

# BIRTHING KIT FOUNDATION (AUSTRALIA)



Annual Report 2006 - 2007



# Chairman's Report

As our Foundation celebrates its first year of operation I would like to share some of its many achievements.

Over our first 9 months we have been busy developing essential business processes for our new Foundation, including a constitution, a 5 year Strategic Plan and a business and financial and project plan. We also needed an Annual Development Plan acceptable to AusAID, which was signed in conjunction with our new AusAID contract. The Foundation has also required numerous new policies. In addition we established a website, logo and new community development programs. Thank you to the family and friends who helped with all these processes. It is a huge achievement.

The Zonta Birthing Kit Committee transferred to the Foundation with the new AusAID contract in April 07. The Zonta Birthing Kit Committee members all became Directors of the Foundation, ensuring a smooth transition.

Our purpose is to make and distribute our Birthing Kits to women in remote regions of developing countries, as well as support the creation of community development programs and explore the sustainability of the project.

The Birthing Kit Project has been an extraordinary journey. From 100 kits to PNG in 1999 to over 340,000 kits being distributed to 30 countries through over 40 organizations during the period 2004 – 2007. These kits are supplied at NO COST to the recipients. The processes that we have established will see the Foundation walking solidly along a path where we will see many more thousands of women alive and healthy because of access to our birthing kits and programs.



Birthing attendants being trained in Chad

I would like to thank the many Zontians, community organizations and friends for holding the 356 assembly days, for raising funds and being the backbone of the project in the making of hundreds of thousands of birthing kits. Thanks especially to the members of the Zonta Club of the Adelaide Hills for their passion, commitment and support from the outset.

I would also like to congratulate and thank the board members for their tireless efforts. None of this could have been achieved without their commitment and passion for this project. Each person has contributed a different skill that has been essential to our growth.

We have brought the issue of women and children dying from childbirth infection to the attention of thousands of people, including Zontians, their families and friends, students, politicians, and the greater public.

Every year thousands of women are alive and well because of this project – we can all be suitably proud.

**Julie Monis-Ivett**  
**Birthing Kit Foundation Australia**

# General Review

## **Birthing Kit Foundation (Australia) Mission Statement**

The Birthing Kit Foundation (Australia) works with organisations and communities to provide a clean birthing environment for women in developing countries in order to reduce the incidence of infant and maternal mortality. We raise awareness, provide support and resources and act as a catalyst for the creation of birth attendant training programmes and community development projects.

## **Values Statement**

*“Every woman has the right to a clean and safe childbirth”*

## **Vision**

A world in which all women have access to safe birthing practices, regardless of race, culture or socio-economic status.

## **Birthing Kit Foundation (Australia) Goals**

- To distribute birthing kits to women in developing countries to assist the provision of a clean and safe birth.
- To develop health initiatives to make available clean birthing environments for women in remote communities and to work towards locally generated sustainable solutions.
- To administer the Birthing Kit Foundation (Australia) with integrity, efficiency and accountability.
- To produce Birthing Kits within the budget and to continue to develop processes to increase the project's efficiency and cost effectiveness.
- To create a broad based fundraising programme to support the administration of the Birthing Kit Foundation (Australia)
- To raise the awareness of the Birthing Kit Project and the Birthing Kit Foundation (Australia), both nationally and globally.



Commune Clinic in Thanh Hoa Province - Vietnam

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## General Review

In September 2006, the Birthing Kit Foundation (Australia) lodged its constitution with ASIC as a Corporation Limited by Guarantee. A Board of seven members was established. The Birthing Kit Foundation (Australia) was created with the blessing of the Zonta Club of the Adelaide Hills and Zonta Districts 23 and 24 as a more appropriate structure to provide proper corporate governance to what was, up until that time, the Zonta Birthing Kit Project. It released Zonta from the responsibility of a project which had grown in scale and complexity.

The new Board, consisting entirely of members of Zonta and the Zonta Birthing Kit Project Committee, made a smooth transition from one structure to the next over the 6 months to April 2007. The handover was complete when, on March 31<sup>st</sup>, the contract between AusAID and the Zonta Birthing Kit Project came to an end and an acquittal report was submitted and accepted. From April 1<sup>st</sup> a new contract with AusAID commenced including funding of \$200,000, on a dollar for dollar basis. This required the Foundation to provide a donation of one dollar, or volunteer work, to match the contribution by AusAID. It is a generous and much valued partnership which has enabled the work of the Foundation to continue. We would like to formally thank AusAID for this financial lifeline and the Member for Mayo, Alexander Downer, for his personal support.

