



Tropical Writers Inc.

PO Box 7772  
Cairns QLD 4870

## 2023 ANNUAL GENERAL MEETING REPORT

Tropical Writers Inc.

Saturday 30 September 2023, Endeavour Foundation, Hoare St, Cairns



### Our Mission Statement

*“The aim of Tropical Writers is to support and promote the craft of writing. We encourage the creative writing talent of each member and welcome all genres of fiction and non-fiction writing. We gather to inspire each other, to critique each other’s work and to respect the unique voice of each writer. Our goal is to share our passion for writing and nurture the creative muse in each of us.”*



**President's Report**  
**ANNUAL GENERAL MEETING**  
**30 September 2023**

The 2022-2023 year was back to full swing of activities including our monthly meetings, the writing competition, a new anthology, and a suite of public events. The highlight of the year was the publication of the 2023 anthology *On Butterfly Wings*, launched at the 2023 Cairns Tropical Writers Festival in February, and the celebration of 20 years of Tropical Writers Inc.

After a string of Covid-19 induced cancellations, the Cairns Tropical Writers Festival returned to the Cairns cultural calendar in February. It was great to have the festival back and I believe it was enjoyed by all. It appears that we will get to enjoy the festival every year now, with the dates for the 2024 festival locked in for 8-10 March 2024. So stay tuned and, and if you already haven't done so, I'd encourage you to subscribe to the festival's eNews through their website [www.ctwf.com.au](http://www.ctwf.com.au)

I'd like to thank everyone who has assisted in keeping our organisation functioning and all contributors to our monthly meetings. It has been a very busy year! I'm extremely grateful to have had Gillian, Phillip, Dave, Jennifer, Jeanette and Ali on the management committee. I appreciate and value their ongoing support, their views and willingness to step up and step in where required. You have brought so much to the group. You have my greatest thanks.

A special thanks goes to our outgoing secretary, Gillian. Her support over the past years has been invaluable. Gillian has now moved to Brisbane to be with her family, and we will miss her. But, we are also very grateful to Ali for stepping in and taking over the secretarial duties, which meant the management committee could carry on as usual.

I'd like to thank our writing competition judges. and those who contributed their stories and poetry. Without you, there would be no competition! I'd like to acknowledge Cairns Books, Cairns Central, for donating the book vouchers for this popular activity. And lastly, I'd like to thank you, our members, who have contributed along the way and most importantly turned up to meetings. Thank you for keeping our group vibrant and satisfying, and for bringing new ideas and suggestions to entertain and impart knowledge with the others. Please keep them coming!

We hope to continue to bring you engaging content, to help keep sharpening your writing skills, to contribute to the Cairns' cultural landscape, and, of course, have fun along the way.

I hope the rest of this year and 2024 are bright, successful and rewarding for everyone.

*Lenka Wagner*

President

30 September 2023



Tropical Writers Inc.

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**Secretary's Report**  
**ANNUAL GENERAL MEETING**  
**30 September 2023**

This year has been a year of change and a year of growth for Tropical Writers, owing to a huge increase in the number of enquiries about our organisation. This influx has been consistent throughout the year, resulting in heightened dynamics and increased member participation in the program of the general meetings. The upgrading of our website was particularly successful, and has contributed to our growing membership. The Cairns Writers' Festival in February, the launching of the Anthology, our Writers' Showcase at the Cairns Library and workshops with local writers have all contributed to the strengthening of support for the arts in Far North Queensland. We are grateful to the Endeavour Foundation and Cairns Libraries for their ongoing support.

Because of family responsibilities I have chosen to move to Brisbane, so have been unable to continue to fulfil the duties of the office of Secretary, and with reluctance have resigned. Those duties are now being covered most efficiently by Ali Hooker, who with added skills and ideas is bringing innovations to the direction of the organisation. My five years as a member of Tropical Writers has enriched my life immensely, so I have confidence this organisation is contributing significantly to the health and vitality of the people in the greater Cairns district, and will continue to do so.

