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## UNILINC LIMITED

ACN 001 643 367

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Level 9, 210 Clarence St, Sydney Australia 2000  
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[www.unilinc.edu.au](http://www.unilinc.edu.au)

Office hours: 9am - 5pm Monday - Friday

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### MEMBERS OF UNILINC as at 31 December 2000

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- |   |   |
|---|---|
| • Australian Institute of Music         | • NSW Police Academy                      |
| • Australian Catholic University        | • Southern Cross University               |
| • Avondale College                      | • Study Group Australia                   |
| • Board of Studies NSW                  | • Sydney Church of England Grammar School |
| • Charles Sturt University              | • Tabor College                           |
| • Jansen Newman Institute               | • University of Sydney                    |
| • National Gallery of Australia         |   |
| • NSW Department of Corrective Services |   |
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### BOARD OF DIRECTORS 2000

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- |                                      |                                |
|--------------------------------------|--------------------------------|
| • Mr B Milligan - Chairman           |                                |
| • Prof P J Drake                     |                                |
| • Mr R Holloway-Tregear (to 17.1.00) |                                |
| • Mr G Ireland                       |                                |
| • Ms M Macpherson                    | Charles Sturt University       |
| • Mr B O'Donnell                     | Charles Sturt University       |
| • Prof. J Rickard (from 31.6.00)     | Southern Cross University      |
| • Ms A Ransome                       | Southern Cross University      |
| • Ms M Shaw                          | National Gallery of Australia  |
| • Mr C Sheargold                     | Australian Catholic University |
| • Ms R Wade                          | UNILINC Office                 |
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### EXECUTIVE AND PLANNING COMMITTEE 2000

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- |                            |                  |
|----------------------------|------------------|
| • Mr B Milligan - Chairman | • Mr C Sheargold |
| • Mr G Ireland             | • Ms R Wade      |
| • Ms M Macpherson          |                  |
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### TECHNICAL COMMITTEE 2000

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- |                              |                                       |
|------------------------------|---------------------------------------|
| • Ms M Macpherson - Convenor | Charles Sturt University              |
| • Ms I Evans                 | Charles Sturt University              |
| • Ms B Franklin              | NSW Department of Corrective Services |
| • Ms J Frawley               | Australian Catholic University        |
| • Ms G Henderson             | UNILINC Office                        |
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### CLIENT SERVICES GROUP 2000

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- |                             |                                 |
|-----------------------------|---------------------------------|
| • Ms G Henderson - Convenor | UNILINC Office                  |
| • Ms M Dains                | University of Western Sydney    |
| • Ms J Lloyd                | Avondale College                |
| • Ms M Macaulay             | Charles Sturt University        |
| • Mr S Oakshott             | Australian Catholic University  |
| • Mr V Sharma               | NSW Dept of Corrective Services |
| • Mr D Stewart              | Southern Cross University       |
- 

### UNILINC OFFICE as at 31 December 2000

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- |   |                        |
|---|------------------------|
| • Executive Director & CEO                  | Rona Wade              |
| • Manager - Client Services & Marketing     | Glenda Henderson       |
| • Manager - Information Technology Services | Moh'd Moh'd            |
| • Office Manager & Receptionist             | Karell Garcia          |
| • Accounts Clerk                            | Yuli Chan              |
| • Library Support Coordinator               | Yvonne Long            |
| • Library Support Coordinator               | Wendy Hazell           |
| • Training & OPAC Coordinator               | Helen Loosli (p/t)     |
| • Special Projects & Systems Administrator  | Bronwyn King           |
| • Network and System administrator          | Brian Kadomi           |
| • Consultant                                | Annette Schryver (p/t) |
| • Web - ezy Developer                       | Trevor Unwin           |
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## CHAIRMAN'S STATEMENT

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### INTRODUCTION

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It gives me considerable pleasure to make my fifth report as Chair of UNILINC. The year 2000 saw UNILINC's support for online learning realised through the creation of Web-ezy, a fully interactive software product for the delivery of web-based information literacy services. It was also a year in which the Company made a major new investment in the future by selecting new software for the Shared System. These initiatives were accompanied by the continued enhancement of member services.

Highlights for 2000 include:

- two new members
- success of Web-ezy
- three fold increase in clients for contract cataloguing services
- new web-site for Web-ezy Solutions Pty Ltd
- development of KINSER
- selection of new software for the Shared System

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### FINANCES

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Income for the year was \$1,723,405 (\$2,471,192 in 1999). As budgeted, there was a small loss for the year of \$20,810 (\$1,169 surplus in 1999) required for the development of the Web-ezy software. Cash reserves as at 31 December 2000 stood at \$1,442,672 (\$1,211,255 in 1999).

A new Company Web-ezy Solutions Pty Ltd was formed on 17 May 2000 for the purposes of developing and marketing the Web-ezy software.

Yuli Chan, the Accounts Officer, achieved a smooth implementation of the GST and completion of the Business Activity Statements at an estimated cost of more than \$12,000 for staff-time, accountant fees and computer upgrade costs.

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### NEW MEMBERS

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**The Jansen Newman Institute.** The Institute is accredited under the Higher Education Act (1988) for a Graduate Diploma and Diploma in Counselling and Psychotherapy. Its library became fully online with UNILINC in May.

**The Australian Institute of Music.** AIM was established in 1968 as the Sydney School of Guitar. AIM now offers degree courses as well as short courses in management, music, theatre, audio technology, performance and composition. By August, the AIM library holdings were fully on the UNILINC database and the library was online to the Shared System.

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## BOARD OF DIRECTORS

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The Board met four times and the Executive Committee twice during 2000. The Company held its Twenty Second Annual General Meeting on 31 May. At that time two Directors, Ms Margaret Macpherson and Ms Alison Ransome, retired in accordance with Section 28 of the Articles of Association. Both Directors made themselves available for re election and were duly elected. Professor John Rickard from Southern Cross University was also elected having earlier been invited to fill a casual vacancy.

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### THE SHARED SYSTEM

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The provision of the one shared integrated library management system remains the core activity for UNILINC. The Shared System uses the Data Research Associates (DRA) software. Libraries are connected to the system via dedicated data lines backed up by a UNILINC connection to the Internet. A single bibliographic database underpins the Shared System and supports the cataloguing activities of member libraries by allowing the re-use of records contributed by members and brought in from outside sources under favourable pricing arrangements negotiated by UNILINC.

**Uptime.** The system continued to be very reliable with 99.9% uptime.

**Load to NBD.** After a hiatus resulting from system changes at both UNILINC and the National Library of Australia, UNILINC was able to recommence loading its bibliographic and holdings data to the NBD (National Bibliographic Database). The NBD contains the holdings of all the contributing libraries in Australia and is owned and operated by the National Library of Australia. In August, UNILINC received notification from the Director General of the National Library that our contribution of holdings over the twelve months ranked first in the nation.

**KINSER.** UNILINC was pleased to announce the availability of a new service for users of the Ovid Current Contents database. Using the Shared System software and journal holdings data from the NBD, UNILINC has been able to develop a simple and easy way for researchers and librarians to locate holdings for the journal titles in articles retrieved from Current Contents.

**Replacement Software.** By the end of 2001, the DRA software will have been in use for seven years. In early 2000 UNILINC set about reviewing the available software options and in January 2001 a contract was signed with Ex Libris (Aust) Pty Ltd for the supply of the ALEPH software.

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### ELECTRONIC DATABASE SERVICE

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UNILINC member libraries benefit from institutional subscriptions to a wide range of electronic databases at considerable cost saving. These are mounted on high speed servers at UNILINC Office and accessed via the same leased lines as the Shared System and the Internet.

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### CONSULTANCY SERVICES

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**Australian Catholic University.** The Executive Director and the Manager - Client Services & Marketing were commissioned to undertake a review of the Technical Services operations in all six ACU libraries.

**CAUL.** The Executive Director was engaged to work with the Executive of the Council of Australian University Librarians (CAUL) on finalising work on the Janus project.

**University of Wollongong.** In October, the Executive Director and the Manager - Client Services & Marketing were engaged to conduct a follow up review of the

cataloguing operations of the library of University of Wollongong. The initial costing study was undertaken in October 1999.

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### WEB-EZY

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Promoting information literacy and providing services that support information literacy are key aspects of any library's role. Traditionally most information literacy has been delivered by face-to-face instruction in class groups and in the form of brochures on how to use the various library and other information resources. With the availability of more information services on the world wide web many libraries responded by providing brochures and other printed material as static text on the web. However, with the move to online learning with its emphasis on interactivity and a self-paced approach, this was no longer a sufficient response. There were a number of separate federally funded university projects to develop interactive information literacy programs but these proved to be more costly to do than the funding allowed.

UNILINC had identified support for members' online learning initiatives as being a priority for the Company. It seemed to UNILINC that here was an ideal opportunity for it to meet this objective and in the process develop something that other institutions would find of value. In mid 1999, UNILINC in association with Charles Sturt University began work on an interactive software shell that could be used by different libraries to provide information literacy services to meet local requirements. This shell was to be named Web-ezy.

The first release of the software was made available in early 2000. Within this first year, copies of the Web-ezy software were purchased and implemented in five universities, the Australian Catholic University, Charles Sturt University, Southern Cross University, the Higher Colleges of Technology (Dubai) and Deakin University.

Charles Sturt and Southern Cross have each launched their versions of Web-ezy and attracted excellent media attention.

Deakin University has called its version of Web-ezy, Smart Searcher Tutorial. Deakin purchased a second copy of the Web-ezy software to be incorporated into the Deakin Learning Toolkit, a collection of information and software programs distributed on CD-ROM to all new students.

Web-ezy Solutions Pty Ltd a fully owned subsidiary of UNILINC was formed in May 2000 for the purposes of developing and marketing the Web-ezy software.

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### OTHER SERVICES

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**Wincat.** Two issues of the UNILINC database were put to CD-ROM using this software.

**Strategic Purchasing.** Some \$300,000 worth of online services was made available to members at discount rates.

**Contract Cataloguing.** UNILINC has for many years carried out cataloguing for member libraries. In the early 1990s this was extended to other libraries and in 1999 UNILINC approached a number of commercial book suppliers to offer this service. Through 2000 three major Australian book suppliers selected UNILINC as their provider of cataloguing services. Twenty libraries across Australia now receive cataloguing services from UNILINC.

**Facilities Hire and Training.** UNILINC continued to provide system support and networking services for the Ovid Australia Service. In May 2000, the business school June Dally-Watkins contracted with UNILINC to provide network and systems administration services.

Training services were also in demand. In early 2000 the National Library of Australia authorised a second UNILINC staff member as Training Agent for the Kinetica software.

UNILINC was engaged by the National Library to provide a training program for various libraries in Canberra. The Parliamentary Library also engaged UNILINC to train staff in March.

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### PROMOTIONAL AND MARKETING ACTIVITIES

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The monthly Newsletter remained in regular production.

A new web-site for Web-ezy.com went live in August 2000, The UNILINC web-site was revamped with new graphics and easier navigation.

A new version of the UNILINC brochure was produced as was a postcard for Web-ezy.

The Manager - Client Services and Marketing presented a paper at the Australian Library and Information Association (ALIA) Distance Education Special Interest Group conference in February as well as several demonstrations of the Web-ezy software including one to a gathering of Australian, Canadian and UK University Librarians at the University of Sydney.

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### COMMITTEES AND STAFFING

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The Technical Committee met twice in the year. The principal initiative undertaken was a project to reduce duplicate catalogue entries for full-text journals. The Australian Catholic University, Charles Sturt University and Southern Cross University funded this valuable cooperative project known as the Electronic Serials Project. The Committee also participated in the evaluation of the new software for the Shared System, as did the Client Services Group.

Andrew Main resigned in July. His responsibilities were taken over by Helen Loosli (also the UNILINC Training Coordinator) and Wendy Hazell on a job-share basis. Trevor Unwin was engaged in April to work on the further development and customisation of Web-ezy, as well as the creation of the Web-ezy.com web site.

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### CONCLUSION

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2000 was another challenging year for UNILINC. In a continuing tight budget climate, UNILINC succeeded in maintaining its high quality of service and professional leadership and invested its resources in the exciting and innovative Web-ezy software.

I appreciate the support I have had from my colleagues on the Board and the efforts that staff at all levels have made to ensure the success of our operations.

The Company's success in the year was due to the energy, enterprise and hard work of the staff of member libraries and of the Executive Director and her enthusiastic and committed staff in the UNILINC Office. On behalf of the Board I wish to congratulate all concerned.

**FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 DECEMBER 2000**

**UNILINC LIMITED**  
ACN 001 643 367

AND ITS CONTROLLED ENTITY

**DIRECTORS' REPORT**

The Directors submit the statutory report in respect of the results of the Company and its controlled entity for the financial year ended 31 December 2000 and the state of affairs of the Company and its controlled entity as at that date.

The names of the Directors in office, at the date of this report are:

- B. Milligan. Chairman. BA (Hons), MA, DipEd.
- P. J. Drake. BCom, PhD
- G. R. Ireland. LLB
- M. H. Macpherson. Deputy Chairman. BA, DipLib, AALIA
- B. R. O'Donnell. DipEd, MCom
- A. M. Ransome. BA (Hons), DipLib, MA, AALIA
- J. Rickard. BSc, PhD, FIMA, FAIM, FANZAM
- C. W. Sheargold. BA, AALIA
- J.M. Shaw. BA (Hons), DipLib, AALIA
- R. D. Wade. Company Secretary. BA, DipLib, MLib, AALIA

The principal activities of the Company in the course of the financial year were library reference services. There was no change in the nature of these activities during the financial year.

The Company is a non-profit organisation which complies with the terms of sections 50-55 of the Income Tax Assessment Act 1997. Consequently, it is not necessary to provide for income tax or dividends. During the year the Company incorporated a subsidiary Web-Ezy Solutions Pty. Ltd. to market and develop products developed by the Company.

The consolidated operating result of the Company and its controlled entity for the financial year was a loss of \$20,810 after providing \$203,237 for depreciation (1999 surplus \$1,169).

No matter or circumstance has arisen subsequent to the end of the financial year and to the date of this report that has significantly affected or may significantly affect the operations of the Company and its controlled entity, the result of those operations or the state of affairs of the Company and its controlled entity in subsequent financial years. The activities of the Company and its controlled entity in 2000 are discussed in the Chairman's Statement in the Annual Report. There are no significant developments which have been proposed for the immediate future.

During and since the end of the financial year, no Director of the Company or its controlled entity has received, or has become entitled to receive a benefit, other than a benefit included in the aggregate amount of emoluments received or due and receivable by Directors and the fixed salary of a full-time employee of the Company, because of a contract made by the Company, or a related company with a firm of which the Director is a member, or an entity of which the Director has a substantial financial interest.

Every member of the Company undertakes to contribute to the assets of the Company in the event of the Company being wound up during the time that it is a member or within one year of ceasing to be a member, for payments of debts and liabilities contracted before the time at which it ceased to be a member to the extent of \$20. The total guarantee in favour of the Company stands at two hundred and eighty dollars (\$280.00).

For the year ended 31 December 2000, the number of meetings at which Directors were in attendance is as follows:

Name of Director	No. of Meetings Held while in Office	Meetings Attended
P Drake	4	3
G Ireland	4	4
M Macpherson	4	4
B Milligan	4	4
B O'Donnell	4	4
A Ransome	4	2
J Rickard	2	2
C Sheargold	4	4
M Shaw	4	3
R Wade	4	4

During the financial year the Company insured all of the Directors against liabilities for costs and expenses in any legal proceedings arising out of their conduct while acting in the capacity of director of the company, other than conduct involving a wilful breach of duty in relation to the company.

Signed at Sydney on 27 March 2001 for and on behalf of the Board in accordance with its Resolution.



Director

B Milligan



Director

R Wade

**UNILINC LIMITED**  
ACN 001 643 367  
**AND ITS CONTROLLED ENTITY**

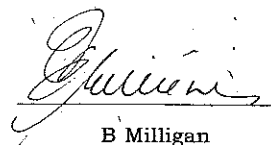
**STATEMENT BY MEMBERS OF THE BOARD**  
**for the year ended 31 December 2000**

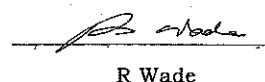
Pursuant to Section 41C (1B) and (1C) of the Public Finance and Audit Act 1983 and in accordance with a resolution of the Board of UNILINC Limited, we declare on behalf of the Board of the Directors that in our opinion:

- (a) The accompanying financial statements exhibit a true and fair view of the financial position of the Company and its controlled entity as at 31 December 2000 and transactions for the year then ended.
- (b) The financial statements have been prepared in accordance with the Provisions of the Public Finance and Audit Act 1983 as amended, and its accompanying Regulations.

Further we are not aware of any circumstances which would render any particulars included in the financial statements to be misleading or materially inaccurate.

Signed at Sydney on 27 March 2001 for and on behalf of the Board in accordance with its Resolution.

  
B Milligan Director


  
R Wade Director

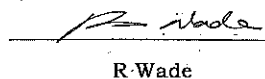
**DIRECTORS' DECLARATION**  
**for the year ended 31 December 2000**

In the opinion of the Directors of the Company:

- 1) The financial statements and notes comply with accounting standards.
- 2) The financial statements and notes give a true and fair view.
- 3) At the date of this statement there are reasonable grounds to believe the Company will be able to pay its debts as and when they become due and payable and that the controlled entity will have the continued support of the Company.
- 4) The financial statements and notes are in accordance with the law.

Signed at Sydney on 27 March 2001 for and on behalf of the Board in accordance with its Resolution.

  
B Milligan Director

  
R Wade Director

**UNILINC LIMITED**  
ACN 001 643 367  
**AND ITS CONTROLLED ENTITY**

**BALANCE SHEET**  
**as at 31 December 2000**

Note	Economic Entity		Parent Entity		
	2000 \$	1999 \$	2000 \$	1999 \$	
<b>CURRENT ASSETS</b>					
	Cash	686,542	532,843	686,542	532,843
4	Receivables	127,517	65,750	163,700	65,750
5	Investments	756,130	675,296	756,130	675,296
6	Other	346,938	159,400	346,938	159,400
	<b>TOTAL CURRENT ASSETS</b>	<b>1,917,127</b>	<b>1,433,289</b>	<b>1,953,310</b>	<b>1,433,289</b>
<b>NON-CURRENT ASSETS</b>					
7	Property, plant and equipment	905,197	933,959	905,197	933,959
8	Investments	-	-	-	-
	<b>TOTAL NON-CURRENT ASSETS</b>	<b>905,197</b>	<b>933,959</b>	<b>905,198</b>	<b>933,959</b>
	<b>TOTAL ASSETS</b>	<b>2,822,324</b>	<b>2,367,248</b>	<b>2,858,508</b>	<b>2,367,248</b>
<b>CURRENT LIABILITIES</b>					
9	Accounts payable	1,585,154	1,117,735	1,585,154	1,117,735
	Borrowings	-	-	-	-
	Provisions	51,011	64,179	51,011	64,179
	Other	17,096	-	-	-
	<b>TOTAL CURRENT LIABILITIES</b>	<b>1,653,261</b>	<b>1,181,914</b>	<b>1,636,165</b>	<b>1,181,914</b>
<b>NON-CURRENT LIABILITIES</b>					
10	Provisions	62,639	58,100	62,639	58,100
	<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>62,639</b>	<b>58,100</b>	<b>62,639</b>	<b>58,100</b>
	<b>TOTAL LIABILITIES</b>	<b>1,715,900</b>	<b>1,240,014</b>	<b>1,698,804</b>	<b>1,240,014</b>
	<b>NET ASSETS</b>	<b>1,106,424</b>	<b>1,127,234</b>	<b>1,159,704</b>	<b>1,127,234</b>
<b>EQUITY</b>					
	Retained Earnings	1,106,424	1,127,234	1,159,704	1,127,234
	<b>TOTAL EQUITY AND RETAINED EARNINGS</b>	<b>1,106,424</b>	<b>1,127,234</b>	<b>1,159,704</b>	<b>1,127,234</b>

**UNILINC LIMITED**  
ACN 001 643 367  
**AND ITS CONTROLLED ENTITY**

**INCOME AND EXPENDITURE STATEMENT**  
for the year ended 31 December 2000

	Note	Economic Entity		Parent Entity	
		2000 \$	1999 \$	2000 \$	1999 \$
<b>INCOME</b>					
Computer services		1,322,557	1,624,506	1,269,524	1,624,506
Interest		59,833	35,330	59,833	35,330
Subscriptions		14,750	13,000	14,750	13,000
Strategic purchasing		326,005	777,044	326,005	777,044
Equipment sales to Members		260	6,439	260	6,439
Management fee - related party		-	-	59,308	-
Amortisation of rent incentive		-	14,873	-	14,873
		<u>1,723,405</u>	<u>2,471,192</u>	<u>1,729,680</u>	<u>2,471,192</u>
<b>EXPENDITURE</b>					
Computer operations		283,750	380,391	283,750	380,391
Salaries		680,351	702,419	650,169	702,419
Depreciation		203,237	319,258	203,237	319,258
Rent and Electricity		146,298	148,865	146,298	148,865
General expenses		111,684	141,314	97,196	141,314
Interest		-	10,935	-	10,935
Strategic purchasing		265,141	681,695	265,141	681,695
Equipment purchases for Members		260	6,439	260	6,439
Provision for long service leave		4,539	7,792	4,539	7,792
Provision for annual leave		(13,168)	4,270	(13,168)	4,270
Superannuation	13	62,123	57,705	59,788	57,705
Bad debts written off		-	5,865	-	5,865
Loss on sale of fixed assets		-	3,075	-	3,075
		<u>1,744,215</u>	<u>2,470,023</u>	<u>1,697,210</u>	<u>2,470,023</u>
<b>OPERATING SURPLUS (DEFICIT)</b>		(20,810)	1,169	32,470	1,169
Retained earnings at the beginning of the financial year		1,127,234	1,126,065	1,127,234	1,126,065
<b>Total Available for Appropriation</b>		<u>1,106,424</u>	<u>1,127,234</u>	<u>1,159,704</u>	<u>1,127,234</u>
<b>RETAINED EARNINGS AT THE END OF THE FINANCIAL YEAR</b>		<u>1,106,424</u>	<u>1,127,234</u>	<u>1,159,704</u>	<u>1,127,234</u>

**UNILINC LIMITED**  
ACN 001 643 367  
**AND ITS CONTROLLED ENTITY**

**STATEMENT OF CASH FLOWS**  
for the year ended 31 December 2000

	Economic Entity		Parent Entity	
	2000 \$	1999 \$	2000 \$	1999 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from customers				
Computer services	1,374,685	1,687,549	1,308,347	1,687,549
Subscriptions received	14,750	13,000	14,750	13,000
Strategic purchasing	326,005	783,483	326,005	783,483
Interest received	56,025	32,214	56,025	32,214
Payments to suppliers	(682,106)	(1,427,768)	(651,788)	(1,427,768)
Payments to employees	(680,351)	(702,419)	(650,169)	(702,419)
Interest paid	-	(10,935)	-	(10,935)
<b>Net Cash Provided by Operating Activities</b>	<u>409,008</u>	<u>375,124</u>	<u>403,170</u>	<u>375,124</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Advance to subsidiary	-	-	5,838	-
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Proceeds from Sale of Plant	-	740	-	740
Payment for Purchases of Plant and Equipment	(174,475)	(88,751)	(174,475)	(88,751)
Lease Payments	-	(164,825)	-	(164,825)
<b>Net Cash Used in Investing Activities</b>	<u>(174,475)</u>	<u>(252,836)</u>	<u>(174,475)</u>	<u>(252,836)</u>
Net Increase/(Decrease) in Cash Held	234,533	122,288	234,533	122,288
Cash at the Beginning of the Financial Year	1,208,139	1,085,851	1,208,139	1,085,851
<b>Cash at the End of the Financial Year</b>	<u>1,442,672</u>	<u>1,208,139</u>	<u>1,442,672</u>	<u>1,208,139</u>

**UNILINC LIMITED**  
ACN 001 643 367  
**AND ITS CONTROLLED ENTITY**

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**for the year ended 31 December 2000**

**1. Statement of Significant Accounting Policies**

a) The financial report has been prepared on an accrual basis and in accordance with historical cost principles and has not been adjusted to record either changes in the general purchasing power of the dollar or changes in the prices of specific assets. The financial report has been prepared in accordance with the Corporation Law and Section 41 (B) of the Public Finance and Audit Act 1983 and Regulations for a reporting entity and is a general purpose financial report.

b) The consolidated financial report has been prepared by combining the accounts of all the entities that comprise the economic entity, being UNILINC Limited and its controlled entity, Web-Ezy Solutions Pty Ltd as defined in Accounting Standard AASB 1024 Consolidated Accounts. All inter-entity balances and transactions are eliminated in full.

c) The prime cost method of depreciation has been used based on the anticipated useful life of assets owned. This resulted in a depreciation expense of \$203,237. The expected useful lives are as follow:

Class of fixed Asset	Depreciation Rate
Furniture & Fitting	20%
Office equipment/software	20%
Networking equipment	20%
Leasehold improvements	10%
Major systems	10-12.5%

d) UNILINC Limited is exempt from paying income tax under the provisions of sections 50-55 of the Income Tax Assessment Act 1997.

e) UNILINC Limited is exempt from paying payroll tax under the provisions of section 10 (1)(k) of the Payroll Tax Act 1971.

f) Applicable Accounting Standards, other mandatory professional reporting requirements (Urgent Issues, Group Consensus views) and other authoritative pronouncements of the Australian Accounting Standard Board have been adhered to in preparing the financial report.

g) No provision of doubtful debts was made as all debts are considered collectable.

h) The economic entity recognises income from computer services when invoices are raised. Income from outside operating activities include interest, strategic purchasing, subscriptions and equipment sales to members. Interest income is recognised as it accrues.

i) When necessary, comparative figures have been adjusted to conform with changes in presentation to the current year. The reclassifications have no effect on the 1999 operating result (or the financial position) of the parent entity.

During the year UNILINC Limited incorporated a subsidiary Web-Ezy Solution Pty Ltd., consequently the 1999 figures for the economic entity are the same as the parent entity.

j) Financial instruments give rise to positions that are a financial asset of either the economic entity or its counterparty and a financial liability (or equity instrument) of the other party. For the economic entity these include cash at bank, receivable and creditors.

In accordance with AASB1033 "Presentation and Disclosure of Financial Instruments" information is disclosed in Note 20, in respect of the credit risk and interest rate risk of financial instruments. All such amounts are carried in the accounts at net fair value unless otherwise stated. The specific accounting policy in respect of each class of such financial instrument is stated hereunder.

Classes of instruments recorded at cost comprise: cash, receivables, finance lease and creditors.

Classes of instruments recorded at market value comprise: Nil

Classes of instruments recorded at other than cost or market valuation comprise: Nil

All financial instruments including revenue, expenses or other cash flows arising from instruments are recognised on an accrual basis.

Trade accounts receivables are carried at amount due. Bad debts are written off in the period in which they are identified.

Trade accounts payable are recognised when the economic entity becomes obliged to make future payments as a result of purchases. Trade accounts are usually settled within 30 days.

**2. Member's Guarantee**

UNILINC Limited is limited by guarantee. Every member of the Company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time it is a member or within one year afterwards, for payment of the debts and liabilities of the Company contracted before the time at which it ceases to be a member and of the costs, charges and expenses of winding up the same and for adjustment of the rights of the contributors among themselves, such amount as may be required not exceeding twenty dollars (\$20.00). The total guarantee in favour of the Company stands at two hundred and eighty dollars (\$280.00) as at 31 December 2000.

**3. Subscriptions**

Comprises annual UNILINC member subscriptions. Fourteen subscriptions were received in the period. Fourteen institutions were members as at 31 December 2000.



#### 4. Receivables

	Economic Entity		Parent Entity	
	2000	1999	2000	1999
	\$	\$	\$	\$
Debtors	506,956	275,756	503,355	275,756
Less Unpaid Invoices	(390,141)	(223,718)	(390,141)	(223,718)
	<u>116,815</u>	<u>52,038</u>	<u>113,214</u>	<u>52,038</u>
Loan to subsidiary	-	-	39,784	-
Accrued Income	10,702	13,712	10,702	13,712
	<u>127,517</u>	<u>65,750</u>	<u>163,700</u>	<u>65,750</u>

#### 5. Investments

Negotiable Certificates of deposit - at cost	756,130	675,296	756,130	675,296
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#### 6. Other

Prepayments	24,598	24,779	24,598	24,779
Co-Purchasing - Ovid	322,340	134,621	322,340	134,621
	<u>346,938</u>	<u>159,400</u>	<u>346,938</u>	<u>159,400</u>

#### 7. Property Plant and Equipment

Buildings - at cost	69,494	69,494	69,494	69,494
Accumulated Depreciation	(695)	-	(695)	-
	<u>68,799</u>	<u>69,494</u>	<u>68,799</u>	<u>69,494</u>
Office Furniture and Equipment - at cost	781,322	788,059	781,322	788,059
Accumulated Depreciation	(583,143)	(548,613)	(583,143)	(548,613)
	<u>198,179</u>	<u>239,446</u>	<u>198,179</u>	<u>239,446</u>
Computer Equipment - at cost	2,709,505	2,539,855	2,709,505	2,539,855
Accumulated Depreciation	(2,104,763)	(1,962,139)	(2,104,763)	(1,962,139)
	<u>604,742</u>	<u>577,716</u>	<u>604,742</u>	<u>577,716</u>
Software - at cost	121,281	121,281	121,281	121,281
Accumulated Depreciation	(90,650)	(77,660)	(90,650)	(77,660)
	<u>30,631</u>	<u>43,621</u>	<u>30,631</u>	<u>43,621</u>
Leasehold Improvements - at cost	53,684	53,684	53,684	53,684
Accumulated Depreciation	(50,838)	(50,002)	(50,838)	(50,002)
	<u>2,846</u>	<u>3,682</u>	<u>2,846</u>	<u>3,682</u>
<b>Total Property Plant and Equipment</b>	<u>905,197</u>	<u>933,959</u>	<u>905,197</u>	<u>933,959</u>

#### 8. Investments

Shares in Subsidiary - at cost				
Web-Ezy Solutions Pty Ltd	-	-	1	-
Inc: Australia - 100% owned				

#### 9. Accounts Payable

	Economic Entity		Parent Entity	
	2000	1999	2000	1999
	\$	\$	\$	\$
Creditors and Accruals	884,063	509,375	884,063	509,375
Annual Fees/Charges in Advance	701,091	608,360	701,091	608,360
	<u>1,585,154</u>	<u>1,117,735</u>	<u>1,585,154</u>	<u>1,117,735</u>

#### 10. Provisions

<b>Current Liabilities</b>				
Annual Leave	51,011	64,179	51,011	64,179
<b>Non-Current Liabilities</b>				
Long Service Leave	62,639	58,100	62,639	58,100

Long service leave accruals begin from the employment date of each new employee and is payable when the employee completes 7 years of service. A liability for non-vested sick leave entitlement is not recognised as it is estimated that, on average, the sick leave taken in each year is less than the entitlement occurring in the year.

#### 11. Audit Fee

The fee for the audit of the consolidated financial report is \$10,000 (\$8,150 for 1999).  
The Auditor-General of NSW received \$130 for other services (nil in 1999).

#### 12. Remuneration of Directors

The number of parent entity Directors whose income received or receivable from the parent entity and any related parties was within the specified bands was follows:

	2000	1999
0 to \$9,999	4	3
\$100,000 to \$109,999	1	1

The total income received or receivable by all Directors from the parent entity and its related parties was \$113,500 (\$116,025 in 1999).

#### 13. Superannuation

The economic entity paid \$62,123 in 2000 (\$57,705 in 1999) to private insurance companies for its contribution for superannuation. There was no unfunded liability for employer contributions at 31 December 2000.

#### 14. Payments to Consultants

There were no payments to consultants during 2000 (\$2,267 in 1999).





BOX 12 GPO  
SYDNEY NSW 2001

## INDEPENDENT AUDIT REPORT

### UNILINC LIMITED

To Members of the New South Wales Parliament and Members of Unilinc Limited

#### Scope

I have audited the accounts of Unilinc Limited for the financial year ended 31 December 2000. The financial report includes the consolidated financial statements of the consolidated entity comprising the company and the entities it controlled at the year's end or from time to time during the financial year. The company's directors are responsible for the financial report consisting of the income and expenditure statement, balance sheet, statement of cash flows and accompanying notes, and directors' declaration, and the information contained therein. My responsibility is to express an opinion on the financial report to Members of the New South Wales Parliament and members of the company based on my audit as required by sections 34 and 41C(1) of the *Public Finance and Audit Act 1983* (the Act) and the Corporations Law.

My audit has been conducted in accordance with Australian Auditing Standards and statutory requirements to provide reasonable assurance whether the financial report is free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates.


These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements and statutory requirements, in Australia, so as to present a view which is consistent with my understanding of the company's and the consolidated entity's financial position, and performance as represented by the results of their operations and their cash flows.

The audit opinion expressed in this report has been formed on the above basis.

#### Audit Opinion

In my opinion, the financial report of Unilinc Limited complies with section 41B of the Act, and is in accordance with:

- (a) the Corporations Law, including:
  - (i) giving a true and fair view of the company's and consolidated entity's financial position as at 31 December 2000 and of their performance for the year ended on that date; and
  - (ii) complying with Accounting Standards and the Corporations Regulations; and
- (b) other mandatory professional reporting requirements.

  
R J Sendt  
Auditor-General

SYDNEY  
20 April 2001