

# Quality Education Nepal Incorporated

Registration no. A0054301J ABN: 79 892 132 355  
29 Blue Mount Road, Trentham, Victoria 3458

## NOTICE OF ANNUAL GENERAL MEETING

NOTICE is hereby given that the Eighth Annual General Meeting of  
Quality Education Nepal Incorporated.  
will be held at 29 Blue Mount Road Trentham, Victoria  
on Sunday the 11<sup>th</sup> day of November 2018 at 4:00pm

Please note that as a consequence of "Rule 5 – Membership" and Board decisions 10/4/16 and 10/7/16, voting membership is restricted to donors of not less than \$20 to the Association in the current calendar year. Such donations are tax deductible. You can become a member prior to the meeting by sending a donation to Quality Education Nepal Inc., BSB 633-000, a/c 161 108 436, or paying in cash prior to the commencement of the meeting.

Please note that members may attend the meeting by telephone conference call.  
Instructions are appended to this Notice of Meeting  
Otherwise you may nominate a proxy by email to the Association.

Non-members are welcome to attend but without voting rights.

### AGENDA

1. Attendance
2. Apologies
3. Adoption of Minutes of the Annual General Meeting held on 19<sup>th</sup> November 2017
4. President's Report
5. Treasurer's Report  
To receive, consider and adopt financial statements for year ended 30 June 2018
6. Appointment of an auditor
7. Election of Directors (minimum 3, maximum 12). Nominations will be received prior to the meeting or verbally at the meeting. All current Directors offer themselves for re-election. The Board appoints Directors to their respective roles.
8. Any other matter which may be lawfully brought forward



Peter Hall, President  
15 October 2018

**Minutes of the Seventh Annual General Meeting of  
Quality Education Nepal Incorporated  
held at 4:00pm, Sunday 19 November 2017 at  
29 Blue Mount Road, Trentham, Victoria**

**Membership at date of meeting:**

Annie Regan, Chris Roe & Heather Mitchell, Don Cullen, Geoffrey & Joan Brunt, George Hillary, Gordon Nightingale, Hans Eisen, Harshal Nandurkar, John & Helen Findlay, John & Roslyn Steel, John Hood, Michael Dillon & Robyn Leeder. Peter & Adelle Allard, Peter & Ronda Hall, RC Cooroy, Richard Kirsner, Roger Tall, Sebastian Hardwick, Shirley Proctor, Simon Cowen, Win Callister. Total 28 (21 households)

**Present** in person: Simon Cowen, Michael Dillon, Peter Hall; Ronda Hall, Heather Mitchell, Gordon Nightingale, Chris Roe

**Proxies:** To Peter Hall or Chair of the meeting: George Hillary

**Apologies from members:** Don Cullen, Hans Eisen, Roger Tall,

**Apologies from non-members:**

Isabel Armer, Charles Bender, Susan Carew, Ian Crook, Abaran Deep, Neil Gibbs, Jean Harrison, Neville John, Ralph & Bev Lewis, Rowan McClean, Trevor Moyle, Sue Ogden, Ian Salek, Ian Scott, Mani Seneveratne, John & Rosalind Steel, Mark Stephens, Virginia Turner, Hugh Videion, Michael Willis,

**Other responses from non-members:**

Chris Carlisle, Barry Clark, Greg Davis, Ruth Gawler, Marg Hutchins, Ann Kearney, Graeme Kent, Chris Lee, Owen Martin, David Ronksley, Sushil Shrestha, Amit Thapa, Bom Yonzon, Chandra Yonzon,

**Quorum:** There being more than the minimum of 4 members present in person or by proxy a quorum was declared.

**Adoption of Minutes:** Minutes of the Sixth Annual General Meeting held on 20th November 2016 were adopted unanimously (moved Ronda Hall, seconded Simon Cowen)

**President's Report:** The President's report was accepted (moved Chris Roe, seconded Heather Mitchell)

**Treasurer's Report:** A Schedule 1 Regulation 15 Form 1 signed by two Directors (Peter and Ronda Hall) certifying that "*The statements attached to this certificate give a true and fair view of the financial performance and position of the above named association during and at the end of the financial year of the association ending 30 June 2017*" was received and accepted. The said financial statements were then received and accepted by the meeting (moved Simon Cowen, seconded Michael Dillon)

**Appointment of an auditor:**

Having annual revenue of less than \$250,000 the Association is not required by Consumer Affairs Victoria nor by the Australian Charities and Not-for-Profit Commission to have its accounts audited. Rather than appointing an auditor it was agreed that the Board should arrange for the accounts to be reviewed by a Certified Practising Accountant.

