



# Lake Monger Community Shed Inc.



LAKE MONGER  
COMMUNITY SHED

# Annual Report



2025

## ABOUT US

### Introduction

This document is the Annual Report for the Lake Monger Community Shed (Inc) for the twelve months from the 2024 AGM (1 November 2024) and it includes the financial reporting from 1 July 2024 to 30 June 2025, to be presented to the members at the Annual General Meeting (AGM) on 24 October 2025.

Members are strongly encouraged to attend the AGM and consider the content of the conclusions, in particular that of Functional Groups.

### Our Mission

The mission of the Lake Monger Community Shed (LMCS) is to enable members of the community to come together and share their experiences in life, develop new skills and friendships, pursue their hobbies, undertake community projects and /or just talk with LMCS members to promote longer, more active and healthier, happier lives.

### Our Vision

The vision for the LMCS is to provide an accessible, safe, friendly and welcoming inclusive environment that will foster camaraderie, contribute to improved health, happiness and well-being of all LMCS members, so benefitting the community.

### Our People

#### Management Committee Members

| Name                         | Position                  | Dates Acted<br>(if not for whole year) |
|------------------------------|---------------------------|----------------------------------------|
| Cornelis de Groot            | Chairperson               |                                        |
| Henry Kujda                  | Deputy Chairperson        | To 30 June 2025                        |
| Colin Slattery               | Secretary                 |                                        |
| Catherine Wilkinson          | Treasurer                 |                                        |
| Diana Nason                  | Ordinary Committee Member |                                        |
| Ben Jennings/Samantha Turner | Ordinary Committee Member | March 2025/June 2025                   |
| Michelle Polglase            | Ordinary Committee Member |                                        |
| Karl Akers                   | Ordinary Committee Member |                                        |
| Elaine Lopes                 | Ordinary Committee Member |                                        |
| Max Puddey                   | Advisor/Observer          | To August 2025                         |

#### Safety Committee

| Name                | Position | Dates Acted<br>(if not for whole year) |
|---------------------|----------|----------------------------------------|
| Max Puddey          | Convenor | From June 2025                         |
| Bill Barns          | Member   |                                        |
| Martin Moen         | Member   |                                        |
| Catherine Wilkinson | Member   | From June 2025                         |

|                   |        |                         |
|-------------------|--------|-------------------------|
| Tom Warren        | Member |                         |
| Cornelis de Groot | Member |                         |
| Colin Ballantine  | Member |                         |
| Richard Wilson    | Member | Convenor till June 2025 |

#### Functional Group Roles

| Name                                            | Position                       | Dates Acted<br>(if not for whole year) |
|-------------------------------------------------|--------------------------------|----------------------------------------|
| Michelle Polglase/ Colin Slattery/Curt McDonald | Pottery Group Leads            |                                        |
| Rob Scantlebury/Richard Wilson                  | Steel Group Lead               | To July 2025/from July 2025            |
| Vacant                                          | Wood Turning Group Lead        |                                        |
| Vacant                                          | Woodwork Group Lead            |                                        |
| Karl Akers                                      | Art Group Lead                 |                                        |
| Richard Wilson/ Andrew MacKenzie & Bas de Waard | CAD, CNC Routing & 3D Printing | To July 2025/from July 2025            |

#### Shed Supervisors

| Name              | Position                      | Dates Acted<br>(if not for whole year) |
|-------------------|-------------------------------|----------------------------------------|
| Henry Kujda       | Supervisor Manager            | To 30 June 2025                        |
| Richard Wilson    | Supervisor/Supervisor Manager | From August 2025                       |
| Andy Oldham       | Supervisor                    |                                        |
| Colin Ballantine  | Supervisor                    |                                        |
| Cornelis De Groot | Supervisor                    |                                        |
| Karl Akers        | Supervisor                    |                                        |
| Max Puddey        | Supervisor                    |                                        |
| Thomas Maple      | Supervisor                    |                                        |
| Trevor Wenham     | Supervisor                    |                                        |
| Colin Slattery    | Supervisor                    |                                        |
| Kim Outtrim       | Supervisor                    |                                        |
| Lana Kagan        | Supervisor                    | To April 2025                          |
| Michelle Polglase | Supervisor (Pottery)          |                                        |
| Richard East      | Supervisor                    | From May 2025                          |
| Samantha Turner   | Supervisor                    | From July 2025                         |
| Alex Ynema        | Supervisor                    |                                        |
| Gerry Murphy      | Supervisor                    |                                        |
| Martin Spence     | Supervisor (Art)              | From August 2025                       |
| Monia Allegre     | Supervisor                    |                                        |
| Cas Letschert     | Supervisor                    |                                        |
| Curt McDonald     | Supervisor                    |                                        |

