Level 8, Terrace Towers 80 William Street, East Sydney, NSW 2011 Telephone: (02) 8374 6666 Fax: (02) 9380 6990

Email: sydney@air.gov.au

Mr Sam Moody Secretary, Adelaide Branch Musicians'Union of Australia 165 Hutt Street ADELAIDE SA 5000



Dear Mr Moody

Re: Lodgement of Financial Statements and Accounts – Musicians' Union of Australia, Adelaide Branch – for year ending 30 June 2007 (FR2007/249)

Thank you for lodging the abovementioned financial statements and accounts in the Registry on 22 August 2008.

The documents have been filed.

Yours sincerely,

Stephen Kellett

Statutory Services Branch

25 August 2008



Barry Jenkins
Deputy Industrial Registrar
Australian Industrial Registry
Level 8 Terrace Towers
80 William St East Sydney NSW 2011

Musicians Union of Australia Adelaide Branch 165 Hutt St Adelaide ph 8232 2388 mob 0412 933 865 email musosa@bigpond.net.au

22 August 2008

Dear Sir

#### <u>Certificate of Secretary</u> S268 of Schedule 1B *Workplace Relations Act 1996*

I, Sam Moody, being the Secretary of the Musicians' Union of Australia - Adelaide Branch certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- that the full report was placed online for download from the MUA website. A
  Newsletter (extract attached) was emailed or posted to our members on the 20th of
  November 2007 directing them to the copy of the Full Report and advising them
  that a General Meeting of the Union would be held on the 11<sup>th</sup> of December 2007
  thus allowing 21days notice as per (s265(5)); and
- that the full report was presented to a general meeting of members of the reporting unit on the 11<sup>th</sup> of December 2007; in accordance with section 266 of the RAO Schedule. Unfortenately, the meeting was inquorate.

Yours Faithfully

<del>S</del>am Moody Secretary

Musicians Union of Australia - Adelaide Branch



Musicians Union of Australia Adelaide Branch 165 Hutt St Adelaide ph 8232 2388 fax 8232 5115 mob 0412 933 865 email musosa@bigpond.net.au

5 November, 2007

#### **Committee Of Management Statement**

On the 5th of November 2007 the Committee of Management of the Musicians' Union of Australia - Adelaide Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30th June 2007.

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- the financial statements and notes comply with the reporting guidelines of the Industrial Registrar; (b)
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- during the financial year to which the GPFR relates and since the end of that year: (e)
  - meetings of the committee of management were held in accordance with the rules of the (i) organisation including the rules of a branch concerned; and
  - the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - the financial affairs of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - where the organisation consists of 2 or more reporting units, the financial records of the (iv) reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - the information sought in any request of a member of the reporting unit or a Registrar duly (v) made under section 272 of the RAO Schedule has been furnished to the member of Registrar;
  - (vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

ALAN HEWITT

President

Musicians' Union of Australia - Adelaide Branch

5th November 2007



Musicians Union of Australia Adelaide Branch 165 Hutt St Adelaide ph 8232 2388 fax 8232 5115 mob 0412 933 865 email musosa@bigpond.net.au

#### STATEMENT OF THE ACCOUNTING OFFICER FOR THE YEAR END 30<sup>TH</sup> JUNE 2007

I, SAMUEL JAMES MOODY, being the officer responsible for keeping the accounting records of the Musicians' Union of Australia, Adelaide Branch, certify that as at 30th June, 2007 the number of members of the organisation was 244.

#### In my opinion:-

- The accompanying Accounts are drawn up so as to give a true and fair view of the financial affairs (a) of the organisation as at 30<sup>th</sup> June, 2007
- A record has been kept of all moneys paid by, or collected from, members of the organisation, and (b) all moneys so paid or collected have been credited to the bank accounts to which those moneys are to be credited, in accordance with the rules of the organisation.
- (c) Before any expenditure was incurred by the organisation, approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation.
- (d) Funds of the organisation raised by compulsory levies or voluntary contributions by members, or funds other than the General Fund, were operated in accordance with the rules of the organisation, and no payments were made out of any such fund for a purpose other than those for which the fund was operated.
- No loan or other financial benefits, other than remuneration in respect of their employment with the (e) organisation, were made to persons holding office in the organisation.
- The register of members of the branch was maintained in accordance with the Act-(f)
- The Accounts have been prepared in accordance with applicable Australian Accounting Standards. (g)

Signed at Adelaide this

6th day of November 2007

NUEL JAMES MY ODY

Musicians' Union of Australia - Adelaide Branch

#### **OPERATING REPORT**

This Operating Report covers the activities of the Musicians' Union of Australia - Adelaide Branch, for the financial year ended 30<sup>th</sup> June 2007, the results of those activities and any significant changes in the nature of those activities during the year.