**Election of Directors:** The seven current Directors having offered themselves for re-election and there being no other nominations, the seven were elected, namely Peter Hall, Ronda Hall, Simon Cowen, Don Cullen, Michael Dillon, George Hillary, Gordon Nightingale. Moved Gordon Nightingale, seconded Chris Roe.

**Other matters:** No other matters were brought to the meeting which closed at 4:15pm.

## **President's Report for Quality Education Nepal Inc. for 2017-2018**

Achievements during the year included:

- Continuation of **Rotary International Global Grant Project** valued at US\$74,000 which commenced in April 2017 to train 75 teachers of the Tatopani Resource Centre over three years. QEN has no formal role in the delivery of this project, but having drawn together the participating parties we maintain oversight of both the Rotary funding and the service delivery by LEARN
- **Continuing delivery of school support and refresher training by LEARN.** LEARN has continued to deliver in-school support and refresher training to all of the teachers who have entered our training programs since 2011 including Shikha and Ghara VDCs and Rima Resource Centre.
- Commencement of a **new three-year program for teachers of Pakhapani Resource Centre** funded directly by LEARN bringing the number of teachers engaged in our training programs. to more than 300
- Receipt from Director Michael Dillon of a **16 minute documentary film of the evolution of our teacher training practices** over the past decade under the auspices of the Australian Himalayan Foundation, NZ and UK Himalayan Trusts and others. This documentary has been valuable in promoting our services at the Rotary International Convention, presentations at Rotary and Probus clubs and elsewhere.
- **Staff recruitment by LEARN:** Krishna Pun as Executive Officer (formerly designated CEO) has been joined by Meen Shahi as Program Manager, Gopal Dhungel as Chief Training Officer and Urmila Shreesh as Finance and Administration Officer. This 4-person team gives LEARN much greater strength to carry forward its programs into the future
- A **website upgrade** which has made the [nepalaid.org.au](http://nepalaid.org.au) website (also accessible as [gen.org.au](http://gen.org.au)) accessible on mobile devices
- Attendance by myself at the **Rotary International Convention in Toronto** (June 23-27) where our booth in the House of Friendship attracted considerable interest.
- Continuing **accumulation of our investment fund** which was initiated by a grant of \$800,000 from the estate of former Rotarian Andrew Jack, It had reached \$884,138 by 30 June 2018 while yielding steady income to support our endeavours..

This progress has been achieved through the combined efforts of the Board of QEN and the Board and staff of LEARN in Nepal together with the trainers who join them to deliver programs.

At the time of writing this report the Association had 23 members including 16 households and 7 Rotary clubs who had collectively contributed \$35,392 since January.



Peter Hall, President  
15 October 2018

## Quality Education Nepal Incorporated

Association formed 20/3/10, incorporated 25/3/10

### Financial Report, Year ended 30/6/2018

#### Profit & Loss

	Year to 30/06/2017	Year to 30/06/2018
<b>Income</b>		
Direct donations	31,820	24,008
For Himaganga school		10,000
Volunteer travel contribs.	10,971	8,399
Capital gains	41,593	3,911
Portfolio Income	47,901	49,603
Bank interest	127	129
<b>Total Income</b>	<u>132,411</u>	<u>96,049</u>
<b>Expenditure</b>		
QEN expense, LEARN income	68,060	47,501
For Himaganga school	8,000	10,001
Admin. Expenses	15,272	10,748
<b>Total Expenditure</b>	<u>91,333</u>	<u>68,250</u>
<b>Net surplus over expenses</b>	<u>41,079</u>	<u>27,800</u>
<b>Further detail:</b>		
<b>Operating Expenses</b>		
Investment mgmt./expenses	8,722	2,855
Directors' travel	5,971	7,787
Gov't Charges & Returns	139	57
Prof. Service (audit, legal, ads, etc.)	440	
Office rent & services (IT, comms, elect. etc.)		19
Bank charges & taxes		31
<b>Total Operating Expenses</b>	<u>15,272</u>	<u>10,748</u>

