2015 END OF YEAR REPORT
ILLAWARRA PUBLIC HEALTH SOCIETY

Author:
Ine Seljeseth
President 2015
Contents

President’s Report 2015

1. Overview Of The Year.................................................................2-3.
3. Aims For 2016.........................................................................4-5.
4. Recommendations To The Executive Team Of 201.............5-7.
5. President’s ‘Thank You’............................................................8.

Attachments

A. Secretary Reports
A.1 Minutes from the Annual General Meeting (24/09/2015)..........9.
A.2 Request For Formal Acceptance of New Executive Position.........10.
A.3 Executive Lists For 2015 and 2016........................................11-12.

B. Treasury Reports
B.1 Profit and Loss Statement for the Club in the year...............13-14.
B.2 Recent NAB Bank Statement..................................................15.
B.3 NAB Transaction History.......................................................16.
President’s Report 2015

By Ine Seljeseth on behalf of the 2015 Executive Team

1. Overview Of The Year:

1.1 The Executive Team

The year of 2015 has been the society’s second year of operation, after its constitution in February 2014. This year has welcomed two new executive members; Amy Carrad replacing Joanne Reed as Secretary, and Zoe Richards replacing the Vice-President role formerly held by Ine Seljeseth. Kate Bukley stayed in her role as Treasurer of the society, while Ine Seljeseth replaced Luke Dalla as President of the IPHS.

1.2 Member Base

Our member base has continued to grow over the past year. We believe that this is mostly due to our continuous exposure and involvement at events such as Open-Week, Open-Day and Clubs Day, as well as word of mouth promotion by members. Although our ‘paid members’ numbers are only increasing by slight numbers every month, we continue to approve ‘Facebook members’ on a weekly basis. We hope that we will be able to convert as many of the Facebook members as possible into actual paid members. A positive note is also that our active and engaged member base that takes part in events and initiatives also continues to grow, and we are extremely appreciative of those who devote their precious time to take part and help out on a voluntary basis.

1.3 Projects

New projects and focus areas arose with the new executive team in charge, whom from the initial meeting of the year expressed our interest in enhancing and strengthening the voices of the members when determining areas of priority and focus.

Newly introduced projects and focus areas of the year included; development of food security / food rescue programs; involvement with homelessness and; the Wednesday morning “brekkie bars” which offers free breakfast food to students. This project has been developed and delivered in collaboration with UOW Wellbeing and WUSA.
Extended focus and continuous attention was also put towards our healthy eating initiatives such as our formerly developed "fruity Friday" and "Meat Free Monday" initiatives, as well as new initiatives involving healthy recipe sharing, guiding healthy cooking on a budget as well as proposed projects featuring cooking demonstrations and construction of an IPHS recipe booklet.

Our focus on physical activity engagement was also continued with the intention to organise regular physical activity walks in the local area and to produce an IPHS e-book resource featuring images and details of the preformed walks. After experiencing difficulty organising regular walks in the local area, we have recently decided to introduce “on campus walks” to accommodate for those members who wish to participate in physical activity walks, but are constrained by time and/or transportation. We hope that this proposed initiative will continue and take off in the following session, as it intends to improve both physical and social wellbeing by providing opportunity for members to have a short mental and physical break from their studies.

After a successful petition advocating for a smoke-free campus in 2014, we have received correspondence from the Vice Chancellor and the UOW Work Health and Safety unit that development of such a policy is in progress and that the working group responsible for the development and introduction of the policy intends to invite members from the IPHS to act as student representatives on the committee. While waiting for further update from these units, we have discussed introducing an “awareness campaign” to increase awareness about the current guidelines and regulations regarding smoking behaviours on campus. We hope that increasing awareness of the current regulations and the upcoming smoking ban will contribute to reducing the occurrence of non-compliance with the current and future regulations.

