

RAE ASSOCIATION (VIC) INC.

Reg No. A0046126U

MINUTES of 14th ANNUAL GENERAL MEETING

Date of Meeting: 10th April 2018 at Dublin Road, Ringwood East, Vic.

Opening: The President declared the meeting open at 1505 hours.

1. Attendance:

Chair: Willem (Bill) van Ree.

Present: As per attached – **See Annex A to this report** (22 members present and 9 Committee)

Apologies: As per attached – **See Annex B to this report**

Guests: Nil

Proxies Held: Twenty Four (24) – Resolutions 8.1 (24); 9.1 (24); 9.2 (22/2), 9.3 (24)

Voting : To pass Special Resolutions – 23 people must vote in favour (75.0%) – no Special Resolutions to be passed

2. Vale: Minutes silence for our fallen comrades Listed at Annex C

3. ODE Vice President, Ted Boltong

4. Minutes of Previous Annual General Meeting

Minutes of AGM 11th April 2017 to be approved as read

Moved Austin Byrne, seconded Neville Trevena, that the minutes Annual General Meeting of the Association of the 11th April 2017 be accepted.

Carried by show of hands

(Unanimous)

5. Business out of the Minutes

Nil

The President invited any members with a particular concern from the previous minutes to provide details so that the concern can be addressed

6. Reports

6(a) President's Report (Annex D)

The President welcomed members to the meeting and thanked the Colonel Bruce Murray, AM Rtd, Colonel Commandant Southern Region for attending.

The President delivered the report, attached at Annex D paying special thanks to Tony Jackson who has managed the memorabilia for a number of years and for the support that he has provided to many functions, and Don Hughes for his contribution particularly for his efforts with the Sappers Lane and the plaque at the Repatriation Hospital

6(b) Secretary's Report (Annex E)

The Secretary thanked everyone present for their support and attending today's meeting – the report had been provided to everyone by email prior to the meeting plus in addition a copy of the report is in the pack provided to all those attending. The report covers the “operational” aspects for the year – that is what the Association has done, supported and achieved..

There are 328 members.

6(c) Curator's Report –(Annex F)

Mel Constable has been assisting Tony Jackson with the memorabilia. Tony will be standing down from the committee but will continue to support where ever possible. Thanking Tony for his input, Mel has provided the attached as Annex E.

6(d) Treasurer's Report (Annex G)

The Treasurer, Duncan Howarth, presented the statement attached at Annex G explaining some of the rationale behind moving across to the current financial reporting package, “TidyHq”.

Duncan went to thank Peter Washusen for his contribution and assistance.

Duncan explained that the Sapper Summit post out has cost \$3,500 and will certainly have a drain on this year's results. There are 28 unpaid members as at 31st March 2018 and Duncan is concentrating on these.

6(e) Auditor's Report

The Auditor's report was tabled. The Treasurer advised that:

- The financial statements had been certified by a CPA Accountant
- The report covers both financial and administrative matters. There were no significant issues raised.

The Treasurer's Report and Audit were tabled together and considered as one item for voting purposes

Before being asked to vote, the Secretary reminded all members that they have been provided with copies of the reports and the Schedule 1 from Consumer Affairs.

Proposed resolution: “that the reports by the Association Officers and by the Auditor and the financial statements for the period 01st January 2017 – 31st December 2017 be received and adopted.”

Moved Austin Byrne, seconded Jeff Brumhead that the reports be received and adopted.

Carried unanimously by show of hands

7. Ordinary Members of Committee: (Constitution – Division 3 (53 (1) – Page 19)

Proposed resolution “That the number of ordinary members of Committee for 2017 – 2018 be five (5) members.”

No change to current structure which works well.

Austin Bryne spoke from the floor to explain to the members what the proposed resolutions meant and that these conform with the Constitution.

Moved Austin Byrne, seconded Bruce Murray that the Ordinary Members of the Committee remain at five (5) No discussion from the floor

Carried unanimously by show of hands

8. Election of Officers and Ordinary Members of Committee.

At this point the President declared all positions vacant and removed himself from the role and invited Mr Austin Byrne to assume the position of President for the election of Officer Bearers.

Under the model rules, a person can self-nominate and there is no requirement for a seconder. Secretary has handed onto Austin nominations from the current committee seeking re-election.

8(a) The chairman called for nominations for the position of: President.

Bill van Ree has provided a written nomination for the position of President.

There was no other nomination, and Bill was declared elected.

Bill asked Austin Byrne to remain in the chair for the remainder of the nominations

8(b) The chairman called for nominations for the position of: Vice President.

Ted Boltong has provided a written nomination for the position of Vice President.

There was no other nomination, and Ted was declared elected.

8(c) The chairman called for nominations for the position of: Secretary.

Jim Davis has provided a written nomination for the position of Secretary.

There was no other nomination, and Jim was declared elected.

8(d) The chairman called for nominations for the position of: Treasurer.

Duncan Howarth provided a written nomination for the position of Treasurer.

There was no other nomination, and Duncan was declared elected.

8(e) The chairman called for nominations for the five (5) positions of Ordinary Member.

Written nominations have been received from Margaret Handte, Mel Constable, Eric Howatt, Peter Washusen and Graeme Lambert.

