



ANNUAL REPORT 2022

Brain Injury Matters

Email: office@braininjurymatters.org

Website: braininjurymatters.org

Tel: (03) 9639 7222

Level 4, 247-251 Flinders Lane

Melbourne VIC 30000



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AGENDA FOR ANNUAL GENERAL MEETING

3rd November 2022

Time	Topic	Discussion
11.00	Welcome, Meeting Rules Acknowledgement of Country/Self-Advocates	Nia Giddings Jane Rosengrave
11.05	Apologies Confirm minutes of previous AGM	Nia Giddings Moved Seconded Carried
11.10	President's Report	Brent Alford
11.20	Treasurer's Report	Roger Astell
11.30	New Committee of Management Members Appointed	Election results Returning Officer Peter Persson
11.35	Response from Committee	
11.45	Guest Speaker	Neil Cameron, former Chairperson BIM
12.15	Vote of Thanks	Brent Alford, Chairperson
	Close meeting	Brent Alford

CHAIRPERSON'S REPORT

2021-2022

It has been a terrific year, but challenges of course. COVID certainly was one challenge. However, Brain Injury Matters has continued to use ZOOM, as it provides a convenient way for people to catch up. We are also meeting in person which is great.

Peer Support Groups (PSG)

The peer support groups are an enormous success – people form great connections and friendships are being made. Many people have become self-advocates. We currently have 6 groups which meet weekly, 2 are online and we have a 7th group in Gisborne which meets monthly.

But it has been testing – our main focus has been on securing more funding for PSG. We have communicated a lot with the Government, members of parliament and the Department of Social Security about the success of our program. This included a visit by Adam Bandt, the Member of Melbourne to Ross House and attending an on-line peer group, Brainwave. Col Brokenshire organised a banner for BIM for the occasion.



We did receive a six-month extension to December 2022, and just before printing off this report, a further extension till June 2024. Great news!

Membership

Our organisation has grown significantly in the past year. We have 320 members with ABI and over 200 non-voting members. In combination with all our social media platforms, we have over 3000 members and followers.

Connection with Members

The reach of our ABI Wise app has increased over the past year, it being downloaded by 100s of people. Col Brokenshire updates the ABI Wise App, and we have added content on Cyber Safety and Disaster Risk Preparedness.

Our newsletter comes out monthly now, with Adrian Jones, a key contributor, quality control due to Bernadette Cheesman and wonderful help by Evan, a volunteer from the community. Thanks legends.

Information Sessions and Webinars

We have conducted a number of information sessions and webinars on areas that might be important to our members.

- Our partners, CyberABILITY have delivered a number of in-person and on-line sessions on scamming.

- We had a legal online seminar on planning for the future, including wills and estates, presented by the Peninsula Community Legal Service.
- Anat Bigos, who has a role as Democracy Ambassador for the Victorian Electoral Commission, has given presentations on how to enrol and vote in the upcoming State Election.

Community Awareness and Training

We started delivering training to disability service providers based on a lived experience ABI point of view. This is something we want to expand, as it is a unique and important perspective to improve the understanding of carers and workers. As well, a number of BIM members do many information sessions with a range of groups in the community, including schools, with the aim of improving the awareness of ABI and its impacts.



Strategy

We have conducted our annual survey for the third year in a row, asking members how BIM is meeting their needs and how we can improve. Social isolation remains the number 1 issue, but the survey also showed how much people valued the peer support groups. Our committee will be developing a 3-year plan, to replace the current 2-year strategic direction.

In order to connect at a national level, we joined People with Disability Australia. Locally BIM continued to be members of the SARU Management Group.

Committee of Management

People volunteering their time is particularly important in BIM functioning and expanding the things it is doing. I want to acknowledge the hard and positive work of our Committee.

And I want to especially acknowledge Helen Caliguri who is not seeking re-election on the BIM Committee of Management. She has been a longstanding and active contributor to BIM – thank you very much, Helen.

