

THE WILLOCHRA HOME

1. The Willochra Home is a not-for-profit Aged Care Facility of the Synod of the Anglican Church of Australia in the Diocese of Willochra Incorporated. The mission of The Willochra Home is to reflect Christian values and ideals in providing care and support for aged persons. The Willochra Home is an affiliate of Anglicare Willochra.

GOVERNANCE

2. The Members of Diocesan Council shall be the Board of Governance of The Willochra Home. Minutes of all proceedings of the Board of Governance shall be kept at both the Diocesan Office and The Willochra Home.
3. The Registrar of the Diocese of Willochra shall be the Chief Executive Officer of The Willochra Home.
4. The financial affairs of The Willochra Home shall be administered by The Synod.
5. The Board of Governance shall :
 - (1) Meet at least six times a year.
 - (2) appoint a General Manager and determine the duties and salary of the position.
 - (3) be accountable for the conduct and management of The Willochra Home and shall report to the Synod each year.
 - (4) determine fees to be paid by the residents which are not set by the government.
 - (5) prepare a Budget each year for submission to Synod.

MANAGEMENT

6. The General Manager shall :
 - (1) appoint all other staff who shall be employed under the terms of the relevant award.
 - (2) report to each meeting of the Board of Governance concerning the day to day affairs of the Home.

THE WILLOCHRA HOME AUXILIARY

7. The mission of The Willochra Home Auxiliary is to support the residents, staff and management of The Willochra Home by fund raising and by voluntary assistance in care for the residents.

The Willochra Home Auxiliary (operating as "Friends of The Willochra Home") shall be accountable to the Board of Governance (See Appendix).

DISSOLUTION

8. In the event of winding up or dissolution of The Willochra Home any assets or property remaining after the satisfaction of all liabilities shall be transferred to some institution which is a public benevolent institution for the purposes of the Commonwealth Income Tax Law or to any of the funds, institutions or authorities within the provisions of Section 78 (1) (a) of the Income Tax and Social Services Contribution Assessment Act.

APPENDIX

Rules for The Willochra Home Auxiliary

APPENDIX ONE

The Synod of the Anglican Church of Australia in the Diocese of Willochra Incorporated

RULES for The Willochra Home Auxiliary

operating as

“Friends of The Willochra Home”

- MISSION** To support the residents, staff and management of The Willochra Home by voluntary assistance in care for the residents and by fund raising.
- AIMS**
1. To take an interest in The Willochra Home and to render assistance in a voluntary capacity.
 2. To encourage members of other churches and the community to support The Home.
 3. To raise funds towards the cost of equipment, furnishings and ongoing expenses.
- MEMBERSHIP** Membership is open to any concerned member of the community who wishes to support The Willochra Home and has enrolled as a Friend.
- OPERATING PRINCIPLES** Friends will meet informally with the General Manager on a monthly basis. As a general rule, the business and activity of Friends will be informal.
- ACCOUNTABILITY** Friends of The Willochra Home shall be accountable to the Board of Governance of the Home. The General Manager will record any decisions taken from time to time with respect to formal fundraising activities. Friends shall elect a Treasurer who shall keep account of funds raised through activities and present the books for audit each year.
- ANNUAL GENERAL MEETING** The Board of Governance shall convene an Annual General Meeting of The Willochra Home Auxiliary each year. At the Annual General Meeting the Friends of The Willochra Home shall elect a person to be treasurer for a term of one year and two other persons to be signatories (two of the three to sign).
- FINANCE** Funds raised by the Friends shall be banked in the name of The Willochra Home Auxiliary (ABN 13 438 908 357)
- RULES** Any change of Rules shall be adopted by a formal general meeting of The Friends of The Willochra Home and approved by the Board of Governance before coming into effect