
BARNABAS MINISTRIES INC

**ANNUAL REPORT
2020**



Annual Report from the Chair



Barnabas Ministries Vision

People and communities encouraged and nourished to participate wholeheartedly in God's transforming life in the world.

Barnabas Ministries Mission

Barnabas Ministries embodies the mission of Jesus by promoting transformation, nurturing spiritual leadership, and is a catalyst for spiritual vitality in Australia

Barnabas Ministries' role includes:

Providing an ongoing spiritual formation resource by educating about and providing spiritual direction and supervision

Developing and implementing processes for training spiritual directors, retreat leaders and supervisors

Providing opportunities for spiritual formation and deepening through retreats and workshops

Sponsoring, solely or in partnership with others, one-off events, both local and national, which nurture spirituality in Australia.

Highlights of 2020

A Challenging Year

For Barnabas Ministries Inc. (BMI), like all organisations and communities, 2020 presented significant challenges as a result of the global pandemic. As an organisation based on the delivery of face-to-face programs for groups and individuals, the impact of COVID 19 and related social distancing measures was immense and necessitated a significant re-orientation of BMI's approach to programming.

It is a credit to BMI's Director, Sue Dunbar, and her dedicated team of program leaders and volunteers that BMI was able to quickly reposition its programs and maintain some continuity in operations.

Programs and Operations

During 2020, BMI continued to play a significant role in the delivery of programs that encourage and nourish people and communities to embrace spiritual vitality, transformation and spiritual leadership. However, the shape and format of these programs was significantly modified in response to COVID-19. Nevertheless the quality of programs and level of engagement with participants was not diminished. This was highlighted by an independent review of one of BMI's programs for the purpose of external accreditation, which commented in particular on the quality of the program delivered under these modified arrangements.

The information provided in the Director's report provides details on BMI's programming for 2020, including its key training programs as well as individual supervision and spiritual direction.

While the COVID-19 restrictions impacted BMI's revenue from programs, as an NGO BMI was eligible for the Commonwealth assistance provided to organisations financially impacted by the pandemic, and this supported BMI's financial position in 2020.

Governance and Oversight

The BMI Committee provides governance and oversight of the organisation. During 2020, the Committee welcomed Rev Andrew Smith to the Committee. Andrew is the Presbytery Minister – Congregation Futures at the Uniting Church's Canberra Region Presbytery.

The committee consists of:

Mr Douglas Smith (Chair)
The Rt Rev'd Dr Sarah Macneil (Deputy Chair)
Ms Janet Kay (Secretary)
Ms Amanda MacKinnell (Treasurer)
Rev Geoff Wellington
Ms Kate Scholl
Mr Philip Eldridge
Rev Andrew Smith
Ms Sue Dunbar (Director)

Mr Stan Sismey, a former member of the Committee, continues in the role of Public Officer.

The BMI Committee's work is guided by an annual planning workshop to set priorities against the Strategic Plan, and development the Committee's work plan. The Strategic Plan is available on the BMI website.

Priorities for the Committee during 2020 included the final elements of integration of the Listen into Life program within BMI governance and operations as well as consideration of BMI's role in alumni activities and its approach to working with partners.

Earlier this year, the BMI Committee met in Bowral for its annual planning day. The Committee identified a number of priorities for 2021, including future office accommodation and program leadership roles.

The Committee is working with the current director regarding succession planning. The first step in this direction is the transition of the role of Program Director of the Listen into Life program from Sue Dunbar to Sally Jones. Sally Jones is currently the Deputy Program Director and it is envisioned that she will take over the role of Program Director in the next couple of years.

I would like to extend my sincere thanks and appreciation to Committee members for the dedication, energy, time and creativity they brought to the role during 2020.

Support

BMI's achievements are also due to the generous support provided by range of individuals and organisations in a variety of ways, including:

- monetary donations from friends and supporters of BMI
- in-kind contributions, particularly the provision of office space by the Presbyterian Church of St Andrew, Canberra, with special thanks to the Session Clerk (Sue Hogan), the Session, Board of Management, minister, staff and parishioners
- the Listen into Life team (of volunteers) who support program delivery through program design and planning and roles such as presentation and supervision
- Ms Janet Kay, volunteer administration duties
- Ms Amanda MacKinnell, volunteer bookkeeping
- Mr Bryan Kwong, volunteer auditor

Looking to the Future

The work of BMI during 2020 has been redefined in a number of ways and as we look forward to a COVID-free future, the changes necessitated by COVID-19 may continue in the way we operate – particularly in the use of digital technology. This in part has forced a review of our need and use of office space, which to date has been kindly donated by the Presbyterian Church of St Andrew, Canberra. However the experience of COVID has shown that BMI will need a more flexible approach to office accommodation in the future and the Committee has decided to reduce its office / meeting room accommodation to a smaller part-time room on the premises of Holy Covenant Anglican Church, Cook ACT, with the Director working from a home office. We sincerely thank St Andrew’s for their significant generosity since BMI’s inception over thirty years ago, and Holy Covenant for their warm welcome and generosity.