A new focus for the Birthing Kit Foundation (Australia), encouraged by AusAID, occurred in the area of community development. In March 2007 Di Bartel, Margaret Parsons and Maggi Gregory went on a monitoring and evaluation trip to Vietnam. They renewed contacts made from their first trip and entered into negotiations for the first community development pilot project.

With the work in our recipient communities growing and new corporate commitments to meet we needed to build both our external and internal resources. Our Foundation started a membership drive and by June 30<sup>th</sup> we had over 100 paid up members of the Foundation. The inclusion of group memberships has allowed Zonta Clubs to maintain a direct link to the foundation. When the Foundation received its financial support from AusAID we hired 2 staff. A Transport Coordinator and an Assembly Day Coordinator have lightened our load considerably.

As we needed to broaden our support base and become known as the Birthing Kit Foundation (Australia) we asked Christine Sweeney, a long time supporter of the project, to assist us in developing our new image. She and her Multimedia students at Tea Tree Gully TAFE devoted much time to designing our new logo, letterhead and web site. We owe them a debt of gratitude and thank them sincerely for their wonderful work, all provided at no cost. We must also thank Sherry Proferes for her voluntary help with the web site.

Through all these changes more than 90 of the 113 clubs Zonta Clubs throughout Australia held Assembly Days. We furthered our support from Zonta through our presence at the Zonta International Convention in Melbourne in June. There, we forged links with Zontians from around the world to initiate the process of getting the first off-shore Assembly Days.

The kits too evolved with a change to their contents planned and put into effect. We were able to source individually packed clamps to replace the previously used string and intend to order our supplies directly.

With the plan to make about 110,000 kits by the end of our current funding and more community development programmes on the drawing board there is still plenty of work to do. Our challenge is to maintain the momentum of the project in Australia while extending its reach beyond our shores and meeting our corporate commitments. With further support from AusAID unlikely we also need to look to new sources of financial support.

Many thanks must go to the Zonta Clubs of Australia which have helped the Birthing Kit Foundation meet its production targets and its dream of creating a clean birthing environment for so many women living in poor and remote locations. To everyone who has helped the Birthing Kit Foundation, congratulations for your part in keeping this great project alive and growing.

# Summary of Program Activities by Region

## ASIA/PACIFIC REGION

Country	NGO	Kits Sent this period	Project Details
Afghanistan	Afghan Women's Assoc	3,000	Midwifery training programmes were held in refugee camps in Pakistan and kits were distributed in villages in Afghanistan by village birth attendants and health teams.
East Timor	Clinic Café Timor	200	Clinic Café Timor provides primary health services to the coffee growing families in mountainous regions. Eleven clinics and 120,000 people can access their health care.
Laos	Village Focus International	1,200	The kits are distributed to target villages in mountainous regions of southern Laos where ethnic women traditionally give birth at home or in the forest. VFI are putting together a training plan and support materials for distribution and a simple instruction booklet.
Myanmar	MSI Myanmar	1,962	MSI runs programmes in rural areas that promote safe motherhood and encourages women empowerment and micro credit opportunities. Kits are distributed to volunteer village birth attendants.
PNG	National Dept Health, Marie Stopes International	20,396	The kits were originally distributed in Milne Bay area and now women there make their own kits sourcing local supplies. The Department of Health again has asked for kits to be supplied to other provinces as they feel that replicating the Milne Bay model is very difficult without dedicated support at local level. The kits are distribute to trained village birth attendants. MSI distributes kits to Morobe, West New Britain, Pimaga, Kikori and Central provinces where 45% of births occur in homes with only the VBA to assist and the incidence of infection is high.
Tibetan Autonomous Prefecture, China	Kham Kampo Association, Gar Tibet Health Project	1,956	The Kan Kampo Association distributes birthing kits in rural areas and has requested funding for training programmes for women from 74 Tibetan Administrative Villages. The Foundation will assess the possibility of funding this endeavour if funds permit. The Gar Tibet Health Project is providing midwifery training courses to women in the rural mountainous community of Gargon in eastern Tibet and incorporates the Foundation birthing kits.
Vietnam	CENESA, S-CODE, Tu Du Obstetric and Gynaecological Hospital, Child Fund	18,183	Kits are distributed to most mountainous provinces in Vietnam where women traditionally give birth at home with the help of a relative or a traditional birth attendant. The Foundation has run a pilot project in Ha Giang province where kits are distributed to Traditional Health volunteers; reports and statistics on incidence of maternal and infant mortality are provided. In the south the Tu Du Hospital are distributing kits in the remote mountainous through birth attendants who are trained at the hospital and return to their villages.
West Timor	Perdhaki Catholic Medical	1,950	The kits were distributed to many nuns' clinics in remote regions. Each birth attendant was given 50 to 100 kits. It took a long time to distribute them, as the distances were great and transportation difficult. Many more remote villages need kits to augment their community development projects.