Other noteworthy initiatives include our upcoming Social Sciences Ball, which has been initiated and organised by our Vice President Zoe Richards in collaboration with Sophie May Kerr from the Human Geography Society. This event will be open to all Social-Sciences students and staff, and aims to create an identity within the Social Sciences unit among students and staff from various disciplines. We hope that this event will be the first of many annual Social Sciences Balls to come.
2. Successes & Challenges of 2015

Our successes and challenges for 2015 go hand in hand. As a young society our major challenges include developing recognition within the campus and local environment, making new connections and relationships and to produce projects and initiatives that are meaningful and sustainable. Our successes mirror these challenges, as we consider this year's efforts in gaining recognition and developing such relationships as some of our major successes. We are increasingly gaining on-campus recognition through forming partnerships with other clubs and societies as well as academic connections. We believe that by continuing to engage in collaborative initiatives with on and off-campus units and organisations, we will be able to broaden our reach and impact.

In addition to forming bonds with other CSE affiliated clubs, we are also forming partnerships with the UOW Wellbeing unit, WUSA and off campus organisations such as the Homeless Hub and Hidden Harvest. We have also succeeded in establishing a separate tab for the IPHS on the online Moodle sites, which makes information about joining the society available to all undergraduate and post-graduate students enrolled in a course of Public Health. Another unexpected surprise and relationship has been formed between the IPHS and Mick Chapman, who is currently cycling across the USA to raise awareness about physical activity and health. He has nominated the IPHS as his fundraising organisation, and he intends to raise more than $2500 AUD to contribute to our health promoting initiatives.

We believe that these new relationships as well as our formerly developed relationships with the Public Health Association of Australia (PHAA) and the Centre for Health Initiatives (CHI) as well as any other relationships to come, are extremely valuable and are key to the continuous development and expansion of the IPHS.

3. Aims For 2016

- Continue to develop new and nurture existing relationships between the IPHS and on- and off-campus organisations and units in order to broaden our reach and to further our success in our efforts to engage in health promoting and health advocacy activities.

- Continue to provide opportunities for skill development through IPHS initiatives as well as informing our member base of available job opportunities.
• Continue to **encourage member engagement in our initiatives** and to **strengthen members’ voices in decision making and prioritising**.

• To **become a well-recognised society on and off campus** and to be the society of choice to all students enrolled in a Public Health course or other health related courses.

• **Making meaningful contributions to the field of public health** through engaging with on- and off- campus environments in small scale and large scale initiatives.

### 4. Recommendations To The Executive Team Of 2016

Our society’s executive committee is, always has been, and mostly likely will always be made up of a group of incredible passionate students that wants nothing more than to change the world in a day. Our experiences as executive members have however thought us that **although we can do ANYTHING, we cannot do EVERYTHING**. We have also discovered that **proper and effective communication** between executive members as well as with the general member base is essential.

The following recommendations are directed towards the executive team for 2016;

• **Focus on ONE or TWO projects at a time.** Devote all your attention to the specific project of focus to **ensure that the developed projects get off the ground** and that these are sustainable.

• **Form sub-committees responsible for each project or initiative.** It is useful to form sub-committees responsible for each project or initiative in order to assist more **efficient communication and organisation**. You must however ensure that the above mentioned recommendation is not overridden, and that you as execs have the time to oversee these projects and to assist in any way that may be required.

• **Develop a communication strategy for communicating between yourselves and towards your members.** Communication via Facebook and email has been used in the past, and we recommend continuing the use of these means of communication. We do however wish to highlight that although much can be communicated via online platforms, it is wise to meet in person to avoid any misconstructions. We recommend that you organize **weekly meets between yourselves** and at least **one monthly meeting with the general member base**.
• **Start planning projects and initiatives early** and **be pro-active in delegating tasks to members.** This also allows for consideration of **prospective affiliates** to collaborate with as well as planning for **funding options** through CSE or other sources. It is important to establish your sources of funding early. If possible, try to get funding approved well in advance of the project or event by using quotes or expected associated cost analysis.

