



**2018  
ANNUAL REPORT  
Castlemaine Circus Inc.**



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## **Our Purpose**

The Castlemaine Circus Inc. is an inclusive and accessible circus arts program which aims:

- To coach children, youth and adults in circus skills and physical theatre
- To create a safe and positive social environment for young people to participate in performing arts activities
- To promote healthy, physical, non-competitive activities
- To encourage creativity and innovation
- To provide employment opportunities for local professional circus artists
- To partner with other community organisations to provide training and performance opportunities for broad and diverse community participation

## **Our History**

Castlemaine Circus opens up a new world for participants. It is a physically rich space where participants can be challenged, stimulated and take risks. The environment is welcoming, fun, safe and open to all abilities. Our circus also provides social and emotional development where participants can build their confidence, creative expression and work together with the class.

Castlemaine Circus Inc. is an inclusive and accessible circus arts program offering classes across gymnastics-based tumbling, acro-balance, conditioning, aerial, circus arts and performance creation, for ages 3 years to adult.

Castlemaine Circus was established in 2013 as a direct response to ongoing requests from the community for children's' circus classes. Established as a not-for-profit incorporated association, by a committee of volunteers, Castlemaine Circus Inc. now engages 10 experienced local trainers from Clunes, Daylesford and Castlemaine. Castlemaine Circus classes began in February 2014 with three classes per week. The circus has been a resounding success and now has eighteen classes per week with over 175 children and adults attending. There are two weekly classes for each age group: from pre-schoolers right through to adult classes.

Castlemaine Circus will continue to grow to meet the needs of the community with planned families' classes, and classes that target young people with learning difficulties and young people identified as at risk.

It takes a community to make a circus, and it couldn't have happened without the support of our start up funding partners, the outstanding generosity of families, and the ongoing efforts of our passionate operations team.

## Our Vision

### Training Program

Our intended outcome is to have a financially viable training program of high standard which embraces family, diversity, and intergenerational relationships.

### Circus Space

Our intended outcome is to have a dedicated circus space that houses training, rehearsal and performance activities and events.

### Performance

Our intended outcomes are to showcase the skills of performers and participants and to inspire the community to embrace and enjoy circus.

### Outreach and other projects

Our intended outcome is to have diverse people and groups accessing and engaging with circus.

### Artistic Collaboration

Our intended outcome is to grow our circus artists' potential, (both trainers and students) through professional development, partnerships with other creative organisations and performance opportunities.

### Organisational Foundation

Maintain a standard of excellence through best practice principles across governance, operations, program delivery and its outcomes.



## OUR PEOPLE

### Board members

Name	Position
Jane McCahon	Chair
Team Henderson	Vice Chair
Kerry Bourke	Treasurer
Jane Goodrich	Secretary
Steve Carroll	General member

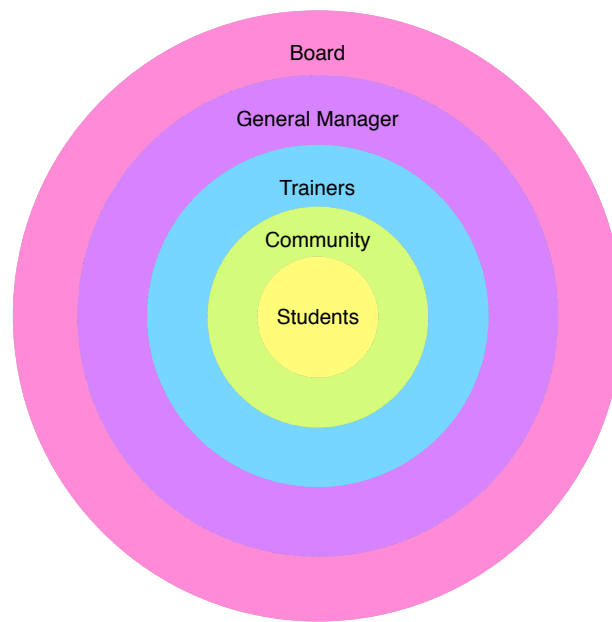
### Employees

Name	Position
Kirsty Sutherland	General Manager

### Trainers

Name	Start Year
Mara Macs	2013
Ivo Iliev	2013
Eric Jarlaud	2014
Mandy Field	2014
Anita Alexander	2015
Freya Chandler	2016
Flynn Patrao	2016
Cameron MacLeman	2016
Margaret Kirby	2016
Bryan Nikolas Jones	2016
Chevy Libro	2017
Rachel Leary	2018
Kathryn Hall	2018
Milou Albrecht	2018
Minka Peters	2018
Marina Ciccarelli	2018
Emma Christie	2018
Libby Angel	2018

## ORGANISATIONAL STRUCTURE





## OUR 2018 ACTIVITIES

### **Castlemaine Circus BBQ Fundraiser- June 3, 2019**

Thanks for all your generous support at the Castlemaine Circus BBQ Fundraiser on June 3. We sold out of all our delicious gourmet sausages from the Farmers Market and raised hundreds of dollars for the Circus. Look out for some new stilts and an outdoor slackline for the Circus!



