Repertory Club – 3 One Act Plays  
Southern Wheatbelt Art Directory & Artist Network launch  
Pitch N Plate

### SMALL BUSINESS SUPPORT THROUGH ARTS SPACE

Divine Framing





# TREASURER'S REPORT

Being a Tier 1 Not for Profit organization, ie our revenue is less than \$250,000 per year, we are not required to be audited but need to produce a profit and loss statement and balance sheet (See following reports).

We did however choose to have our accounts reviewed and engaged Audit Partners Australia, their report follows. In Audit Partners Australia opinion, the financial report of ARtS Narrogin Incorporated presents fairly, in all material respects the financial position of ARtS Narrogin Incorporated as of 30 June 2020.

This year we changed to using the cloud based accounting program XERO and have received great support from Byfields and RSM accounting services in the transition from one accounting program to the other. This program makes the production of reports much easier and has been a great learning curve for all staff using the program.

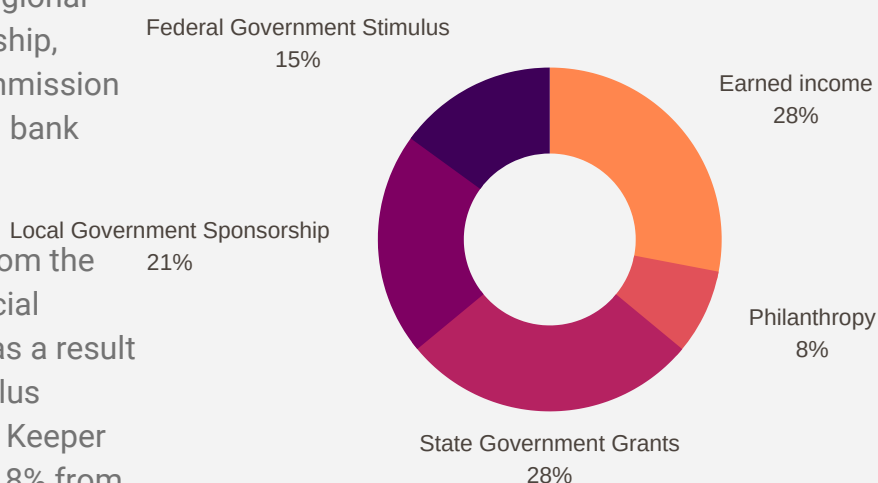
## **Income**

Twenty eight percent (28%) of our income for the year came from State Government Grants. This consisted of:

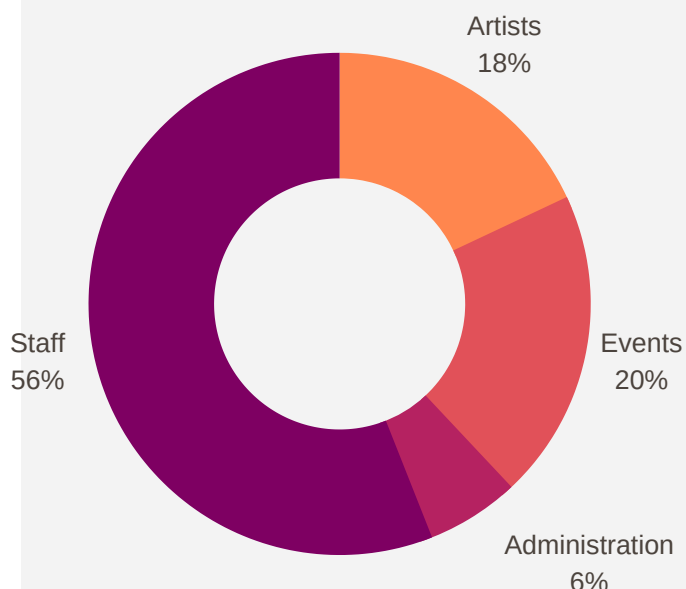
- Regional Arts Sector Investment Funding \$11,220 (via Country Arts WA)
- Department of Local Government Sport and Cultural Industries \$61,761 for Raise the Roof (unexpended grant from 2012-2019)
- Circuitwest \$6,838 for Building Arts Audiences (unexpended grant from 2012-2019).

Twenty-eight percent (28%) of our income was earned through providing a Regional Hub for Country Arts WA, membership, events, workshops, donations, commission on sale of art work, book sales and bank interest.

Twenty one percent (21%) came from the Shire of Narrogin in baseline financial support for our organization, 15% as a result of the Federal Government's stimulus package (COVID 19 related) in Job Keeper support and a Cashflow boost and 8% from philanthropy.



