



# "28 Years & Flourishing"



## Annual Report 2020-2021

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# Annual General Meeting



*APEN Ltd works to support professional development in extension and related fields in Australia, New Zealand, and the broader Asia Pacific region*

**Note: The Company's Annual Report for the year 2020-2021 will be presented at the 2021 Annual General Meeting via web conferencing, Friday October 22nd, 2021, at 12 noon AEDT**

## Agenda

### 1. Opening Business

- Welcome
- Attendance
- Apologies
- Observers
- Minutes of Last Annual General Meeting [These will be taken as read and are available here: <https://www.apen.org.au/2021-annual-general-meeting>]

**Motion:** "That the minutes of the 2020 Annual General Meeting be accepted as a true record of proceedings"

### 2. Reports [as tabled in Annual Report]

- President's Report
- Treasurer's Report
- Company Secretary's Report
- Audited Financial Statements and Auditor's Report

**Motion:** "That the reports be accepted"

### 3. Vote of thanks to Graham Harris, retiring Past President

### 4. Election of the Board

Continuing Directors are Anthony Kachenko, Nicole Sallur, Roy Murray-Prior. Roe Currie will continue as Company Secretary. The following Nominations have been received for vacant positions: Les Baxter, Heather Collins. Jeanette Gellard, Patricia Hamilton, Peter Long

**Motion:** That the Directors nominated by the due date and named as above be duly elected.

### 5. Election of Regional Coordinators (RCs) for the Regional Activities Committee (RAC)

#### Vote of thanks to Chrissy Stokes

The continuing RCs are Sarah Hain (NT), Callen Thompson (NSW), Caroline Coppo (Qld Nth), Noel Ainsworth (Qld Sth), Sandy Gunter (SA), Ossie Lang (Tas), Sarah Thompson (Vic), and Karen Smith (WA).

Vacancies: The following nomination has been received from Adrian Englefield (NSW). An open nomination from the floor for NZ Regional Coordinator

**Motion:** That the Regional Coordinators named as above be duly elected.

### 6. 2020 – 2021 APEN Ltd Place of Business

**Motion:** "That APEN Ltd Place of Business for 2021 – 2022 be 11 Eltham Court, Wodonga Victoria"

### 7. 2020 – 2021 APEN Ltd Registered Office

**Motion:** "That APEN Ltd Registered Office for 2021 -2022 be 11 Eltham Court, Wodonga Victoria"

### 8. Appointment of Auditor 2020 – 2021

**Motion:** "That Bob Travers and Associates of Albury, NSW be appointed as auditors for the 2021-2022 financial year"

### 9. Annual Membership Fee for 2022/2023

Following the motion at the 2018 AGM which recommended increasing membership fees by 5% per annum, the 2022/2023 fees (from July 2022) are as follows:

- Professional Membership: \$157.50 + GST
- Ordinary Membership: \$115.50 + GST
- Student Membership: \$57.75 + GST
- Retiree Membership: \$57.75 + GST
- Life Membership: free

Please note: New Zealand Members do not pay Australian GST

#### APEN also offers:

- Corporate Membership
- Overseas Membership (outside Australia and New Zealand: \$30 (no GST))
- Subscription for hard copies of ExtensionNet and Rural Extension & Innovation Systems Journal - \$50 + GST

### 10. General Business: Nil -The Board was not notified of any General Business items a month before the AGM.

### 11. Meeting Close

# Annual Report 2020-2021



## Growing People. Enabling Change. Advancing Rural Communities.

- Vision** to be the leading organisation for extension professionals in Australia, New Zealand, and the wider pacific region
- Mission** to promote the value, and advance the theory and practice of extension through advocacy, promoting best practice and building partnerships
- Values**
- Integrity** - we consistently operate in an authentic, honest, and ethical manner
  - Collaboration** - we work with others to achieve positive outcomes
  - Diversity** - we include and represent a broad range of people, industries and sectors
  - Professionalism** - we demonstrate competence, reliability, respect and accountability
  - Connectedness** - we bring people together and facilitate positive and productive relationships



Influence	Relevance	Professionalism	Organisational Stability
Strategy	Strategy	Strategy	Strategy
Promote the use and value of extension by agencies and organisations	Strengthen the value proposition of APEN to its members	Strengthen the capacity and professionalism of the extension sector	Maintain good governance and broaden our financial base
Outcome	Outcome	Outcome	Outcome
Agencies and organisations use extension and extension thinking to improve their policies and practice	APEN membership is highly valued within the extension sector	The extension sector is highly capable and professional	Our financial base is strong and our governance is sound



# President's Report



**I am delighted to present my first APEN President's Report for the 2020/2021 year.**

The year was like no other as the world continued to face the challenges of the COVID-19 global pandemic. Despite the headwinds that faced the organisation, we

rallied to deliver programs of value to our members whilst maintaining the organisation's health. I am proud of what we have achieved, which is a testament to the sheer grit and determination from my fellow Board Directors, Regional Coordinators and those who have volunteered on committees or otherwise. We were ably supported by our Secretariat Dr Rosemary Currie, who kept us even keeled. A sincere thanks to the Directors, Regional Coordinators, Volunteers and Roe for what we have achieved.

