



HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED

INCORPORATED IN VICTORIA - A0037327C

ABN 68 585 966 022

P.O. BOX 25036, MELBOURNE, VICTORIA 3004

**Annual Report
for the year ended 30 June 2011**



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Introduction

The Heart and Lung Transplant Trust (Victoria) Incorporated ("the Association") was incorporated on 1 December 1998 under the Associations Incorporation Act 1981. The Association was formed for the benefit of transplant patients & recipients of the transplant unit of The Alfred Hospital, Commercial Road, Melbourne 3004 ("the Alfred") and their families and friends.

The Association's vision is for a bright and active future for all those involved with or in need of a heart or lung transplant. The Association actively encourages organ donation and supports The Alfred, the transplant team, patients, recipients, their families and carers throughout their journey.

The objects in the Constitution of the Association are as follows:

- **Increase public awareness of the need for organ donation**
There are nearly two thousand Australians currently on waiting lists and sadly some patients will die before a suitable organ becomes available. Members of the Association actively promote organ donation. The most crucial aim of the Association is to increase the number of registrations on the Australian Organ Donor Register;
- **Promote the recognition and acknowledgment of the donor and donor family**
Those patients who are alive today because they received a transplant, hope that donor families feel a sense of comfort in knowing that because of their decision to donate, someone will live and other families will be saved the pain of a loved one's death. The Association supports the Annual Thanksgiving Service and also encourages its members to participate to remember and acknowledge the many people who have given the "Gift of Life";
- **Raise funds and accept donations as appropriate for the transplant clinic at the Alfred**
Many of the members joined the Association to give something back through supporting fellow patients and the Alfred. Money received through generous donations, or raised from raffles and other fund raising activities, is used to purchase medical equipment, fund transplant related research or anything else that can assist the Alfred's transplant unit or associated wards;
- **Provide peer support and encouragement for all "pre" and "post" heart and lung transplant patients, their families and/or their carers**
The need for peer support provided the impetus to form the Family Fund, the forerunner to the Association. The time waiting for a transplant or recovering from a recent transplant operation can be stressful for patients, their families or their carers. It is well known that people with good peer support do better both mentally and physically. The support provided by others who have had the same or similar experiences can help through difficult times;
- **Communicate to members through a periodic newsletter**
Keep membership informed as to what the Association is doing through the periodic newsletter, The Circulator;

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- **Provide relevant information and encourage healthy lifestyle choices to ensure the maintenance of optimal physical health**
Being as well as possible before transplant will make it easier for the patient and transplanted organ to stay healthy after transplant. Good nutrition and healthy living are important both before and after transplant;
- **Inform its members in the prevention of diseases that may result in organ transplantation**
Being conscientiousness to small details without becoming obsessive, such as hygiene, having the annual flu vaccination and being consistent with taking medications is important. However it is still necessary to reinforce the message as often as possible to enhance patient outcomes;
- **Engender fraternal feelings amongst “pre” and “post” heart and lung transplant patients and their families through social activities**
The Christmas and Easter BBQs have always been well attended and provide a great chance to meet other members. Other social events will be held from time to time;
- **Consider and deal with all matters submitted to the Association by any member**
To consider and deal with matters raised by members relating to the aims of the Association;
- **Represent the interests of its members in any appropriate forum**
To consider and deal with matters relating to the aims of the Association to any other body;
- **Foster links with other bodies with similar interests in the pursuit of these objects**
There are a number of transplant associations who share similar interests. The Association will combine efforts, where appropriate, to stimulate public response to the need for organ donation; and
- **Undertake to do all things which are necessary, incidental or conducive to the advancement of these objects**

The Association has continued to fulfil these objects during the financial year ended 30th June 2011. In accordance with the rules of the Association, the Committee of Management met on 5 occasions (August, November, February, April & June) during the financial year at the 5th Floor Seminar Room of The Alfred to conduct the business of the Association. Minutes of these meetings are held by the Secretary and are available to members on request.

There was a special general meeting held in February to consider various rule changes. The Committee of Management believed the proposed changes would (a) further the objects of the Association by enabling the inclusion of pre-transplant patients into membership; and (b) assist the Committee in running the Association more efficiently and effectively. There was also a minor change to reflect the movement in the Post Office Box for correspondence. The resolution to adopt the changes was passed unanimously and the Victorian Registrar subsequently approved the changes.