There was no other nomination, and all were duly declared elected. No further nominations received from the meeting for the vacancy and it will remain vacant until a suitable replacement is located.

Before retiring from Acting Chairman Austin Byrne gave a vote of thanks to the current committee on their efforts

Bill Van Ree accepted the Chair as President and thanked Austin for his assistance

9. Resolutions .

9.1 Fees

Proposed Resolution (Annex H)

Annual Subscriptions

In accordance with the Constitution of the RAE Association (Vic) Inc. (Division 1 – Sub rule 12) I propose that the annual membership Subscriptions for the year 2019 should be as follows:

Ordinary membership (Division 1, Sub rule 12 (1) (a))

That the annual fee for ordinary membership remain at \$20.00 with the subscription to include electronic copies (Email) editions of Sapper Summit or if no email communication is available a hard copy be posted at no extra cost.

Concessional Life Membership (Division 1 – Sub rule 12 (6))

For a member who reaches the age of 65 years (prior to the first of January of the membership year) they may elect to pay a one off subscription equal to ten (10) times the Ordinary membership rate. That is 10 times \$20.00 which is \$200.00. This subscription will include electronic copies (Email) editions of Sapper Summit.

Annual subscription payment date (Division 1, Sub rule 12 (1) (b))

Payment date for subscriptions will be 1st January 2019

Financial year

Subscription will cover the financial year 1st January 2019 – 31st December 2019.

Moved Bill van Ree, seconded David Stevenson that the annual subscriptions, payment date and financial year be accepted as presented.

Carried unanimously by show of hands

10. Ordinary Business

10.1 Endorsement of committee decisions relating to forecasts and standing procedures.

Proposed Resolution “that the Meeting endorse the CoM decisions of the 10th April 2018 meeting relating to the annual budget forecasts, financial delegation, Sapper Summit price and complimentary copies” (Refer to Annex H to these Minutes.)

Moved by Kevin Moss, seconded Colin Bowater that this motion be accepted as tabled.

Carried unanimously by show of hands

10.2 Honarium

Proposed resolution: “That an honorarium of \$500.00 be available to be allocated between President and Secretary for the 2018-2019 year. The Committee to decide on the actual split-up”.

Neville Trevena questioning if the amount allocated is considered adequate bearing in mind the rising costs associated with running an expanding organisation, suggesting the committee consider increasing the honorarium.

The suggestion was noted for action at for the next AGM

Moved by Peter Washusen, seconded Colin Vincent that this motion accepted as tabled be accepted.

Carried unanimously by show of hands

10.3 Appointment of Auditor 2018

Current Auditor has confirmed availability to continue providing the service as Auditor for 2018 (for the period 01st January 2018 – 31st December 2018)

Moved by Duncan Howarth, seconded Chris Costello that this motion is accepted as tabled.

Carried unanimously by show of hands

GENERAL BUSINESS ITEMS

10.4 Adoption of Association Mascot

A member of the Association, Don Hughes has an Assistance Dog, “Zeus”. In recognition of Zeus’ support to Don’s outstanding contribution to the Association it proposed that Zeus be adopted as the Association Mascot from 10th April 2018 until the next AGM.

Moved by Bill van Ree, seconded Jim Davis that the RAE Association adopt Zeus from 10th April 2018 until the next AGM as the Mascot of the Association –

Carried unanimously by show of hands

NON AGENDA ITEM

Scheduling of future AGM

Question

Duncan Howarth raised the future of AGM’s being conducted during the day and felt that we should be looking to hold them in the evenings at a location such as the Ringwood RSL so that those people who work could attend the AGM. –

Response

Bill noted this matter is more for a CoM meeting to discuss. As a start we could look to send out an Expressions of Interest (EOI) for feedback from the members.

Future Expenditure

Question - Neville Trevena sought clarification on proposed expenditure particularly concerning future projects such as plaques or other commitments that have been identified for outlay.

Response – Bill explained that there are a number of projects in the pipe line such as a plaque at the Trades Hall Council (THC) and proposed plaques at the three respective depots but most of these costs would be offset by grants from DVA such as at the Repatriation Hospital. Bill has advised that there has been a provision of \$1,000

Colin Bowater has been involved in the THC project with John Wertheimer and Bruce Campbell. Colin advised that they had received tentative approval from the THC but that there were a number of conditions attached to this approval and at this stage the (the committee) are still working through it.

Colin anticipates that the bronze plaque would costs somewhere around \$1.4K but as mentioned grants will be applied for through the DVA.

Vote of thanks

Austin Byrne raised a vote of thanks to the outgoing and incoming committee.

Colonel Commandant comments

COL Murray advised that he is arranging a tour of Fort Queenscliff for 15th May 2018.

(Details of the Activity have been distributed to members)

Bank Signatories

The Constitution (Part 48 (d) on Page 17 outlines that:

Treasurer's duties – we require **two signatories jointly** on all cheques and internet transfers.

As indicated the two joint authorised signatories to sign cheque or approve internet transfers will be President, Vice President, Secretary and Treasurer namely

11. Date of Next Meeting

Tuesday 09th April 2019 – location to be advised.

12. Closure

The President declared the meeting closed at 1555 hours.

(Original signed)

J.H. (Jim) Davis

Secretary

April 2018

(Original signed)

Bill Van Ree

President

April 2018