# Summary of Program Activities by Region

## AFRICA REGION

Ethiopia	Addis Ababa Fistula Hospital	<b>7,986</b>	Access to the birthing kits was a catalyst for the implementation of a traditional birth attendant (TBA) training programme attended by 30 TBAs gathered from Holleta township and surrounding farmer associations. The workshop involved education in safe birthing practices and identification of dangerous signs and symptoms during pregnancy. They want to integrate the work of community based reproductive health workers with TBAs. A system is designed for follow up and continuous supply of the kits.
Kenya	Mission in Health Care and Development	<b>400</b>	Kits are distributed in remote rural areas where 70% of women deliver at home and traditional birth attendants don't have access to clean materials
Madagascar	Marie Stopes International	<b>9,869</b>	MSI have an agreement with the Ministry of Health to distribute kits to village birth training programmes. They have 6 provinces where the TBAs are already trained.
Malawi	Australian St John's College of Nursing	<b>1,500</b>	Student health workers visit clinics and distribute birthing kits to TBAs who have completed a four-week training course and can deliver babies in homes.
Morocco	Mohamed Idali	<b>50</b>	Kits sent for consideration of their suitability for use in conjunction with training programmes.
Somalia	Doctors for Africa	<b>1,000</b>	Kits are distributed in remote regions by health clinics
Tanzania	Hisani Centre for Women's and Children's Health, Joshua Foundation	<b>650</b>	The Joshua Foundation has regular midwives seminars and this is when the kits are distributed.
Uganda	Uganda Australia Christian Outreach	<b>2,500</b>	The kits are distributed through womens' groups and associations under UACO Health Education guidelines and traditional midwife training programmes to women in remote districts in the north where they are needed most.
<b>Totals</b>		<b>72,802</b>	

# Project Report

## COMMUNITY DEVELOPMENT

### Objectives and Long-Term Strategy

Community Development, from the perspective of achieving the Foundation's objectives, means developing the capacity within impoverished remote communities to ensure clean births, which will result in a major reduction in infant and mother morbidity and mortality. Our research indicates that this is best achieved by ensuring that village birthing attendants have birthing kits and the training to use them.

To achieve these objectives, during the last year, apart from distributing the birthing kits, the Foundation initiated a pilot community development project in Vietnam using donations and matching funds from AusAID. The project aimed to distribute the kits to the end-users in remote ethnic communities by enlisting the cooperation of the provincial health authorities who have been involved in every stage of the project. It involved delivery of kits to Ha Giang, instruction in their use, and follow up visits to discuss with health authorities, medical staff and traditional birth attendants the utility of the kits and any practical difficulties with distribution, use, training, local customs and other factors. It also covered the collection of statistics on disease and mortality. The pilot project has succeeded beyond our expectations and we intend to develop and implement a long-term strategy for other countries, subject to the availability of funds, based on the model we have developed in Vietnam.

This pilot project is being replicated in Quang Ninh province, Vietnam for the period April 2007 to June 2008.

### Ha Giang Project, Vietnam

The Centre for Ecologically Sustainable Agriculture (CENESA), run by Professor Quynh, and the Ha Giang Provincial Health Authority (HGPHA) are our local partners. CENESA has supplied over 10,000 of our kits to clinics in the Province since 2005. The PHA provides us with statistics on births and the use of kits.

In March 2007, an evaluation team from the Foundation travelled with Professor Quynh to remote villages in the mountains and met mothers, village health volunteers (VHVs), clinic staff and provincial medical officials to establish their requirements. In these remote tribal areas, up to 90% of births are at home in unclean conditions and most VHVs are untrained.

We arranged and funded written agreements with the HGPHA to provide a series of week-long training seminars in 112 communes for clinic staff and VHVs in basic obstetric practices including: home birthing difficulties, diagnosis and treatment of obstetrical accidents, use of kits, care of mothers and newborn babies, tetanus immunisation, nutrition and disposal of waste. We arranged and funded the local production and printing of 1,570 copies of a 40-page course booklet, which was beautifully illustrated. The courses are progressing well and we are receiving regular compliance reports. The community development project will finish in June 2008.

