

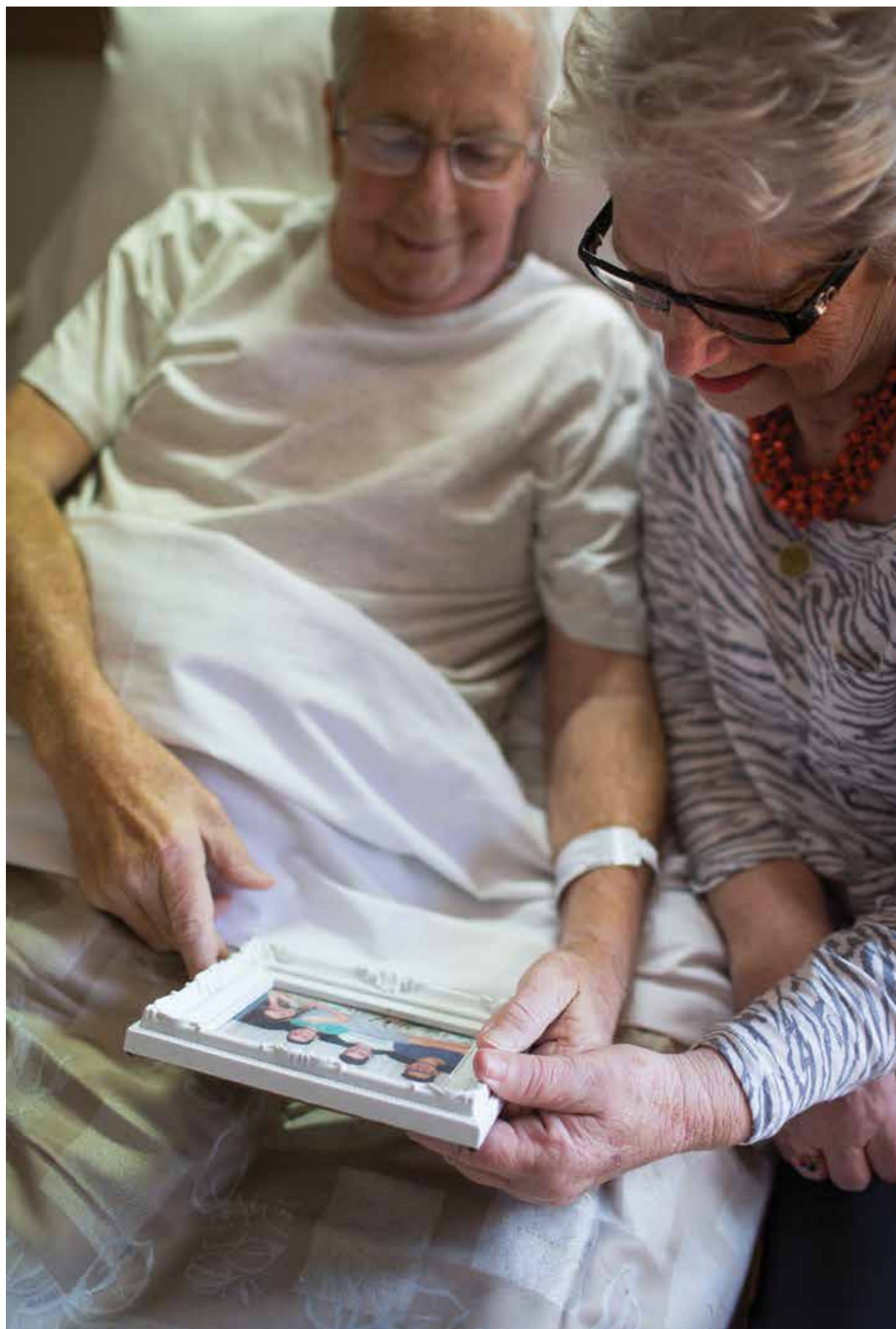
THE MARY POTTER
FOUNDATION INC

Annual Report *2016-2017*



The Mary Potter
Foundation Inc

Celebrating 30 years



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Mission

Inspiring people to share our belief that caring for people at the end of their lives is an honour and a privilege and to work with us to support living every day, every hour.



Values

GOOD STEWARDS

We will always try to do the right thing.

HUG AND DELIGHT

We will seek out ways to make the day brighter for everyone we come into contact with.

ATTITUDE OF GRATITUDE

We will face each day with gratitude in our hearts.

LIVELY AND JOYFUL

We will bring energy to what we do and find reasons to be happy every day.

LEARN AND GROW

We will embrace learning and personal growth as a life long journey.



Donor Commitment

We value and respect our donors, understanding that they choose to make it possible to deliver our mission.



A foundation in care

We at The Mary Potter Foundation have an unshakable belief that caring for people is an honour and a privilege.

That is the reason we are committed to raising funds and awareness for Mary Potter.

When people come to us they experience facilities and care which is comfortable, individual and meaningful.

Because of that there are many inspiring stories to tell.

You will soon discover they are stories full of life, purpose and dignity.

They are stories about fulfilling individual needs and wishes of those who are staying with us.

Equally they are stories which include the families and friends who visit them.

We describe it as Mary Potter Care.

And we believe Mary Potter Care is about living every day, every hour.

Mary Potter Care
Living every day, every hour.



Chairman's Report



Danny Watson
Chairman

It is my pleasure to present our 2016/17 report as Chairman of The Mary Potter Foundation.

In my role I am privileged throughout the year to hear about the difference Mary Potter Care makes to the lives of patients and their families. I want to thank all of our donors for their support which continues to make this possible.

During the past 12 months our donors enabled us to give almost \$1.5 million to ensure that patients receive their palliative and end of life care from a wonderful team of compassionate and highly skilled professionals. Our donors ensure that this care is provided in well-equipped facilities including the family kitchen in the Hospice which provides a welcome and unexpected level of support.

Patients and families also benefit from a range of support and wellness programs, and our ability to meet individual and specific needs. The Impact Report on pages 13 to 15 provides a detailed overview of how donors made a difference during the year.

We thank each and every one of our donors – individuals, community groups, foundations and corporates – for recognising the value of Mary Potter Care and helping people to live every day, every hour.

The team in the Hospice remains committed to learning and development and thanks to the Aldo Crotti Memorial Scholarship program we were able to continue to fund post graduate studies along with a number of conference and seminar opportunities. I thank San Remo CEO, Maurice Crotti and family for their support over nine years.