**Administrative Roles**

| <b>Name</b>                              | <b>Position</b>             | <b>Dates Acted<br/>(if not for whole year)</b> |
|------------------------------------------|-----------------------------|------------------------------------------------|
| Andy Oldham/Colin Slattery/Anna Earnshaw | Membership                  |                                                |
| Rox Dawson                               | Communications / PR         | To June 2025                                   |
| Rox Dawson/Colin Ballantine              | Maintenance / Inventory     | Part year                                      |
| Elaine Lopes                             | Comms – Newsletter Editor   | From August 2025                               |
| Simon Ray-Hills                          | Comms – Newsletter Designer | From July 2025                                 |

**Employees**

| <b>Name</b>                      | <b>Position</b> | <b>Dates Acted<br/>(if not for whole year)</b> |
|----------------------------------|-----------------|------------------------------------------------|
| There are no permanent employees |                 | Whole year                                     |

## STRUCTURE & MANAGEMENT

Lake Monger Community Shed Inc:

- Is registered with the Australian Charities and Not-for-profits Commission (ACNC)
- Has been approved by the ATO to permit the tax deductibility of donations made to LMCS (Inc) i.e. it has Deductible Gift Registration (DGR).

## CONSTITUTION

The LMCS Constitution remains unchanged since the AGM conducted on 29 September 2022. However, a proposal for a new category of Carer membership will be proposed during the AGM of 2025.

## CHAIRPERSON'S REPORT

### Where we are now

The focus of LMCS activities is now into an operational phase with members working mainly on personal projects, with very few community projects.

Additional equipment and materials have been procured during the year to meet and support the increasing demand of delivering our activities and the interests of our increasing membership. Examples are: two new air compressors and a new kiln exhaust hood.

The rate of membership growth is well beyond our planned membership target of reaching 240 over the initial four-year period. Membership has grown from 250 in July 2023 to 350 around the time of this AGM and that continues to demonstrate the success of our Community Shed. A steady decline in membership is masked by an even larger influx of new members.

The demographic aspects of our membership are also changing from what was originally envisaged. LMCS membership is very diverse and reflects the changing needs of the community with over 70% of the membership under the age of 60 and 30% under the age of 40, indicating that the Shed continues to evolve. It is evident that the inter-generational nature of our membership is contributing to very interesting conversations and broadening the Shed's overall array of capabilities. However, on the negative side, the level of volunteering is much lower than that experienced in other sheds, and even in this shed we have observed a decline in the volunteering needed to assist with sustaining operations, which is being addressed.

We are appreciative of those members with a willingness to contribute and participate in Shed activities and busy bees, and to do the work that is required to facilitate the operations of the Shed. Together with the broad cross section of members' experiences and knowledge, this has helped to lay the foundation to create a collegial and very friendly environment. However, given the size of the Shed and the number of members in particular, the level of support is not sufficient and needs addressing. In other words: too much of the burden is carried by too few members. To address these matters a number of steps have been undertaken. Some examples are moving the busy bees to Saturday mornings. Another initiative is the introduction of regular meetings. The current committee is recommending regular Saturday morning meetings. On 2nd August a meeting took place to seek assistance from members to start vocational/functional groups. The number of volunteers enrolling is encouraging but it is thought that organic growth would double the current numbers of volunteers as that is the estimated requirement. The functional groups being established are: Woodwork, Wood turning, Metalwork and 3D Makers.

There has also been an increase of members (and applications for membership) for those who have special needs. This is presenting some challenges which needed to be addressed. To this effect LMCS has investigated how best to support participation in the Shed activities, and has developed a strategy and operational policy to ensure we can support participation. At the end of the 2023 financial year the LMCS was successful in receiving a grant from Men's Shed of WA to support the development of a Disability Access Inclusion Plan. After a number of attempts and delays the process

got underway in early 2025 and that led to a workshop facilitated by Anthony Pyle from Mission Australia with significant assistance from Colin Slattery and many others. That resulted in a template policy and procedure that can be adopted and adapted by all sheds in WA and may be rolled out nationally.