Conclusion

BIM is growing stronger every day. This year, BIM has reached more people with ABI than ever before. I thank you all for the connections and smiles you have given each other. This is only the beginning, as the ILC project extension to June 2024 means more PSG groups and chances for people with ABI to increase their confidence and skills.

I have to thank the amazing team we have built; you all do amazing things. For this year, I think my favourite words are: ITS ALL ABOUT THE LIVED EXPERIENCE. So, I will leave this year with one line...Continue to smile and be happy 😊

Brent Alford
Chairperson

TREASURER'S REPORT

FOR FINANCIAL YEAR ENDING 30TH JUNE 2022

Outline of our last Financial Year (July 2021 to June 2022)

Since my commencement with Brain Injury Matters Incorporated (BIM) in 2018, we have grown both financially but also professionally. We again endured another 89 days of Lockdowns where it limited what we could do face to face, but also brought out the strengths of BIM. Our Team has been able to deliver electronically with ease yet again, rather than us only being able to deliver Face to Face meetings. This has meant that we have been able to attain our stated goals within Project budgets and timeframes.

We have been able to create:

- 6 peer groups in 21/22 plus a 7th starting in Gisborne in 22/23
- 6 people being employed in 2021/22 assisting successful delivery of the project requirements.
- Peer groups connected around 130 People/Participants with ABI

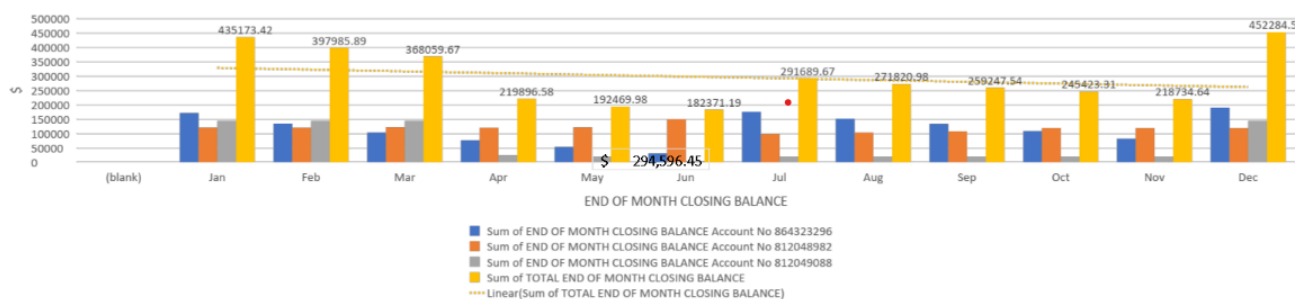
Our financials were audited by Collins & Co Audit Pty Ltd. This is the 4th Annual Audit which they have carried out for BIM since my commencement as Treasurer. The full report and Audit Statement can be viewed at the end of this document and is also will be available for viewing on our website.

The Committee of Management have voted and conclude, that the Statements reflect a "True & Fair" Financial Position of Brain Injury Matters Incorporated as at the 30th of June 2022

As of the 30th of JUNE 2022, we had \$161,418 in the Bank of which as at the 31st of October 2022 we have \$232,357.18 in total funds under management.

Our Net Equity was at 30th June 2021 was \$154,010

BRAIN INJURY MATTERS - END OF MONTH CLOSING BALANCES FOR FINANCIAL YEAR ENDING JUNE 2022



Our Total Average Monthly Balances of our Accounts held at the National Australia Bank was \$294,596 for 2021/22 Financial Year.

FINANCIAL SNAPSHOT

Income increased substantially by \$80,392 (24.7%) when compared to 2021. This increase was predominantly related to additional funding received from the Information Linkages & Capacity Building Grant (ILC).

However, notable contributions to BIM's income this year included 3 grants which related to:

1. A Self-Help Grant.
2. A Grant to purchase computers for the office
3. To improve the disaster preparedness of people with A.B.I.