*Gillian McKenzie*

Secretary

29 September 2023



**Treasure's Report**  
**ANNUAL GENERAL MEETING**  
**30 September 2023**

1. Verified accounts as at 30 June 2023 have been prepared. The association's financial year runs from 1 July to 30 June.
2. Tropical Writers Inc. is a level 3 associated incorporation (i.e. both assets and revenue below \$20,000). This means we are not required to arrange for an audit to be prepared or appoint an auditor, however, we still have to lodge the financial report with the Office of Fair Trading. The responsibility for the accuracy of the financial report and its underlying transactions rests with the treasurer and the president of the association.
3. The 2023 financial statements were prepared by James Gaustad, CPA, BDO Australia (<https://www.bdo.com.au/en-au/cairns>), as an in-kind contribution. James is a Partner, Audit & Assurance, and works with a number of not-for-profit and Indigenous organisations as well as with multi-national and listed companies. The report is prepared based on recorded, and verified, income and expenses as a stand-alone entity.
4. We ended the financial year with a \$802 loss. This is primarily due to TWI taking on the publication costs (editing, formatting and printing) of the 2023 anthology. It is of note that for the year to 30 June 2023, TWI made a profit of \$498. Any profits are invested back into funding TWI's activities such as the anthology and our public events.
5. The largest annual expense for TWI is insurance (we are required to hold a \$20m public liability insurance, we also hold association officials' cover) of \$1,200 and administrative costs which include website & IT costs (website and email hosting, domain management, IT support). We made a donation to the Endeavour Foundation as a gesture of our gratitude for allowing us to use their space at no cost., and we also sponsored an award for the 2023 Cairns Junior Eisteddfod Literary Awards. Our main source of income is through membership fees and members' contributions towards meeting costs.

*Lenka Wagner*

Treasurer

29 September 2023



Tropical Writers Inc.

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PO Box 7772  
Cairns QLD 4870

**TROPICAL WRITERS INC.  
ABN 76 272 615 651**

**FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 30 JUNE 2023**

**TROPICAL WRITERS INC.**  
**ABN 76 272 615 651**

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**TROPICAL WRITERS INC.**  
**ABN 76 272 615 651**

**STATEMENT OF PROFIT OR LOSS AND COMPREHENSIVE INCOME**  
**FOR THE PERIOD ENDED 30 JUNE 2023**

	Notes	2023 \$	2022 \$
Revenue	2	5,484	9,994
Accounting fees		(633)	(596)
Administrative expenses		(289)	(250)
Depreciation		(199)	(180)
Donations		(233)	-
Graphic design and development		-	(1,243)
Insurance		(1,200)	(1,200)
Meeting costs		(259)	(86)
Merchandise costs		-	(468)
Postage and courier		(314)	-
Printing and other anthology costs		(2,802)	-
Website and internet		(357)	(5,473)
<b>Profit/(loss) before income tax</b>		<b>(802)</b>	498
Income tax expense		-	-
<b>Profit/(loss) for the period</b>		<b>(802)</b>	498
Other comprehensive income		-	-
<b>Total comprehensive income for the period</b>		<b>(802)</b>	498

The accompanying notes form part of these financial statements.

**TROPICAL WRITERS INC.**  
**ABN 76 272 615 651**

**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2023**

	Notes	2023 \$	2022 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents		3,805	4,408
Term deposits		5,000	5,000
<b>TOTAL CURRENT ASSETS</b>		<b>8,805</b>	<b>9,408</b>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment		628	827
<b>TOTAL NON-CURRENT ASSETS</b>		<b>628</b>	<b>827</b>
<b>TOTAL ASSETS</b>		<b>9,433</b>	<b>10,235</b>
<b>CURRENT LIABILITIES</b>			
Trade creditors		6	6
<b>TOTAL CURRENT LIABILITIES</b>		<b>6</b>	<b>6</b>
<b>TOTAL LIABILITIES</b>			
<b>NET ASSETS</b>		<b>9,427</b>	<b>10,229</b>
<b>EQUITY</b>			
Retained earnings		9,427	10,229
<b>EQUITY</b>		<b>9,427</b>	<b>10,229</b>

The accompanying notes form part of these financial statements.