All participants from provincial health authorities to mothers have reacted positively to the achievements of the project and there is strong anecdotal evidence from local medical authorities of success. Though the number of women interviewed during the evaluation was limited, all showed a clear understanding of the link between a clean birthing environment and health. They felt that the provision of the birthing kits had made positive improvements to their health and that of their babies. Before the introduction of the birthing kits materials used for delivery were not clean and not uniform.



Training course conducted in a commune clinic in Ha Giang Province

# Project Report

## **Thanh Hoa Project, Vietnam**

The Foundation has provided 2,400 kits to 11 districts and 144 communes (each with 15 villages) in the Province since 2006, for use in mountainous regions, through the Centre for Sustainable Community Development (S-CODE). The Thanh Hos Provincial Health Authority (THPHA) produced guidelines for the use of kits and a quarterly report format for their distribution.

The evaluation team travelled into remote areas in the mountains in early 2007 with representatives from the THPHA and S-CODE and met with clinic staff, VHVs and mothers. The PHA has requested a training program in over 100 communes with 12 participants in each course. We are in the final stages of negotiating the basis of provision of the program and establishing the administration controls. The program will involve the training of the health care workers and will include the preparation and provision of training booklets. The health care workers will pass their skills on to the VHVs.

All participants in the project are enthusiastic and initiation is progressing rapidly. The kits are offered to all women regardless of ethnicity.



Village health volunteers arriving for a training programme

## **Tu-Du Obstetric and Gynaecological Hospital Project**

The Foundation has provided 22,400 kits to this Hospital in Ho Chi Minh City since July 2005 through Dr Nguyen Thi Ngoc Phocng. The kits have been the catalyst for a training program provided at the hospital and funded by them for VHVs from remote ethnic villages in the south-central provinces, north of Ho Chi Minh and in the Mekong Delta. In January 2007 the hospital ran workshops on health infrastructure for some southern provinces that incorporated the use of the birthing kits. We will supply 4,000 kits during 2007.

The participants in the community development aspects of this project are well motivated and the Foundation's support is very much appreciated. At this stage the supply of kits matches the demand generated by the VBA training programs run by the hospital.

## **Project in PNG, University of Goroka Project/Man-I-Kau Cooperative Society**

The University is arranging village-based community development programs in 14 villages with 14,000 inhabitants in the Unai Valley of Goroka Province. The program has widespread objectives covering education, agriculture, health and other issues. We have provided kits and initiated discussions with them on providing funding and organized assistance for further training of village birth assistants for the period April 2007 to June 2008.



# Project Report

## SUSTAINABILITY

### Objectives and Long-Term Strategy

The provision of birthing kits is awakening communities to a vision of a better future. Once the knowledge of the need for clean births is firmly entrenched it will create a demand for their use and communities will move towards sourcing supplies and assembling kits locally.

The Foundation plans to encourage the sustainable provision of clean birthing in these remote communities. We are still in the planning stages of this activity and see it as our greatest challenge. While there has been involvement of all levels of the health system working together towards a common goal, additional time and resources need to be spent on working towards harnessing available local resources to enable self-sustainable provision of kits.



Quang Ninh - Vietnam, floating village where kits are used

### Pilot Projects:

**Ho Chi Minh City, Vietnam:** We held discussions with Christina Noble Children's Foundation (CNCF) in Ho Chi Minh City to get them involved in assembling kits from locally sourced materials. World Challenge Groups of students visit CNCF and could work on this project through the Tu-Du Hospital, along with children living in CNCF shelters. A VIDA volunteer could facilitate this project. Negotiations are continuing on this possibility.

**University of Goroka Programme:** Program officials are keen to source materials for kits and assemble them locally. The Foundation has begun discussions on how we can help with this goal and plan to supply materials initially for local assembly of kits. Progress will be monitored and locally sourced components will gradually be phased in. The Foundation has Instruction Manuals to assist with this process.

### PROJECT IMPACT TO DATE

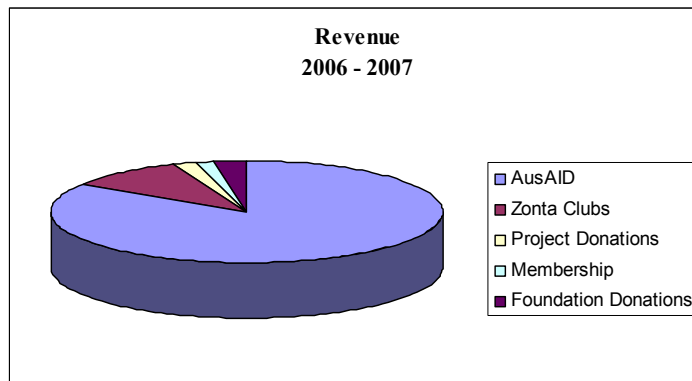
Currently we cannot measure impact quantitatively, because the service is provided in remote and impoverished areas where medical services and statistics are non-existent or unreliable. This is expected to continue, but anecdotal evidence of success is strong and medical authorities both here and in target countries are adamant that the projects will be significantly reducing maternal and infant mortality and morbidity. The provision of the kits is raising awareness for the need for clean delivery practises and there is ongoing benefit to the women and children through further education on hygiene and nutrition.