Additional education hours for the team in the Hospice were again funded by the Fay Fuller Foundation. This initiative allows for further staff development in best practice palliative care along with growth in individual skills in researching and presenting topics throughout the year.

We have been very fortunate to have continued support from some wonderful community minded organisations. SA Power Networks Employee Foundation, HPS, Vili's, Created2Print, Radiology SA, Pro Health Care Foundation, Primo Estates, Scarpantoni Wines, RV Jordan and Kalymnos Pastries.

Further annual support comes from some key community partners and we are very grateful to the members of the Order of St John of Jerusalem, Lions Club of Adelaide Italian and Rotary Club of West Torrens. I am always humbled at the longevity of our relationships with our corporate and community partners.

We are also grateful to other community groups and individuals who choose to raise money for Mary Potter through their own various activities or to support through the gift of their talent in making quilts for patient beds.

We were very fortunate to receive further funding from Coopers Brewery Foundation which allowed us to purchase four new mattresses for Hospice beds. The Lang Foundation continued support for patient care in the Hospice through their annual gift. The Advertiser Foundation also contributed to patient care as we were one of the charities to benefit from their 2017 Clipsal Ladies Lunch.

We thank each and every one of our donors ... for recognising the value of Mary Potter Care and helping people to live every day, every hour.

The Vonbri Foundation chose to give a generous gift to purchase a new recliner for every room in the Hospice. We are so grateful to this private family foundation for this extraordinary gift as the recliners are very well used and valued by patients.



Golf Day 2016



Caring Hearts Committee

Chairman's Report *continued*

Our own team will benefit from learning and development opportunities made possible by funding from Australian Executor Trustees (AET). As part of a collective of four charities, a successful application to the AET's Learning for Impact program will see our staff participate in a range of opportunities over the next two years aimed at building capacity within our own organisation and within the sector.

While our focus continues to be predominantly on providing care in the Mary Potter Hospice this year we were able to set aside specific funds for other projects.

When Calvary Central Districts Hospital came to us for help with purchasing a scalp cooling unit for people receiving treatment in their Cancer Centre, we applied for funding from the AHA (SA) Hotel Care Community Projects. We are so grateful that this wonderful organisation recognised the value of this project and granted us the necessary funding.

While our focus continues to be predominantly on providing care in the Mary Potter Hospice this year we were able to set aside specific funds for other projects.

Our 2016 Golf Day made possible a gift of \$60,000 to Keith & District Hospital to assist in the fit out of a palliative care suite. This will include patient rooms, family accommodation and a new lounge. We feel very grateful to our Patron Jenny Hurley who has chaired the event committee since 2012 and raised almost \$500,000 in that time. We were very pleased to be able to support palliative patients and their families in regional SA. I want to gratefully acknowledge all of the golf day participants and in particular the three major sponsors, Coopers, West End and CUB for their valued contribution.

This year we welcomed the Caring Hearts Committee who are raising funds to support Mary Potter Care. This committee of young

professional women held a movie night and planned another social event which was held in July 2017. We feel so grateful that they have chosen to donate their time and skills, raising money and awareness for The Mary Potter Foundation.

We continued to run our two memorial events, Mary Potter Loving Tree in December and Walk for Love in May. We thank everyone who participated in or supported these events along with our generous event sponsors; SA Power Networks, Blackwell Funerals, MOO Premium Foods and Oakford Homes.

At the start of this financial year we approved a budget with a planned deficit as we were prepared to increase our funding for patient and family care while recognising the ongoing challenges associated with raising money in the current economic environment. But again, we have been incredibly fortunate to be the recipients of some wonderful bequest gifts valued over \$1 million. It is always heart-warming to know that Mary Potter is held in such high regard, with a special place in the hearts of members of our community who then choose to leave bequest gifts.

It is bequest income in recent years that has put us in a position to meet new requests from Calvary to improve palliative and end of life care. We were very pleased to be able to approve funding for the first Palliative Care Nurse Practitioner at Calvary North Adelaide Hospital. Kevin Hardy was appointed to the role in July 2017. We look forward to reporting on the impact this role will have on improving patient outcomes and enhancing existing services.

We completed our Strategic Plan for 2017-2020 with a key focus on growing income and the number of donors to meet increasing palliative care funding needs in the Hospice and Calvary. While we are truly grateful for the extraordinary bequest income over the past few years which has allowed us to build a stronger corpus and meet our administration costs, we do not want to be in a position of relying on this income and our investments each year to meet our funding commitments.



Loving Tree 2016



Loving Tree 2016

Chairman's Report *continued*

On the marketing and communications side, we launched our new website, a monthly e-news and have been focusing on Facebook as an engagement tool. These platforms are ways to share inspiring stories in written and DVD format along with timely updates of the impact of donors' support.

On behalf of the Board and the staff I sincerely thank both of our Patrons, Jenny Hurley and Rick Allert AO for their continued involvement. We were very pleased to welcome our first Ambassador, Kyle Cheney from the Adelaide Football Club and we thank him for giving his time to visit the Hospice regularly.

Over the past 12 months I have again been very fortunate to lead an active and engaged Board. I gratefully acknowledge the generous commitment of each Board Member for volunteering their time and skills to help the Foundation achieve its goals this year. We welcomed Liz Scarce to the Board in November 2016.

Ann's loyal service spanned over 12 years during which time she was an enthusiastic Board Member, a caring donor and a wonderful advocate for Mary Potter. Vale Ann.

However, it is with sadness that I note the passing of long-serving Board Member, Ann Magasdi in September 2016. Ann's loyal service spanned over 12 years during which time she was an enthusiastic Board Member, a caring donor and a wonderful advocate for Mary Potter. Vale Ann.

During the year, Jessica Bostock went on maternity leave and Jessica Harford stepped into the Development Manager role. We were then fortunate to welcome Phoebe Thompson to the Admin and Fundraising Coordinator role. Again, our small team

benefited from a group of wonderful volunteers who provide regular assistance in the office, at our events and selling lottery tickets. I thank each one for the gift of their time.

As a Board we feel very fortunate to have a wonderful team working in the Foundation office. I sincerely thank Cathy, Lorna, Jess Harford, Phoebe and Jess Bostock for their passion and commitment to ensuring that our donors feel valued and that we can continue to support patients and their families to live every day, every hour.