Operating Expenses increased by \$18,774 (5.7%) from the previous year. The increase was in line with expectations.

EXPENSES FOR 2021 TO 2022

EXPENSE	2022	2021	Increase	Percentage
Wages and Salaries: Staff	\$278,780	\$250,045	\$ 28,735	11%
Superannuation	\$28,314	\$23,172	\$ 5,142	22%
Travel/Meals/ Accommodation	\$7,038	\$2,466	\$ 4,572	185%
Telephone & Internet	\$6,331	\$3,203	\$ 3,128	98%
Wages and Salaries: Contractors	\$3,478	\$1,210	\$ 2,268	187%
Website	\$1,630	\$891	\$ 739	83%
Meeting Attendances	\$8,116	\$7,596	\$ 520	7%
Bookkeeping Fees	\$900	\$500	\$ 400	80%

Expenses are almost certain with any organisation. But for a Not for Profit such as BIM, we must be very careful on many axis of our financial situation to ensure we remain viable. This is of major importance where we rely upon income such as "Grants" and or at times "Contributions" for revenues. Expenses can easily be hidden within Statements or clouded by projects and or general operations that can in turn lead to costs can be overrun.

One Ratio that I like to use for a Not for Profit, is the Cost to Income Ratio. This enables us to simply each year, establish if BIM has managed our costs to be less than the income received. This enables us to easily establish if we have managed our money prudently across the organisation using one clear tool of measurement.

As we can see from the Cost to Income Ratio Table that follows, year on year for the past four years, the Cost to Income Ratio has improved to the point of this last financial year, we spend 0.86c for each dollar in grants and or contributions received.

Operating expenses ÷ operating income = cost-to-income Ratio

YEAR	COST TO INCOME RATIO
2021-2022	\$0.86
2020-2021	\$0.81
2019-2020	\$1.01
2018-2019	\$1.02

Operating Expenses increased by \$18,774 (5.7%) from the previous year. The increase was in line with expectations.

Telephone & Internet Costs have increased by \$3,128 and this has occurred because BIM must fund \$2,750 per annum to Clickify to maintain our website.

Travel, Meals & Accommodation costs have increased by \$4,572 and this increased cost is travel related as there is significant travel cost involved for people attending the peer support meetings.

Wages and salaries are very similar to last year and increased by only \$28,735.

Meeting Costs have increased by \$2,440 and this is due to additional neighbourhood houses being used to host peer support meetings.

FORECAST

The ILC project finished on 30 June 2022. Fortunately, BIM were awarded an interim extension which runs from 1 July 2022 to 31 December 2022. BIM received \$149,000 to fund the interim extension. BIM received further good news when the ILC confirmed that they will fund BIM from the period 1 January 2023 through to 30 June 2024. This is excellent news, and we await confirmation of the amount of money we are to receive.

Roger ASTELL, M.B.A.
TREASURER
BRAIN INJURY MATTERS

PROJECT REPORT

Information, Linkages and Capacity Building (ILC) Project

Peer Support Groups

Growth and Impact

The main focus of the ILC project is the development and running of peer support groups. It has been a terrific year. The numbers do tell a story – we now have six peer support supports (an increase of two) connecting 130 people with ABI. We now have four groups meeting face-to-face weekly across Melbourne and two ZOOM-only groups which also meet weekly. More important however, is the impact that these groups have on those people who come to the peer support groups – some of their comments give a sense of the significance that the groups can play.

“My confidence has increased”
“(I am) listened to when I have something to say”
“More friends”
“Making mates”

“Stimulation from other’s achievements”
“I’m not alone”
“(The group) gives me purpose”
“Socialisation”

The surveys that we have conducted show improved confidence and skill levels. And the Word Cloud below succinctly highlights what people gain from the groups. We believe that peer groups should be considered as part of the network of supports and services that people with ABI are able to access. As noted last year, peer support groups complement family and carers, clinical and professional support, disability supports and mainstream services. We are working with the Melbourne Disability Institute over the next 12 months to gather an evidence base to further our understanding of the impact of peer support groups for people with ABI.



