



Ethnic Communities  
Council of Queensland



## Financial Management

### for Ethnic Community Associations in the Gold Coast Area

**TIME:** 10 am to 1 pm

**DATE:** 08 May 2010, Saturday

**VENUE:** Multicultural Communities Council Gold Coast Inc.(MCCGC) Meeting room, 1 Dominions Road, Ashmore (Cnr. United Rd. & Dominions Rd.)

**PARKING:** Lot of Street and on-site car parking facility available

**CATERING:** Morning tea and coffee

#### WHO SHOULD ATTEND?

Treasurers and members of the management or executive committee, and other operational staff of community associations

#### ENQUIRIES and BOOKINGS:

Shilpa Banerjee, SECA, Program Coordinator

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Nao Hirano- Multicultural Community

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## WHAT THE WORKSHOP OFFERS

This free workshop will help you to understand and manage the finances of your community association and help you meet all your legal obligations. This workshop will include practical exercises and simple templates that you can take away and use in your association.

#### Session includes:

- Financial planning - budgets and cash flow
- Recording financial transactions
- Monitoring procedures- actual income and expenditure against budget
- Analyzing financial reports - balance sheet and profit & loss reports
- Financial reporting obligations
- Accountability to external stakeholders, including government, auspicing agencies and funding bodies.

**BOOKING DEADLINE: 03 May 2010**



**STRENGTHENING ETHNIC  
COMMUNITY ASSOCIATIONS  
(SECA) PROGRAM**