### **Castlemaine Circus at The Village Festival - June 23, 2018**

Our resident professional circus performer Eric Jarland lead a jam packed Circus workshop at the Village Festival. The workshop was pumping with festival goers learning juggling, unicycling, hola hooping and devil sticks.

Eric teaches all these wonderful circus skills on Thursday nights.



## Raffle 2018

Thanks to the generous donations from our circus community:

The Bridge Hotel, Red Beard Bakery, Castlemaine Group Fitness, Castlemaine Vintage Bazaar, Smiggles, Castlemaine Central Wine Store and ASQ.

Thanks to all the fundraising of the circus families we aised \$1,350 to purchase a new silk, gymnastics shapes, juggling balls, skipping ropes and spinning plates!



## Milou Albrecht - Aerial Project

Milou Albrecht trained with our Aerial teacher Freya Chandler for 6 months at the Castlemaine Circus. The Aerial project was for her Year 8 studies. Milou had to work with a member of the Castlemaine community and research, create and present her idea to her school. Milou chose Freya Chandler, her Aerial teacher of two years to help her create an Aerial performance of over 4 mins.

Milou is also our Student trainer in the Gym for Circus class.





## MASG Family Fun Day - Sunday 28 Oct

Our Circus trainer Eric Jarland led free Circus Activities at the MASG Family Fun Day In the Castlemaine Botanical Gardens.



## End of Year Celebration Week, Nov 26 - Dec 2, 2018

What an amazing week it was - 14 classes demonstrating all the skills and delight of the circus.

Well done to our 200 students who took it in their stride to present the skills they had and embraced their nervousness and excitement to present to everyone.

Well done to our 15 circus trainers who all created fun and focused presentations for the families and friends of the circus.

And for our Celebration Week finale, the Castlemaine Circus Aerial Troupe performed beautifully in front of 250 people. And The Pitts Family Circus performed a free show for all the Circus families and Castlemaine community. They were hilarious and amazing and it was incredible to watch all 5 of them (including their 2 year old) perform so well together.

Thanks to The Pitts Family, Freya and Marina our Aerial Troupe trainers, our volunteers for setting up and packing up the show, The Castlemaine Vintage Bazaar for their thank you gift to The Pitts, Rotary for cooking the BBQ and Don Smallgoods, Maxi IGA and Bakers Delight for the donations for the BBQ.



## GM'S REPORT



### General Managers Report 2018

After a big year of increased class enrolments and performances in 2017, the focus for Castlemaine Circus in 2018 moved towards strengthening and enhancing the circus program.

We drew on the talents and skills of our trainers and our board to create important documents. The trainers created our first Curriculum Program document in Gym for Circus and Preschooler Circus, formalizing what was being taught in the class across the term and the year. The Aerial trainers created an Aerial Licence to introduce aerial to new students and to create a safe environment for teaching and learning. The Parkour trainers also created an individual level system within their classes. We established another pathway for students through the Student Trainer Program and we now have 3 student trainers across Parkour, Gym for Circus and Aerial.

The board created a new Membership framework and Members Handbook that consolidated the code of conducts of all participants, staff and trainers. We also worked on identifying the class culture and matching the culture with the curriculum and variety of classes. We want to capture the unique culture here in Castlemaine where the participants want to have fun, be social and develop exciting new skills. We want to be part of building the confidence and resilience of the community.

I attended an ACAPTA get together and discovered we were the only Circus in Australia that didn't rely on funding for our sustainability! What an achievement! The every growing enrolments of people of all ages from our region have made this happen. We have highly talented and dedicated trainers who have created classes that are nearly always full.

In 2018, we had over 200 enrolments each term and offered 18 classes a week. We finally started classes on a Saturday morning and they have been a hit.

We reframed the end of year presentation of skills to the community and offered a week long in class Celebration with a free circus show from The Pitts Family Circus. This was a successful and affordable approach to performance creation and presentation.