In closing I want to acknowledge that this year marks our 30th anniversary and while we have decided to keep celebrations low key, I would like to take a moment to reflect on the work of our founding committee. I commend this committee for their vision which led to the formation of The Mary Potter Foundation and assured the future of the Mary Potter Hospice by garnering community support which thankfully continues today.

We will always believe it is a privilege to care for people at the end of their lives and I again express heartfelt thanks to all of our donors who continue to share our mission.



Danny Watson
Chairman



Walk for Love 2017



Walk for Love 2017

Thank you to all of the following wonderful organisations for their support during the year:

CORPORATE PARTNERS



EVENT PARTNERS



GOLF DAY MAJOR SPONSORS



Golf Day Hole Sponsors





IMPACT REPORT

*Thank you for sharing
our mission over the past
12 months.*

*It is with grateful hearts that
we share all that you have
made possible in supporting
patients and their families
to live every day, every hour.*

HOSPICE CARE

344 PATIENTS ALONG WITH THEIR FAMILIES AND CAREGIVERS have been in the care of the Hospice team.

"Once again, thank you from the bottom of our hearts for the care, love and support you gave to dad and our family. You are all wonderful and play such an important role in each patient's and their family's lives during these times." Family members

"Thank you so much for your kindness and gentle nature you showed towards my father and our family. I know he was only in your care for a short time but we appreciate everything you did." Family member

"Thank you for looking after our mum so well and thank you for your guidance through this most difficult of journeys. You are special people to do such a special job." Family members

PASTORAL CARE

Around 1700
HOURS of Pastoral Care
was delivered in the Hospice

Families were welcomed to
three MEMORIAL SERVICES
throughout the year

COUNSELLING SUPPORT

349 PATIENTS OR FAMILY MEMBERS received counselling support through the Social Worker

18 BEREAVEMENT COUNSELLING SESSIONS
given to family members

404 FOLLOW UP CALLS to family members after they left the Hospice.

BIOGRAPHY SERVICE

Proudly sponsored by
HPS Pharmacies

34 PEOPLE in the Hospice, St Helen's ward and the community were given the opportunity to capture words from the heart.

"I am so grateful for the provision of this service, not forgetting the wonderful volunteers who give their time and talents for this purpose. There is no doubt my family will enjoy reading about my experiences, which have been many and varied. There is also no doubt I would not have been able to produce this biography on my own." Patient

FRA ANGELICO CREATIVE ARTS PROGRAM

70 PATIENTS participated in the Fra Angelico Creative Arts Program

210 ITEMS were made with messages of love – now treasured mementoes for family members

*"Thank you so much for the beautiful plates. Your kindness and the opportunity for my mum to do the art has meant a lot to all of us."
Daughter of a patient*

*"What you do is very special and has given our daughters a lasting memory of their grandpa – keep up the good work!"
Daughter of patient*

PET THERAPY

Fortnightly VISITS FROM DOGS AND A CAT
putting smiles on faces through the Delta Pet Therapy program

Continued over the page

COMPLEMENTARY THERAPY

REFLEXOLOGY

77 patients
32 family members/carers

"Really helped me feel relaxed and calm. The therapist was wonderful and made me feel lovely." Patient

SKIN THERAPY

211 patients
109 family members/carers
2 staff/volunteers

"Thank you for so deeply and lovingly caring for all our family. It makes this tough journey so much easier." Family member

MASSAGE

99 patients
69 family members/carers
2 staff/volunteers

"To receive this facial was such an unexpected surprise ... It was so relaxing and just what was needed for a brief while." Family member

MUSIC THERAPY

Music therapy program delivered:

453 MUSIC THERAPY SESSIONS with Registered Music Therapist

215 PATIENTS, FAMILY MEMBERS AND CARERS received music therapy

107 ENVIRONMENTAL MUSIC THERAPY SESSIONS were provided (playing music in the Hospice corridors)

"Alfred's wife recalled to staff that those moments with the Music Therapist were so special – they provided a moment of comfort and connection during an otherwise busy day being admitted to the Hospice. This time to connect with each other, supported by music, ended up being one of their last moments together. This will remain the lasting memory of Alfred's wife time in the Hospice – one of peace, love and music." Hayley Miller, Registered Music Therapist

SUPPORTING LIVING WELL

EACH WEEK THE FAMILY KITCHEN WAS KEPT STOCKED for breakfast, lunch and snacks along with coffee and tea

WEEKLY 'SWEET TREAT' TROLLEY generously stocked by Vili's

INDIVIDUAL SUPPORT including meeting special meal requests, celebrating birthdays and anniversaries, providing favourite foods, specific equipment to improve comfort

GROUP ACTIVITIES FOR EVERYONE TO SHARE EACH MONTH including pizza night, fish and chips, Christmas in July celebrations and the cheese and wine trolley.

EACH PATIENT WAS PRESENTED WITH A BEAUTIFUL HANDMADE QUILT for their bed.

IMPROVING FACILITIES

Four ADDITIONAL NEW MATTRESSES – thanks to Coopers Brewery Foundation

NEW RECLINERS FOR EVERY ROOM – thanks to Vonbri Foundation

COMPUTER FOR THE HOSPICE – thanks to Rotary Club of West Torrens

Four NIKKI PUMPS for medication

ADDITIONAL STAFF

ENSURING THE HOSPICE TEAM CAN GIVE PATIENTS AND THEIR FAMILIES SPECIAL ATTENTION AND CARE, additional staff positions have been funded including Palliative Care Consultants, Volunteer Team Leader and Assistant in Nursing.

ENCOURAGING STUDENTS

MARY POTTER MEDAL AND CASH GIFT awarded to an Adelaide University final year medical student who excelled during placement in the Hospice

PALLIATIVE CARE GRANT awarded to a nursing student at the University of South Australia

STAFF SUPPORT AND EDUCATION

MEETING THE COSTS OF ADDITIONAL STAFF to support the nursing team

INVESTING IN THE EDUCATION AND DEVELOPMENT OF THE STAFF TEAM through the Aldo Crotti Memorial Scholarships program – Proudly supported by San Remo and the Crotti Family

PROVIDING EDUCATION HOURS EACH WEEK building knowledge and skills – Thanks to Fay Fuller Foundation



RESTORE PROGRAM

Supporting people with cancer during treatment and workshops for people newly diagnosed

The RESTORE program delivered:

REFLEXOLOGY

128 treatments for patients

2 treatments for family members/carers

ACUPUNCTURE

195 treatments for patients

5 treatments for family members/carers

2 treatments for staff

MASSAGE

845 treatments for patients

3 treatments for staff

Four WORKSHOPS were held with **162** PEOPLE with cancer and family/carers attending.