During the year, our membership remained stable. Our Business Development Committee worked tirelessly to develop, operationalise and implement the Professional Membership classification. This classification is a major step-change for the organisation and extension as a profession. We now have a professional standard that acknowledges the high level of extensionists' skills, experience, and knowledge. I encourage all members to look at this program and lift the profile of extension across the Asia Pacific.

Whilst we made a financial loss during the year, the Audit Risk and Finance Committee and Board diligently managed APEN's finances to ensure we lived within our means. The Board controlled the budget expenditure and identified measures to mitigate expenses whilst not compromising our services to members. A key consideration was succession planning for Roe, who will be retiring in early 2022. The Board identified The Association Specialists following an open and transparent expression of interest process, which will support the Board following Roe's retirement.

The APEN Board is blessed to have Pat Hamilton serve not only as a director but as Editor of ExtensionNet. Working alongside Pat in the editorial team is Chrissy Stokes, Adrian Englefield, Morag Anderson, and Roe Currie. They together ensure we hit the right note with contemporary and topical content that challenges our readers and supports our members. In addition, APENS Stakeholder Engagement Committee continued to drive our social and digital communication channels and oversee the delivery of professional development webinars and the well-respected APEN mentoring program.

During the year, the Board also commenced planning the 2022 APEN International Conference. Following an Expression of Interest, Professor Ruth Nettle was identified as the Conference Convenor, with the event scheduled for February 9-11, 2022. The conference will be a hybrid event, and I'd encourage you to consider attending the event. More details can be found here <https://www.apenconference.com.au>.

I have enjoyed seeing APEN grow and challenge itself during my first term as President. I look forward to the ongoing change APEN will experience in the year ahead and further progressing and advocating the extension profession. As Henry Ford quoted, "If you always do what you've always done, you'll always get what you've always got", and that rings true for what lies ahead for APEN.

I am looking forward to meeting members in February 2022 and serving you and champion APEN and our profession.

**Dr Anthony Kachenko**  
**APEN President**





# 2021 APEN Treasurer's Report



This report is based on the completed audit of the Australia-Pacific Extension Network Limited (APEN) finances conducted by Bob Travers & Associates, Chartered Accountant, Albury, NSW.

APEN Ltd is in a positive financial position with a retained surplus of \$100,913 on 30th June 2020. The assets are primarily cash at bank with a small amount of receivables. This result has seen a reduction of \$15,658 in APEN's retained surplus from June 2020 which was \$116,571.

For the 2021 financial year APEN's total income was \$49,799 whilst our expenses were \$65,015 which is directly reflected in our retained surplus. Our income was dominated by \$38,603 from membership payments which was a very positive improvement from \$31,079 in 2020. The other major income item was over \$8,000 from the very successful ExtensionChat 2020.

The financial result is in line with APEN biennial financial cycle, where in conference years, the retained surplus rises significantly and then declines in non-conference years. Obviously, along with the rest of the world APEN has been impacted by Covid 19 with the planned 2021 conference postponed to February 2022. The challenge and reality are that APEN's financial sustainability is highly dependant on a positive financial result from our biennial conference. For the past three years the APEN Board has been exploring options to both better support members professional development and generate additional income with the 2020 ExtensionChat an example and ExtensionChat 2021 planned for November.

The Directors of the registered entity (APEN Ltd.) declare that, in the Directors' opinion:

1. The financial statements and notes, as set out on schedules 1 to 3 (APEN Financial Statements on 30 June 2021), are in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* and:

- a) comply with Australian Accounting Standards; and
- b) give a true and fair view of the financial position of the registered entity at 30 June 2021 and of its performance for the year ended on that date.

2. There are reasonable grounds to believe that the registered entity will be able to pay its debts as and when they become due and payable.

This declaration is provided in accordance with subs 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

As Treasurer, I would like to take this opportunity to thank my fellow APEN Board members who all invest significant time and effort into the effective management and delivery of APEN services. Finally, I would like to offer my true appreciation and thanks to Dr Roe Currie for her excellent work as Company Secretary, management of financial transactions and record keeping. Roe is knowledge central when it comes to all matters APEN and through her efforts contributes immeasurable to the ongoing success of APEN.