For 2021 we look forward to consolidating our programs and operations as we emerge from COVID-19 and in doing so build on the learnings from exploring new ways of working.

BMI relies on the generosity of donors and volunteers to support its operations, and we look forward to your continued support in 2021.

I commend the work of BMI to you as a key resource in encouraging and nourishing people and communities to embrace spiritual vitality, transformation and spiritual leadership.



Douglas Smith
Chair, BMI Committee

Director's Report

Introduction

Barnabas Ministries Inc continues to evolve. Each year offers its own gifts and challenges which shape the ethos of BMI and the ways in which we provide soul care for the journey. 2020 was a year like no other. It demanded creativity, flexibility and determination to continually reshape our ministry offerings to meet the challenges of Covid 19. Despite the pandemic, Barnabas Ministries continues to flourish and has been enhanced by the stretching asked of myself, my volunteer teams and the programs during 2020.

Significant Events

We made it!

It feels a little trite to say that the first significant event of 2020 is that we survived it. After beginning 2020 well although aware of the ravages of the summer bushfires, we were thrown into turmoil as the severity of Covid 19 unfolded.

Listen into Life

As a team, we discerned that the best response for the Listen into Life program was to postpone the May, August and November weekend residentials and begin again in 2021. We hosted half day Zoom gatherings on the scheduled weekends to maintain a sense of connection and community. Team members were in regular contact with their personal supervisees throughout the year. I am thankful that the strength of the program and LiL community has sustained us through a difficult year. Only one person withdrew from the program as she was travelling from New Zealand for the residentials.

Soul Companions

Soul Companions missed intensives in April, May and August with Zoom gatherings offering some connection during that time. The significant achievement with Soul Companions was that we rapidly upskilled and by September were able to offer a combination of face to face and live-streaming so that all participants could attend the workshops whatever their circumstances.

Soul Companions – Program Recognition

Soul Companions – a transformative journey in spiritual direction formation, has now been formally recognized by the Australian Ecumenical Council for Spiritual Direction (AECSD) as meeting the guidelines for contemplatively forming spiritual directors. This has been a long process of development, documentation and inspection culminating in recognition in Nov 2020. Normally two members of AECSD would visit the program in person. However, because of our newly acquired skills in live-streaming, we not only had some participants attending remotely, the two AECSD visitors attended the program via Zoom including participating in quads and discussion sessions. It was a great achievement in many respects and was cause for great celebration. Following is one comment from the AECSD visitors:

“...we engaged in a wonderful conversation with 3 students and 2 graduates. It was consistent with all we witnessed and experienced at the Intensive, that is, whole-hearted reflections of gratitude and enrichment personally and as community.

You are truly exceptional leaders and have created a very special environment for the formation of Spiritual Directors.”

Regular Activities

The focus of the ministry continues to be training and equipping others. Although small, we impact many communities and people directly and indirectly through this transforming work. As already mentioned much of my ministry was curtailed or reshaped in 2020. Here's a snapshot:

Training and Formation

I feel a strong call to grow the ministry of spiritual direction. It is a privilege to inspire others in this work. Usually, I would offer 2 or 3 PD workshops throughout the year however these were cancelled in 2020. I have already covered Listen into Life and Soul Companions. Soul Space 2 covered their intensives in 2020 and will complete their training by offering their longer retreat in 2021.

Individual Direction and Supervision

Offering individual spiritual direction and supervision is a privileged position where I am invited into others' lives as they reflect on the ways in which God is present to them personally and in their ministries. This year, I became an expert in Zoom almost overnight, so that all my individual ministry with people was offered by Zoom. This was quite challenging at first, however over time I came to appreciate some of the advantages/opportunities of the online environment.

Other Ministry

Other elements of my ministry were curtailed because of Covid. However the experiences of 2020 and the new areas of expertise developed, do mean that a new range of opportunities are available as I look into the future. Options for a combination of face to face and online presentations are available for both my individual ministry and for the training programs.

2020 was certainly a year of great challenges and it has awakened us to new possibilities. It has been a threshold experience, stepping over into new territory. Stay tuned for the next stage of this unfolding adventure!

Thank you to all those who regularly support Barnabas Ministries. Your generosity in giving of your time, money and prayers, sustains our ministry physically, emotionally and spiritually. I hope this report is a source of encouragement for you and a celebration of the on-going work of the Spirit in the lives of many people. Please continue to remember us from time to time in your prayers.