The Open Day on 23 November 2024 was a great success and brought in significant funds. Many thanks to all of those who helped in making this a success. At the end of July 2025 another Open Day Committee was established for the Open Day which will be held on November 22<sup>nd</sup> 2025.

One of the tasks the previous Management Committee undertook was to propose introducing a Youth Membership. In September 2024 the previous committee had made an undertaking to look into concluding the matter by the subsequent committee early in 2025. That commitment was met, and in March 2025 this committee concluded that for a number of significant legal and insurance requirements, the youth membership program was not implementable. In addition, and as mentioned before, the volunteer resources to run the operations of the shed are currently already too low, thus making the complex requirements of a large number of volunteers needed to run a Youth Membership program also unsustainable from that aspect.

Other activities during the year included:

- The LMCS Shed hosting scheduled meetings of the Fine Woodwork Association of WA each quarter
- Woodwork hand tool classes, run by one of our supervisors
- Hosting bi-monthly repair labs for the Town of Cambridge
- Various networking activities between Sheds
- Running the BBQ for Huntington's Australia's Walk 4 Hope (around Lake Monger) on 12 October, 2025
- The Big Afternoon Tea for the Cancer Council in June raised \$2,123 which was achieved by Richard Kujda with the help of many other volunteers
- Developing a policy for NDIS supported members and their support workers

## **Safety and Environment**

The LMCS Safety program is well advanced with all members completing their general induction, and the majority their chosen technical area induction as well. New members undergo the general induction as they join LMCS, then their chosen area induction, and all induction training is recorded in our database, with the specific types of induction status displayed on the individual member's name badge.

We have had some safety issues this year and a few near misses. These issues were resolved by re-induction of the relevant members.

With respect to environmental improvements, LMCS has completed the noise management requirements in the steel area.

## **What Have We Achieved**

There is much to be proud of for the outcomes that have been achieved over the past 12 months including:

- Creating a new website with the assistance of a number of members like Rox Dawson, Colin Slattery, Ben Jennings and foremost Richard East. Bas de Waard is also assisting with further refinements.
- Continued upgrade and purchase of some additional equipment
- Continued consolidation of our safety program, including the completion of the majority of members specific machine safety inductions
- Continuation of an Art Painting group
- Continuation of a CNC routing group and along with this, a major refurbishment of the CNC machine carried out by Richard Wilson, Colin Ballantine and Tom Warren
- Continuation of a CAD computing and 3D printing group, and
- Facilitating the training of additional first aiders.

## Shed Operational Status

Whilst the original design of the LMCS recognised and successfully addressed most of the internal and external environmental issues, there are some unexpected challenges which have now been identified. The growth in membership and the establishment of the above new activity groups, whilst very positive for LMCS, is putting pressure on the available physical space in the shed.

A previous Management Committee (2022/2023) had developed a two-year new management plan and had written to the Town of Cambridge outlining options to address these challenges. Due to various operational issues, discussions with the Town of Cambridge were delayed and resumed in November 2024. The management plan aimed to maintain membership safety and operational functionality, particularly through:

- Increasing and optimising Shed floor space
- Freeing up and activating floor space currently occupied by wood and pottery shelving
- Managing noise from the Steel group and
- Maintaining a dust free environment for the Computing groups.

To address these issues, LMCS has implemented some interim solutions including:

- Increasing the number of days that the Shed is open
- Training additional supervisors and first aiders
- Installing a barrier between the Steel and Pottery Kiln areas
- Installing a dust air cleaner in the Computing area
- Optimising the placement of existing shelving
- Obtaining an approval for a significant extension to store material and equipment.

A survey was held to finetune the opening times of the Shed and the outcome was that the Friday afternoon session was removed. There was an interest to open on Sundays, however that is a difficult situation due to the unavailability of supervisors to commit to that time of the week.