**Peter Long**  
**APEN Treasurer**  
**27 September 2021**

A good financial plan is a road map  
that shows us exactly how the choices  
we make today will affect our future

Alexa Von Tube



# APEN Company Secretary's Report 2020 - 2021

This is the fourth Annual General Meeting of APEN Ltd since we moved from an Incorporated Association to a Company Limited by Guarantee on 16 November, 2017.

During the last year, I have combined my role of Company Secretary with providing the services of the Secretariat and assistance to the Board of Directors.

The President's Report has identified the election and appointment of Directors and their responsibilities for APEN's five Board Committees. As volunteers, our Directors have met their fiduciary duties to ensure good governance is delivered through drafting and reviewing a range of policies and guidelines. Discussion in the five committees provides ideas to keep APEN moving forward.

The inception of Covid-19 affected APEN's normal schedule of conferences. The conference was moved from one planned for October/November 2021 in New Zealand to a hybrid conference (planned in-person and online participation) in February 2022. The 2022 APEN International Conference Committee was launched in March 2021 with Prof Ruth

Nettle as Conference Convenor, APEN President Dr Anthony Kachenko as co-chair and with three other Directors along with a number of APEN members and some non-members as part of the committee.

All the Board and Committee meetings have been held via Zoom web conferencing. I sit ex officio on all these committees, working with the committee chairs on the agenda and recording the minutes. It gives a thorough knowledge and understanding of our core business.

**Attendance at Board Meetings:** The Board has met on twelve occasions since the last AGM, via web conferencing.

I know that APEN will continue to highlight the importance and value of being a change agent in the world of extensionists under a very professional leadership team.

I wish to acknowledge the assistance and support I have received from the Directors, and particularly Dr Pat Hamilton, during the last twelve months.

**Regards**  
**Dr Roe Currie**  
**APEN Company Secretary**

**Attendance at Board Meetings: The Board has met on twelve occasions since the last AGM, via web conferencing.**

Meeting	AK	PL	JG	PH	LB	HC	RMP	NS	GH PP	RC	Directors present
#2100 23/10/20	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	8
#2101 20/11/20	✓	✓	✓	✓	✓		✓	✓	✓	✓	7
#2102 18/12/20		✓		✓	✓	✓		✓	✓		5
#2103 – 22/01/21	✓	✓	✓	✓		✓	✓		✓	✓	6
#2104 – 13/12/19	✓		✓	✓	✓		✓	✓	✓	✓	6
#2105 – 26/03/21	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	8
#2106 – 23/04/21	✓	✓	✓	✓	✓		✓		✓	✓	6
#2107 – 28/05/21	✓	✓		✓	✓		✓	✓	✓		6
#2108 – 25/06/21	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	8
#2109 – 23/07/21	✓	✓	✓	✓	✓	✓				✓	6
#2110 – 27/08/21	✓		✓	✓	✓	✓	✓		✓	✓	6
#2111 – 24/09/21	✓	✓	✓	✓	✓	✓	✓		✓	✓	7
% Attendance	91	83	83	100	92	67	83	71	92	83	

✓ = Attended.

Elected Directors: Dr Anthony Kachenko (AK, President), Jeanette Gellard (JG, Vice President), Peter Long (PL, Treasurer), Dr Patricia Hamilton (PH, APEN Editor), Dr Les Baxter (LB), Dr Heather Collins (HC), Dr Roy Murray-Prior (RMP, REIS Journal Editor), Nicole Sallur (NS).

Non-voting: Graham Harris (GH, Past president), Dr Roe Currie (RC, Company Secretary & Executive Officer).



# APEN's BOARD COMMITTEES

## The 2020-2021 APEN Board



*Dr Anthony Kachenko  
President*



*Jeanette Gellard  
Vice President*



*Peter Long  
Treasurer*



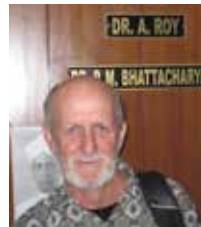
*Dr Pat Hamilton*



*Dr Les Baxter*



*Dr Heather Collins*



*Dr Roy Murray Prior*



*Nicole Sallur*



*Graham Harris  
Past President*



*Dr Roe Currie  
Company Secretary*

Leadership is about building a team to go somewhere to make a positive difference.

### Managing APEN

To ensure that APEN is the leading organisation for extension professionals in Australia, New Zealand, Papua New Guinea and the Pacific Islands, our network is led and managed by five committees. The President, Dr Anthony Kachenko, Treasurer, Peter Long, and APEN Secretariat, Dr Roe Currie are Ex Officio on all committees.