# Financial Report

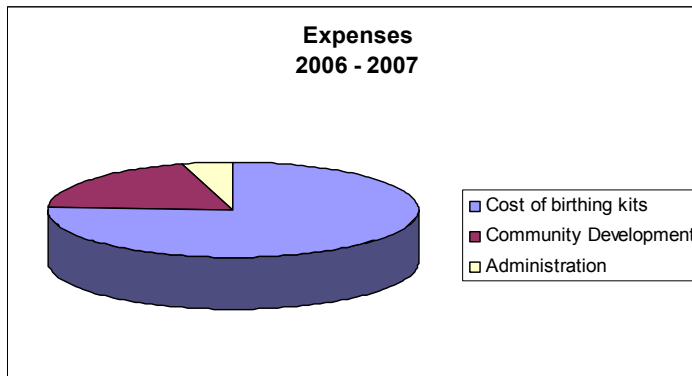
## Birthing Kit Foundation (Australia) Year ending 30 June 2007

### Financial overview

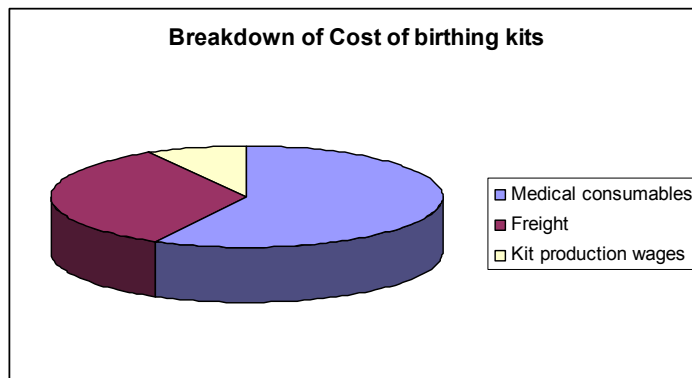
#### Where the money came from



#### How the money was spent



#### Breakdown of the cost of kits



# Financial Report

## FINANCIAL STATEMENT

### Birthing Kit Foundation (Australia)

#### Income Statement for the year ended 30 June 2007

	Notes	2007
		\$
<b>Revenue</b>		
Donations and gifts		
monetary		34,253
membership		3,635
Grants		
AusAID		200,000
Interest on Investment Account		842
<b>Total revenue</b>		<b>238,730</b>
<b>Expenses</b>		
Overseas projects		
funds to overseas projects	1	44,084
Community education		11,545
Administration		2,510
<b>Total expenses</b>		<b>58,139</b>
<b>Excess of revenue over expenses</b>		<b>180,591</b>

The above income statement should be read in conjunction with the accompanying notes.

# Financial Report

## FINANCIAL STATEMENT

Birthing Kit Foundation (Australia)

Balance Sheet for the year ended 30 June 2007

	Notes	2007
<b>Assets</b>		\$
Current Assets		
Cash on Hand	2	197,471
Total Current Assets		197,471
<b>Total Assets</b>		197,471
<b>Liabilities</b>		
Current Liabilities		
Trade Creditors	3	11,267
GST Liabilities	3	15,567
Residents Withhold Tax on Interest	4	-391
Payroll Accruals Payable		715
<b>Total Liabilities</b>		27,158
<b>Net Assets</b>		170,313
<b>Equity</b>		
Current Year Surplus/(Deficit)		170,313
<b>Total Equity</b>		<b>170,313</b>

The above Balance Sheet should be read in conjunction with the accompanying notes.

# Financial Report

## FINANCIAL STATEMENT

### Birthing Kit Foundation (Australia)

#### Cashflow Statement for the year ended 30 June 2007

	Notes	2007
<u>Cash available at beginning of financial year</u>		\$ 0
<u>Cash raised during financial year</u>		238,730
<u>Funds disbursed during financial year</u>		58,139
<u>Cash at end of financial year</u>		<b>180,591</b>

#### Reconciliation of Cash

For the purpose of the cash flow statement, cash includes cash on hand and in the bank. Cash at the end of the financial year shown in the Statement of Cash Flow is reconciled to the related items in the Income Statement.