#### 1. Principal Activities of the Branch

The principal activities of the Adelaide Branch during the past year fell into the following categories:

Implementation of the decisions of the Branch Committee and Federal Council

Industrial support including representation of individual member grievances, advice on legal and legislative matters.

The administration of Federal and State Awards.

Communications to members via quarterly newsletters and to the broader community via media releases and interviews in support of campaigns.

The Branch has consulted with the SA Unions and State and Federal Governments in the development of policy with regard to working musicians.

#### 2. Right of Members to Resign

All members of the Union have the right to resign from the Union in accordance with Rule 14 (1) and 14 (3) of the Union Rules, (and Section 264 of the *Workplace Relations Act 1996*).

#### 3. Membership of the Branch

There were 244 members of the Branch as at 30<sup>th</sup> June 2007.

#### 4. Employees of the Adelaide Branch

As at the 30<sup>th</sup> of June 2007 the Branch employed 1 part time employee.

#### 5. Adelaide Branch Committee of Management

The following persons were members of the Branch Committee of Management, during the year ended 30<sup>th</sup> June 2007.

President Hewitt T Alan Vice President Clarke Douglas G Vice President John G Lyle Secretary/Treasurer Samuel J Moody Committee Member Althuizen Franciscus H Committee Member Brow Donald Committee Member Fiddian Ian Committee Member Michael Bevan Committee Member McEwen Gerard R Committee Member Woodards John H\* Committee Member Tyrrell Vashti Committee Member Boundy Robert\* Trustee Clarke Douglas G Trustee Althuizen Franciscus H Robert W Trustee Guy

SAMUEL JAMES MOODY

Musicians' Union of Australia - Adelaide Branch

6th November 2007

<sup>\*</sup> Term expired December 2006.

### Detailed Balance Sheet As at 30<sup>th</sup> June 2007

	2007	2006		
Section 1				
Current Assets		w		
	企業等間 → 第一十)	₹a.j		
Cash Assets	Charles A. A. Carrier			
Cash At Bank Commonwealth	2,634.00	2,185.00		
ING Deposit Account		93,7,60.00		
Musicians' Mortuary Benefit Trust A/C	25;7:19.00 case	24,630.00		
Cash on hand	200.00	200.00		
and the second s	112,564.00	120,775.00		
Total Current Assets	112,564.00	120,775.00		
Non-Current Assets	. •			
	٠ ·	•		
Property, Plant and Equipment		, <del></del>		
Freehold land - at cost 165 Hutt St Adel	117,000.00	117,000.00		
Buildings - at cost	172,649.00	172,649.00		
Less: Accumulated depreciation	(68,355.00)	(64,039.00)		
Office & Furniture Equipment	55,397.00	55,397.00		
Less: Accumulated amortisation	(50,426.00)	(48,239.00)		
	226,265.00 	232,768.00		
Total Non-Current Assets	226,265.00	232,768.00		

'n"

# MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Detailed Balance Sheet As at 30<sup>th</sup> June 2007

	2007	2006
Current Liabilities		
Payables		
Unsecured:		
Trade creditors	8,004.00	7,003.00
	8,004.00	7,003.00
Provisions	~~~~~~	
Employee entitlements (provisions )	12,041.00	9,221.00
	12,041.00	9,221.00
Total Current Liabilities	20,045.00	16,224.00
Total Liabilities	20,045.00	16,224.00
Net Assets	318,784.00	337,319.00
Members' Funds		
Reserves		
Musicians' Mortuary Benefit Fund	26,474.00	24,983.00
Non Union Trust Fund	345.00	345.00
Accumulated surplus (deficit)	291,965.00	311,991.00
Total Members' Funds	318,784.00	337,319.00

## MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Profit & Loss Statement For the year ended 30<sup>th</sup> June 2007