The Directors and the Regional Coordinators bring a wide range of diverse backgrounds, values, viewpoints, and capacity to provide leadership to the APEN network by

- setting the strategic direction to guide and direct the activities of the organisation
- ensuring the effective management of the organisation and its activities
- monitoring the activities of the organisation to ensure they are in keeping with the founding principles, objects and values
- encouraging members to become involved in areas of particular interest
- broadening members' network, developing their professional growth, and, sharing their professional expertise





## Governance and Strategy Committee Report

**Chair | Jeanette Gellard, Les Baxter, Graham Harris, Angus Dunne, Matt Hall**

The Governance and Strategy Committee (G&SC) continues to provide oversight of the Board’s governance framework and supports the ongoing review of APEN’s strategic directions.

**Governance Framework** This year has seen a focus on policy review and development to ensure that APEN has the necessary policies in place to ensure the overall direction, effectiveness, management, and accountability of APEN. Several policies have been reviewed through the year, with a schedule established that will carry forward to ensuing years.

**Risk Appetite Policy** The G&SC has prepared a Risk Appetite Statement for APEN. Responsibility for risk management starts with the APEN Board and this statement details the amount and type of risk that APEN is willing to take in order to meet its strategic objectives. The statement will be used to inform APEN’s risk management systems, policies and procedures and the Board’s strategic decision making.

**Board Charter** The G&SC has commenced work on a Board Charter. A board charter is a policy document that clearly defines the respective roles, responsibilities, and authorities of the board of directors (both individually and collectively) and management in setting the direction, the management, and the control of the organisation.

*“A vision without a strategy remains an illusion.”  
(Lee Bolman)*



## Audit, Risk, Financial Control Report

**Chair | Peter Long, Anthony Kachenko, Roy Murray-Prior and Roe Currie**

The Committee met virtually three times during the year and addressed a range of matters. The following are items of note addressed in the year 2020-21:

- The Committee maintained an active watching brief of APEN’s finances and provided regular updates to the Board.

- This included drafting an annual budget and a quarterly review of income versus expenditure.
- The Committee prepared a projected end of financial year retained funds figure through to 2024 based on a range of income and expenditure balances. These projections supported all Board members being fully aware of our financial status and meeting the Board’s fiduciary responsibilities.
- The Committee identified several cost savings for the organisation, and they have been enacted.
- Advice was provided to the 2022 APEN Conference Committee on the need for a level of budget surplus that is required to underpin APEN’s financial sustainability.

- An APEN donations and bequests Board discussion paper was developed. The Board adopted a number of recommendations and there is now a facility on our Web site to make donations and enquire about bequests.
- A Company Secretary succession plan was developed which documented current administration duties and identified critical administration functions.
- The Committee has been providing guidance to Dr Roe Currie (Company Secretary) in the review of APEN’s hard copy records and stored publications. Roe has undertaken a stock take. Redundant and out of date (statutory limitations) records have now been appropriately disposed of.

As Chair of the APEN Audit, Risk and Financial Control Committee, I would like to sincerely thank members for the active contributions during the past 12 months and particularly Roe for her support and professionalism. Finally, the Committee would welcome additional members who would be willing to share a little of their time and expertise to support this committee. It would be an opportunity to grow your knowledge and understanding of not-for-profit board governance and finance.

*“A good financial plan is a road map that shows us exactly how the choices we make today will affect our future”*

*(Alexa Von Tobe)*



## Business Development Report

**Chair | Heather Collins, Les Baxter, Peter Long, Nicole Sallur, Noel Ainsworth**

The Business Development Committee (BDC) continues to provide professional development and educational opportunities for members, while seeking new and creative ways to build our business.

**Conference** After the uncertainty caused by COVID-19 an Expression of Interest process for a modified APEN conference was undertaken. APEN's Board accepted a strong proposal from the University of Melbourne, and a two-day conference is planned for Melbourne in February 2022. The essence of the conference is the hub and spoke model built on a combination of:

- Face-to-face (F2F) at a central location (hub);
- Regional F2F hubs (the spokes – locally organised gatherings across Australia and New Zealand); and
- Virtual online delivery for those who can't or are unable to travel due to restrictions.

The conference will provide an opportunity for members to network and exchange ideas and experiences, undertake professional development, and showcase research, development and extension. Planning is well underway for this conference, utilising both face-to-face and on-line technology, include a regional hub in New Zealand.

Covid 19 disrupted other APEN events, including APEN's session at the International Congress of Sociology (originally Cairns 2020, postponed to 2021, postponed to 2022).

**Professional Membership – APEN-PM** As part of our ongoing member development work, the BDC researched, developed, and operationalised a new membership structure. A change to the membership classifications allows for two types of ordinary members: full members and professional members (APEN-PM). The APEN-PM membership is linked to qualifications and experience, a commitment to ongoing professional development, and adherence to ethical and accountable professional behaviour. The new APEN register, accessible by employers and funders, provides exposure of APEN-PM members' high level of skills, knowledge, and experience. The development and operationalisation of the new APEN-PM structure is the culmination of over two years of consultation and research undertaken by the BDC.