"This treatment calmed my nerves." Patient comment after massage

"It seems that having acupuncture during chemo reduces the level of nausea in the days that follow. Thank you." Patient comment after acupuncture

"Absolutely loved it and it helped me to relax being my first time receiving chemo." Patient comment after reflexology



Corporate Information

PATRONS

Mr Rick Allert AO
Mrs Jenny Hurley

CHAIRMAN

Mr Danny Watson *F CPA SF Fin FAICD*

EXECUTIVE DIRECTOR

Mrs Cathy Murphy
BMgmt (Mktg) PostGradDip (Mktg)

TREASURER

Mr Chris Sharpley *BEC (Hons) FCA*

BOARD MEMBERS

Mrs Sue Imgraben *RN BN MRCNA FLGF*
Mrs Louisa McClurg *LLB BCom, GDLP*
Mrs Judith Morris
Mrs Elizabeth Scarce
Sr Anne Sheridan *LCM RN FRCNA ACHSE*
Mr Michael Willson *AM*
Ms Anne Young

STAFF

Ms Jessica Bostock
Development Manager
(commenced maternity leave May 2017)

Ms Jessica Harford
Fundraising Coordinator/
Development Manager

Mrs Lorna Riddle
Community Champion

Ms Phoebe Thompson
Fundraising Coordinator
(commenced April 2017)

ACCOUNTANTS

Not For Profit Accounting

FINANCIAL INVESTMENT MANAGERS

Macquarie Private Portfolio Management Limited
JB Were

AUDITORS

Sothertons

HONORARY LIFE MEMBERS

Mrs Pam Allen
Mr Rick Allert AO
Ms Beverley Arnold
Mrs Sue Bardy
Mrs Cathryn Bawden
Mr Dennis Brown
Comm Aldo Crotti *OAM* (deceased)
Mr Russell Duncan
Miss Bea Edson (deceased)
Mr John Field
Mrs Geraldine Foulis
Dr David Gill
Mrs Anna Giordano
Mr Ronald Grigg (deceased)
Mr Roy Hime (deceased)
Mrs Rose Hime
Mr Jamie Irwin (deceased)
Mrs Ann Irwin
Mr Phil Jaquillard
Mrs B Jay (deceased)
Mr Ray Jones (deceased)
Mr Marcus La Vincente
Mrs Ann Magasdi (deceased)
Mrs Margaret Milne (deceased)
Ms Joy Nugent
Mr Keith Opie (deceased)
Mr Ian Trengove (deceased)
Mr Danny Watson
Mr Michael Willson *AM*
SA Power Networks
Order of St John of Jerusalem
Lions Club of Adelaide Italian
All members of the Little Company of Mary

Board Members



Danny Watson
Chairman



Chris Sharpley
Treasurer/
Deputy Chair
Executive Consultant,
Ernst & Young



Sue Imgraben
Board Member
CEO, Calvary North
Adelaide Hospital



Louisa McClurg
Board Member
Partner, Minter Ellison



Judy Morris
Board Member
Property Consultant,
Klemich Real Estate



Elizabeth Scarce
Board Member



Sister Anne Sheridan
Board Member
Little Company
of Mary



Michael Willson AM
Board Member



Anne Young
Board Member
Director,
Young Resources



Cathy Murphy
Executive Director

Treasurer's Report



Chris Sharpley
Treasurer

I am pleased to report on the audited financial results of the Foundation for the year ended 30 June 2017.

OVERVIEW

In the period to 30 June 2017, I report that the Foundation had a net surplus of \$757,044 (2016: \$200,303).

This was a very pleasing result for the year – particularly in light of the continuing challenging fundraising environment.

REVENUE

Fundraising and other revenues from ordinary activities totalled \$1,720,073 (2015: \$1,586,834).

These revenues include income from interest and dividends totalling \$537,106 (up from \$506,583 in 2016). We also had a gain on the sale of financial assets of \$228,617 (2016: gain of \$231,166).

Bequest income continues to be a major source of funding to meet our annual commitment to the Mary Potter Hospice while enabling us to build security for future palliative care funding needs.

Once again this year we are truly grateful to be the recipient of significant bequest income totalling \$1,003,567 (2016: \$419,091). Bequest income continues to be a major source of funding to meet our annual commitment to the Mary Potter Hospice while enabling us to build security for future palliative care funding needs.

EXPENSES

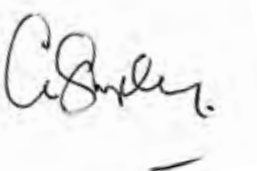
Operating, investment and administration expenses increased 2% from the previous year to \$725,338 (2016: \$710,068).

FINANCIAL POSITION

Net assets at 30 June 2017 increased to \$15,527,544 (2016: \$14,510,051).

FUNDING

I am pleased to report that total benevolent funding to the Mary Potter Hospice and Calvary Cancer Services during the financial year was \$1,469,875 (2016: \$1,326,720).



Chris Sharpley BEc (Hons) FCA
Treasurer

CHAIRMEN

| From | To | |
|----------------|----------------|-----------------------|
| 1987 | | Dr Mervyn Smith |
| 1987 | September 1988 | Professor Elmslie |
| September 1988 | March 1991 | Mr Keith Opie |
| April 1991 | September 1993 | Mr Graham Inns |
| September 1993 | September 1996 | Mr Ian Trengove |
| September 1996 | September 2002 | Mr Michael Willson AM |
| September 2002 | October 2005 | Hon Jamie Irwin |
| October 2005 | Current | Mr Danny Watson |



EXECUTIVE DIRECTORS

| From | To | |
|----------------|----------------|---------------------|
| 1987 | 1991 | Mrs Eva Varga |
| April 1991 | September 1992 | Mr Keith Opie |
| September 1992 | October 2005 | Ms Beverley Arnold |
| October 2005 | June 2009 | Mrs Elizabeth Clare |
| August 2009 | Current | Mrs Cathy Murphy |



BOARD MEMBER MEETING ATTENDANCES

July 2016 – June 2017 (total Board meetings held: 7)

| Members | Meetings Attended | Members | Meetings Attended |
|--------------------|-------------------|-----------------------|-----------------------------|
| Mr Danny Watson | 7 | Mrs Liz Scarce | 5 (joined November 2016) |
| Mr Chris Sharpley | 4 | Sr Anne Sheridan | 4 |
| Mrs Sue Imgraben | 4 | Mr Michael Willson AM | 4 |
| Mrs Louisa McClurg | 5 | Mrs Anne Young | 6 |
| Mrs Judy Morris | 6 | | |

DIRECTORS' REPORT

The Board of Directors of The Mary Potter Foundation Inc. has prepared this report in respect of the financial year ended 30 June 2017.