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The Advisory Committee met on 2 occasions (October, November) and having fulfilled its function, was disbanded by the Committee of Management on 12 April 2011.

Christmas and Easter BBQs were held at Fawkner Park, opposite the Alfred and were well attended by members. We also printed t-shirts with a new HLTTV logo to publicise the Association and organ donation. T-shirts were sold at the BBQs and have been a useful addition to our fundraising and promotion efforts.

To further assist members the Committee decided at the meeting in June to provide a fitness grant to post transplant members to partially reimburse fitness expenditure, i.e. 50% of the cost, to a maximum of \$150 per member. Total expenditure has been set at \$3,000 for the first year of operation. Furthermore, 4 editions of The Circulator newsletter (September, December, March & June) were distributed to members during the year.

The number of members of the Association decreased to 179 at 30th June 2011 from 205 at 30th June 2010. The Committee had the unfortunate task of expelling a number of members who, despite repeated requests, continually failed to pay their subscriptions. The procedures under the Constitution were followed precisely to give these members every opportunity to re-instate themselves, but to no avail.

On a brighter note, the fundraising efforts of two members during the year were exceptional - Sam Tabone and Dennis McCarthy. In addition two other members should be mentioned for their efforts, Len Hain & Ray Gogoll. All these efforts contributed to a significant increase in income for the Association.

Sam Tabone organised a grand dinner & dance on 10 July 2010 at a venue in Taylors Lakes. There were a large number of guests from Sam's local community as well as other transplant recipients, Alfred staffers and partners.

John Bisiach and Claude Turco, the Association's President and Vice President (at that time) attended and John spoke briefly. He outlined the Association's vision, the range of things the Association does and thanked everyone for their community support for Sam. He spoke about Sam's journey and asked the other 'Alfred' recipients, staff and Dennis, Janis, Joshua and David, the artists from Humpty Doo – the other end of Australia, to rise and wave hello.

Supporters and sponsors were recognised and presented with framed certificates of appreciation for their donations, goods and services that helped the event raise over \$10,000 for the Association. John concluded by recognising both Sam and Mary for their hard work and vision in holding this amazing event and added as he looked around and acknowledged the crowd and the atmosphere, "You really did it, Sam!"

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The Association also conducted a raffle during the year with a wonderful Aboriginal painting donated as the prize by Dennis McCarthy, both the artist of the painting and another transplant recipient. The Association registered with the Victorian Commission for Gambling Regulation for the raffle, our permit number being 10694/10. The main prize was the Aboriginal painting with a 'Top End' experience of a trip to Darwin to meet the artist and various tourist trips.

1,985 tickets were sold through members and sales through a stall at The Alfred on various days. A small number of tickets were also sold via e-mail and phone requests. The winning ticket was drawn on 21 October 2010 at a small and friendly gathering in 3F at The Alfred. Number 0720 was the winner. Congratulations go to Pam Taylor of Surrey Hills, Victoria. The result was published in the Herald Sun on 25 October 2010. The Association raised around \$7,800 from this raffle.

The event to draw the winning ticket was combined with the celebration of 21 years of transplants at the Alfred – “21 in 2010”. Many Alfred transplant staff members attended and the Association provided the food & drinks in gratitude and recognition of the life changing efforts of these staff members.

Dennis McCarthy also donated two further paintings to the Association, which have been displayed in the Transplant Clinic & Physiotherapy Department over the year. It is the Association's intention to sell these paintings when circumstances allow to supplement our funds, Dennis has offered to assist us in this. While Leonard Joel has provided a valuation of \$400 each, it is the Committee's expectation that the sale will realise more than this, based on Dennis' experience of selling similar articles.

Len Hain celebrated his 70th birthday and organised donations to the Association in lieu of presents. The Association received over \$1,700 from the kind donations in August 2010. This event was covered in our September 2010 edition of the Circulator. Another transplant recipient member, Ray Gogoll, organised a sausage sizzle in June 2011 with proceeds going to the Association and we received \$680 for this. These tremendous efforts were much appreciated.