• **Listen to members wants, needs and ideas.** We have also outlined this point in one of the above listed aims, which state that strengthening the voices of members are a priority aim of 2016. This point is recognised because although we have continuously encouraged members to share their ideas, most of our past initiatives have been instigated by ideas proposed and developed by exec members. **We do believe that our potential as a society can be much enhanced by being even more progressive in assisting members to share their views and ideas.**

• **Be proactive in converting ‘Facebook members’ to ‘Paid Members.’** As outlined in the ‘members’ section of the yearly overview, our member base and reach is greater on Facebook than through our CSE affiliated membership base. We therefore encourage you to try to convert as many as possible of these’ Facebook Members’ into ‘Paid Members’ by **prompting them to register through the CSE platform.** This is important in order to show CSE that our member base is growing and to **ensure that we can reach our members via other means of communication** than Facebook. We know that it is never fun to hassle people about money. However, the registration fee is only $5 annually, and by registering as an official member they also become eligible to be recognised as an ‘engaged member’ of the society.

• **Organise club clothing and promotional accessories.** Since the establishment of the IPHS, we have discussed and planned the organisation of club clothing and accessories. This idea has however somehow never been realised. We therefore encourage you to get on to this task, as we believe that club clothing and promotional accessories can be **valuable in promoting the society** as well as in **creating an identity among members** and also potentially **attracting new members.** We have developed prototype designs of t-shirts, hoodies and tote-bags with the IPHS and CSE logos on them. If you wish to use these, please let me (Ine Seljeseth) know, and I will supply you with the created image files.
Communicate with the former executive team:

Finish or continue instigated projects currently in progress and look at previous ideas for projects or initiatives that have not yet been instigated. One of our aims as a society is to produce meaningful and sustainable projects and initiatives. To ensure that we achieve this aim, we recommend that you make an effort to finish or continue projects that are currently in progress. Because of the wide range of ideas being brought up in the past, there are also certain projects that have been started but not yet fully developed. We therefore encourage you to look at these projects to see if you can get these projects off the ground and realise the intentions of the former executive team. A number of these are outlined in the first section of this report and you can always contact the members of former executive teams if you have any questions or to get further information about the project ideas. This is why we include the executive details list in our annual reports which will be archived and available to all future members and executive teams. The purpose of changing executive team members is firstly to allow more people the opportunity and experience of being an executive member. Secondly, and as a result of the former, it is also for the purpose of ensuring that we create a great pool of passionate individuals who can share ideas and experiences and work together to produce meaningful impacts in the field of Public Health.
5. President’s Thank You

On behalf of the 2015 executive team, I wish to thank all of our past and current members for their contribution and involvement in the society so far. We are incredibly grateful and proud of your collective efforts over the past two years, and we look forward to seeing where this passionate member base will take the society in the future. I also want to thank you for electing me as president and thereby giving me the opportunity to grow as I managed and represented the society.

I also want to thank those persons and organisations that we have made partnerships with, and hope that we can continue to collaborate in future initiatives. Special thanks is noted to the Centre for Health Initiatives (CHI), the Public Health Association of Australia (PHAA), UOW Wellbeing, the Homeless Hub, Hidden Harvest, the Human Geography Society (HUGS) and the incredible cycling fundraiser: Mick Chapman.

Lastly, I want to thank the other members of the executive teams of 2014 and 2015. Luke Dalla, Kate Buckley, Joanne Reed, Amy Carrad and Zoe Richards: thank you for your so far contributions to driving the newborn society and making it grow and develop over the past two years. I think we can be proud of our so far achievements and I have faith that the IPHS will continue to accomplish many wonderful things in years to come. I believe that the IPHS has great potential to leave behind a great legacy, not only at the University of Wollongong but also in the broader community and in the Australian scene of Public Health. I am therefore proud to be able to say that I have played a part in creating that legacy.