DIRECTORS

The Directors of the Foundation at any time during or since the end of the financial year are:

Danny Watson FCPA, SF Fin, FAICD
Chairperson

Chris Sharpley B Ec (Hons), FCA
Treasurer/Deputy Chairman

Louisa McClurg LLB, B Com, GDLP

Judith Morris

Elizabeth Scarce
Board Member since Nov 2016

Michael Willson AM

Anne Young

Sue Imgraben RN, BN, FGLF
**nominated by Calvary Health
Care Adelaide Ltd**

Sr Anne Sheridan LCM, RN, B ApScNsg, FRCNA
**nominated by The Little Company
of Mary (LCM)**

Ann Magasdi Dip T Bed
Deceased Sept 2016

PRINCIPAL ACTIVITIES

The principal activities of The Mary Potter Foundation Inc. were the provision of funding and equipment to the Mary Potter Hospice and Calvary Cancer Services through fundraising activities.

SIGNIFICANT CHANGES

No significant change in the nature of these activities occurred during the year.

RESULTS

A net surplus from ordinary activities of \$757,044 was achieved for the current financial year (2015-16: \$200,303).

FINANCIAL INTERESTS OF OFFICERS

Since the end of the previous financial year no Officer of the Foundation, or a firm of which the Officer is a member, or a corporate

in which the Officer has a significant financial interest, has received or become entitled to receive a benefit, either directly or indirectly, from the Foundation as a result of a contract between the Officer, firm or corporate and the Foundation, except as disclosed in Note 15 to the financial statements.

The term 'Officer' includes Directors of the Board who receive no remuneration, and managers who take part in the day to day management of the Foundation and receive remuneration in the normal course of their employment.

INDEMNIFICATION OF OFFICERS

The Foundation paid a premium in relation to a Directors and Officers Liability policy indemnifying the Directors of the Foundation for losses which the Director or Officer may become legally obligated to pay on account of any claim made against the Director or Officer during the policy period 1 July 2016 to 30 June 2017 for a wrongful act committed during the policy period.

The Directors have not included details of the nature of the liabilities covered, nor the amount of the premium paid, as such disclosure is prohibited under the terms of the contract

Signed in accordance with a resolution of the Members of the Board:



Danny Watson
Chairperson



Chris Sharpley
Treasurer

Dated at Adelaide this 22nd day
of September 2017.

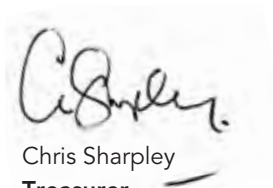
DIRECTORS' STATEMENT

1. In the opinion of the Board of Directors of The Mary Potter Foundation Inc.
 - (a) the Foundation is not a reporting entity and this special purpose financial report is prepared in accordance with the accounting policies outlined in Note 1(a) to the financial statements.
 - (b) the financial statements and notes, comprising the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Cash Flows and the notes to the financial statements are drawn up so as to present fairly the results and cashflows of the Foundation for the year ended 30 June 2017 and the state of affairs of the Foundation as at 30 June 2017; and
 - (c) at the date of this statement, there are reasonable grounds to believe that the Foundation will be able to pay its debts as and when they fall due.
2. The financial statements have been prepared in accordance with Accounting Standards, the Associations Incorporation Act 1985 (as amended) and the Australian Charities and Not-for-profits Commission Act 2012 to the extent outlined in Note 1(a) to the financial statements.

Signed in accordance with a resolution of the Board of Directors.



Danny Watson
Chairman



Chris Sharpley
Treasurer

Dated at Adelaide this 22nd day of September 2017.

STATEMENT OF COMPREHENSIVE INCOME

The Mary Potter Foundation Inc.
Year ended 30 June 2017

| | Note | 2017 \$ | 2016 \$ |
|---|------|------------------|------------------|
| INCOME | | | |
| Revenue from fundraising | 2 | 1,090,032 | 953,559 |
| Bequests | 2 | 1,003,567 | 419,091 |
| Realised gain/(loss) on sale of financial investments | 2 | 228,617 | 231,166 |
| Other revenue from ordinary activities | 2 | 630,041 | 633,275 |
| Total Income | | 2,952,257 | 2,237,091 |
| EXPENDITURE | | | |
| Fundraising expenses | | 189,855 | 179,679 |
| Benevolent funding | 3 | 1,469,875 | 1,326,720 |
| Employment related costs | | 368,607 | 364,606 |
| Depreciation expenses | 3 | 8,317 | 8,476 |
| Investment expenses | | 40,895 | 45,310 |
| Other administration expenses | | 117,664 | 111,997 |
| Total Expenditure | | 2,195,213 | 2,036,788 |
| Operating (deficit)/ surplus for the year | | 757,044 | 200,303 |
| Changes in fair value of financial investments | | 260,449 | 400,595 |
| Net income/(expense) recognised directly in equity | | 260,449 | 400,595 |

The accompanying notes form part of these financial statements.