### Birthing Kit Foundation (Australia)

#### Statement of Equity for the year ended 30 June 2007

	Notes	2007
<u>Total equity at beginning of financial year</u>		\$ 0
<u>Current year surplus/(deficit)</u>		170,313
<u>Total Equity</u>		<b>170,313</b>



# Financial Report

## FINANCIAL STATEMENT

### **Birthing Kit Foundation (Australia) Notes to the Financial Statement 30 June 2007**

#### **Statement of significant accounting policies**

- These financial statements have been prepared under Australian Accounting Standards for the members of the Birthing Kit Foundation (Australia).
- They have been prepared on the basis of historical costs.
- The Birthing Kit Foundation (Australia) was incorporated on 8 September 2006 in South Australia under the Corporations Act 2001 as a public company limited by guarantee.
- These financial statements cover the period 8 September 2006 to 30 June 2007.
- Inventory is valued at the lower of costs with net realizable value.
- There were no depreciable assets during the period.
- These financial statements were prepared on an accruals basis, but there were no significant accruals during the period.

#### **Income Tax**

Birthing Kit Foundation (Australia), a health promotion charity, is endorsed to access Income tax exemption under Subdivision 50-B of the Income Tax Assessment Act 1997, GST concessions under Division 176 of A New Tax System (Goods and Services Tax) Act 1999, FBT exemption under section 123D of the Fringe Benefit Tax Assessment Act 1986.

#### **Cash**

For the purpose of the statement of cash flows, cash includes cash on hand and cash in the bank.

#### **Comparative figures**

Comparative figures are not available for this report because this is the first year of operation.

#### **Remuneration of Board Members**

The Board members serve in an honorary capacity and do not receive any remuneration for their services.

#### **Remuneration of auditor**

The auditor, Sylvia Pembroke, B.Bus(Acc) Dip.T,(Com) Dip FP FTIA CPA CFP Certified Practicing Accountant, provides her services in an honorary capacity and does not receive any remuneration for her services.

#### **Table of cash movements for designated purposes**

No table of cash movements for designated purposes is included in the financial report as no single project or other form of fundraising for a designated purpose generated 10% or more of total income for the year under review.

# Financial Report

## FINANCIAL STATEMENT

### Birthing Kit Foundation (Australia)

#### Notes to the Financial Statement 30 June 2007

<b>Note 1. Overseas projects</b>	<b>S</b>
Medical consumables for birthing kits	25,467
Freight	14,965
Kit production wages	3,652
	44,084
<b>Note 2. Cash</b>	
Cheque Account	2,020
Investment Account	195,451
	197,471

**Note 3. Trade creditors**  
Creditors and accrued charges

**Note 4. Resident withholding tax**  
No tax file number given to the Bank  
Tax file number has been supplied and the amount has been credited back into the account

### Directors' declaration for the financial year ended 30 June 2007

#### Directors' declaration

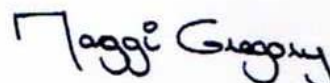
The Board Members declare that:

- In the Board's opinion, there are reasonable grounds to believe that the Foundation will be able to pay its debts as and when they become due and payable.
- In the Board's opinion, the attached financial statements and notes thereto are in compliance with accounting standards and give a true and fair view of the financial position and performance of the Foundation.
- Signed in accordance with a resolution of the Board.

On behalf of the Board

  
Julie Monis-Ivett  
Chairman of the Board

Adelaide



Maggi Gregory  
Director/Treasurer

Adelaide December 11<sup>th</sup> 2007

# Financial Report

## Auditor's Report to the Members of Birthing Kit Foundation

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### Scope

We have audited the financial statements of **Birthing Kit Foundation** for the year ended 30 June 2007. The Treasurer of **Birthing Kit Foundation** is responsible for the preparation and presentation of the financial report and the information contained therein. We have conducted an independent audit of the financial statements in order to express an opinion on it to the members of the **Birthing Kit Foundation**.

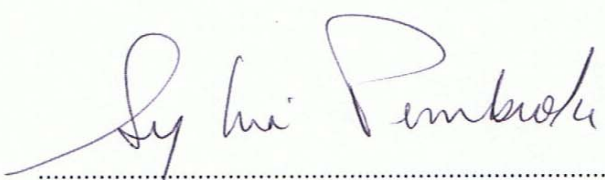
The financial report has been prepared for the purpose of fulfilling the Treasurer's accountability requirements. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members of the **Birthing Kit Foundation**.