	2007	2006
		•
Operating profit (deficit) before income tax	(20,026.00)	(25,996.00)
Income tax (credit) attributable to operating profit (loss)		
Operating profit (deficit) after income tax	(20,026.00)	.(25,996.00).
Retained profits at the beginning of the financial year		
	311,991.00	337,987.00
Total available for appropriation	291,965.00	311,991.00
Retained profits at the end of the financial year	291,965.00	311,991.00
Retained profits at the end of the infancial year	251,505.00	311,331.00

### Income & Expenditure Statement For the year ended 30<sup>th</sup> June 2007

	2007	2006
		•
Income		•
Interest received	5,057.00	5,457.00
Subscriptions	15,294.00	17,831.00
Entrance fees		80.00
Rent received	23,737.00	23,277.00
Total income	44,088.00	46,645.00
Expenses		
Accountancy & Audit fees	1,540.00	2,310.00
Advertising and promotion	1,257.00	1,752.00
Affiliation fees / UTLC	2,423.00	2,464.00
Bank Fees And Charges	429.00	, 542.00
Depreciation	6,503.00	6,446.00
Federal dues	1,530.00	1,783.00
Holiday pay ( provisions )	2,820.00	3,073.00
Insurance	1,530.00	1,414.00
Journey cover		3,188.00 °
Legal fees	192.00	
Meetings & conference expenses	562.00	804.00
Postage	556.00	770.00
Printing & stationery	230.00	191.00
Rates & land taxes	5,526.00	5,587.00
Repairs & maintenance	785.00	2,210.00
Salaries - secretary	31,305.00	31,200.00
Secretarial & office expenses	1,167.00	2,600.00
Superannuation	2,817.00	2,808.00
Telephone	2,380.00	2,889.00
WorkCover	562.00 	610.00
Total expenses	64,114.00	72,641.00
Profit (loss) from ordinary activities	(20,026.00)	(25,996.00)
Net profit (loss) attributable to the association	(20,026.00)	(25,996.00)
Total changes in equity of the association	(20,026.00)	(25,996.00)
	=======	=======

#### MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Statement of Cash Flows For the year ended 30<sup>th</sup> June 2007

2007

2006 -

#### **Note 1. Reconciliation Of Cash**

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.

Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

·	========	=======
	112,564.00	120,775.00
,		
Cash on hand	200.00	200.00
Musicians' Mortuary Benefit Trust A/C	25,719.00	24,630.00
ING Deposit Account	84,011.00	93,760.00
Cash At Bank Commonwealth	2,634.00	2,185.00

### Note 2. Reconciliation Of Net Cash Provided By/Used In Operating Activities To Operating Profit After Income Tax

Net cash provided by (used in) operating activities	(9,702.00) =======	(16,459.00) ======
Increase (decrease) in employee entitlements	2,820.00	3,073.00
Increase (decrease) in trade creditors and accruals	1,001.00	18.00
Changes in assets and liabilities net of effects of purchases and disposals of controlled entities:		
Depreciation	6,503.00	6,446.00
Operating profit after income tax	(20,026.00)	(25,996.00)

#### MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Income & Expenditure Statements For the year ended 30<sup>th</sup> June 2007