STATEMENT OF FINANCIAL POSITION

The Mary Potter Foundation Inc.
Year ended 30 June 2017

| | Note | 2017 \$ | 2016 \$ |
|--------------------------------------|------|-------------------|-------------------|
| CURRENT ASSETS | | | |
| Cash and cash equivalents | 4 | 5,805,269 | 4,992,310 |
| Trade and other receivables | 5 | 357,764 | 282,765 |
| Investments | 6 | 1,422,103 | 1,419,119 |
| Other current assets | 7 | 10,139 | 10,941 |
| Total current assets | | 7,595,275 | 6,705,135 |
| NON-CURRENT ASSETS | | | |
| Listed investments | 6 | 8,391,280 | 8,154,811 |
| Property, plant and equipment | 8 | 10,979 | 14,268 |
| Total non-current assets | | 8,402,259 | 8,169,079 |
| Total assets | | 15,997,534 | 14,874,214 |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 9 | 311,081 | 221,474 |
| Provisions | 10 | 104,181 | 115,278 |
| Other liabilities | 11 | 21,660 | - |
| Total current liabilities | | 436,922 | 336,752 |
| NON-CURRENT LIABILITIES | | | |
| Provisions | 10 | 33,068 | 27,411 |
| Total non-current liabilities | | 33,068 | 27,411 |
| Total liabilities | | 469,990 | 364,163 |
| Net assets | | 15,527,544 | 14,510,051 |
| ACCUMULATED FUNDS | | | |
| Retained earnings | 12 | 14,866,500 | 14,109,456 |
| Investment fluctuation reserve | 12 | 661,044 | 400,595 |
| Total accumulated funds | | 15,527,544 | 14,510,051 |

The accompanying notes form part of these financial statements.

STATEMENT OF CHANGES IN EQUITY

The Mary Potter Foundation Inc.
Year ended 30 June 2017

| | Note | Retained Earnings \$ | Investment Fluctuation Reserve \$ | Total Accumulated Funds \$ |
|---|------|----------------------------|--|-------------------------------------|
| Balance at 1 July 2015 | | 13,909,153 | - | 13,909,153 |
| Movement in market value of investments | | | 400,595 | 400,595 |
| Total comprehensive income for the year | | 200,303 | - | 200,303 |
| Balance at 30 June 2016 | | 14,109,456 | 400,595 | 14,510,051 |
| Balance at 1 July 2016 | | 14,109,456 | 400,595 | 14,510,051 |
| Movement in market value of investments | | | 260,449 | 260,449 |
| Total comprehensive income for the year | | 757,044 | - | 757,044 |
| Balance at 30 June 2017 | 12 | 14,866,500 | 661,044 | 15,527,544 |

The accompanying notes form part of these financial statements.

STATEMENT OF CASH FLOWS

The Mary Potter Foundation Inc.
Year ended 30 June 2017

| | Note | 2017 \$ | 2016 \$ |
|---|------|------------------|------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | |
| Cash receipts in the course of operations | | 2,040,237 | 1,418,156 |
| Cash payments in the course of operations | | (2,101,904) | (1,977,017) |
| Interest received | | - | 2,379 |
| Net cash flows from operating activities | 14 | (61,667) | (556,482) |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | |
| Acquisition of property, plant and equipment | | (5,028) | (651) |
| Interest and dividends received | | 630,041 | 517,216 |
| Acquisition of investments | | (655,976) | (2,199,256) |
| Proceeds on sale of investments | | 908,573 | 2,063,786 |
| Net cash flows from investing activities | | 877,610 | 381,095 |
| Net increase / (decrease) in cash and cash equivalents | | 815,943 | (175,387) |
| Cash and cash equivalents at the beginning of the year | | 6,411,429 | 6,586,816 |
| Cash and cash equivalents at the end of the year | 14 | 7,227,372 | 6,411,429 |

The accompanying notes form part of these financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

The Mary Potter Foundation Inc.
Year ended 30 June 2017

1 Statement of significant accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

a) Basis of Preparation

The Board have prepared the financial report on the basis that the Foundation is not a reporting entity as there are unlikely to exist users who are unable to command the preparation of reports tailored so as to satisfy specifically all of their information needs. Accordingly, this "Special Purpose Financial Report" has been prepared in accordance with the Australian Charities and Not-for-profits Commission Act 2012 and for the purposes of complying with the Associations Incorporation Act 1985 (SA) requirements to prepare and distribute financial statements to the members of The Mary Potter Foundation Inc.

These financial statements have been prepared in accordance with the recognition and measurement requirements specified by the Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') and the disclosure requirements of:

- AASB 101 Presentation of Financial Statements
- AASB 107 Statement of Cash Flows
- AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors
- AASB 1031 Materiality
- AASB 1048 Interpretation and Application of Standards
- AASB 1054 Australian Additional Disclosures

These financial statements do not conform with International Financial Reporting Standards as issued by the International Accounting Standards Board ('IASB').

The financial report has been prepared on an accruals basis (except for donations, dividends and trust distributions which are recognised upon receipt) and is based on historical costs and does not take into account changing money values or, except where 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.

b) Income Tax

The Foundation is exempt from income tax pursuant to the Income Tax Assessment Act 1997. Accordingly, Australian Accounting Standard AASB 112 has not been applied and no provision for income tax has been included in the financial reports.

c) Revenue Recognition

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the entity and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates. All revenue is stated net of the amount of goods and services tax (GST).

Donations, Appeals and Events Revenue

Donations, appeals and events revenue is recognised at time of receipt. Where a donation or bequest is in a form other than cash, it is recorded by the Foundation at a value which approximates the market value at time of receipt.

Investment income

Investment income comprises interest and dividends. Interest income is recognised as it accrues. Dividends and trust distributions from investment portfolios are recognised when received.

d) Employee Entitlements

Provision is made for the Foundation's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

e) Goods and 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.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

Receivables and payables in the assets and liabilities statements are shown inclusive of GST.

f) Cash and Cash Equivalents

Cash and cash equivalents in the statement of financial position comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less where the investment is convertible to known amounts of cash and is subject to insignificant risk of changes in value. For the purposes of the statement of cash flow, cash and cash equivalents consist of cash and cash equivalents as defined above, plus term deposits with maturity dates of less than 12 months from balance date net of any outstanding bank overdrafts.

g) Trade and Other Receivables

Trade and other receivables are normally settled within 30 days and are carried at amounts due. The collectability of debts is assessed at balance date.

h) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Depreciation

The depreciable amount of all property, plant and equipment is depreciated using the straight line method over their estimated useful lives commencing from the time the asset is held ready for use.

i) Impairment of Assets

The carrying amount of tangible assets are reviewed annually by the Board to ensure it is not in excess of the recoverable amount of those assets.