In terms of expenditure there were 2 significant donations to the Alfred Hospital:

- In April 2010, the Transplant Clinic asked the Trust for help in renovating the clinic to provide some new consulting rooms. This was agreed to by the Management Committee and \$1,900 was funded to provide 2 new consulting rooms and a small sofa on the 3rd Floor at The Alfred; and



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- In June 2010, the Association was asked by the Physiotherapy Department to fund another treadmill, as we had already funded a prior one in early 2010. Given the prior purchase, the Committee felt it appropriate to seek some outside help in funding this new purchase and accordingly we approached Stephen Murby, CEO of Cystic Fibrosis Victoria to co-fund this badly need second machine. To our delight, Cystic Fibrosis Victoria agreed to this, given the large number of cystic fibrosis patients who go through the transplant program. Our thanks go to Stephen. He well understands the part the gym plays in getting people back to their life. The Committee agreed to fund our share, being \$3,500, in August 2010.

The Association also upgraded and redesigned the www.hlppv.org.au website with the assistance of Found Design. While the expenditure for this was significant (\$1,600), as this is one of the main forums through which the Association broadcasts to the transplant community, it was considered an appropriate and necessary expenditure.

The addition of Jon Rolfe as Secretary and Treasurer and David Hayne as Membership Officer has allowed the Association to get more up to date with membership matters, our record keeping and communications. The Secretary has sent many e-mail broadcasts to members during the year regarding upcoming events such as the BBQs and reminders such as flu vaccinations.

Finally, of particular note during the year were the retirements of John Bisiach and Sue Tamblyn. Sue Tamblyn has been a clinic nurse in the Transplant Clinic for many years and was partly responsible for the setting up of the forerunner of this Association - the Family Fund. Sue has been actively involved, in her own time, to help the Association, particularly in reporting Clinic news and our own administration. The Association will miss her guidance but wish her well in her retirement.

John Bisiach was President, Secretary, Public Officer & Treasurer during his time on the Committee, particularly when volunteers were lacking. It is to his credit that the Association is still operating as otherwise it would have been wound up through lack of resources. John has agreed to continue on in a patient support capacity for the time being while others take up the running of the Association. The Association thanks John for his efforts and wishes him well in his retirement to enjoy red wine and cooking!



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**Association Officers and Committee of Management
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President	Claude Turco (from 9 November 2010) John Bisiach (until 9 November 2010)
Vice President	Rom Konieczny (from 9 November 2010) Claude Turco (until 9 November 2010)
Secretary & Public Officer	Jon Rolfe (from 9 November 2010) John Bisiach (until 9 November 2010)
Treasurer	Jon Rolfe (from 9 November 2010) Jane Rolfe (until 9 November 2010)
Committee of Management	
Office holders	President Vice President Secretary Treasurer
Ordinary Members	Martina Appelman (from 14 June 2011) David Hayne (from 9 November 2010) Flick Nolan (from 28 November 2010) Gaylynn Pinniger (from 12 April 2011) John Prior (from 12 April 2011)) Jane Rolfe (from 12 April 2011)
Advisory Committee (disbanded on 12 April 2011)	
Membership Officer	David Hayne
Patient Support	John Bisiach
Minute Secretary	Gaylynn Pinniger
Clinic Liaison	Sue Tamblyn Hilary Stedman Carmel Eccles
The Circulator Editor	Gaylynn Pinniger
Ordinary Members	Willi Deyssing Phillip Felman Kate Hayne Rom Konieczny Richard Metzke Flick Nolan John Prior
Other Assistance	
Webmaster	Chris Williams

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**Detailed Income and Expenditure Statement
for the year ended 30 June 2011**

	2011	2010
	\$	\$
INCOME		
Donations	5,924	5,131
Subscriptions	1,290	1,920
Fundraising - BBQs	1,022	930
Fundraising - Other	17,993	-
Bank Interest Received	1,363	1,187
TOTAL INCOME	<u>27,592</u>	<u>9,168</u>
EXPENDITURE		
Advertising & Promotions	1,836	506
Circulator Newsletter	1,424	1,703
BBQs	532	-
Donations	5,400	5,125
Entertainment	504	524
Filing Fees	155	41
Postage	451	572
Printing & Stationery	179	387
Website assistance fees	1,313	(458)
Website registration & hosting	125	780
Depreciation	102	-
Bank fees	1	6
TOTAL EXPENDITURE	<u>12,022</u>	<u>9,186</u>
NET INCOME OR EXPENDITURE	<u>15,570</u>	<u>(18)</u>

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**Detailed Balance Sheet
for the year ended 30 June 2011**