TROPICAL WRITERS INC.  
ABN 76 272 615 651

STATEMENT OF CHANGES IN EQUITY  
FOR THE PERIOD ENDED 30 JUNE 2023

	Retained Earnings	Total
	\$	\$
<b>Balance at 1 July 2021</b>	<b>9,731</b>	<b>9,731</b>
<i>Comprehensive Income for the year</i>		
Profit/(loss) for the year	498	498
Other comprehensive income	-	-
Total comprehensive income for the year	498	498
<b>Balance at 30 June 2022</b>	<b>10,229</b>	<b>10,229</b>
<i>Comprehensive Income for the year</i>		
Profit/(loss) for the year	(802)	(802)
Other comprehensive income	-	-
Total comprehensive income for the year	(802)	(802)
<b>Balance at 30 June 2023</b>	<b>9,427</b>	<b>9,427</b>

The accompanying notes form part of these financial statements.

**TROPICAL WRITERS INC.**  
**ABN 76 272 615 651**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Preparation**

These financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the *Associations Incorporations Act 1981 (Qld)*. The management committee have determined that the association is not a reporting entity.

The financial statements do not comply with International Financial Reporting Standards. They have been prepared on an accrual basis and under the historical cost convention.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of these financial statements:

**(b) Income Tax**

No provision for income tax has been raised as the association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

**(c) GST**

As the association is not registered for GST, all expenditure is stated as GST inclusive.

**TROPICAL WRITERS INC.**  
**ABN 76 272 615 651**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 30 JUNE 2023**

	Notes	2023 \$	2022 \$
<b>NOTE 2: REVENUE</b>			
- fee revenue		<b>2,206</b>	2,079
- interest		<b>78</b>	18
- merchandise and books		<b>23</b>	16
- meeting revenue		<b>640</b>	862
- raffle sales		-	89
- anthologies		<b>2,537</b>	60
- Gambling Community Benefit Fund grant		-	6,870
<b>TOTAL</b>		<b>5,484</b>	9,994

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be reliably measured. The following specific recognition criteria must also be met before revenue is recognised:

Revenue from a grant or other contribution that is not subject to conditions is recognised when the association obtains control of the funds, economic benefits are probable and the amount can be reliably measured. Where a grant or other contribution may be required to be repaid if certain conditions are not satisfied, a liability is recognised at year end to the extent that the conditions remain unsatisfied.

Revenue from the sale of goods is recognised at fair value when the significant risks and rewards of ownership have passed to the buyer.

Revenue from provision of services is recognised at fair value when the service is performed.

TROPICAL WRITERS INC.  
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STATEMENT BY MEMBERS OF THE COMMITTEE

The committee have determined that the association is not a reporting entity.

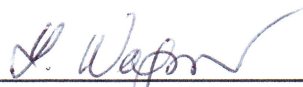
The committee have determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.


In the opinion of the committee the financial report as set out on pages 3 to 7:

1. Presents a true and fair view of the financial position of Tropical Writers Inc. as at 30 June 2023 and its performance for the financial year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Tropical Writers Inc. will be able to pay its debts as and when they fall due.

The association keeps financial records in such a way to properly record the association's income and expenditure, as well as properly deal with the association's assets and liabilities.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the Committee by:

  
\_\_\_\_\_  
TREASURER

  
\_\_\_\_\_  
SECRETARY

Dated 15/8/23



Tropical Writers Inc.

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PO Box 7772  
Cairns QLD 4870

15 August 2023

**Tropical Writers Inc.  
Financial Statements at 30 June 2023**

I confirm that:

The association's financial records show the association keeps adequate financial records to correctly record and explain transactions, and to enable a true and fair financial statement to be prepared.

Treasurer