Sue Dunbar

Director

Independent Auditor's Report

To the Members of Barnabas Ministries Inc.

Report on the Financial Statements

I have audited the Barnabas Ministries Inc.'s Financial Report for the year ended 31 December 2020, which comprises a Profit & Loss Statement and a Balance Sheet as at 31 December 2020.

The Responsibility of the Barnabas Ministries Inc. for the Financial Report

The Barnabas Ministries Inc. is responsible for the preparation and fair presentation of the financial report and has determined that the accounting policies are appropriate to meet the financial reporting requirements of Barnabas Ministries Inc.. The Barnabas Ministries Inc.'s responsibility also includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting my audit, I have complied with the independence requirements of the Australian Society of Certified Practising Accountants.

Auditor's Opinion

In my opinion, Barnabas Ministries Inc.'s Financial Report, which comprises a Profit & Loss Statement and a Balance Sheet, for the year ended 31 December 2020 presents fairly, in all material respects, and in accordance with the generally accepted accounting principles.

A handwritten signature in black ink, appearing to read 'Bryan Kwong', with a stylized flourish underneath.

Bryan Kwong CFE CPA (CPA 1210442)

20 March 2021

Barnabas Ministries Inc.

**Statement of Income and Expenditure
for the Twelve Months ended 31 December 2020**

Income	2020 \$	2019 \$	Expenditure	2020 \$	2019 \$
<u>Spiritual Direction & Supervision</u>			<u>Administration</u>		
Spiritual Direction	8,179.00	7,244.00	Insurance	3,466.46	3,367.46
Supervision	6,072.50	6,543.75	Memberships	244.46	176.48
Membership Dues	0.00	40.00	Licences, Permits, Govt Charges		
<u>Training & Formation</u>			Conferences, Retreats, etc	90.00	1.00
Soul Companions (Note 4)	21,290.00	24,820.00	Office & Stationery	153.96	382.12
Soul Space (Note 9)	7,240.00	7,200.00	Website, Domain Name	942.38	386.00
Res. Prog. In Spirit. Direction (Note 5)	5,000.00	11,845.66	Printing & Photocopying	217.43	0.00
Mt Isa Companions Program (Note 8)		0.00	Postage	23.00	80.55
			Telephone	0.00	42.58
<u>Consultants</u>			Computer: Repairs, Software, etc	811.54	530.95
Ross Kingham	0.00	0.00	Bank Fees	79.00	79.00
<u>Retreats & Quiet Days</u>			Expensed Equipment	96.99	279.00
Retreats	0.00	0.00	<u>Ministry</u>		
<u>Donations</u>			Director's Spiritual Direction	525.00	365.00
Donations: Regular	10,620.00	11,200.00	Director's Prof. Development	900.00	0.00
Donations: One-Off	5,100.00	5,450.00	Books & Resources	86.00	90.63
			Supervision: Ross Kingham	201.26	0.00
<u>Special Events</u>			Other: Ross Kingham	0.00	186.88
Lucy Abbott Tucker Workshops (Note 6)	0.00	0.00	Gifts & Donations	500.00	0.00
<u>Other Ministry</u>			<u>Programs</u>		
Workshops: EE + ESDA of SA (Note 7)	0.00	6,021.50	Soul Journey Companions	8,256.18	8,996.76
<u>Other Income</u>			Soul Space	1,828.08	4,290.76
Interest	147.43	65.33	Lucy Abbott Tucker	0.00	0.00
Res. Prog. In Spirit. Direction (Note 5)	111.98	2,408.01	Embodied Enneagram	0.00	1,895.28
Res. Prog. In Spirit. Direction (Note 5)	0.00	13,843.12	Res. Prog. In Spirit. Direction	1,300.00	1,028.51
Other: Tabor College review of program		100.00	<u>Travel & Accommodation</u>		
JobKeeper (Note 13)	24,300.00	0.00	Motor Vehicle	1,562.75	1,959.70
Cash Flow Boost (Note 13)	20,000.00	0.00	Fares	0.00	851.29
			Meals	232.80	300.38
Total Income	108,060.91	96,781.37	<u>Employment</u>		
			Wages & Salaries	40,320.00	36,120.00
Net Surplus	42,283.22	31,939.64	Employment Expenses: Super 9.5%	3,830.40	3,431.40
			<u>Expenses - Other</u>		
			Bad Debts Write-Off	110.00	0.00
	108,060.91	96,781.37	Total Expenses	65,777.69	64,841.73



Amanda MacKinnell
Treasurer
23 January 2021

Barnabas Ministries Inc.