The recoverable amount is assessed on the basis of expected cash flows which will be received from the assets' employment and subsequent disposal. The expected net cash flows have not been discounted to their present values in determining the recoverable amounts.

j) Listed Investments

Listed shares and managed investments are recorded at market value in the financial statements. Unrealised gains/(losses) are recorded in the Investment Fluctuation Reserve.

k) Benevolent Funding

Benevolent funding payments are made to Calvary Health Care Adelaide Ltd quarterly in advance. Payment is based on meeting the deficit of the Mary Potter Hospice but with the annual total not exceeding 20% of the cost of investments.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

continued

The Mary Potter Foundation Inc.
Year ended 30 June 2017

1 Statement of significant accounting policies continued

l) Provision

The Foundation receives donations for Calvary Cancer Services. The Calvary Cancer Services donations are recorded as income when received and unspent funds are then transferred to a provision

at the end of the financial year.

Expenditure is allocated against this provision as incurred during the year.

The balance of the provision represents unspent funds at the end of the year.

2 Revenue

Revenue from fundraising

| | 2017 \$ | 2016 \$ |
|-------------------------------|------------------|----------------|
| Membership | 1,513 | 1,637 |
| Nurses' education | - | 56,230 |
| St Helen's Ward redevelopment | 10,000 | 10,000 |
| Other donations | 552,567 | 424,486 |
| Appeals | 116,492 | 128,549 |
| Events | 357,291 | 286,194 |
| Other fundraising | 52,169 | 46,463 |
| | <u>1,090,032</u> | <u>953,559</u> |

Bequests

| | | |
|--|-----------|---------|
| | 1,003,567 | 419,091 |
|--|-----------|---------|

Realised Gain/(Loss) on sale of financial investments

| | | |
|---|----------------|----------------|
| Gross proceeds on sale | 908,572 | 2,063,786 |
| Cost of financial investments sold | (679,955) | (1,832,620) |
| Realised gain/(loss) on sale of financial investments | <u>228,617</u> | <u>231,166</u> |

Other Revenue from ordinary activities

| | | |
|--------------------------|----------------|----------------|
| Interest revenue | 161,758 | 167,523 |
| Dividend revenue | 375,348 | 339,060 |
| Other investment revenue | 92,096 | 126,592 |
| Other income | 839 | 100 |
| | <u>630,041</u> | <u>633,275</u> |

Total revenue

| | | |
|--|------------------|------------------|
| | <u>2,952,257</u> | <u>2,237,091</u> |
|--|------------------|------------------|

| | 2017 | 2016 |
|--|------------------|------------------|
| | \$ | \$ |
| 3 Surplus from ordinary activities | | |
| Surplus from ordinary activities has been arrived at after charging/(crediting) the following items: | | |
| Benevolent funding expenditure | | |
| Contribution to Calvary Health Care Adelaide | 660,000 | 660,000 |
| Nurses' education | 36,724 | 8,091 |
| Hospice support | 565,991 | 476,424 |
| Equipment and refurbishment | 207,160 | 182,205 |
| | <u>1,469,875</u> | <u>1,326,720</u> |
| Depreciation of: | | |
| Motor vehicles | 5,156 | 5,156 |
| Office equipment and furniture | 3,161 | 3,320 |
| | <u>8,317</u> | <u>8,476</u> |
| Net expense including movement in provisions: | | |
| Employee benefits | 9,190 | 17,396 |
| Auditors remuneration | | |
| Audit of the Foundation | 5,450 | 5,250 |
| Other services and advice | - | 5,420 |
| | <u>5,450</u> | <u>10,670</u> |
| 4 Cash and cash equivalents | | |
| Cash on hand and at bank | 1,030,005 | 357,650 |
| Short term deposits | 4,775,264 | 4,634,660 |
| | <u>5,805,269</u> | <u>4,992,310</u> |
| 5 Trade and other receivables | | |
| Trade receivables | 1,100 | 5,000 |
| GST receivable | 6,213 | 17,748 |
| Sundry receivables | 350,451 | 260,017 |
| | <u>357,764</u> | <u>282,765</u> |

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

continued

The Mary Potter Foundation Inc.
Year ended 30 June 2017

| | 2017 \$ | 2016 \$ |
|---|------------------|------------------|
| 6 Investments | | |
| Current | | |
| Cash deposit at cost | 1,422,103 | 1,419,119 |
| | 1,422,103 | 1,419,119 |
| Non current | | |
| Listed shares and managed funds at market value | 8,391,280 | 8,154,811 |
| | 8,391,280 | 8,154,811 |
| Opening balance of investment fluctuation reserve | 400,595 | - |
| Closing market value of investments | 8,391,280 | 8,154,811 |
| Less: Closing cost of investments | (7,730,236) | (7,754,216) |
| Closing balance of investment fluctuation reserve | 661,044 | 400,595 |
| Changes in market value of investments for the year | 260,449 | 400,595 |
| 7 Other Current Assets | | |
| Prepayments | 10,139 | 10,941 |
| | 10,139 | 10,941 |
| 8 Property, plant and equipment | | |
| Motor vehicles | | |
| At cost | 25,779 | 25,779 |
| Accumulated depreciation | (20,072) | (14,916) |
| Total motor vehicles | 5,707 | 10,863 |
| Office equipment and furniture | | |
| At cost | 60,552 | 55,524 |
| Accumulated depreciation | (55,280) | (52,119) |
| Total office equipment and furniture | 5,272 | 3,405 |
| Total property plant and equipment | 10,979 | 14,268 |

| | 2017 \$ | 2016 \$ |
|---|-------------------|-------------------|
| 9 Trade and other payables | | |
| Trade creditors and accruals | 307,239 | 208,683 |
| Other creditors and accruals | 3,842 | 12,791 |
| | 311,081 | 221,474 |
| 10 Provisions | | |
| Current | | |
| Provision for annual leave | 22,593 | 19,060 |
| Calvary Cancer Services | 81,588 | 96,218 |
| | 104,181 | 115,278 |
| Non-current | | |
| Provision for long service leave | 33,068 | 27,411 |
| | 33,068 | 27,411 |
| 11 Other liabilities | | |
| Income received in advance | 21,660 | - |
| | 21,660 | - |
| 12 Retained earnings | | |
| Accumulated funds at the beginning of the year | 14,109,456 | 13,909,153 |
| Total comprehensive (loss)/ profit for the year | 757,044 | 200,303 |
| Accumulated funds at the end of the year | 14,866,500 | 14,109,456 |
| Investment fluctuation reserve | | |
| Opening balance | 400,595 | - |
| Revaluation during the year | 260,449 | 400,595 |
| | 661,044 | 400,595 |
| Total accumulated funds | 15,527,544 | 14,510,051 |

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

continued

The Mary Potter Foundation Inc.
Year ended 30 June 2017

| | 2017 | 2016 |
|--|---------------|---------------|
| | \$ | \$ |
| 13 Employee benefits | | |
| Aggregate liability for employee benefits, including on-costs: | | |
| Current | | |
| Annual leave | 22,593 | 19,060 |
| Non-Current | | |
| Long service leave | 33,068 | 27,411 |
| | 55,661 | 46,471 |
| Number of employees | FTE | FTE |
| Number of employees at year-end (full time equivalent) | 4.0 | 4.0 |

Superannuation Plans

For the year ended 30 June 2017 the Foundation contributed to the superannuation funds for all eligible employees based on various percentages of their gross salary, with a minimum contribution of 9.5% of gross salary.
All employees are entitled to benefits on retirement, disability or death.