Our income (\$224,799.07) is represented above:

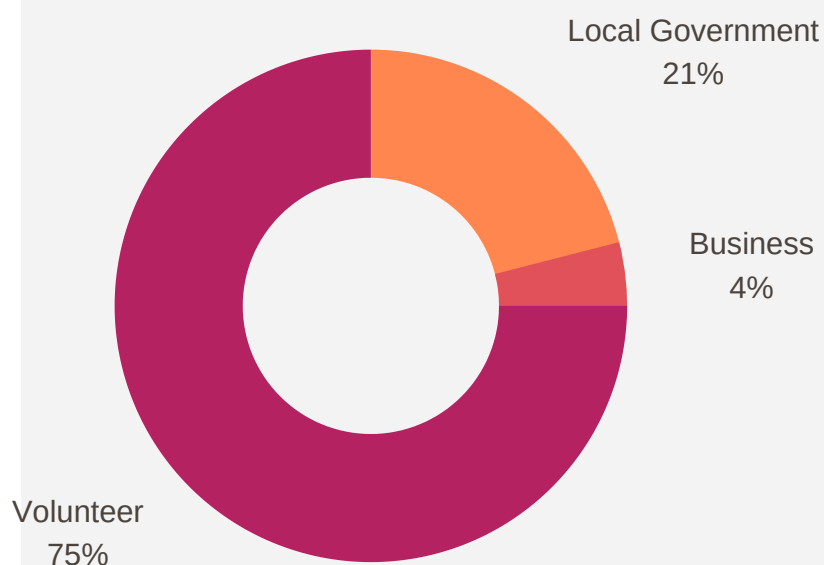


## Expenditure

Our expenditure (\$195,382.54) is represented as follows:

At 56% of our expenditure, our largest expense this year was staffing, this allowed us to apply for funding, rework our financial accounting system, update policies and run our creative program.

March saw the cancellation of events programmed for the rest of the year, and despite this 18% of our expenditure was paid out to artists and 20% in the production of events which supported local businesses and organizations through venue hire, accommodation for visiting artists, catering and advertising..



## In-Kind Contribution

Our \$value for in-kind contributions of \$123,146.00 is largely represented by 2,902 volunteer hours, down this year due to the COVID restrictions. The in-kind contribution from the Shire of Narrogin is in subsidized rent for our premises.

I would once again like to thank all our volunteers and staff and especially Katie Chadwick for embracing the role of finance officer and Cait Stewart for her support in preparing the budget.

**Avril Baxter**  
Treasurer

## ARTS NARROGIN INC

### STATEMENT BY MEMBERS OF THE COMMITTEE

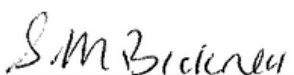
The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial report:

1. Presents a true and fair view of the financial position of Arts Narrogin Inc as at 30 June 2020 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe Arts Narrogin Inc will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

  
CHAIRPERSON  
Name: Dianne Strahan

  
~~TREASURER~~ Sue Bicknell - Secretary  
Name:

Dated this fifth day of November 2020



# Balance Sheet

## Arts Narrogin Incorporated As at 30 June 2020

30 JUN 2020

### Assets

#### Bank

Westpac Community Solutions	14,975.56
Westpac Cash Reserve	86,153.35
Westpac Gift Fund	33,986.97
<b>Total Bank</b>	<b>135,115.88</b>

#### Current Assets

Accounts Receivable	2,000.00
Australian Taxation Office Account	1,586.00
Float	150.00
Inventory - Taylor Books	4,060.00
Petty Cash	100.00
Prepaid Insurance	2,098.06
Square	855.58
TryBooking Account	468.54
<b>Total Current Assets</b>	<b>11,318.18</b>

#### Fixed Assets

Plant & Equipment at Cost	27,093.65
Accumulated Depreciation	(21,911.44)
<b>Total Fixed Assets</b>	<b>5,182.21</b>

#### Non-current Assets

Bond	600.00
<b>Total Non-current Assets</b>	<b>600.00</b>

<b>Total Assets</b>	<b>152,216.27</b>
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### Liabilities

#### Current Liabilities

Accounts Payable	5,789.34
Annual Leave Entitlements	5,581.41
GST	3,238.58
PAYG withholding payable	6,130.06
Superannuation Payable	2,036.93
Unexpended Grant	17,782.12
<b>Total Current Liabilities</b>	<b>40,558.44</b>

<b>Total Liabilities</b>	<b>40,558.44</b>
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<b>Net Assets</b>	<b>111,657.83</b>
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### Equity

Current Year Earnings	29,416.53
Members Funds	82,241.30
<b>Total Equity</b>	<b>111,657.83</b>