Our audit has been conducted in accordance with the Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly.

### Audit Opinion

In our opinion, the financial statements is consistent with the documentary evidence from which they were derived and upon which we express an unqualified audit opinion.

Signed: .....

  
**Sylvia Pembroke** B.Bus(Acc) Dip.T.(Com) Dip FP FTIA CPA CFP®

On : 7 September 2007

At: 10 Druids Avenue Stirling SA 5152



# Corporate Governance Statement

The Birthing Kit Foundation (Australia) is committed to achieving best practise in corporate governance for non-profit organizations.

## Operations

The Board regularly reviews financial statements and ensures corporate compliance protocols are followed.

The Foundation is a public Foundation limited by guarantee and established under the Corporations Act 2001. The Foundation has Income Tax Exempt Charity status and is applying to become a signatory to the Australian Council for International Development (ACFID) Code of Conduct and Overseas Aid Gift Deductibility Status (OAGDS). The Foundation receives aid from AusAID and intends to apply next year for full accreditation.



TBAs in Malawi

## Governance

The Foundation has a constitution that provides for a voluntary and independent Board of Directors to be responsible for management and specifies the Board's powers and responsibilities and how directors are elected by members. The Board has a Code of Conduct for directors, volunteers and employees.

The Board has appointed a Project Manager whose responsibilities are: overseeing the supply and distribution of birthing kits to partner organizations, sourcing new destinations for the kits, preparing monthly reports for the Board, communicating with assembly day coordinators associated with Zonta International Clubs, the supervision and effectiveness of employees, ensuring adherence to the policy and procedures handbook and the Code of Conduct and developmental work as directed by the Board.

The Board has reserved the following responsibilities for itself: appointment of the project manager and remuneration, review of Board performance, approval and monitoring of annual budget, approval of Policies and Procedures, setting and monitoring of strategic direction and goals, corporate governance including risk management and corporate compliance.

## Board of Directors

Directors are elected by members at Annual General Meetings. After the second AGM the Board may appoint a person to fill a casual vacancy on the Board until the next AGM. New directors must read the policies and procedures and familiarise themselves with the operations of the Foundation. The Board is responsible for reviewing the qualifications of directors and ensuring a balance of necessary qualifications is achieved on the Board.

## Board Meetings

The Board is required to meet at least four times a year and met monthly during the period. Meetings are chaired by the Chairperson or in the chair's absence, the Vice-Chairperson. The Minutes Secretary keeps the minutes of meetings. Board proceedings are confidential. The Board appointed directors who were responsible for liaising with NGOs, community development projects and corporate governance compliance. The Board had an operations committee during the period that met weekly to co-ordinate kit production and distribution.

## Corporate Compliance

The Board has established corporate compliance procedures and the Compliance Officer and committee reports to the Board regularly on compliance with them.

## Financial Reporting and Performance

The Board receives detailed Budget and Financial performance reports at each meeting. The external auditor has access to the Board and treasury staff. Audited Financial Statements are forwarded to members each year prior to the AGM and to ASIC and State Government. The Foundation also reports to AusAID on receipt and dispersal of grants twice a year.

# Board Members

The names of the members of the Board during the year ended 30 June 2007

Julie Monis Ivett – Chairman  
 Dianne Bartel – Vice Chairman  
 Maggi Gregory – Secretary/Treasurer  
 Joy O’Hazy  
 Margaret Parsons  
 Jane Abdilla  
 Jenny Weaver

The Board of Directors held 14 Board Meetings during the financial year. The result of the Rotation of Directors (as per constitution) is below. A retiring director may be re-elected.

Retiring in 2009	Retiring 2010
Jane Abdilla	Di Bartel
Joy O’Hazy	Maggi Gregory
Margaret Parsons	Julie Monis-Ivett
Jenny Weaver	

