

NUNAWADING AND DISTRICT HISTORICAL SOCIETY INC.

MINUTES OF COMMITTEE MEETING 25 AUGUST 2000 AT LOCAL HISTORY ROOM, SCHWERKOLT COTTAGE AND MUSEUM COMPLEX.

1. **Present:** V Arrowsmith (Chair), P Simmenauer (Minutes), J Fry, B Gardiner, Bill Gray, Anne Jones, Frances Warren
2. **Apologies:** B Keene, J Kenny, B Rogalski, K Abbott
3. **Minutes of previous meeting:** Accepted. (Jones/Warren)
4. **Business arising:**
 - Lighting c/f
 - Wheelie Bin c/f
 - Pedal control for transcriber available for test (with recorder and earphones)
 - Questionnaire re hours of activity - too few received to base conclusions about member preferences (14) - see General Business
 - Photography of intersections c/f
 - Leach collection - some documents deposited, F Warren will continue to follow up.
 - Schwerkolt Cottage Pass for members c/f
 - Research requests - A Jones has completed one (Nunawading Cemetery), and is nearly finished the other (Arthur Peake).
 - Municipal Offices objection - meeting to decide action now 18 September.
 - Member renewal forms to be sent with next Newsletter (could not go with last, because new fee had not been ratified by members. Agreed that future fee changes should be put to a general meeting in time for renewals to be sent before the AGM. Definition of Society "year" to be checked in Constitution.
 - NDHS Constitution specifies Committee composition as: Office bearers - President, Secretary, Treasurer, Vice-President, Past President plus 3-7 members.
 - Schwerkolt Cottage Condition Assessment report by VicRoads received - very detailed and informative re conservation considerations. V Arrowsmith will discuss with L Binney on her return (October).
5. **Correspondence:** as listed in Agenda. Notes and actions:
 - Nolene Duff (new Whitehorse CEO) to be invited to Cottage
 - Community Grant this year is \$1800.00 (supposedly less because of GST??) To be investigated.
 - Heritage Festival dates for 2001 30 March - 8 April.Correspondence accepted (Gray/Fry)
6. **Treasurer.** No report. Expenditure approved: Typewriter ribbons \$20.00 (PS) Doll repair \$65.00 (VA), Photos \$297.42 (VA, Voucher \$25.00 (VA) Sound system connectors \$4.25 (EA).
Income \$307.00 for sale of photos, (used to fund copying of early Deaf Society photos included in above).
Agreed to obtain enhanced 8 x 10 copy of Mitcham FC 1921 Premiers photo recently donated, cost \$80.00. (Fry/ Simmenauer)

7. **President's report:**

- Ongoing discussions re progress of Heritage Trail (McCracken house to De Stoop factory site)
- Building Extension - conservation aspects will be dealt with before further discussion of building plans. L. Binney is working on this brief, is unlikely to complete before going overseas. Advisable to wait until her return to continue.
- Discussion of services relocation associated with Deep Creek Road bridge between President and VicRoads - agreed that they will be placed underground - an advantage, whether bridge is built or not. Action soon.
- Fundraising - agreed that action on soliciting Requests from Members be started. P. Simmenauer offered to start a draft of a brochure. Charitable status of NDHS needs to be discussed with the ATO. Directory of Philanthropic Trusts available for consultation in local library. Regular communication with community groups advisable eg Community Houses (Newsletter currently sent), Schools?, Service Organisations? Sponsorships? Members to consider **and discuss** at next meeting
- Friends of Schwerkolt Cottage - Wisteria Day will be 8 October 2000. Events will include Jason (Teddy Bear - stories), Pony rides, Play dough, Drawing, Dress ups, Music (recorded or??). Couldn't afford Brumbies this year - possibility of single musician/troubador to be investigated.

8. **Association of Eastern Historical Societies.**

- Funding seminar very successful - lots of positive feedback.
- AGM at Box Hill Town Hall Saturday 30 September. No nominations for a replacement representative for Bruce Reynolds?

9. **General Business**

- Committee meeting times. As the questionnaire responses and poor return rate indicate little interest by members in changing times or participation on Committee, no change is considered to be appropriate at this stage regarding meeting times other than Committee. However, there was general agreement that the current day meeting time is likely to be a disincentive for many members to participate on Committee, and it was unanimously decided to trial an evening meeting time for the next three months, providing that transport was made available to members who may have difficulties in the evenings. (Simmenauer/Gardiner).
- Acknowledgement was made of the long and valuable contribution made by Jess Barnes to the Society, including Committee membership. A letter of appreciation will be sent to her.

Meeting closed 3.30 pm.

NEXT MEETING: 7.30 PM, MONDAY 25 SEPTEMBER 2000, LOCAL HISTORY ROOM, SCHWERKOLT COTTAGE AND MUSEUM COMPLEX.

NOTE CHANGE OF TIME AND DATE.

DISCUSSION PAPER - MEMBER RESPONSIBILITIES

It is felt that the range of functions needed to be carried out by the Society has widened considerably over the past few years, and that Committee Office-bearers are probably becoming overloaded in their efforts to attend to these.

Committee members are asked to consider some formal allocation of responsibilities to members for coordinating or carrying out the following functions, and to identify further functions that are thought to require ongoing attention. Some functions may be thought to require the involvement of a Committee member, where regular reporting to the Committee is appropriate, others will not. Some functions may be regarded as needing more than one person continually involved, in either a back-up role or as participant.

Please be prepared to discuss this topic at the September Committee meeting.

Preliminary list (not in order of importance)

- Newsletter Co-editors E Arrowsmith/ B Gardiner
- Research - External A Jones
- Publicity & Recruitment B Gardiner?
- Public Programs and Displays
 - Museum
 - External
 - Speakers
 - Schools
- Kitchen & supplies J Fry
- Street Name Project P Simmenauer
- Conservation activities
- Computing E Arrowsmith
- "Greeter" (new members, etc)
- Research - Internal resources
- Friends of Schwerkolt Cottage B Gardiner (Committee)
- Acquisitions (Sub-Committee) President
- Cleaning incl. Working Bees
- Fundraising
- Etc!