**Value Proposition** Raising APEN's profile with government, employers, industries and the extension community, APEN-PM will recognise and value the extension work carried out by our members.

***'Without continual growth and progress,  
such words as improvement, achievement, and  
success have no meaning.'  
(Benjamin Franklin)***



## Stakeholder Engagement Report

**Chair | Graham Harris, Rosemary Currie, Pat Hamilton, Roy Murray-Prior, Caroline Coppo, Karen Smith, Harriet Brickhill, Shakira Johnson**

The Stakeholder Engagement Committee (SEC) is charged with ensuring the needs and expectations of internal and external stakeholders are clearly identified and understood. Our aim is to ensure APEN will be better placed to deliver an appropriate service to our members and to identify and respond to relevant opportunities within the extension sector.

During the past year, the committee has met four times to plan our stakeholder engagement activities and evaluate impact.

The **APEN website** is the external face of our organisation. Quarterly evaluation of the site traffic and engagement shows around 100 to 200 users access the site weekly. Understandably, the majority of users are from Australia and New Zealand, although there are a significant proportion of users from the Asia and the Americas. We also see users from Africa and Europe. New visitors to the site account for 89 percent of visitations and around 300 per quarter are returning visitors. Not surprisingly, the APEN homepage receives the greatest number of visits (around 33 percent) with the About page and those related to the REIS journal, extension, our events, and professional development all highly accessed. The committee is intending further review of the website with the aim for a refresh – we are keen for additional volunteers to assist us in this task from amongst our members – if you are interested, please contact Roe Currie on [info@apen.org.au](mailto:info@apen.org.au) to register your interest.

Communication with members has been a priority with four editions of **ExtensionNet** in the past year, thanks to the excellent editorial team of Pat Hamilton, Chrissy Stokes, Adrian Englefield, Morag Anderson, and Roe Currie. There has also been 12 APEN **eBulletins** distributed to members this year - thanks Roe Currie for keeping as up to date with extension activities and opportunities.

We have also co-ordinated the delivery of five APEN **webinars**

- Designing Extension Programming for Impact with the eXtension Foundation's Impact Collaborative in the U.S. Cooperative Extension Service – the eXtension Foundation team (17 Aug 2020)
- Nebraska Extension Wellness in Tough Times Project - The Wellness in Tough Times Nebraska team (23 Oct 2020)
- Understanding farmer decision making – Prof Geoff Cockfield, USQ (15 Feb 2021)

- Queensland Extension Model of Practice – Angela Williams, Canegrowers (19 Apr 2021)
- Understanding farmer decision making with behavioural economics, Dr Roy Murray-Prior, Agribiz RD&E Services (21 Jun 2021)

We appreciate the time taken by our presenters to deliver these webinars. If you missed out attending any recordings of these can be accessed via the Resources area of the APEN website.

The *Rural Extension and Innovation Systems Journal (REIJ)* was published once this year. Thanks goes to the editor Roy Murray-Prior and assistant editors Denise Bewsell and Lydia Turner for their work in producing such an excellent set of peer-reviewed and practice papers. We also thank the Editorial Board members who provide review of the papers during development. It is important that extension research and practice are published more broadly – as an extensionist please give thought to contributing to future editions of the journal.

We have attempted to actively use **social media platforms** in the last year to communicate with our members and the broader community - Facebook (63 posts) and Twitter (21 posts) were used. LinkedIn was not extensively used although plans are being implemented to improve this. More use of social media is needed but this requires members to use these platforms and tag #APEN – if you would be interested in assisting us in this way, please let Roe Currie know (via e-mail at [info@apen.org.au](mailto:info@apen.org.au) ).



Once again Jeanette Gellard and Roe Currie have facilitated the APEN **Mentoring program** with seven pairs of mentor-mentees. Thank you to all those who have participated in this program this year.

The Stakeholder Engagement team would like to thank all who have assisted with our activities in the past year, and we look forward to working with you again in 2021-22.

***Whatever words we utter should be chosen with care, for people will hear them, and be influenced by them for good or ill (Buddha)***



## Regional Activities Committee Report

**Chair | Pat Hamilton (SA), Regional Coordinators | NZ, Chrissy Stokes; NSW, Adrian Englefield & Callen Thompson; NT, Sarah Hain; Qld, Caroline Coppo & Noel Ainsworth; SA, Sandy Gunter; Tas, Ossie Land; Vic, Sarah Thompson; WA, Karen Smith; Roe Currie, Admin Officer**

***The strength of the team is each individual member.  
The strength of each member is the team  
(Phil Jackson)***

2020-2021 has been a year full of challenges. It has also been a year when we have asked so much of our amazing team of volunteers -on top of their 'day job'. We have focused on building a profession of motivated, committed people, willing to share their experiences and connections, while Covid-19 has had a significant impact on our ability to meet face-to-face.



