Here are the Financial management online resources mentioned.

Consumer Affairs Victoria is responsible for incorporated Associations

<https://www.consumer.vic.gov.au/clubs-and-fundraising>

**Blank Model Rules**

Here’s the link to the Model Rules

<https://www.consumer.vic.gov.au/search-results?s=Model+Rules>

In particular, see –

Part 5 – Committee

Part 6 – Financial Matters

To understand how your governance should look.

Many groups don’t need to be a registered fundraiser, but just in case…..read

<https://www.consumer.vic.gov.au/clubs-and-fundraising/fundraisers>

**Remember** – good governance is important & financial management is part of it.

“Governance encompasses the system by which an organisation is controlled and operates, and the mechanisms by which it, and its people, are held to account. Ethics, risk management, compliance and administration are all elements of governance.” (Governance Institute of Australia – Website)

It’s “How you get stuff done” – whether that’s forming a committee, making decisions or managing the finances.

GOOD Governance is NOT a formula – it’s more a combination of things the committee do that create confidence and trust from the members and wider community.

It includes

* Understandable decisions
* Clear communications
* Known goals/Strategies
* Transparent procedures
* Shared knowledge.

So it should appear there’s “Nothing hidden” in your committee.

At committee – the Finance Report?

A tabled report at committee meetings should include:

Income

Expenditure

Balance Sheet and

BANK STATEMENT