The Shed facility is now quite well equipped and configured, and provides the necessary support for the following vocational activities:

- Woodwork and Wood Machining
  - A hand tools training session was run on Tuesday evenings by one of our supervisors, and it was appreciated by members wanting to learn and improve their skills. A box making course, which included learning how to use a Gifkin jig, was run in September.
  - The wood machining equipment is now heavily used. This heavy use has highlighted several operational issues and problems that have had to be worked through.
  - These include that machine maintenance now needs more frequent attention, with additional wear and tear on all saw and thicknesser/planer blades, router bits and sanding consumables.
- Pottery

The introduction of pottery to the Shed has been very successful, originally under the coordination of Roz MacKenzie, and is a very good example of the need to meet the changing membership interests and demand. A pottery subcommittee/functional group has been in operation for some time now to manage the Pottery area and carries on the legacy of Roz' good work. Pottery membership has grown to 155 in just under 4 years.

- On Tuesday nights a Pottery session also takes place alongside the woodworking classes/machinery inductions. Thursday evenings is a very busy Pottery only session.
- The Pottery group is now self-sustaining.
- Pottery workshops demonstrating new skills have also been established along with training for kiln use and glaze making.

- **Wood Turning**

The wood turning has become successful under the coordination of Jay Funk.

- The number of members who are turning has increased, and it is becoming more popular amongst female members.
- A new separate bench sharpening station has been established to provide gouge sharpening options.
- Full-face shields are mandatory.

- **Metalwork and welding;**

The Steel area has undergone a significant layout change to optimise space. Richard Wilson and Rob Scantlebury are coordinating activities in this area.

- Welding training and inductions are progressing on the MIG, TIG and Stick welding machines
- Steel bending equipment has been relocated to a bench in the wood assembly area to facilitate greater access
- Grinding is required to be done outside.

A separate 'Silver' induction for the metal lathe has been implemented.

- **Art, and CNC Routing & 3D Printing;**

These two new groups share the Shed socialisation area on different days and times due to shed overall space constraints:

- Art sessions are conducted Wednesday afternoons with a growing number of participants
- The CNC Routing & 3D Printing group meet Tuesday evenings and have been conducting training courses in the use of Fusion 360 and V-carve software which interface with the CNC router.

## **Supporting Organisations, Fund Raising and Donations**

The LMCS achievements described above are the result of a great deal of voluntary work by our members, and with the fantastic support of the following organisations:

- The Town of Cambridge, to whom we extend our thanks to the Mayor, Councillors and staff for the financial contribution, ongoing advice, and facility maintenance
- The Rotary Club of Cambridge, to whom we extend our thanks to the President and members for advice on financial and insurance matters
- The Lake Monger Recreation Club, to whom we extend our thanks to the President and staff for their continued support in permitting the use of their facilities.

LMCS has been has also been very fortunate (and grateful) for the receipt of:

- Specific financial grants from:
  - The Australian Men's Shed Association
  - Men's Sheds WA
  - Town of Cambridge
  - WA Government (This grant was initially achieved with the help of Christine Tonkin.) Despite Ms Tonkin losing the seat of Churchlands, the Government made good on their election promise and the money has been received. This grant of \$75,000 has been locked into a term deposit whilst we are waiting on approvals from the Town of Cambridge for the project to build a new storage shed.
  - Australian Government Dept of Communities Volunteer Grant.

- Donations of time, effort, willingness and commitment from our Management Committee, group committees and members on a voluntary basis to support Shed operations, supervision of sessions, conducting technical inductions, public relations, the implementation of our maintenance, electrical testing and community support projects.
  - All of our sessions require volunteer supervisors to operate the Shed. We have eight regular supervisors that enable the shed to be open for our eight sessions each week. We also have another eight supervisors that are ready in reserve for when our regulars are unavailable, yet as we recently found out the current margin is still not adequate. Recruitment of additional supervisors commenced in August 2024 and ongoing training is being developed. All supervisors undergo first aid training and will also be undergoing additional instruction in safety, equipment and machinery use. However, due to the high frequency of sessions per week, as well as the complexities and diversity of activities, we need to move from a 'supervisor only' model to a different model whereby the supervisor on duty is supported by members of the various functional groups during the sessions. This transition is a work in progress.
  - Other volunteers also contribute significantly to our Shed's operations. These include in management and overall development and direction, financial and secretarial services, membership administration, maintenance management and maintenance activities. However, more support is needed, and from May 2025, efforts commenced to address these shortfalls, most pressing in the operation of the functional groups, and for general minor tasks.
  - Our newsletter, marketing and communications is also a large part of ensuring Shed members are kept informed and that the Shed has a public face. However, it has become increasingly clear that regular meetings are needed to improve communication. In May, June, July and August regular meetings were held at the Lake Monger Recreation Club late on Friday afternoons, but attendance was low. In the future, general meetings will be held on Saturday mornings. That timing is particularly important because of a significant part of the membership works during the week.
  - In August 2024 the Safety Committee completed a safety audit and most of the outcomes have now been implemented. The Safety Committee continues to meet to ensure that the Shed remains a safe working environment.
  - We also have volunteer induction facilitators, functional group coordinators, project leaders and committee participants that plan and run our Open Day and charitable commissions. And we have volunteer BBQ cooks to feed us and master chefs sometimes providing morning and afternoon teas to fuel our fellowship.