The groups themselves have developed organically, with each having its own ‘personality.’ Some groups are more activity based, whereas others have a mix of activities in the community and discussion sessions. The group members drive this. Even the ZOOM-only

groups have distinct identities – the Coffee Morning is a fun session at the start of the week, whereas the Wednesday group is discussion based.

Recruitment

There has been a constant stream of new people joining the peer groups during the past year. The key recruitment points for PSG are allied health professionals working in the community and NDIS Support Coordinators.

Unique Aspects

- Facilitators of the group are people with acquired brain injury, employed as part of the project team. Recently we have seen two group participants graduate into the facilitator role (albeit on an honorary basis).
- The groups all meet weekly.
- The four face-to-face groups are all connected to neighbourhood houses. This is where discussion sessions and other activities like games and cooking, take place. In part, this approach, boosts the sustainability of the groups, given the uncertain funding environment. There have been other outcomes such as people from the group joining other activities offered at the neighbourhood house. And there has also been two referrals of people with ABI to one of the peer groups by a neighbourhood house.

Individual and Organisational Capacity Building Training

Individual Capacity Building

The series of workshops, “Building A New You,” developed by Eva Sifis, founder of By Accident, have been conducted. Eva delivered the workshops, attended by 14 people, with positive feedback.

Brain Injury Matters delivered introductory digital skills and safety training for people in peer groups, given the high take-up and usage of on-line platforms during the COVID lockdowns. There were 31 participants. Additionally, CyberABillity delivered training about on-line scams to five of the peer support groups.

Organisational Capacity Building

The BIM Committee of Management (CoM) all participated in an introduction to project management including Airtable, which is the application used by the organisation to keep track of members and other contacts. Airtable has a project management module. The CoM also completed the introductory digital skills and safety program.

Project Team

The project team was incredibly pleased that BIM received a six-month project extension through to Xmas 2022. Even more exciting is the welcome news about a further extension till June 2024.

Our thanks to the CoM, BIM members and colleagues for your support and encouragement. We look forward to 2023!

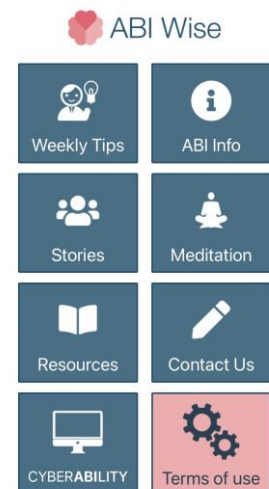
Fiona, Fraser, Nick, Peter, Sally, Sonia, Rhino, and Yannick
Project Team

INFORMATION TECHNOLOGY REPORT

BIM IT has gone through some changes and some evolution...

The **BIM ABI Wise app** has undergone some updates with CyberABILITY added. With this added section you can learn about cyberscams as well as go to the CyberABILITY web site and take up the training to become 'cyberscam' aware.

We have also added the Emergency Response module to learn about, and better prepare yourself for, emergencies. The module has links to information on reducing the risk for people with ABI. A 'My Emergency Plan' section means individuals can plan their response if there is an emergency. There is also a video of people with an ABI talking about their experience of emergencies and how they can affect a person with different needs.



The **BIM web site** also has undergone a change and now contains a mine of information on everything that there is to know about BIM and what we are doing. Of course, if there is something missing, please let us know and we'll update the site accordingly.

Finally, we were fortunate at BIM to have been awarded some grant money through a community grant via Adam Bandt, The Member for Melbourne. The funds have allowed us to update the BIM computers and to also purchase an Apple laptop. These computers will be well used to write submissions and to keep BIM running well into the future.

Cheers

Col Brokenshire
BIM Vicechair and IT nerd