# Quality Education Nepal Incorporated

Association formed 20/3/10, incorporated 25/3/10

## Financial Report, Year ended 30/6/2018

### Balance Sheet

Assets	30/06/2017	30/06/2018
<b>Current assets</b>		
Investments (capital fund)	833,278	884,138
Bank accounts, cash	12,902	10,509
Debtors	2 10,140	18
<b>Total current assets</b>	<u>856,320</u>	<u>894,666</u>
<b>Total assets</b>	<u>856,320</u>	<u>894,666</u>
<b>Less liabilities</b>		
Rotary entities		3,210
Other creditors inc. ATO	2	7,336
<b>Net assets</b>	<u>\$856,320</u>	<u>\$884,120</u>

### Funds statement


	Year to 30/06/2017	Year to 30/06/2018
Opening balance	815,242	856,320
Net income	41,079	27,800
Closing balance	<u>\$856,320</u>	<u>\$884,120</u>

#### Notes to accounts:

- 1 Directors travel included a 14 day trip by Peter & Ronda Hall to attend a LEARN training course and meet high-level officials in Nepal, and a 12-day trip by Peter to attract funding at the Rotary International Convention in Toronto.
- 2 Debtors include tax refunds due from Australian Taxation Office  
Creditors include an over-payment by ATO

#### AUDIT STATEMENT

These accounts give a true and fair view of the Quality Education Nepal Incorporated financial Position as at 30th June 2018.

  
Clement F Mooney  
CPA

10/8/2018

## Donations to QEN

Given our status as a Public Benevolent Institution, we issue tax-deductible receipts for donations in excess of \$2.00. Donations exceeding \$20 (tax deductible) earn membership of the Association for the current calendar year.

To donate, please transfer funds to Quality Education Nepal Incorporated, BSB 633000, a/c 161108436, and send a reference email to [info@nepalaid.org.au](mailto:info@nepalaid.org.au).

Should you wish to donate by Australian credit card, you may do so via Rotary:

- Visit <http://rawcs.org.au/>, click 'Search All Projects', then 'Click Here to Search for a Project'
- Select Nepal and search for teacher training, or for project 43/2009-10
- When our project comes up, click Donate Now
- Follow instructions on the form
- RAWCS will issue a tax-deductible receipt and advise us of your donation.

## AAGM attendance by Conference call

We are indebted to **HotAir Conferencing** for the free use of their tele-conferencing services. This is a landline-based service delivering much higher quality than Skype.

The service is designed for you to call in. From landlines you should call:

**1800 151 624**

This is a free call from Australian landlines and some mobile phone networks. We believe these include Telstra/Optus/Virgin mobile (including amaysim, Jeenee Mobile, Boost Mobile, SpinTel, iiNet), and other providers from telephones on a current plan. Please note that calls from hotels and business centres) are normally charged.

If you are unsure of the cost of dialing 1800 numbers and must use your mobile phone, it may be cheaper to dial:

**03 9679 0793**

Please note that you will bear any call costs incurred. You can read more about joining a conference call from a mobile phone at: [www.hotairconferencing.com.au/1800](http://www.hotairconferencing.com.au/1800)

When the system answers you should slowly enter the PIN:

**945 622 857 #**

Listen to any announcements made by the system

If the moderator/chairperson is not already in the meeting you will hear music until they join.

If you are calling from a noisy location you can mute/unmute your line by pressing \*6 (star then six) on your telephone.

Please advise by email before the meeting if you intend to use this service.