It is a genuine pleasure working with our Regional Coordinator Team. We have held bi-monthly meetings to share ideas and information, to offer advice to the Board on strategic, tactical, and operational matters and to support each other. APEN's message - Growing People. Enabling Change. Advancing Rural Communities. - has been our driver.

APEN's Directors acknowledge the importance of the team of Coordinators as they keep the Board informed of regional issues and interests. Each of our Coordinators has share some reflections with you

**Sarah Hain [NT]** has been involved with social media and made connections with other primary industry-based groups in the NT who share common interests and goals. The future of APEN in the NT appears positive with a surge in government extension investment and continuation of industry funded professionals. I have recently departed as Industry Development Officer (NT/WA) for AMIA. Thanks to everyone involved in the mango industry who generously shared their knowledge, experience and delicious fruit over the last three years. After a few weeks break, I have commenced my new role as Agronomist with Cotton Growers Services in their new Northern Australia branch.



**Sandy Gunter [SA]** APEN members held a breakfast meet and greet session in Adelaide on 14 May 2021. About 12 of us got together to say hi to people who we hadn't met before or catch up with old acquaintances. It was a fun morning. I have been making a conscious effort to send out a regular email to SA members to touch base and share things of interest, including opportunities to see SA members in extension action.

**Adrian Englefield [NSW]** Over the past 12 months NSW has obviously seen many disruptions due to COVID-19. This is no different for extensionists, with their inability to travel and meet with producers on-farm and at industry events. We all hope 2022 will be a brighter year and our thoughts are with those still in lockdown.

Highlights over the past 12 months have included participation in the APEN mentoring program (including facilitation of a Horticulture cohort) and presenting a monitoring and evaluation webinar on 16 August. I look forward to seeing you all at the APEN conference and to further develop regional networking opportunities in 2022.

**Sarah Thompson [Vic]** This past year has been yet another interesting one for extension professionals throughout Victoria! With limited opportunity to come together, my time as Regional Coordinator has been dedicated to being a part of the APEN Conference Committee as we plan, organise and create the program for the conference set to be in Melbourne in February 2022. My key responsibilities on the conference committee have included pulling together 3 exciting masterclasses and an informative field trip that will visit the East of Victoria which includes a mix of farms, demonstration sites, research centre and winery.

**Noel Ainsworth [Qld]** "As for most others in Southern Queensland, the past year has been one of uncertainty, flexibility, repeated planning but with a focus on maintaining engagement. 2020 saw an interesting trial of a book club for active member engagement, which I now hope to restart in 2022."

**Karen Smith [WA]** The highlight for the 2020/21 year was assisting in the delivery of the successful ExtensionChat 2020, engaging extensionists from across Australia and New Zealand. With the upcoming ExtensionChat 2021 event, coupled with a renewed focus on the importance of extension to research and development activities, outcomes for extension professional development in WA are looking bright, especially within our agricultural industry. It is great to see young professionals bringing their knowledge and skills to new projects and developing their own extension style to engage audiences; this makes my role worth it!

**Ossie Lang [Tas]** One of my main achievements this year has been the successful completion of the Extension Accelerator program through the Tasmania Institute of Agriculture & the Department of Primary Industries, Parks,

Water & Environment. This was a fantastic program, and I am pleased that I was able to have most of the group join APEN to continue their development in extension. Morag Anderson & I have also been supporting a community of practice that has arisen from a training program in extension that RMCG delivered to develop practitioners in the NRM space who work closely with landholders.

**Caroline Coppo [NQld]** I am excited about my new role as Program Coordinator of the Lower Herbert Water Quality Program with CANEGROWERS Herbert River as part of the Reef Trust Partnership managed by the Great Barrier Reef Foundation. This \$16.2M Program aims to improve on-farm management of dissolved inorganic nitrogen (DIN), through several extension projects, in order to achieve an enduring reduction in the long-term end-of-catchment water quality load of 140 tonnes DIN by June 2024.

As North Queensland APEN Regional Coordinator I am looking forward to progressing some local activities in the lead up to the 2022 APEN Conference.

**Chrissy Stokes [NZ]** After making the call mid-2020 not to hold the planned NZ conference in 2021, we are now busy planning a NZ hub to support the Melbourne conference. Several new NZ members have joined APEN, and we're looking forward to connecting to everyone at the conference hub and masterclasses in February. Huge regulatory change, particularly in the environmental space, is creating challenges for our farmers and growers, and the extension community is critical in supporting our industries through this change.



It is with sadness that our team is 'losing' a member. Chrissy has been a vital player in all our activities – a willing sharer, always there to support each of us, a 'wicked' sense of humour to

lighten our load, a fabulous extension practitioner – nothing has been too much trouble ... We wish Chrissy all the best as she continues making a difference wherever she lands. NZ is lucky to have her!