2007

2006

#### **Non Union Trust Fund**

Trust Fund balance at beginning of year	345	345
	~~~~~~~~	
Trust Fund balance at end of Year	345	345
	=======	========

#### **Musicians Mortuary Benefit Fund**

Income Interest received	1,491	1,211
Surplus/(Deficit) for year	1,491	1,211
Benefit Fund balance at beginning of year	24,983	23,772
Benefit Fund balance at end of year	26,474 =======	24,983

### MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Notes to the Accounts

#### For the year ended 30th June 2007

#### 1. Summary of Significant Accounting Policies

#### a) Basis of Preparation of Financial Reports

In the opinion of the Officers, the Union is a non-reporting entity, because there are no users dependent on general purpose reports.

This is a special purpose financial report that has been prepared solely to meet the requirements of the Committee of Management, and the Members, and must not be used for any other purpose. The Officers have agreed that the accounting policies adopted are appropriate to meet their needs.

As the Union is not a reporting entity it is not required to prepare financial statements in accordance with Accounting Standards and Urgent Issues Group Consensus Views. However the financial report has been prepared in accordance with the following applicable Accounting Standards and Urgent Issues Group Consensus Views.

AASB 1031 Materiality
AASB 110 Events after the Balance Sheet date
AASB 108 Accounting Policies, changes in Accounting Estimates and Errors

The financial report is prepared in accordance with the historical convention. Unless otherwise stated, the accounting policies adopted are consistent with those of the previous year. Comparative information is

reclassified where appropriate to enhance comparability.

#### b) Income Tax

The Union is exempt from income tax pursuant to the Income Tax Assessment Act. Accordingly, Australian Accounting Standard AASB 112 has not been applied and no provision for income tax has been included in the Accounts.

#### c) Goods and Services Tax

The Union is not registered for Goods and Services Tax.

#### d) Non Current Assets

Freehold land and buildings are brought to account at cost. No attempt has been made to revalue the land or building to current market value. A current rating notice records a value of \$590,000.00.

Depreciation, using the diminishing value method, has been provided for in the Accounts on all Non-Current Assets, so as to allocate their cost over their estimated remaining useful life.

#### e) Employee Entitlements

Provision is made for the Union's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages, salaries, annual and long service leave which will be settled after one year, have been measured at their nominal amount. Contributions made by the Union to employee superannuation funds are charged as expenses when incurred.

#### f) Subscriptions

Members Subscription income has been brought to account on a cash basis during the course of the year.

#### MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Notes to the Accounts For the year ended 30<sup>th</sup> June 2007

#### 2. Notice required under Workplace Relations Act

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provision of subsections (1), (2) and (3) of Section 272 of the RAO Schedule, which reads as follows:-

- " (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
  - (2) An organisation shall, on application made under subsection (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such a manner, and within such time, as is prescribed.
  - (3) A Registrar may only make an application under subsection (1) at the request of a member or the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member."

### MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Income & Expenditure Statement For the year ended 30<sup>th</sup> June 2007

	2007	2006	
	Parties (1977)		4
Opening retained profits	311,991.00	337,987.00	
Net profit (loss) attributable to the association	(20,026.00)	(25,996.00)	•
KA	•	-	
Closing retained profits	291,965.00	311,991.00	•
The second of th			,

# MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Statement of Cash Flows For the year ended 30<sup>th</sup> June 2007

2007	2006	
	•	•
	·	
39,031.00	41,188.00	
(53,790.00)	(63,104.00)	
5,057.00	5,457.00	
(9,702.00)	(16,459.00)	
(9,702.00)	(16,459.00)	
122,266.00	137,234.00	
112 564 00	120 775 00	
112,364.00	120,773.00	
	39,031.00 (53,790.00) 5,057.00  (9,702.00)  (9,702.00) 122,266.00  112,564.00	39,031.00 41,188.00 (53,790.00) (63,104.00) 5,057.00 5,457.00 (9,702.00) (16,459.00) (9,702.00) (16,459.00) 122,266.00 137,234.00

## Depreciation Schedule Plant & Equipment

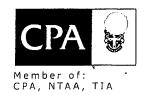
				DISPOSA	LS ETC		ADDITIONS					•
Description	Purchase Date	Cost	Opening WDV	Date	Consider- ation	Adj	Days to Pchs	Cost	Value for Dep'n	Rate %	Dep'n	Closing WDV
Calculator	18/07/85	152	2						2	100	2	0