It's difficult to estimate the number of hours our volunteers put into all of these activities but conservatively it would be in excess of another 2,000 hours. Many hands make light work and so more volunteers are always welcomed and absolutely needed.

## **Moving Forward**

The key objective for the next 12 months is to continue our activities with an operational focus that will encourage members to carry out their personal projects, but to also to do some projects for the community, and Shed projects that will also support the financial sustainability of the Shed over time.

Additionally, and subject to Town of Cambridge approval and adequate fund raising, it is proposed at a later stage, adding another building structure to the South-West area of the Shed. However, at this stage the aim is to free up more space by building a storage shed on the South Eastern side of the Shed.

## **Conclusions**

We would also like to thank you (as members) very much for your support, work, and passion for our Shed. At the end of the day, it is our people that make the Shed, and who build friendships that promote and foster greater social interaction and inclusiveness as well as providing excellent opportunities to share knowledge and skills. There are a number of matters raised here that are of importance and have to be brought to the attention to all our members.

### **Functional Groups**

We need to move from the supervisor model to the model of functional groups. The membership has grown too large and there are too many different functional activities that cannot be covered by a single supervisor. The functional groups concept has additional benefits over the supervisor model, in particular removing bottlenecks that currently exist because there are insufficient volunteers. The involvement of people with special interests will also re-enforce the concept this is your shed, not just a shed, and provide greater ownership of functionality, scope of activities, goal setting, financial income streams, stream lining community projects and safety. Furthermore, as the Chairperson and others have observed, there is a degree of entitlement held by some members that seems to be based on the incorrect assumption that the membership fee covers full access to the shed to solely work on one's own projects. Such assumptions are in conflict with the principles of the community shed. Once a large percentage of the members are involved with the functional groups, managing individual member expectations should be more easily achieved.

If functional groups cannot be established, the next committee may have to consider alternatives such as reducing the number of sessions and/or suspend some functional activities until they can be supported by an increased number of volunteers.

### **Membership fees and inductions**

The Management Committee is optimistic and confident that we are collectively building a shed environment that has become a vibrant community hub and an outstanding Community Shed. However, key to this ongoing success is a much greater contribution of all members to participate in volunteering. Without a significant increase, there is valid concern in regards to the quality of the overall experience and the number of sessions that can be sustained. Although we need to continually work on identifying new income streams, the Management Committee is optimistic about the financial sustainability of the Shed. That said, due to anticipation of low-income streams from community projects, the annual membership fee may have to be increased. After 4 years of unchanged fees, the membership fee needs to be adjusted for inflation and it is recommended that it be increased by CPI. These matters will be raised at the AGM of 2025.

Inductions of functional activities are resource intensive. There is also a hidden cost of consumables in these areas, particularly in metalwork and woodwork. Expenditure in consumables has sharply increased, particularly in Woodwork. The management committee has proposed to the functional groups to start charging for inductions. We are also aiming to have a member of the functional groups attend sessions to aid the supervisors, provide technical assistance to members needing guidance, and to carry out minor maintenance. This additional assistance should enhance the Shed experience for our many members.

Yours sincerely

**Cornelis de Groot**

Chairperson of the Lake Monger Community Shed

## **SECTION 3**

## **OUR FINANCES**

### **TREASURER'S REPORT and FINANCIAL STATEMENT**

The financial report is attached as a separate document and has been prepared by Catherine Wilkinson - LMCS Treasurer.