I am immensely proud of the Team and their achievements. I am privileged to share their personal and professional pathways. I am looking forward to the 2021-2022 year as APEN continues to grow, innovate, and sustain the future of extension by sharing our diversity, expertise, research, and practical experiences.

***Coming together is a beginning.  
Keeping together is progress.  
Working together is success.  
(Henry Ford)***



**We encourage you to select a committee, and send us an Expression of Interest to [info@apen.org.au](mailto:info@apen.org.au)**

1. In your response, please outline: (400 words max.)
  - why you want to be involved
  - attributes, interests and skills you can bring to a task force
2. We are looking for committed members
3. The term of appointment is two years, and the committee meets at least four (4) times per year.

# AUSTRALASIA-PACIFIC EXTENSION NETWORK LIMITED

ACN 622 357 144

## FINANCIAL STATEMENTS AS AT 30 JUNE 2021

### Schedule 1:

#### STATEMENT OF ASSETS & LIABILITIES AS AT 30 JUNE 2021

	Note	2021 \$	2020 \$
<b>MEMBERS' FUNDS (EQUITY)</b>			
<i>Retained surplus</i>		99,794	115,009
<b>Total Members' Funds</b>		<u>99,794</u>	<u>115,009</u>
<b>LIABILITIES</b>			
<b>Current</b>			
<i>Trade creditors and accruals</i>		1,119	1,562
<b>Total Liabilities</b>		<u>1,119</u>	<u>1,562</u>
<b>TOTAL EQUITY AND LIABILITIES</b>		<u>100,913</u>	<u>116,571</u>
<b>ASSETS</b>			
<b>Current</b>			
<i>Cash at bank</i>		99,112	116,043
<i>Receivables</i>		1,801	528
<i>Less: Provision for impairment of receivables</i>			
		<u>1,801</u>	<u>528</u>
<b>TOTAL ASSETS</b>		<u>100,913</u>	<u>116,571</u>

### Schedule 2

#### STATEMENT OF PROFIT AND LOSS AND OTHER COMPREHENSIVE INCOME FOR THE PERIOD ENDED 30 JUNE 2021

	Note	2020 \$	2020 \$
<b>Income</b>			
<i>APEN Conference</i>			91,534
<i>APEN Workshop</i>		8,170	18,173
<i>Membership</i>		38,603	31,079
<i>Mentoring</i>		2,650	3,290
<i>Shaping Change Book</i>			1,351
<i>Sundry receipts</i>		92	336
<i>Interest received</i>		284	823
		<u>49,799</u>	<u>146,586</u>
<b>Expenses</b>			
<i>Accountancy &amp; audit fees</i>		1,750	1,735
<i>Administration - Secretariat</i>		39,329	39,329
<i>- Other</i>		2,538	
<i>APEN - AGM</i>		1,404	
<i>APEN Mentoring Scheme</i>		729	907
<i>APEN Workshop/events</i>		2,423	3,869
<i>APEN Award</i>			1,991

The accompanying notes form part of these financial statements.

# AUSTRALASIA-PACIFIC EXTENSION NETWORK LIMITED

ACN 622 357 144

## FINANCIAL STATEMENTS AS AT 30 JUNE 2021

### STATEMENT OF PROFIT AND LOSS AND OTHER COMPREHENSIVE INCOME FOR THE PERIOD ENDED 30 JUNE 2021

	Note	2020 \$	2020 \$
<i>AEP Publication-Shaping Change Book</i>		1,448	1,856
<i>Bank &amp; government charges</i>		849	(62)
<i>CM expenses</i>		788	940
<i>Conference costs APEN</i>		120	129,505
<i>Extension Net</i>		1,200	4,302
<i>Legal and professional fees</i>		6,000	
<i>Insurance</i>		2,331	2,195
<i>Printing, stationery &amp; postage</i>			2,795
<i>Promotion</i>		283	2,478
<i>Registrations</i>		1,681	1,510
<i>Sundry expenses</i>		1,305	2,098
<i>Website expenses</i>		837	876
		<u>65,015</u>	<u>196,324</u>
<i>Operating surplus / (loss) for the period</i>		(15,215)	(49,738)
<i>Income tax expense</i>		-	-
		<u>(15,215)</u>	<u>(49,738)</u>
<i>Other comprehensive income for year</i>		-	-
<i>Net assets of Australia-Pacific Extension Network Inc transferred to the company as at 1 July 2017</i>	2		
<b>Comprehensive income attributable to members</b>		<b>(15,215)</b>	<b>(49,738)</b>

#### Schedule 3:

#### STATEMENT OF CHANGES IN EQUITY (MEMBERS' FUNDS) FOR THE PERIOD ENDED 30 JUNE 2021

	2021 \$
<i>Retained surplus at 30 June 2019</i>	164,747
<i>Profit / (Loss) for the year</i>	(49,738)
<i>Retained surplus at 30 June 2020</i>	<u>115,009</u>
<i>Profit / (Loss) for the year</i>	(15,215)
<i>Retained surplus at 30 June 2021</i>	<u>99,794</u>

The accompanying notes form part of these financial statements.