# Profit and Loss

Arts Narrogin Incorporated  
For the year ended 30 June 2020

2020

## Trading Income

ARTS Venue Hire	381.80
ARTS work sold	225.78
Bar Income	2,895.08
Cash Flow Boost	10,000.00
Catering	317.27
Commission	14.77
Donations	16,657.32
<b>Grants</b>	
Grants - Operational	11,220.00
Grants - Project	74,856.88
<b>Total Grants</b>	<b>86,076.88</b>
Interest Received	172.94
JobKeeper Income	24,000.00
Memberships	814.75
Merchandise Sales/Books	383.63
Photocopying	222.43
Sponsorship	640.60
Sponsorship Local Gov't	48,000.00
Square Sales (Taxable)	887.53
Ticket Sales	30,096.98
Workshop Fees	3,011.31
<b>Total Trading Income</b>	<b>224,799.07</b>

**Gross Profit 224,799.07**

## Operating Expenses

Accommodation	1,140.01
Advertising & Promotion	6,213.53
Arts Maintenance	408.19
Bar Expense (Inc. Licence)	2,467.56
Catering Expenses	4,803.49
Depreciation Expense	1,563.97
Donations/Sponsorship	72.73
Event Materials	1,854.69
Fees - Technical	18,835.48
Insurance	3,714.69
Licences	212.64
Memberships	675.99
Postage/Freight	125.55
Presenter Fees	32,370.52
Printing & Stationery	1,159.49

Processing Fee - Trybooking/Square	102.82
Refunds - Tickets	238.15
Revaluation of Obsolete Stock	629.00
Royalties	135.10
Sales on behalf of	1,165.00
Square Fees	29.05
Subscriptions - Tech	1,939.60
Superannuation	7,937.67
Telephone	1,582.97
Tickets on behalf of...	2,060.00
Travel Expenses	819.03
Venue Hire	485.45
Volunteer Expenses	191.79
Wages & Salaries	101,906.66
Workshop Materials	541.72
<b>Total Operating Expenses</b>	<b>195,382.54</b>
<b>Net Profit</b>	<b>29,416.53</b>

## NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 2015 (WA). The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

### a) Income Tax

The Association is a non-profit organisation and thus exempted from income tax liability by virtue of 23(3) of the Income Tax Assessment Act.

### b) Fixed Assets

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the Association commencing from the time the asset is held ready for use. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

### c) Goods & Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.



## INDEPENDENT AUDITOR'S REVIEW REPORT

To the members of the ARTS Narrogin Inc

### *Report on the Financial Report*

We have reviewed the accompanying financial report of ARTS Narrogin Inc (the association), which comprises the balance sheet as at 30 June 2020, the statement of profit or loss, and notes comprising a summary of significant accounting policies and other explanatory information, and the statement by the members of the committee.

### *Committee's Responsibility for the Financial Report*

The committee of the association is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Associations Incorporation Act 2015 (WA)* and has determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the financial reporting requirements of the *Associations Incorporation Act 2015 (WA)* and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee determine necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express a conclusion on the financial report based on our review. We conducted our review in accordance with Auditing Standard on Review Engagements ASRE 2415: *Review of a Financial Report: Company Limited by Guarantee or an Entity Reporting under the ACNC Act or Other Applicable Legislation or Regulation*, in order to state whether, on the basis of the procedures described, we have become aware of any matter that makes us believe that the financial report is not in accordance with the *Associations Incorporation Act 2015 (WA)* including:

- (i) giving a true and fair view of the association's financial position as at 30 June 2020 and its performance for the year ended on that date; and
- (ii) complying with Australian Accounting Standards to the extent described in Note 1 to the financial report.

ASRE 2415 requires that we comply with the ethical requirements relevant to the review of the financial report.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

### *Independence*

In conducting our review, we have complied with the independence requirements of the Australian professional accounting bodies.

### *Basis for Qualified Conclusion*

#### *Cash Income*

As is common for organisations of this type, it is not practicable for the association to maintain an effective system of internal control over cash receipts until their initial entry in the accounting records. Accordingly, our review in relation to cash income was limited to the amounts recorded.


#### *Conclusion*

Except for the effects of the matters described in the *Basis of Qualified Conclusion* section of our report, based on our review, which is not an audit, we have not become aware of any matter that makes us believe that the financial report of ARTS Narrogin Inc is not in accordance with the *Associations Incorporation Act 2015 (WA)* including:

- (i) giving a true and fair view of the association's financial position as at 30 June 2020 and of its performance for the year ended on that date and
- (ii) complying with Australian Accounting Standards to the extent described in Note 1 to the financial report.

#### *Basis of accounting*

Without further modifying our conclusion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the association's financial reporting responsibilities under the *Associations Incorporation Act 2015 (WA)*. As a result, the financial report may not be suitable for another purpose.



LEANNE K OLIVER

Director

AUDIT PARTNERS AUSTRALIA

BELMONT WA

Dated at Perth, Western Australia this 5<sup>th</sup> day of November 2020