	2011	2010
	\$	\$
MEMBER FUNDS		
Accumulated Funds	42,473	27,193
TOTAL MEMBER FUNDS	<u>42,473</u>	<u>27,193</u>
FIXED ASSETS		
BBQ	104	-
Computer backup drive	0	-
TOTAL FIXED ASSETS	<u>104</u>	<u>-</u>
CURRENT ASSETS		
Non-cash assets		
Paintings	800	-
Website service refund	150	-
Website hosting prepaid	67	-
Website domain prepaid	38	-
Cash Assets		
Cash at Bank	7,009	7,020
Term Deposit	35,000	21,401
TOTAL CURRENT ASSETS	<u>43,068</u>	<u>28,421</u>
TOTAL ASSETS	<u>43,172</u>	<u>28,421</u>
CURRENT LIABILITIES		
Payables	319	1,228
Prepaid subscriptions	380	-
TOTAL CURRENT LIABILITIES	<u>699</u>	<u>1,228</u>
TOTAL LIABILITIES	<u>699</u>	<u>1,228</u>
NET ASSETS	<u>42,473</u>	<u>27,193</u>

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Declaration of the Committee of Management

The Committee of Management of the Heart and Lung Transplant (Victoria) Incorporated ("the Association") declare these financial statements to be a true and fair view of the Association's financial position as at 30 June 2011 and its performance for the year ended on that date, in accordance with the accounting policies described in the Notes to the Financial Statements.

In the Committee of Management's opinion there are reasonable grounds to believe the Association will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution passed at the Annual General Meeting held on 8 November 2011.

Signed for and on behalf of the Committee of Management

President: Mr. Claude Turco

Treasurer: Mr. Jon Rolfe

Dated: 8/11/11

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Notes to the Financial Statements

1. The Heart and Lung Transplant Trust (Victoria) Incorporated ("the Association") is an association incorporated and domiciled in Victoria. It was incorporated on 1 December 1998 under the Associations Incorporation Act 1981 ("the Act").
2. These financial statements are a special purpose financial report prepared to satisfy the financial reporting requirements of the Act. It has been prepared in accordance with the requirements of the Act and the relevant Australian Accounting Standards. The Association is not a "prescribed association" as defined under the Act, given assets are less than \$500,000 and annual gross revenue is less than \$200,000. Consequently these financial statements are not required to be audited and a cashflow statement has not been prepared.
3. A BBQ was purchased in March 2011 for use at the Association's regular BBQs. It was purchased for \$117 and is being written off over 3 years, the estimated useful life. A computer flash drive to back up the Association's electronic records was also purchased during the year for \$89 and has been written off immediately.

Asset	Book cost	Accumulated depreciation	Written down value
	\$	\$	\$
BBQ	117	13	104
Computer flash drive	89	89	0
Total	206	102	104

4. Two Aboriginal paintings were donated to the Association during the year. The Management Committee is exploring ways to maximize sale value for these items. The Management Committee believe a greater market value is available based on the opinion of the artist; but in the interim the value appearing in the accounts was that given by Leonard Joel, specialist auctioneers & valuers.
5. Following an audit of membership records this year, it was discovered that a few members have, in prior years, prepaid subscriptions for future years. The liability for this has never been recognised in the accounts. Hence a write off against Member Funds has been made this year to properly account for this. Movement in Member Funds:

	\$
Balance at 30 June 2010	27,193
Prepaid membership	(290)
Net income for the year	15,570
Balance at 30 June 2011	42,473

6. There were no mortgages, charges or securities affecting any of the property of the Association during, and at the end of, the financial year.

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7. The Association was not a trustee of any trust during, and at the end of, the financial year.
8. The Association is registered as a “*Health Promotion Charity*” with the Australian Tax Office and has access to an “*Income Tax exemption*”, “*GST concessions*” and an “*FBT exemption*” with effect from 1 July 2005 in accordance with the relevant tax legislation. In addition, the Association was endorsed as a “*Deductible Gift Recipient*” with effect from 5 July 2007 and is not “*GST registered*”.
9. These financial statements have been reviewed by the Management Committee and approved at the Annual General Meeting held on 8 November 2011, being within 5 months of the end of the financial year in accordance with the Act.
10. These financial statements will be submitted to the Registrar of Incorporated Associations in the required format within 1 month of the Annual General Meeting.