Typewriter	20/09/85	702	. 9						9	100	9	0
Chair	15/05/86	245	4				,		4	100	4	0
Piano	01/07/85	3,250	126						126	20	26	100
Bookshelf & Cabinet	30/06/88	400	14						14	100	14	0
Chairs	22/07/86	440	14						14	100	14	0
Picture Frame	23/01/87	33	2						2	100	2	0
Filing Cabinet	18/05/88	222	9						9	100	9	0
Mat	02/06/88	14 189	2						2	100	2	0
Chair	06/06/88 08/06/89	189 159	8 6						8	100	8	0
Chair		200	6						6	100	6	0
Answering Machine	01/08/89 12/09/89	200 872	34						6 34	100	6	0
2 Cupboards & 6 Chairs	19/02/90	100	3 <del>4</del> 4						34 4	100 100	34	0
Cupboard Desk	19/02/90	700	4 37						-		4	0
	22/09/91	700 562	37 30						37 30	100	37	0
Fire Extinguisher Sharp Photocopier	08/10/91	3,650	154						154	100 20	30 30	0
Second-hand Table	20/10/91	695	38						38	100	30 38	124 0
Second-nand rable Lounge	13/11/91	1,410	78						78	100	78	0
Vacuum Cleaner	02/06/92	550	32						32	100	76 32	0
Brass Sign	01/10/91	438	22						22	100	22	0
Sign	07/10/92	160	8						8	100	8	0
Sigii Frame	27/01/93	40	2						2	100	2	0
Frames	04/03/93	80	4						4	100	4	0
Chair/Desk	01/04/93	634	34						34	100	34	0
Security Doors	22/04/93	444	24						24	100	24	0
Phones	30/04/93	2,008	106						106	20	21	85
20 Chairs	23/06/93	610	30						30	100	30	0
Awnings	09/07/93	1,480	62						62	100	62	0
Skylights	25/11/93	770	46						46	100	46	0
Fax Machine	28/04/95	799	36						36	100	36	0
486 Computer	31/10/95	13,586	70						70	100	70	0
Computer Celaron III	17/03/99	2,645	65						65	100	65	0
Air conditioner	31/01/00	11,900	2,862						2,862	20	572	2,290
Hot Water Service	19/12/01	783	256						256	22	56	200
Kyocera Printer	04/10/02	679	104						104	40	44	60
Apple Centre	21/06/05	2,971	2,215						2,215	25	555	1,660
Bull Media Database Prg	18/05/05	825	601						601	25	151	450
						<u></u>	E	, <del> </del>				<i>z</i>
		<sub>_</sub> 55,397	7,156				•		7,156		2,187	4,969

## MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH Depreciation Schedule Land & Buildings

				DISPOSA	LS ETC		ADDITIONS					
Description	Purchase Date	Cost	Opening WDV	Date	Consider- ation	Adj	Days to Pchs	Cost	Value for Dep'n	Rate %	Dep'n	Closing WDV
Building @ 165 Hutt St, Adel Acquisition Costs	30/08/91 30/08/91	161,000 11,649	101,278 7,331				·		101,278 7,331	2.50 2.50	4,025 291	97,253 7,040
		172,649	108,609						108,609		4,316	104,293

## RUGARI & ASSOCIATES

CERTIFIED PRACTISING ACCOUNTANTS



\_Natale Rugari ва (ACC), сра\_\_\_

#### MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH **Independent Auditors Report** For the year ended 30th June 2007

#### Scope

I have audited the financial statements comprising the Balance Sheet, Income and Expenditure Statement, Statement of Cash Flows and Notes to the Accounts (resulting in a Net Operating Loss of \$9,702.00), of the MUSICIANS UNION OF AUSTRALIA - ADELAIDE BRANCH, for the year ended 30th June 2007. The Committee of Management of the branch are responsible for the preparation and true and fair presentation of the financial statements and the information contained therein. I have conducted an independent audit of the financial statements in order to express an opinion on them to the members of the branch.

#### Audit Approach

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurances as to whether the financial statements are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and the Workplace Relations Act 1996, and my understanding of its financial position, the results of its operations and its cash flows.

The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

While I considered the effectiveness of internal controls over financial reporting when determining the nature and extent of my procedures, my audit was not designed to provide assurance on internal controls. My audit did not involve an analysis of the prudence of financial decisions made by officers, or the Committee of the Branch.

The audit opinion expressed in this report has been formed on the above basis.

#### **Audit Opinion**

In my opinion:

- a) satisfactory accounting records have been kept by the Branch so far as appears from my examination of these books, including:
  - i. records of the source and nature of the income of the Branch (including income from members); and
  - ii. records of the nature and purposes of the expenditure of the Branch.
- b) the accounts and statements prepared under the Workplace Relations Act 1996 have been properly drawn up so as to give a true and fair view of:
  - i. the financial affairs of the Branch as at 30<sup>th</sup> June 2007; and
  - ii. the income and expenditure and the Result of the Branch for the year.
- c) the accounts have been prepared in accordance with applicable Australian Accounting Standards.

Where necessary I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purposes of my audit.

Natale Rugari

Registered Company Auditor

Dated: 6 Alovi m & Telephone: (08) 8267 4800 Fax: (08) 8239 0728 2007 Email: nat@rugari.com.au Website: www.rugari.com.au