As a co-founder of the IPHS, I consider my involvement with the society to be an important part of my university journey and my ongoing journey in the field of Public Health. Being part of this society has helped shape a part of who I am and I am incredibly grateful for the opportunities it has presented me.

To the executive team of 2016; I wish you the very best of luck. I look forward to witnessing your many future achievements as representatives of the IPHS.

Sincere Regards,

Ine Seljeseth,
President of the Illawarra Public Health Society, 2015
24 / 09 / 2015
Attachments

A. Secretary Reports

A.1 Minutes from the Annual General Meeting (24/09/2015)

Location: CSE Meeting Room, University of Wollongong Main Campus
Date: Thursday 24th September 2015
Time: 12:30-1:30
Meeting called by: Ine Cecilie Seljeseth
Note taker: Amy Margaret Carrad

Attendance
11 Present Members: Ine Cecilie Seljeseth, Zoe Nicole Richards, Amy Margaret Carrad, Kaitlyn Alana Buckley, Krystian Stergiou, Sanna Lundmark, Kwong Ping Choi (Stephen), Sarah Brody, Mary-Ann Hernandez, Nikolina Panovski, Emily Tadros Apologies: Blake Farrow, Nicole Gonzaga

Actions

1. President Ine Cecilie Seljeseth welcomes and thanks everyone for their attendance and offers provided fruit.

2. The president presents the 2015 Annual Report. The full report will be archived and made accessible to members following submission on the 24th of September 2015. The main points from the report are as follows: Overview of the year (Exec Team, Member Base & Projects); Successes and Challenges of 2015; Aims for 2016; Recommendations to the 2016 Executive Team; Thank you from the President.

3. The president put to vote all positions on the Executive Committee for 2016.

   - Treasurer: Amy Carrad nominated Blake Farrow (not present but gave former consent to be nominated). No other members present nominate. All members in favour of Blake Farrow assuming the role of treasurer.

   - Secretary: Mary-Ann Hernandez nominates herself. Amy Carrad nominates Nicole Gonzaga (not present but gave former consent to be nominated). Procedure dictates that the member present at the meeting will be given priority. Therefore, all members are in favour of Mary-Ann Hernandez being elected to the role of secretary.

   - Vice President: Nikolina Panovski nominates herself. No other members present nominate. All members in favour of Nikolina Panovski assuming the role of vice president.

   - President: Zoe Richards nominates Emma Gorman (not present but gave former consent to be nominated). No other members present nominate. All members in favour of Emma Gorman assuming the role of president.

4. The president thanks attendees for coming and wishes the new executive team the very best of luck. Leftover fruit is offered for members to take with them.
A.2 Request For Formal Acceptance of Executive Positions By Non - Present Members Emma Gorman & Blake Farrow

Hi Emma and Blake,

In today’s meeting we voted you in as part of the exec committee with your assumed approval/acceptance.

Emma Gorman – President
Blake Farrow – Treasurer

Could you please write back to me your written acceptance to these positions along with your following details:

Full Name:
Residential Address:
Date of Birth:
Mobile Number:
Student Email:
Student Number:

We are excited to have you as part of the new IPHS exec team and look forward to witnessing your many future achievements as representatives of the IPHS.

We should also organize a time to meet to go through some essential information regarding your new exec roles. I will send out an email to all past and new execs as soon as I have your approvals and information confirmed.

Warm Regards,

Irine Seljeseth
ic1592@uowmail.edu.au
0420 448 423
A.3 Executive Lists For 2015 and 2016

Outgoing Executive Committee (2015)

President
Ine Cecilie Seljeseth
A: 4/13 Bode Avenue, North Wollongong, NSW 2500
DOB: 25/09/1990
M: 0420 448 423
E: ics192@uowmail.edu.au
Student ID: 3927465

Vice President
Zoe Nicole Richards
A: 6/97 Corrimal Street, Wollongong, NSW 2500
DOB: 15/02/1989
M: 0422 747 815
E: znr953@uowmail.edu.au
Student ID:

Secretary
Amy Margaret Carrad
A: 2/2 Keira Street, Wollongong, NSW 2500
DOB: 20/09/1990
M: 0411 507 581
E: amc289@uowmail.edu.au
Student ID: 3655027

Treasurer
Kaitlyn Alana Buckley
A: 5/36 Allowrie Street, Jamberoo, NSW 2533
DOB: 10/10/1992
M: 0433 855 549
E: kb780@uowmail.edu.au
Student ID:
Incoming 2016 Executive Committee (2016)

President
Emma Catherine Gorman
A: 1/70 Gipps Street, Wollongong NSW 2500
DOB: 12/09/1991
M: 0421 635 326
E: eg336@uowmail.edu.au
Student ID: 3874485

Vice President
Nikolina Panovski
A: 7 Fairy Street, Gwynneville NSW 2500
DOB: 15/11/1994
M: 0431 067 605
E: np960@uowmail.edu.au
Student ID: 4497855

Secretary
Mary-Ann Hernandez
A: 12 Swan Place, Albion Park NSW 2527
DOB: 17/12/1996
M: 0499 144 208
E: mah646@uowmail.edu.au
Student ID: 5107325

Treasurer
Blake Andrew Farrow
A: 13 Ocean Avenue, Woonona NSW 2517
DOB: 13/02/1994
M: 0490 049 537
E: bf608@uowmail.edu.au
Student ID: 4692445
## B. Treasury Reports

### B.1 Profit and Loss Statement for the Club in the year

#### Illawarra Public Health Society Financial Records

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<tr>
<td>Sep-01</td>
<td>Breakie BarCSE</td>
<td>89.12</td>
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<td>Sep-03</td>
<td>Membership Deposits</td>
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<td>Sep-23</td>
<td>Mim Reimburse b.bar 2</td>
<td>95.8</td>
<td>629.61</td>
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**SUMMARY: UOW Illawarra Public Health Society**

ACCT: 773275620
BSB: 082886

Funds In: 119.12
Funds out: 95.8
Balance: 629.61

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<td>Dec-03</td>
<td>Joanne Reed AGM print and cater</td>
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<td>membership o day</td>
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<td>Mar-31</td>
<td>funding cse promotional catering online membership affiliation</td>
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<td>Joanne Reed club day and walk</td>
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**Summary: UOW Illawarra Public Health Society**

ACCT: 847693834
BSB: 082886

Funds In: 2133.36
Funds Out: 752.95
Bal: 1380.41
### Illawarra Public Health Society Financial Records

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<td>July 1-31-15</td>
<td>Jul-30 Funding Transfer To New Acct By Kate</td>
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<td>1380.41</td>
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**Summary:** 
Illawarra Public Health Society  
ACCT: 847693834  
BSB: 082886  
Funds out: 1380.41  
Final Balance: 0  
**ABOVE ACCOUNT CLOSED**  
**FOLLOWING TRANSACTIONS APPLICABLE TO NEW ACCOUNT**

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<td>Aug-13 Activation of Club Eftos Card</td>
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<td>Aug-14 Transfer to Ie Seljeseth (Reimbursements)</td>
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<td>Ine Printing Costs (O-day 2014)(office works) $75.00</td>
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<td>Aug-15 Transfer to Ie Seljeseth (wages/faculty funds) $500.00</td>
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<td>695.41</td>
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<td>Wages and food allowance for I.e.Seljeseth deposited into Club Account for faculty lunch as payment for I.e’s out of pocket lunch supplies and wage for hours worked on day (13/03/15)</td>
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<td>Zoe Richards Reimbursement Breakie Bar 1</td>
<td>89.12</td>
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</table>

**SUMMARY: UOW Illawarra Public Health Society**  
ACCT: 773275620  
BSB: 082886  
Funds in: 1400.41  
Funds out: 794.12  
Balance: 606.29