Balance Sheet

Assets	31 Dec 2020	31 Dec 2019	Liabilities	31 Dec 2020	31 Dec 2019
	\$	\$		\$	\$
Anglican Invest. Dev. Fund (Note 12)	44,696.57	38,538.23	<u>Credit Cards</u>	0	
Westpac Account ends -7425	66,271.85	32,218.77	St George Amplify CC -5885	287.20	221.48
Westpac Account ends -0487	78.29	28.82	<u>Amounts Received in Advance</u>		
Accounts Receivable (Note 11)	640.00	320.00	(Note 10)	0.00	0.00
Office Equipment at Cost	1,804.05	0.00	<u>Accounts Payable</u>		
			Charged twice by Zuver; credit for 2020	0.00	-36.00
			Total Liabilities	287.20	185.48
			Equity		
			Retaining Earnings	57,486.57	25,546.93
			Current Earnings	42,283.22	31,939.64
			Historical Balancing Account	13,433.77	13,433.77
			Total Equity	113,203.56	70,920.34
	113,490.76	71,105.82		113,490.76	71,105.82

1. Basis of Accounting

The financial statements are prepared on the accrual basis of accounting whereby income is recorded when it is earned not when the cash is received, and expenses are recorded when they are incurred not when they are paid.

2. Accounting Period

The financial statements are for the full year 1 January to 31 December 2020.

3. Comparative Figures

Previous period's figures are provided for comparative purposes.

Notes 4 to 13 are found on Page 3.

Notes to the Financial Statements

	2020	2019		2020	2019
	\$	\$		\$	\$
4. Soul Journey Companions			8. Mt Isa Companions Program: program completed 2018		
Income	21,290.00	24,820.00	Income		
Expenditure			Formator Fee	0.00	0.00
Liz Anne Smith	-4,200.00	-4,200.00	Teaching	0.00	0.00
Venue Hire	-590.00	-590.00	Expenditure Recovered	0.00	0.00
Expenses	-912.18	-691.76	Expenditure		
Guest Presenters	-629.00	-2,965.00	Travel	0.00	0.00
Andrea Dean	-1,925.00	0.00	Meals	0.00	0.00
SJC Recognition Costs	0.00	-550.00	Recoverable Expenditure	0.00	0.00
	<u>13,033.82</u>	<u>15,823.24</u>		<u>0.00</u>	<u>0.00</u>
5. Res. Prog. in Spiritual Direction			9. Soul Space		
Income			Income	7,240.00	7,720.00
Weekends	5,000.00	10,900.00	Expenditure		
Recovered Expenditure	0.00	945.66	Lecturer fees and Expenses	-1,642.50	-5,982.74
Transfer of Scholarship Fund	111.98	2,408.01	Team expenses	-185.58	-398.26
Transfer of Cash Reserve	0.00	13,843.12		<u>5,411.92</u>	<u>1,339.00</u>
Expenditure					
LiL: Facilitator	1,000.00				
LiL: Other	300.00				
Recoverable Expenditure	0.00	-1,028.51			
	<u>6,411.98</u>	<u>27,068.28</u>			
6. Lucy Abbott Tucker Visit: not held in 2019 or 2020			10. Amounts Received in Advance		
Income			Mt Isa Companions Program	0.00	0.00
Brisbane supervision workshop	0.00	0.00	Lucy Abbott Tucker	0.00	0.00
Mittagong focusing workshop	0.00	0.00	BMI Membership	0.00	0.00
Perth workshop	0.00	0.00	Soul Journey Companions	0.00	0.00
Res. Prog. In Spiritual Direction	0.00	0.00	Soul Space	0.00	0.00
Donations	0.00	0.00		<u>0.00</u>	<u>0.00</u>
Expenditure			11. Accounts Receivable		
Lecturer's fees and expenses	0.00	0.00	Other: 7 x SD/SUP invoices	640.00	320.00
	<u>0.00</u>	<u>0.00</u>		<u>640.00</u>	<u>320.00</u>
7. Other Events			12. AIDF Account Composition		
Income			The following monies are held within this account:		
Embodied Enneagram Workshop	0.00	4,730.00	Listen into Life Scholarship fund	2,519.99	2,519.99
ESDA of SA	0.00	1,291.50	Listen in Life Cash Reserve	13,843.12	13,843.12
Expenditure			BMI (remaining monies)	28,333.46	22,175.12
Embodied Enneagram Workshop	0.00	-1,895.28			
	<u>0.00</u>	<u>4,126.22</u>	13. COVID-19 Financial Stimulus Measures		
			JobKeeper: 13 x \$1,500 (04-09/2020)	19,500.00	
			JobKeeper: 4 x \$1,200 (10-11/2020)	4,800.00	
			Cash Flow Boost	20,000.00	