Castlemaine Circus continued to engage with the community in a variety of workshops, providing lots of employment opportunities for our trainers. We were present at The Village, Castlemaine Steiner School, Castlemaine Girl Guides, Disability Support Agoonaree, MASG, Yea Billy Cart Event and hosted some Parkour Birthday Parties. Freya our Aerial trainer was also a mentor to a Steiner Year 8 project and we took a large group of participants to the Flying Fruit Fly Circus in Bendigo. Rotary sponsored us in purchasing much needed equipment, continuing our partnership and support for each other across our events.

Looking towards 2019, we want to continue to develop the Curriculum Program across the classes, creating a solid and exciting approach to contemporary circus. We want to create an avenue for participants who are ready to accelerate their skill development. We want to broaden our ability to reach out to groups in need of an alternative approach to physical activity and connect with more health organisations and alternative educational institutions. One of our founding goals is to offer a social circus wing and we look to doing more of this next year.

Castlemaine Circus has created strong foundational structures this year from which we can all spring forth.

Kirsty Sutherland



## CHAIR'S REPORT

Throughout the past 12 months the Castlemaine Circus board has worked as a collaborative and stable team. Meeting regularly to ensure that all aspects of the circus are addressed and supported as appropriate.

Focus areas for the board over this time have been concentrated upon areas such as:

- Reviewing and updating our extensive business plan, which appeared to contain positive goals and aspirations, numbers of which could not be adventured into in light of the circuses current resource capacity. The review process enabled the board to outline a manageable way forward balancing the complex and at times limited resources available.
- A full set of policies have been developed which encompass a range of processes, opportunities, behaviours, expectations and commitment to ensuring safety is a high priority within the culture of this circus. These have been placed upon our website and are freely available for all other community organisations to use as templates for their own policy design.
- During this past 12 months creating and maintaining a culture of circus safety has been a very important focus for the board and General Manager. Working closely together we have reviewed our program and individual classes, internally auditing our capacity and duty regarding safety. From this process a number of new initiatives have been introduced. All trainers are now required to submit their resumes and qualifications for our records. Trainers are documenting class plans and outcomes and most significantly an aerial licence has been created to ensure that skill and capacity of students is carefully monitored when venturing into this circus opportunity.
- The board has developed a strong, collaborative and positive working partnership with the General Manager ensuring a comprehensive understanding of issues, ideas and strategies being implemented within the circus. Mentoring, support and guidance between the board and General Manager ensures we maintain high levels of honesty, openness and respect together as we continue to strive towards providing a high quality, fun opportunity which meets the needs of our local community.

It has been my great privilege over this past 12 months to have been able to work beside such a passionate, skilled and devoted group of people whom have come together with shared goals and values to ensure that this community circus continues to provide a safe and fun program for people of all ages and abilities to explore their interests, skills and love of circuses. This coming 12 months will no doubt present us with new and exciting directions which will be faced with the same commitment, consideration and care as that given over this previous 12 months

A very big and heart felt thank you to everyone who has been involved.

Jane McCahon  
Castlemaine Circus Inc. Chairperson 2018

## **TREASURER'S REPORT**

The financial picture for 2018 showed sustainability without any particular growth. We finished the year with a small profit.

Our income for the year is down slightly against budget. This is due mainly to our projected fundraising income. Term fees were up against budget, in particular Term 3.

Against 2017 we are not tracking so well financially, but we are keeping our heads above water.

We are currently sustainable, thanks to Term Fees being consistent. However if we wish to grow and develop more energy needs to be put into fundraising and other funding opportunities such as business sponsorship, grants and government funding.

The 2019 Budget is optimistic.

Kerry Bourke





**Castlemaine Circus Inc**  
PO Box 903  
Castlemaine VIC 3450

**Balance Sheet**

**As of December 2018**

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Assets		
General Cheque Account	\$17,628.35	
Trade Debtors	\$3,001.70	
Total Assets		\$20,630.05
Liabilities		
Trade Creditors	\$6,704.00	
Payroll Liabilities		
PAYG Withholding Payable	\$1,120.00	
Super Accrual Liabilities	\$814.72	
Total Payroll Liabilities	\$1,934.72	
Total Liabilities		\$8,638.72
Net Assets		\$11,991.33
Equity		
Retained Earnings	\$9,386.86	
Current Earnings	\$2,604.47	
Total Equity		\$11,991.33