14 Cash flow information

i) Reconciliation of cash

For the purposes of the statement of cash flows, cash includes cash on hand and at bank and cash deposits at call. Cash as at the end of the financial year as shown on the statement of cash flows is reconciled to the related items in the balance sheet as follows:

| | | |
|----------------------------|------------------|------------------|
| Cash on hand and at bank | 1,030,005 | 357,650 |
| Short term deposits | 4,775,264 | 4,634,660 |
| Investments - cash deposit | 1,422,103 | 1,419,119 |
| | 7,227,372 | 6,411,429 |

| | 2017 \$ | 2016 \$ |
|--|-----------------|------------------|
| 14 Cash flow information continued | | |
| ii) Reconciliation of operating surplus for the year to net cash flow from operations | | |
| Operating result | 757,044 | 200,303 |
| Non-cash flows in operating result: | | |
| Depreciation | 8,317 | 8,476 |
| (Surplus)/Deficit on disposal of investments | (228,617) | (231,166) |
| Non-operating activities | | |
| Interest and dividends received | (630,041) | (630,896) |
| Changes in assets and liabilities: | | |
| (Increase)/Decrease in receivables | (75,021) | 62,010 |
| (Increase)/Decrease in prepayments | 802 | (2,027) |
| Increase/(Decrease) in payables | 89,628 | 83,316 |
| Increase/(Decrease) in income received in advance | 21,660 | - |
| Increase/(Decrease) in employee provisions | (5,439) | (46,498) |
| Cash flows from operating activities | (61,667) | (556,482) |

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

continued

The Mary Potter Foundation Inc.
Year ended 30 June 2017

15 Related parties

Directors

The names of each person holding the position of Director on The Mary Potter Foundation Inc. Board during the financial year are Danny Watson, Chris Sharpley, Louisa McClurg, Judy Morris, Liz Scarce, Michael Willson, Anne Young, Sue Imgraben, Sr Anne Sheridan and Ann Magasdi. Details of movements in Directors during the year are set out in the Board Report.

Danny Watson is a former employee of Macquarie Private Portfolio Management Limited (MPPM). Mr Watson retired from MPPM prior to his appointment to the Foundation Board. MPPM are engaged by the Foundation to manage a portfolio of investments (being cash, managed funds and shares). All dealings were under normal commercial terms and conditions.

Calvary Health Care Adelaide Ltd provides payroll services for the employees. This service is provided at no charge.

16 Incorporation

The Mary Potter Foundation Inc. was incorporated in South Australia on 25 October 1988 under the Associations Incorporation Act 1985 (as amended). The registered office is at 89 Strangways Terrace, North Adelaide, South Australia and its principal activities are fundraising.

17 Events subsequent to balance date

There has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the Directors of the Foundation, to affect significantly the operations of the Foundation, the results of those operations, or the state of affairs of the Foundation, in future years.

18 Estate entitlement

The Foundation is entitled to a residual interest in the Estate of Dene Snook (deceased). It is not known when this entitlement will be realised.

AUDITOR'S REPORT



PARTNERS:
David Ellis
James McKenzie
Alexander Reade
Kym Howard
Ravi Rajan
Tim Finos

INDEPENDENT AUDITORS REPORT TO THE BOARD OF DIRECTORS OF THE MARY POTTER FOUNDATION INC

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of The Mary Potter Foundation Inc for the year ended 30 June 2017, which comprises the Director's Report, Director's Statement, Statement of Comprehensive Income, Statement of Financial Position, Statement of Cash Flows, and accompanying notes.

The Board's Responsibility for the Financial Report

The Board is responsible for the preparation of the financial report and have determined that the accounting policies described in Note 1 to the financial report are appropriate to meet the requirements of the Associations Incorporation Act 1985 (as amended) and the Australian Charities and Not-for-profits Commission and are appropriate to meet the needs of the members. The Board's responsibility also includes such internal controls as the board determines are necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the board, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional ethical pronouncements.

Opinion

In our opinion the financial report of The Mary Potter Foundation Inc is prepared in accordance with the Associations Incorporation Act 1985 (as amended) and the requirements of the Australian Charities and Not-for-profits Commission, including:



- a. giving a true and fair view of the Foundation's financial position as at 30 June 2017 and of its performance for the year ended on that date; and
- b. complying with Australian Accounting Standards to the extent described in Note 1.

Basis of Accounting

Without modifying our opinion, 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 Board's financial reporting responsibilities under the Associations Incorporation Act 1985 (as amended) and the Australian Charities and Not-for-profits Commission. As a result, the financial report may not be suitable for another purpose.

SOTHERTONS ADELAIDE PARTNERSHIP

A handwritten signature in blue ink, appearing to read 'J E McKenzie', written over a horizontal line.

**J E MCKENZIE
PARTNER**

Dated at Adelaide this 22 day of SEPTEMBER, 2017



DIRECTORS:
David Ellis
James McKenzie
Alexander Reade
Kym Howard
Ravi Rajan
Tim Finos

CONSULTANT:
Ross Musolino

THE MARY POTTER FOUNDATION INC.

AUDITORS INDEPENDENCE DECLARATION

We declare, that to the best of our knowledge and belief, during the year ended 30 June 2017 there have been:

- (i) no contraventions of the auditor independence requirements in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

Name of Firm: Sothertons Adelaide Partnership
Chartered Accountants

Name of Partner:


Jim McKenzie

Address: 42 Hurtle Square, Adelaide SA

Dated at Adelaide this 22 day of SEPTEMBER 2017



THE MARY POTTER FOUNDATION

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Charity Licence: CCP710