# AUSTRALASIA-PACIFIC EXTENSION NETWORK LIMITED

ACN 622 357 144

## FINANCIAL STATEMENTS AS AT 30 JUNE 2021

### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2020

The financial statements cover Australasia-Pacific Extension Network Limited as an individual entity, incorporated and domiciled in Australia. Australasia-Pacific Extension Network Limited is a company limited by guarantee.

#### **Note 1: Summary of Significant Accounting Policies**

The Directors have prepared the financial statements, comprising, the Statement of Assets and Liabilities, Statement of Profit and Loss and Other Comprehensive Income, Statement of Changes in Equity (Members' Funds) and related notes to the financial statements, on the basis that the company is a non-reporting entity because there are no users dependent on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the Australian Charities and Not-for-profits Commission Act 2012. The company is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

The financial statements have been prepared in accordance with relevant Australian Accounting Standards applicable to reporting under the Australian Charities and Not-forprofits Commission Act 2012 and the significant accounting policies disclosed below, that the Directors have determined are appropriate to meet the needs of the members. Such policies are consistent with those of previous periods unless otherwise stated.

These financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes.

The Committee is of the opinion that the company's activities are exempt from income tax under current Income Tax Legislation.

Revenue is recognised on an accruals basis upon delivery of the service to the customer and is stated net of the amount of goods and services tax.

The company has no employees.

#### **Note 2: Acquisition of Assets, Liabilities and Operations of Australasia-Pacific Extension Network Inc**

The company acquired the assets and liabilities of Australasia-Pacific Extension Network Inc at their book value in that entity as at 1 July 2017 and also took over its operations as a going concern.

### ***DIRECTORS' DECLARATION***

The directors of the registered entity declare that, in the directors' opinion:

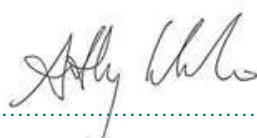
1. The financial statements and notes, as set out on schedules 1 to 3, are in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* and:
  - a) comply with Australian Accounting Standards; and
  - b) give a true and fair view of the financial position of the registered entity as at 30 June 2021 and of its performance for the year ended on that date.
2. There are reasonable grounds to believe that the registered entity will be able to pay its debts as and when they become due and payable.

This declaration is signed in accordance with subs 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2013*.



.....  
Peter Long

Director



.....  
Dr Anthony Kachenko

Director

Dated this 27th day of August 2021

*The accompanying notes form part of these financial statements.*



## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALASIA PACIFIC EXTENSION NETWORK LIMITED.

### Report on the Audit of the Financial Report

#### Opinion

We have audited the financial report of Australasia Pacific Extension Network Limited. (the Company), which comprises the Statement of Assets and Liabilities as at 30 June 2021, the Statement of Profit and Loss and Other Comprehensive Income and Statement of Changes in Equity for the period then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by the Directors on the financial statements giving a true and fair view of the financial position and performance of the Company.

In our opinion, the accompanying financial report gives a true and fair view of the financial position of the company as at 30 June 2021 and its financial performance for the period then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of Div 60 of the *Australian Charities and Not-for-profits Commission Act 2012*.

#### Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the company to meet the requirements of Div 60 of the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

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**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF  
AUSTRALASIA PACIFIC EXTENSION NETWORK LIMITED.**

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**Responsibilities of the Directors for the Financial Report**

The Directors are responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of Div 60 of the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the Directors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

**Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

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**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF  
AUSTRALASIA PACIFIC EXTENSION NETWORK LIMITED.**

**Page 3**

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Directors.
- Conclude on the appropriateness of the Directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**BOB TRAVERS & ASSOCIATES**  
Chartered Accountant



RJ Travers  
Principal

ALBURY  
27 August 2021

27 August 2021


The Directors  
Australia Pacific Extension Network Limited  
PO Box 1239  
WODONGA VIC 3690

Dear Directors,

**Auditors Independence Declaration**

I declare that to the best of my knowledge and belief; during the year ended 30 June 2021 there have been no contraventions of any applicable code of professional conduct in relation to the audit.

BOB TRAVERS & ASSOCIATES

  
RJ Travers  
Principal  
Enclosures



# "28 Years & Flourishing"

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RC - Regional Coordinator

**Together, we have the power to inspire, connect and deliver on new opportunities and rich experiences that can open doors to innovation and progress while growing global economies and increasing well-being**

**(Tae Yoo)**