# Castlemaine Circus Inc

PO Box 903  
Castlemaine VIC 3450

## Profit & Loss Statement

January 2018 through December 2018

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<b>Income</b>			
Class Fees			
Term One Fees	\$30,438.70		
Term Two Fees	\$37,370.65		
Term Three Fees	\$36,190.45		
Term Four Fees	\$35,122.60		
Total Class Fees		\$139,122.40	
Workshops/Performances			
Workshops Other	\$3,508.00		
Total Workshops/Performances		\$3,508.00	
Fundraising			
Fundraising	\$2,902.60		
Total Fundraising		\$2,902.60	
Donations/Sponsorship			
Public Donations	\$328.00		
Rotary - Equipment	\$2,100.00		
Lisa Chesters	\$500.00		
Total Donations/Sponsorship		\$2,928.00	
Other			
Membership	\$4,630.00		
Venue Hire	\$275.00		
Birthday Hire	\$440.00		
Equipment Hire	\$25.00		
Total Other		\$5,370.00	
In Kind			
Total Income			\$153,831.00
<b>Expenses</b>			
Administration Staff			
Creative Producer	\$1,190.00		
Wages & Salaries	\$29,248.00		
Superannuation	\$2,778.56		
Workcover	\$425.59		
Total Administration Staff		\$33,642.15	
Infrastructure/Equipment			
Equipment	\$2,168.76		
Equipment Maintenance	\$427.33		
Venue Fit Out	\$434.00		
Venue Supplies	\$177.23		
Total Infrastructure/Equipment		\$3,207.32	
Administration Costs			
Venue Rent	\$12,000.00		
Venue Utilities	\$1,200.00		
Office Supplies	\$286.10		
Phone/Internet	\$480.00		
Banking charges	\$29.30		
Cleaning	\$820.20		
Insurance	\$1,636.83		
OHS	\$73.29		
Governance	\$57.80		
Marketing	\$610.16		
Documentation	\$650.00		
Professional Development	\$348.62		
Memberships/Industry	\$55.00		
Music Licences	\$857.58		

## Castlemaine Circus Inc

### Profit & Loss Statement

January 2018 through December 2018

23/05/2019

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Gifts	\$88.09	
Vouchers / Prizes	\$478.50	
Meeting Costs	\$34.27	
Bad Debts	\$204.00	
Total Administration Costs		\$19,909.74
Class Expenses		
Term 1 Trainer fees	\$18,696.00	
Term 2 Trainer fees	\$22,176.00	
Term 3 Trainer fees	\$21,120.00	
Term 4 Trainer fees	\$21,310.00	
Travel Trainers	\$3,966.00	
Trainer Meetings	\$1,260.00	
Class Curriculum	\$257.50	
Total Class Expenses		\$88,785.50
Event expenses		
Workshop Other expenses	\$2,473.00	
Performance expenses	\$436.00	
Performance EOY expenses	\$75.00	
Total Event expenses		\$2,984.00
Fundraising Expenses		
Fundraising expenses	\$1,131.82	
Total Fundraising Expenses		\$1,131.82
Scholarships		\$816.00
Grant Expenses		
Australia Council expenses	\$500.00	
Total Grant Expenses		\$500.00
Birthday Hire Expenses		\$250.00
Total Expenses		\$151,226.53
Net Profit / (Loss)		\$2,604.47

## **ACKNOWLEDGMENTS & THANK YOU**

THANK YOU to Rotary Castlemaine for your on-going financial support. With your assistance we have been able to purchase essential new equipment.

THANK YOU to the Castlemaine State Festival for working with us to provide our community with such a fantastic training space.

SPECIAL THANK YOU to local businesses who supported our fundraising raffle, fundraising BBQ and end of year celebration: Castlemaine Vintage Bazaar, Rotary Castlemaine, Maxi SUPA IGA, Baker's Delight, Don KR Castlemaine and also the Pitts Family Circus for their brilliant entertainment at our End of Year Finale.

THANK YOU to all our marvellous trainers! Thank you for all the extra time you put in to supporting your students and the organisation as a whole.

THANK YOU to our General Manager extraordinaire - Kirsty, your skills and energy are invaluable in keeping this organisation on the ground - and up in the air!

THANK YOU to all our amazing circus families who contribute above and beyond! Especially those who assisted with the move to and from Etty St campus for the Castlemaine State Festival period. You support the circus and our children, nurturing, encouraging, engaging and assisting in ways too innumerable to mention. Thank you.



## HOW YOU CAN HELP

- Join the Board
- Volunteer your time
- Make a donation
- Leave a bequest
- Support an event or fundraising activity
- Become a corporate partner



## CONTACT US

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