

MEMO



TO: Centres

FROM: Finance Officer

DATE: Monday 12th August 2024

RE: Centres AGM Minutes and 2023 Financials

Centre Committees

Hi Centre Members,

The Board would like to remind Centres that they are required to send a copy of their AGM minutes and the Annual financial accounts for the year, 1st January 2023 to the 31st December 2023 to State Office. AGMs for centres are to be held by 31st March each year and minutes sent to State Office within 21 days of the meeting.

So far only 12 centres have sent in their AGM minutes and financials for 2023.

I know that some centres believe that they have to ratify this information at their next Centre meeting and then they have infrequent meetings. If this is what your Centre does, then by all means send in the information as a draft. The records can be updated, should it be necessary, once everything is completed by the Centre.

For those that have sent in this information, I thank you for doing so.

It is important that the centre information and financials be entered onto the ACNC website, this is where you keep your Deductible Gift Recipient Status which allows you to receive donations that are tax deductible to the donors, apply for, and receive, grants as a charity as well as maintaining tax exempt status.

I welcome those RDA (NSW) centres that wish to do their own ACNC reporting ~~themselves~~.

Please let me know if you have done so.

For those that wish me to do the reporting to ACNC, I am more than happy to do so. Please let me know if you want me to do the ACNC reporting for your Centre.

As this financial information is required by 30th June 2024, I have requested an extension, but there is no guarantee and if not lodged, the centre may lose its Tax deductibility status.

If your Centre has any problems or difficulties, please contact me as I am willing to assist you in any way.

Kind regards,
Yours in RDA

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