## Information about the governing body

- Julie Monis-Ivett**  
**Experience:** BDS, Dental Surgeon  
 Julie has spent 33 years in her own private dental practice and for 20 years she has been an active member of the Adelaide Hills Zonta Club. Her community activities cover 16 years as Treasurer of the Mylor Primary School and chair of numerous other Zonta and school sub-committees. She has been the coordinator of the Zonta Birthing Kit Project for 7 years.  
**Special responsibilities:** Chair of Board, liaising with project management, liaising with the Boards of District 23 and District 24 of Zonta International and with Zonta clubs internationally.  
 Her proudest achievements are her three adult daughters and marriage of 32 years to Stephen. She loves all aspects of being a dentist and is passionate about our Birthing Kit Project and its potential. She is also passionate about Zonta and the wonderful women who are attracted to this great organization.  
**Term of office:** Inaugural Board member **Board Meetings attended: 14**
- Di Bartel**  
**Experience:** Registered Nurse  
 Di has conducted field work for a medical research project in Madang PNG, worked in administration for the British Council in Qatar and has contributed countless hours in strategic planning, in-country evaluation and transport co-ordination with Birthing Kit Project.  
**Special responsibilities:** Vice Chair of Board, community development projects, governance development for ACFID accreditation, gaining OAGDS status.  
 Di has sailed from Adelaide to the Mediterranean in a cruising yacht with her family and has experience of living and working in many cultures. Her passion for the project is prescribed by her travels. She is a member of the Zonta Club of the Adelaide Hills and is one of the original members of the Birthing Kit Committee  
**Term of office:** Inaugural Board member **Board Meetings attended: 14**
- Maggi Gregory**  
**Experience:** Company Secretary and Public Officer of a private company, Business Partner  
 Maggi is a Bookkeeper and often works with her husband in his business. Her roles in Zonta include Treasurer of Zonta International District 23 8<sup>th</sup> Biennial Conference, Treasurer of Zonta International District 23 special event and Treasurer of the Zonta Birthing Kit Project  
 Maggi enjoys the challenge of bushwalking and backpacking, and from these experiences, particularly in developing countries, she was been inspired to embrace the Birthing Kit Project. She is an inaugural member of the Zonta Club of Gawler & Barossa and has held many positions within the Club.  
**Special responsibilities:** Treasurer/ Secretary  
**Term of office:** Inaugural Board member **Board Meetings attended: 11**

# Board Members



Birthing kit assembly day

**Joyleen O'Hazy**  
**Experience:**

MBBS, DRANZCOG  
Joy has worked for many years as a Doctor both in the city and in many rural and remote locations. She has also worked overseas for Medecins Sans Frontieres and has been Mayor of the City of Mitcham. Within the Birthing Kit Project she has been involved in a vast range of public relations, administration, fund raising and strategic planning roles as well as participating in the Assembly Days.

**Special responsibilities:** Medical information research

Joy was one of the original members of the Zonta Birthing Kit Committee and has been involved with the project for 8 years. Member of Zonta Club of Adelaide Hills

**Term of office:** Inaugural Board member **Board Meetings attended:** 13

**Margaret Ann Parsons**  
**Experience:**

Diploma in Teaching  
Margaret has worked with her husband in their Real Estate business and is one of the original members of the Birthing Kit Committee. She has been on numerous committees as a volunteer working for the community.

**Special responsibilities:** Membership, Minutes Secretary, Post Box Correspondence Secretary

Margaret is married to Paul and has two daughters and one grand daughter. She loves camping, bush walking, reading and cooking. Currently she is a member and past President of the Zonta Club of the Adelaide Hills.

**Term of office:** Inaugural Board member **Board Meetings attended:** 12

**Jane Abdilla**

Masters Social Science (Counselling) Uni SA 2002  
BA Social Science (WAIT)

**Experience:**

Jane is as a self employed counselor specializing in family relationship and trauma. She has been President of Zonta Club of Adelaide Hills twice and is one of the original members of the Birthing Kit Committee. She has worked tirelessly as a volunteer on numerous community committees and is currently on 3 such committees with the West Beach Primary School.

**Special responsibilities:** Minutes Secretary

She is married with 3 children still at home and balances this with a lot of travel in her job. She devotes most of her time in her Zonta Club to the Service and Status of Women committee.

**Term of office:** Inaugural Board member **Board Meetings attended:** 10

**Jennifer Robyn Weaver**  
**Experience:**

BA, Dip. Ed., SA Fin, CFP®  
Jenny's career covers 18 years in the financial planning industry as well as adult education and secondary school teaching. In the late 1970's she started a wine making business. As a member of Zonta International for 17 years she has been involved in many of their projects and served as a Club President, Chair of the Combined Status of Women Committee and is presently the Vice Area Director for Area 2 in District 23.

**Special responsibilities:** Public Relations and Marketing

In 2005 she volunteered to assist the Zonta Birthing Kit Project and continued on as a Birthing Kit Foundation Board Member. She has a strong commitment to projects which assist women, especially women in developing countries. In her career she has focused on improving the financial knowledge and independence of women.

**Term of office:** Inaugural Board member **Board Meetings attended:** 11