

COMMITTEE MEETING, 5 MAY 2003

MINUTES

1. **Present:** V Arrowsmith, J Fry (Chair), W Gray, A Jones, B Rogalski, P Simmenauer (Minutes), J Ventouras
Apologies: B Gardiner, V Jones-Evans, J Kenny, J Miller

2. **Minutes of previous meeting:** Accepted (Arrowsmith/Ventouras)

3. **Business arising**

Publicity Officer - B Gardiner has offered to fill this position, on condition that she be relieved of Oral History Coordination. Offer accepted. Noted that training may be needed for people working in this and other areas.

Newsletter Editor - no offers.

Committee member - