



2022 ANNUAL REPORT



GOVERNOR OF QUEENSLAND

Message from the Governor of Queensland

As Patron of the Queensland Braille Writing Association, I extend my congratulations to the remarkable Braille House on another successful year of operation and, on behalf of all Queenslanders, thank their management committee, staff, volunteers and members for their ongoing commitment to people living with blindness or impaired vision.

The organisation's 125 years of successful operation demonstrates not only that enduring commitment, but that the services it provides remain valued and relevant, and that the association has continuously and successfully adapted to the many societal and technological changes it has confronted since 1897.

This was seen clearly during 2022 in the awards received for its Braille Awareness Shows and for its Tactile QR Code Indicators. It is also evident in the commitment to upgrading its website to enhance access to the library, and in its continued focus on finding new and better ways of providing greater inclusivity for its members and clients.

As Governor of Queensland, I was particularly pleased to see Lamington Day launched as a new fundraising initiative in honour of Lady Lamington. As the wife of Queensland's eighth Governor, Lady May was a practical, hard-working woman who took her role very seriously, describing it as 'no fine lady's craze or fashionable hobby'. It was therefore not surprising that she was one of the seven women who met in the Telegraph Chambers in Adelaide Street in 1897 to form the Queensland Braille Writing Association.

I am very pleased that the association between Braille House and the Governors of Queensland has continued and wish the association continued success in the years ahead.

Her Excellency the Honourable Dr Jeannette Young AC PSM
Governor of Queensland



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Celebrating 125 wonderful years

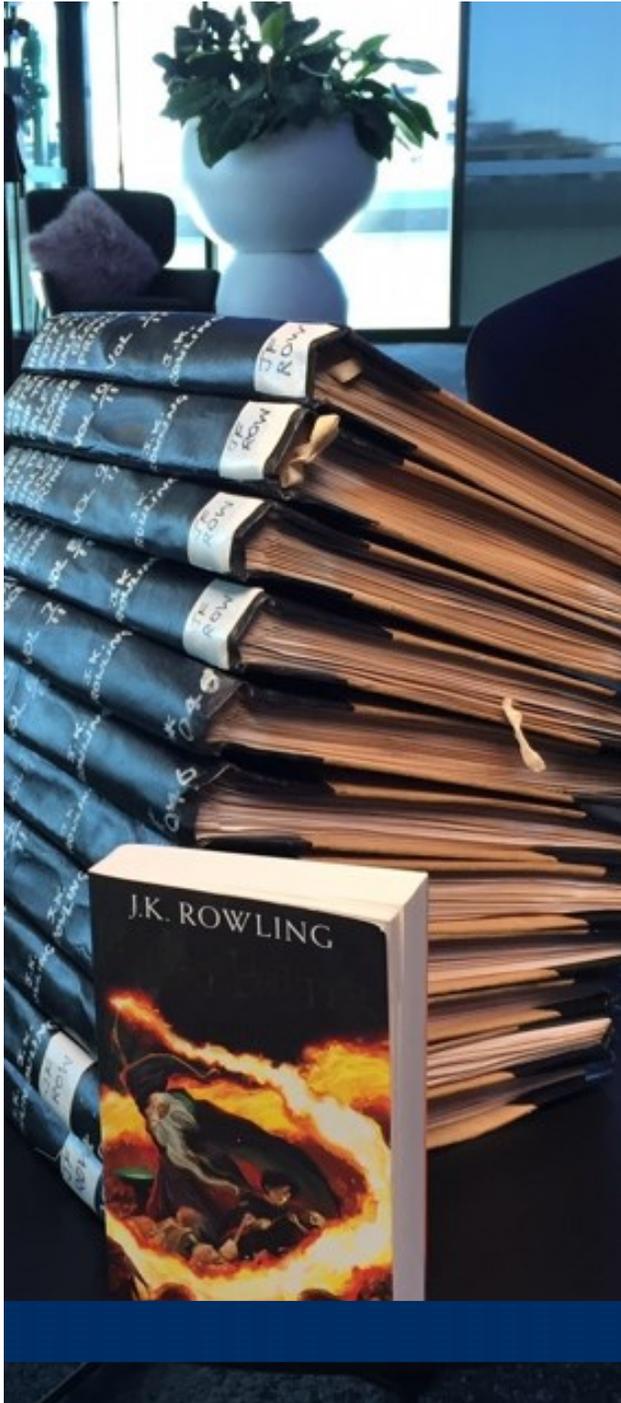
2022 marked the 125th Anniversary of Braille House, or as it was known at the beginning, the Queensland Braille Writing Association.

Literacy was important in 1897 as it is today. Reading and writing are the foundations to literacy and braille is the tool for people who are blind or have low vision to achieve this.

We celebrated our 125th Anniversary in style. Her Excellency the Honourable Dr Jeannette Young AC PSM Governor of Queensland, hosted a reception at Government House (Fernberg). We had a volunteer reunion at Braille House that was attended by many past and current volunteers and we also went on a volunteer's bus trip to a special luncheon by the water.

As we look ahead to the future, we are reminded that Braille House has an important role to play in our society and that is to ensure that people who are blind or have low vision are getting access to reading material and other services that allow them to live a productive, independent and successful life.





Management Team Report

This year we have consolidated the reports from the Chair, the Management Committee and General Manager to provide you with a comprehensive report that covers all that has happened since our last report but also give you an insight into what you can expect for 2023.

2022 was a very special year for Braille House as we celebrated our 125th Anniversary of the formation of the Queensland Braille Writing Association with some very special events to recognise the volunteers who have been making a difference in the lives of people who are blind or have low vision since 1897. We maximised the opportunity to promote this special occasion with exposure across multiple media channels including Social Media, Outdoor, Cinema, Radio and Television. This was a successful strategy with additional interest in our activities throughout the year from across Brisbane and right around Australia.

2022 also saw the introduction of a new Strategic Plan that will lead our direction until 2025. The Strategic Plan identifies the vision that we are all working towards and the strategies that we are focussed on to ensure that vision is secured. Integrated into the plan are a set of values that the organisation has now officially adopted. Values are an important part of organisational culture and they are critical to ensuring the success of Braille House. Thank you to all the staff and volunteers that participated in the consultation process that we undertook to develop the Strategic Plan. Your input and ideas were inspiring. You can see more about the Strategic Plan on Page 7 of this Annual Report and, of course, you are welcome to discuss the Strategic Plan with Richard and the Members of the Management Committee at any time.

Another massive project being undertaken in 2022 which will continue in 2023 and beyond is the property piece. The Braille House Management Committee, alongside the General Manager, have been working hard to ensure the future of the organisation is secure. Work has progressed on plans for a fit for purpose building that will allow the staff and the volunteers to do their valuable work in a safe and welcoming environment. The first step was to maximise the potential of our property and we have done this by subdividing and selling part of the block to developers who plan to build a childcare centre. You will have seen that the developer has undertaken quite a bit of work already but there is a lot more to be done. Braille House will work to ensure the safety of visitors during periods of activity and we will keep you up to date on where things are at.

Continued over page



Jacqueline Parker
(Chair)
BCom, Dip FP
Cert IV TAE



Barry Oliver
(Treasurer)
Phd , Grad Dip
(Psych), M
Econ, B.Com,
CPA (Fellow-
retired), GoAH



James Grant
(Secretary)
MFP, Adv Dip
Financial Services



Amanda Acutt
BA (Hons) LLB (Hons)
PhD



Nigel Harris AM
MBA, CFRE,
GAICD



Heidi Monsour



Vickie Anderson
BS in Orientation &
Mobility, MS in Vision
Rehabilitation Therapy



Richard Barker
General Manager

Once the proceeds of the sale are available, we will then focus on the building of a dedicated facility that will house all of the activities of Braille House including the library that will serve the blind and low vision community well into the future. We are hoping for and working towards obtaining support from wherever we can get it to ensure that the building truly meets the needs of our community as well as those who are working hard to provide for those needs.

Revenue from grants and donations continues to be an important aspect of income generation for Braille House but, this alone doesn't cover the operational costs of the organisation. We have been in regular contact with various local, state and federal government departments and we are continuing our efforts to secure ongoing funding. We are also focussed on obtaining funding from the three tiers of government to help us build our new building.

In addition, our advocacy activities with all levels of government remain high on the agenda as we continue to raise awareness of the significance of braille.

The Braille House library continues to grow and evolve to ensure that we have the materials that Australian's love to read, our magazines are always very popular and Braille House is still the only provider of these in Australia. Our Australian content is a growing and is an important component of our collection. Contemporary Australian stories are becoming even more important as is it becoming increasingly more difficult to source these books in braille or ebraille formats.

The process of integrating our catalogue with the Accessible Book Consortium (ABC), which will allow us to access 820,000 titles in 80 languages is well underway and we are looking forward to accessing more of these titles and sharing our Australian stories with the world.

The General Manager (Richard Barker), The Chair of the Management Committee (Jacqueline Parker) and all members of The Management Committee would like to take this opportunity to again thank our many donors, supporters and volunteers. We couldn't do what we do without you.

The Management Team

Braille House Strategy 2022 – 2025

“THE WORLD AT YOUR FINGERTIPS”

OUR MISSION:

To empower people of all ages who are blind or have low vision through alternative formats.

OUR FUTURE:

More people using Braille more often	The default provider of Braille training	Widely used national library service	An effective advocate for the benefits of touch literacy
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Larger, well trained and better equipped team organised in specialist roles, embracing a team-based culture, in new custom designed premises.
Greater diversity and certainty of funding.

VALUES:

Integrity	Respect	Empowerment	Sustainability	High Expectations
We do what’s right and act with kindness, transparency, and honesty.	All our interactions are constructive, collaborative, and considerate of others. Together we deliver our best.	We provide opportunity for all – clients, volunteers, and staff - to be involved and do their best.	Building on our foundations, we look forward and adapt to change to ensure longevity.	We are committed to providing our clients, the community, and one another with high-quality service and resources

STRATEGIES:

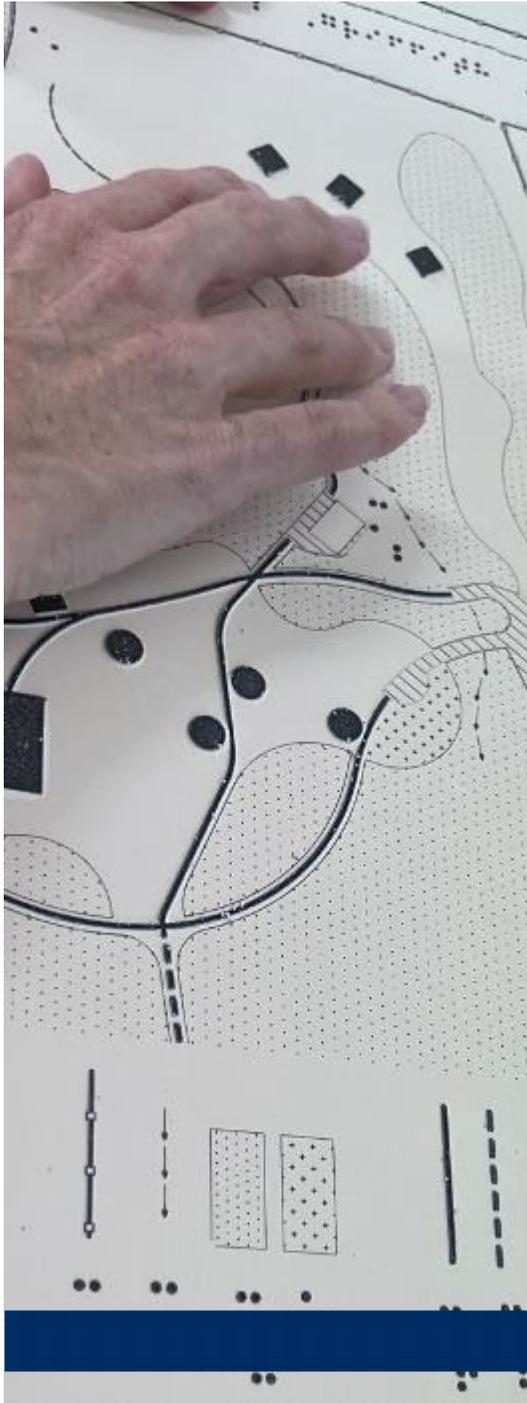
Develop a sustainable Braille training business <ul style="list-style-type: none"> Establish market potential Engage NDIS package managers Build training capacity Systematise the training approach 	Encourage widespread use of Braille library services <ul style="list-style-type: none"> Review the proposition to maximise membership and encourage usage Develop production and distribution capacity 	Pursue viable ‘fee for service’ Braille business <ul style="list-style-type: none"> Seek ‘ideal’ fee for service opportunities Develop production and distribution capacity 	Advocate for the benefits of touch literacy <ul style="list-style-type: none"> Create the compelling case for support Develop collateral materials Collaborate with like-minded partners
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ENABLED BY:

A passionate, engaged and capable team <ul style="list-style-type: none"> Update recruitment, induction and onboarding A systemised approach to training staff and volunteers 	Upgraded, fit for purpose systems and facilities <ul style="list-style-type: none"> Review and upgrade equipment Low-cost cosmetic building improvements Plan and develop new premises 	Financial sustainability <ul style="list-style-type: none"> Seek government and philanthropic funding Encourage NDIS funded training Ensure longer- term security 	Sound effective governance <ul style="list-style-type: none"> Improved market and performance information Appropriate risk management Legal and regulatory compliance
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SUCCESS MEASURES:

Training graduates and \$ return	Library membership # and usage	\$ return from Fee for Service	Increase in public use of Braille
Staff and volunteer engagement	\$ Funding - Government & Philanthropy	Financial surplus	Compliance
		Redevelopment project on track	



Alternate Format Production at Braille House

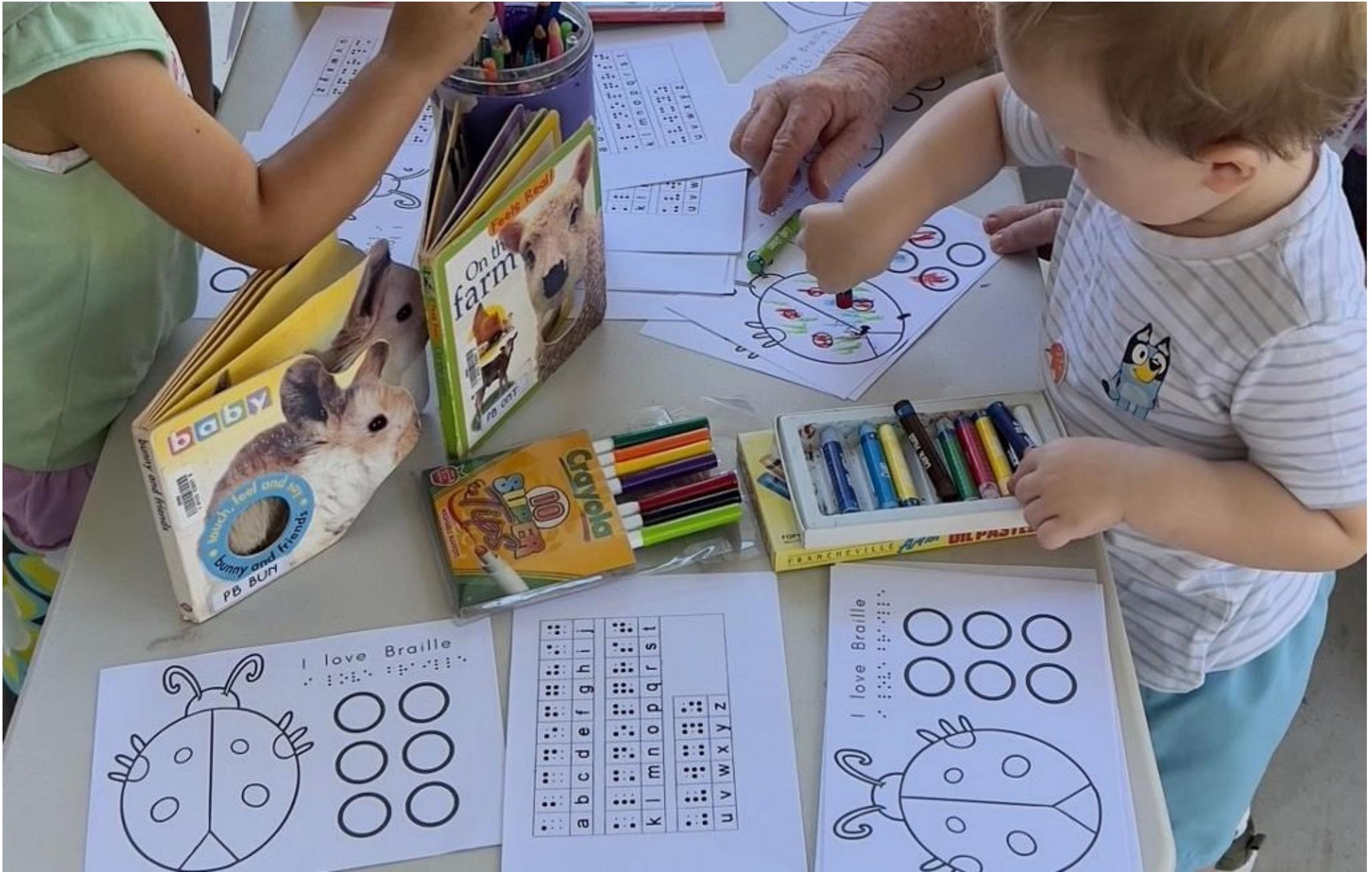
Information can be supplied in a variety of ways by Braille House, there's Braille and Moon for reading and there is also large print and even audio. We get asked a lot how we can assist organisations and individuals to provide information in alternate format and which would be the best method to use. There are many factors that influence our answer. The simple answer is "in a format that can be easily understood by the end user".

Menus are a great example of what we are able to produce in alternate formats, they can be provided in Braille or Large Print so that any patron that visits a venue is able to read the menu with ease which is a great way to be inclusive and accessible. We can even include tactile maps and staff training in assisted mobility and disability awareness.

A project that we undertook in 2021 was the Braille Emergency Evacuation Information Packs, these were supported by the National Australia Bank (NAB). The packs included important information about what to prepare and how to keep yourself safe in an emergency. These packs were distributed free to Fire and Emergency Services right across Australia and were also available on our website for FREE.

Braille House is pleased to continue to be able to provide a range of services for the blind and low vision community. We produce maps, business cards, newsletters, important documents, certificates and a whole range of other tactile, large print and audio materials at affordable prices.

More information can be found on our website www.braillehouse.org.au





Braille House Wins National Awards

Braille House is more than a library, in fact, there are braille classes, advocacy initiatives, transcription services, accessibility reference groups, tactile consulting and research and development of new tactile products to assist people who are blind or have low vision.

Braille House was named as the winner in both the judged category and People's Choice category for the What's On 4 Kids Awards for Best Volunteer Led Activity in 2022.

The Braille Awareness shows that are facilitated by Braille House are a great way to increase awareness and understanding to the wider community because these shows are designed for sighted people and provide insight into how people who are blind or have low vision access the printed word.

We were also awarded the "Best Assistive Technology Product" at the 2022 Australian Disability Service Awards for our Tactile QR Code Indicators. This simple design has changed the way that people who are blind or have low vision interact with QR Codes. Read more about this on the following page.





Tactile QR Code Indicators

Tactile QR Code Indicators are a product that Braille House developed when it was realised that QR Codes were difficult to use for people who are blind or have low vision.

The feedback was that people had to ask for assistance, or hand over their phone for someone else to scan for them and neither of these options allowed the person to scan independently. We then set about designing a product that was both easy to use and universal to use across QR Code types.

We came up with a design that incorporated text saying “Please scan the QR Code below” and then a tactile box to indicate where to scan and since the development of this product, they have been very well received by the market.

The appetite for accessibility and inclusion, has been refreshing as the Tactile QR Code Indicators have been popular, particularly so with Councils who were early adopters and we had orders from all over Australia. We have even had orders from as far away as the UK and the USA.

We will continue to sell these as we have had orders from many different industries including hospitality, health and other industry bodies that want to make sure that their venues are accessible. The QR Codes have been utilised by health officials to contact trace, but, they can be used to launch all sorts of apps and can also be used to scan QR Codes for things like Wi-fi.

2022— LIBRARY IN NUMBERS



Library Books Transcribed

Adult

41 books /202 volumes - Braille

29 books - Ebraille

23 magazines - Ebraille

Young adult

9 books / 41 volumes - Braille

Junior fiction

35 books/ 58 volumes - Braille

Picture books

40 books - Braille

125 Braille books / 341 volumes -

+

52 - Ebraille

TOTAL - 177 new titles added in 2022

Total braille pages produced - 57,237

Library Loans

Adult Braille: 311 titles / 1471 volumes

Adult Moon: 17 Titles

Young adult: 16 titles / 72 volumes

Junior fiction: 91 titles / 255 volumes

17 books - Ebraille

71 magazines - Ebraille

443 - Magazines

337 - Picture Books

1,303 titles / 1,798+ volumes across all Braille, Ebraille and magazines borrowed by readers in 2022

Abridged Financial Statements

Income Statement

For the Year Ended 31 December 2022

	2022	2021
	\$	\$
Income		
Braille production	106,754	74,649
Interest	78	1,512
Grants	119,185	100,296
Donations and bequests	221,762	209,978
Dividend income	-	7,888
Rental income	6,400	3,084
Member subscriptions	1,091	1,628
Craft sales	-	177
Other revenue	38,605	10,750
Increase in fair value of investments	(4,358)	13,216
Total income	489,517	423,176
Less: Expenses		
Accounting fees	-	91
Advertising and promotion	835	2,104
Audit fees	3,500	4,000
Bad debts	-	195
Bank charges	1,665	2,750
Braille library	12,220	11,877
Cleaning and pest control	8,117	8,820
Computer expenses	7,218	8,344
Consulting and professional fees	-	50,240
Depreciation	36,288	38,300
Electricity, gas and water	5,852	7,297
Equipment < \$300	-	211
Fire protection and security	5,222	8,634
Fringe benefits tax	-	2,364
Fundraising expenses	209	200
Hire of equipment	2,208	861
Insurance	13,342	11,159
Loss on disposal of assets	-	9,015
Leave pay	30,135	5,831
Printing, stationery and postage	13,184	4,929
Rates and taxes	1,461	1,407
Reading and writing competition	4,955	3,140
Repairs and maintenance	7,887	15,384
Salaries	352,974	302,448
Staff amenities	7,835	3,648
Subscriptions	100	375
Sundry expenses	6,451	7,478
Superannuation contributions	36,028	28,357
Telephone and internet	3,552	4,991
Travel expenses	-	635
Total Expenses	561,238	545,085
Deficit for the year	(71,721)	(121,909)

The accompanying notes form part of these financial statements.

1

Statement of Assets and Liabilities

As Of 31 December 2022

	2022	2021	
Note	\$	\$	
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	511,007	250,838
Trade and other receivables	5	4,514	1,932
Investments	6	-	277,777
TOTAL CURRENT ASSETS		515,521	530,545
NON-CURRENT ASSETS			
Property, plant and equipment	7	2,598,474	2,623,642
TOTAL NON-CURRENT ASSETS		2,598,474	2,623,642
TOTAL ASSETS		3,113,995	3,154,187
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	8	32,044	30,650
Employee benefits	9	43,710	16,875
TOTAL CURRENT LIABILITIES		75,754	47,525
NON-CURRENT LIABILITIES			
Employee benefits	9	11,724	8,424
TOTAL NON-CURRENT LIABILITIES		11,724	8,424
TOTAL LIABILITIES		87,478	55,949
NET ASSETS		3,026,517	3,098,238
MEMBERS' FUNDS			
Retained profits	10	827,721	899,442
Asset revaluation reserve	11	2,198,796	2,198,796
TOTAL MEMBERS' FUNDS		3,026,517	3,098,238

The accompanying notes form part of these financial statements.

2

*Full financial statement available on request to members

Thank you to all contributors and donors to Braille House in 2022

Not-for-profits

Brisbane Writers Festival
Hand Heart Pocket
Guide Dogs Qld

Grants

Brisbane City Council
Guide Dogs Victoria
National Library of Australia
Specialist Disability Support in Schools Program

Foundations and Trusts

50-50 Foundation
The Courier-Mail Children's Fund
The Lord Mayors Charitable Trust

Corporate Partners

Billykart Kitchen
Community Co Recycling Pty Ltd
Containers for Change
Pak-Tech Pty Ltd
PayPal Giving
Play for Purpose

Goodwill Projects Pty Ltd

Grill'd Pty Ltd Fairfield

Logan Central Library

Mode Design Corp

Mullins Lawyers

Samtay Group

Sell & Parker

St Joseph's Nudgee College

Trojan Investment Management P/L

Unity Alliance

VC Poetry - Poetry Care for the Soul

Donors

Robert Abbey

Jeff Alchin

Peter Ammundsen

Debbie Bailey

Sonja Baillie

Tonia Baker

Thomas Baker

Darren Bambrick

Richard Barker

Kris Bascomb

Justine Battye

Wayne Beech

Paul Bell

John Berry

Beverley Best

Drew Bettison

Aditya Bhargava

Brahaspati Bhagwan

Renuka Bhoge

Emma Boon

Emily Bowman

Ailsa Boyd

Anne-Maree Brady

Jennine Brown

Leslie Buchanan

Greg Burns

Ella Butner

Michael Buys

Margaret Byrne

Mary Byrne

Heather Campbell

Marilyn Carey

Margo Carwardine

Helen Chau

Christine Chen

Laurie Chesterfield

Lauren Chisholm

Renee Cohen

Thalia Collard

Lilli Coogans-Sorby

Donors Continued

Paul Cook	Ryan Hansen	Steve Krause	Theresa Osborne
Tim Cook	Nigel Harris	Daniel Leung	Mary-Anne Pagliaro
Vicki Couzens	Greg Hill	Chris Lock	Alison Palmblad
Elizabeth Cowie	Alec Hillman	Paul Lynch	Mike Palmer
Kylee Dallimore	Len Hogan	K. Patrick Mahoney	Brett Parker
Rebecca Daniells	Andrew Holden	Warren Manganaro	Daniel Parsons
John Davenport	Robyn Hudson	Jai Mata Di	Telia Pauchet
Maureen Davey	Julie Hyland	Annastasia McAlear	Anne Pettigrew
Liam Davis	Barbara Jacob	Case & Kirsty McCaul	Steven Pike
Paul Davis	Rishabh Jain	Burk McCaul	Michael Piper
Angela Davoli	Brian James	Gordon McCrone	Adrian Pluis
Dennis Denman	Leander Jeyamoney	Steve McDonald	Janine Plummer
Aleisha Domrow	Bernadette Jolley	Sue McDonnell	Rhiana Rabiuss
Teresa Doyle	Lisa Jones	Bethany McGuire	Aaron Radford
Pranav Edpuganti	Krirkyot Kaewpijit	Jeff McKee	Karthick Rajasekaran
Paul Elliott	Jason Kehl	Val Millican	Gayle Randall
David Ellis	Anthony Kelly	Halley Moulin	Fred Reis
Kimberley Engels	Michelle Kemp	Patricia Mullaney	Jay Richards
Sofie Falkenbach	Elizabeth Kenny	Andrew Mullis	Gillian Richardson
Ian Fleetwood	Gina Kerr	Prashiita Naidu	Karen Richters
Yvonne Graham	Simon Keyser	Gail Newman	Liza Rosati
Annie Green	Kay Kieu	Chandler Newman	Jo Rose
Anne Grieves	Patricia Killelea	Frederick Ng	Brenda Rutherford
Rebecca Hage	Gary King	Levi Obijiofor	Damian Rutherford



Donors Continued

Adam Rye	Ram Shivneel	Leigh Stower	Iain Ward
Adam Salter	Kris Siddle	Matthew Surtees	Anjali Warriar
Chris Sartori	Edward Silva	Riley Thompson	Kimberley Washington
Joyce Scerri	Helen Simon	Manish Tiwari	Jean Weaver
Maggie Schafer	Haiman Singh	Victoria Tonkovic	Hazel Wells
Sarah Scott	Parminder Singh	Bernadette Trounce	Duane Wilson
Diana Sedlarevic	Errol Smith	Joanne Venturato	John Wilson
Shashi Sharma	Gail Smith	Lesley Vick	Jane Woods-hudson
Paula Shaw	George Smith	Leo Vollmerhause	Brigit Workman
Justin Sheardown	Doug Sparkes	Camilla von Pfyffer	Madeline Worner
Doug Shearman	Shane Stockhausen	Sue Wagner	Erika Zeleckyte

The Braille House Management Committee, on behalf of all of our readers, would like to thank each and every donor and supporter for their contribution to Braille House.

We rely on your generous donations to continue our important work of producing and providing tactile materials for Australian's who are blind or have low vision.

THANK YOU!

Thank you to all Braille House members in 2022

Amanda Acutt
Vickie Anderson
Annette Arndt
Richard Barker
Elaine Bedford
Emma Boon
Ailsa Boyd
Leslie Buchanan
Cynthia Bush
Margo Carwardine
Candice Chester
Eileen Davis
Angela Davoli
Jack Glendenning
Anne Hampton
Nigel Harris
Gwen Isaac
Patricia Johnson
Gina Kerr
Kay Kieu
Tom Macmahon
Heidi Monsour
Barry Oliver

Jacqueline Parker
Gayle Randall
Genamarie Richards
Wendy Sara
Helen Simon
Gail Smith
Jackie Sorensen
Malcolm Thomas
Sandra Vinson
Sue Wagner

Life members

John Davenport
Penny Harland
Gwen Hay OAM
Margaret Hinkler
Leona Kitson OAM
Mhairi McDonald
Jan Moody OAM
Judith Nothdurft
Dell Purtill OAM

Family memberships

James Grant & Family

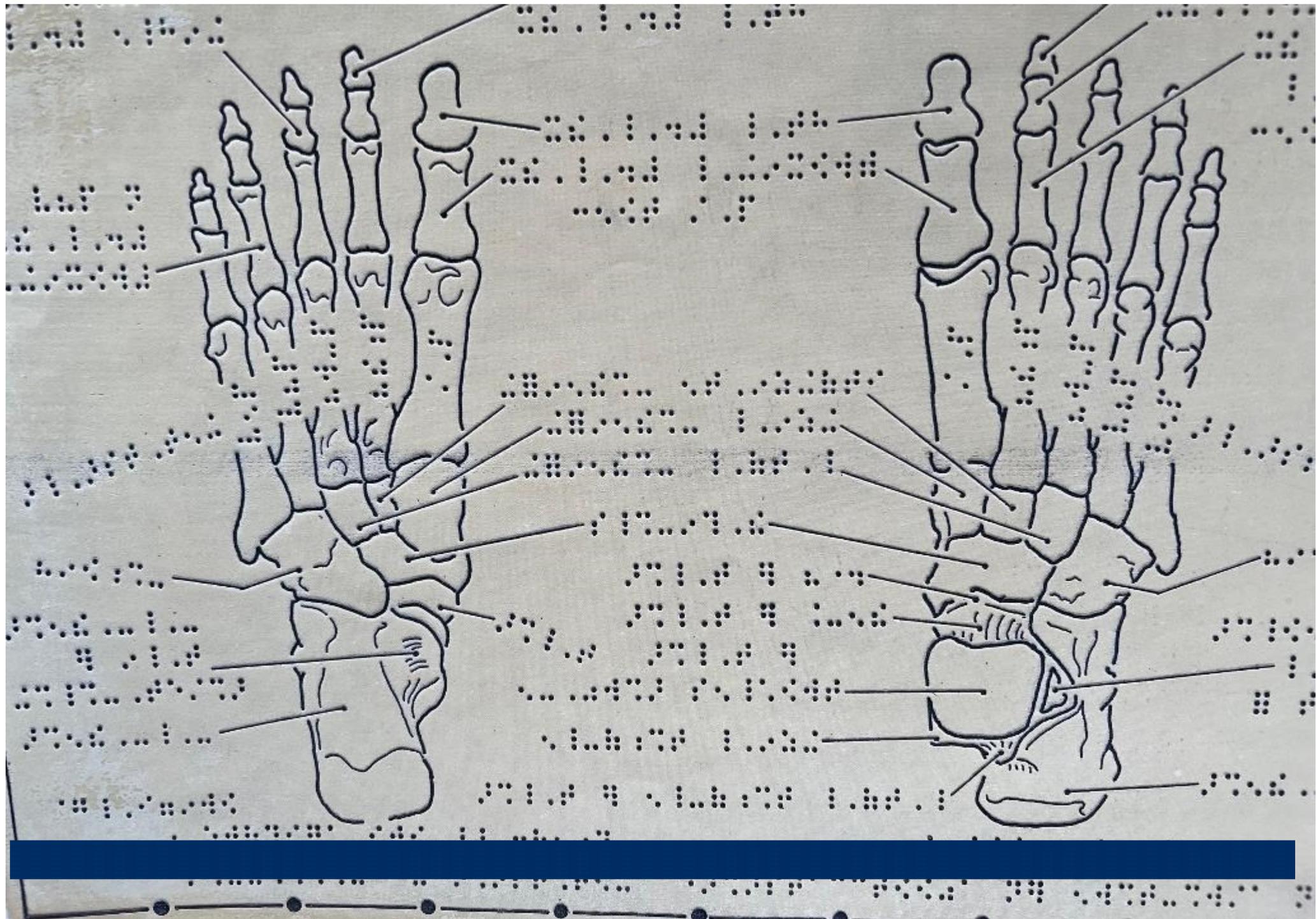
Bruce & Victoria McCaul
Graeme & Anne Tann

Corporate library memberships

Cardiff South Public School
Mount Carmel College
Next Sense
Woollahra Municipal Council Preschool



Life Membership Awarded to Mr John Davenport



Thank you to all Braille House volunteers in 2022

Amanda Acutt
Wendy Alexander
Vickie Anderson
Jennifer Baker
Denise Blumke
Ailsa Boyd
Vera Cahill
Margo Carwardine
Frances Cooke
John Davenport
Angela Davoli
Janet Douglas
Jack Douglas
Grace Ellis
Marget Elson
Wai-Ping Fung
Jeannie Gamble

Holly Gartside
James Grant
Sue Greenall
Julie Hammond
Nigel Harris
Gwen Hay OAM
Matthew Hicks
Margaret Hinkler
Karen Ho
Kathryn Hooper
Jennifer Horn
Shirley Horton
Karen Jones
Joel Keeffe
Dale Kentish
Mary Kentish
Heather Landers

Eva Lo
Jan Lorimer
Karen McClure
Helene Merker
Heidi Monsour
Kerry Moulton
Mala Nambiar
Chandler Newman
Barry Oliver
Jacqueline Parker
Kathryn Pell
Hanna Pickersgill
Kerstin Reimers
Margaret Rein
Cathy Roseman
Gillian Ryan
Sue Schwartz

Jackie Searle
Linda Slemint
Gail Smith
Jackie Sorensen
Kate Stephens
Max Stephens
Darren Stuart
Anne Tann
Graeme Tann
Malcolm Thomas
Wandy Tung
Sue Wagner
Rosalin Xie

Braille House is supported by a diverse and talented group of volunteers that work across all aspects of the organisation. This includes general help, library services, tutoring, production, proof reading, binding, administration and presentation of our Braille Awareness Shows.

To all of our wonderful volunteers, we say thank you.

Corporate Governance

QBWA Management Committee Package and Composition

The Braille House Management Committee Package exists to ensure sound governance of the organisation starting from the top. The document sets out the Management Committee's roles, responsibilities and Code of Conduct. The package also includes the Management Committee's competency matrix to ensure a competent and diverse set of skills, experience and knowledge exists amongst the Management Committee members.

Role and Conduct of the Committee

The Management Committee continues to focus on prudent stewardship of Braille House resources.

Management Committee meetings were held bi-monthly (every second month) in 2022. The decision was made to reduce the time spent on reporting to the Management Committee by the General Manager. As a result the Management Committee held 6 monthly meetings in 2022, as well as the Annual General Meeting.

The work of the Management Committee to simplify financial management continued in 2022 with a lot of processes previously being implemented being considered in excess of the Management Committee's needs. This has allowed Braille House to redirect the time of its most valuable resources, the staff and volunteers, towards refocusing on the new strategic plan.

The focus on achieving better utilisation of the organisation's largest asset, the property, continued in 2022 with a contract completed for the partial sale of excess land.

The Management Committee works closely with the General Manager to whom it has delegated day-to-day responsibilities and activities whilst still ensuring appropriate governance and quality checks. The Management Committee receives a report from the General Manager at each of its meetings which includes, among other things, reference back to the Strategic Plan.

The names of the Management Committee members including qualifications are contained on page 6 of this report. More details can also be obtained from the Braille House website.

The Management Committee currently operates a Constitution subcommittee and an Investment subcommittee which make recommendations to the full Management Committee.

Corporate Governance continued

Conflict of Interest

To ensure prudent decision making, Management Committee members are required to:

- disclose all potential conflicts of interest;
- avoid real or apparent conflicts of interest;
- not give preference to any person, organisation or other interest group as a result of any private association with that person, organisation or interest group;
- not solicit or receive any benefit in return for services performed as a Management Committee member;
- immediately on becoming aware of any conflict between private interests and official duty, whether real or apparent, disclose details to the Management Committee; and
- immediately disclose any connection whereby relatives, close friends or business partners are connected in any way with the functions of the organisation.

On receipt of a disclosure from a Management Committee member the Management Committee will determine the extent of any conflict of interest and direct any action required to resolve the conflict.

In further demonstration of its commitment to conflict management the Management Committee has introduced a Register of Interests which has been completed by each Management Committee member. This register can be made available for any member who has concerns of any such conflict, Ethical Standards and Performance

In addition to the Management Committee's Code of Conduct and the quality management systems, there exists an organisational Code of Conduct which applies to all staff, contractors and volunteers. Braille House prides itself on the professionalism and ability of its employees and volunteers, including Management Committee members, to meet community needs. We strive to be a leading service provider and to provide a safe, healthy and happy workplace for all.

This Code of Conduct is designed to ensure that all Braille House personnel and community members are treated in a manner that reflects the mission, culture and legal obligations of the organisation. To this end, the Code of Conduct addresses, among other things, workplace health and safety, human rights, privacy/confidentiality and behavioral matters that must be adhered to.

Auditors.

The Management Committee has retained external auditors to audit the organisation's finances annually. All auditor reports are presented to the Management Committee for consideration and action if required.



Cultural Heritage Significance of Braille House

The collection has historical significance as it contains well provenanced material that documents the history of the QBWA and the evolution of braille technologies.

The collection has local and national historical significance as the moveable collections describe important relationships and connections between the QBWA, the Brisbane community; its staff, clients, volunteers, benefactors and donors. The collection also relates to other like-minded organisations such as the State-Wide Vision Services (including the Alternate Format Library), Narbethong School, the Queensland Blind Association and Vision Australia.

No other holdings in Australia or internationally were found of the breadth and scale of the Braille House collection whereby collections included items representing the themes addressed in this Significance Assessment i.e. Libraries, Archives, Braille Writing and other Assistive technology, Tactile Collections, Heritage and Artworks .

The collection has potential research significance because of the large collection of braille machines relating to Unified English and Moon scripts and is representative of the sustained emergence of new technologies. The significance is enhanced as the collection represents the most complete timeline of Braille equipment surviving in Australia. The research potential lies not only in Australia, but internationally due to the regard for the Moon collection of books and machinery which represent the largest collection in the southern hemisphere.

Several collection items hold aesthetic significance, especially the 19th century Orchestral Regina gifted by Mrs T.O. Cowlshaw to the QWBA in the 1920s and the beautiful, unique handmade wooden masters that are used to create tactile calendars and publications. Made by volunteers, these masters represent all manner of animals, insects, flowers, vegetables, boats and motor vehicles amongst others.

As a large and interlinked collection, it has vast interpretive potential based around the evolution of braille technology and the printing of braille books. The potential is enhanced by the historic research and rarity values embedded in the entire collection, which has the potential to reveal information about the QWBA itself, early Brisbane community and the evolution of braille writing in Queensland.

*These are extracts from the Cultural Significance Assessment Report.

**This Report was compiled by Lisa Jones and Christine Ianna, Museum Consultants.



How to get involved

Volunteer

Volunteer and benefit from developing new skills or updating existing skills whilst making new friends and feeling a sense of community and personal satisfaction.

Donate

Approximately 70% of our funding comes from donations and fundraising. We greatly appreciate any one-off or ongoing donations to keep Braille House going. Please go to www.braillehouse.org.au and click on the "Donate" button to conveniently and easily give.

Fundraise for us

Our fundraising enables everyone to fundraise for us. Whether it be a morning tea, sponsored team in a walk/run, an a-thon of sorts or an event like a wine tasting, fundraising is fun and satisfying. Don't want to organise a fundraiser? – then volunteer at Braille House to help out with the fundraising event organised by us.

Become a member

Become a member of our community for FREE (individual) or \$40 per family. Membership provides a vote at the AGM, attendance at our Member's Christmas morning tea, as well as VIP offers, discounts and communication on all the other events and activities happening in our community and partners.

Shop

Braille House has an online shop that sells a range of products available.

Corporate involvement

Braille House works with all types and sized organisations to create mutually beneficial partnerships based on common values and shared objectives. Many of the involvement opportunities may provide a tax deduction/benefit. Please contact Braille House on 07 3848 5257 and ask to speak with our General Manager (Richard Barker) to discuss opportunities further.

Gift on your behalf

Have everything you need? You can request that wedding or party guests donate to Braille House in lieu of a gift.

In Memoriam gift

Commemorate your life and/or the life of a loved one by requesting donations be made to Braille House at the passing, creating a lasting gift.

Make a bequest

Your bequest to Braille House, no matter how small, will be greatly appreciated and your legacy will support us and our community to continue our vital work.

Get involved

Visit our website www.braillehouse.org.au for more information on how you can get involved, follow and like us on social media, or call us on 07 3848 5257 to learn more.



BRAILLE HOUSE

THE WORLD AT YOUR FINGERTIPS

www.braillehouse.org.au

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