### Illawarra Public Health Society Financial Records

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Credit</th>
<th>Debit</th>
<th>Account Bal</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 1-30-15</td>
<td>Sep-01 Breakie BarCSE</td>
<td>89.12</td>
<td></td>
<td>695.41</td>
</tr>
<tr>
<td></td>
<td>Sep-03 Membership Deposits</td>
<td>30</td>
<td></td>
<td>725.41</td>
</tr>
<tr>
<td></td>
<td>Sep-23 Mim Reimburse b.bar 2</td>
<td>95.8</td>
<td></td>
<td>629.61</td>
</tr>
</tbody>
</table>

**SUMMARY: UOW Illawarra Public Health Society**  
ACCT: 773275620  
BSB: 082886  
Funds in: 119.12  
Funds out: 95.8  
Balance: 629.61
### B.2 Recent NAB Bank Statement

**NAB Community Fee Saver Account**  
For further information call 13 22 65 for Personal Accounts or 13 10 12 for Business Accounts

<table>
<thead>
<tr>
<th>Account Balance Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening balance</td>
</tr>
<tr>
<td>Total credits</td>
</tr>
<tr>
<td>Total debits</td>
</tr>
<tr>
<td>Closing balance</td>
</tr>
</tbody>
</table>

Statement starts 23 May 2015  
Statement ends 24 August 2015

**Outlet Details**  
UOW ILLAWARRA PUBLIC HEALTH SOCIETY  
PO BOX U100  
WOLLONGONG NSW 2500

**Account Details**  
UOW ILLAWARRA PUBLIC HEALTH SOCIETY  
COMMUNITY FEE SAVER  
BSN number 0804810  
Account number 81769-3834

**Transaction Details**

<table>
<thead>
<tr>
<th>Date</th>
<th>Particulars</th>
<th>Debits</th>
<th>Credits</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>23 May 2015</td>
<td>Brought forward</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 Jun 2015</td>
<td>Uni Of Wollongong</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>192888</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 Jul 2015</td>
<td>Internet Transfer to new account</td>
<td></td>
<td></td>
<td>1,380.41</td>
</tr>
</tbody>
</table>

**Summary of Government Charges**

<table>
<thead>
<tr>
<th>Government</th>
<th>From 1 July to date</th>
<th>Last year to 30 June</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$900.00</td>
<td>$620.00</td>
</tr>
</tbody>
</table>

**Explanatory Notes**

Please check all entries and report any apparent error or possible unauthorized transaction immediately. We may subsequently adjust debits and credits, which may result in a change to your account balance to accurately reflect the obligations between us.

For information on reading problems or disputes, contact us on 1800 152 685 or visit any NAB branch.

Statement number 6  
National Australia Bank Limited ABN 12 004 928 877 / AFSL and Australian Credit License 230686  
Page 1 of 1

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*2015 End Of Year Report – Illawarra Public Health Society*
## B.3 NAB Transaction History

<table>
<thead>
<tr>
<th>Date</th>
<th>Transaction Details</th>
<th>Debit</th>
<th>Credit</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>23 Sep 15</td>
<td>INTERNET TRANSFER TRANSFER DEBIT</td>
<td>93.80 CR</td>
<td></td>
<td>529.61 CR</td>
</tr>
<tr>
<td>03 Sep 15</td>
<td>UNIT OF WOLLONGONG University of Wo INTER BANK CREDIT</td>
<td>30.00 CR</td>
<td>725.41 CR</td>
<td></td>
</tr>
<tr>
<td>01 Sep 15</td>
<td>UNIT OF WOLLONGONG University of Wo INTER BANK CREDIT</td>
<td>89.12 CR</td>
<td>696.41 CR</td>
<td></td>
</tr>
</tbody>
</table>

Found: 3 transactions

Debits: 93.80 CR

Fees: 0.00 CR

Credits: 119.12 CR

Net cash flow: 23.32 CR

To view transactions beyond the dates displayed, adjust your filter settings.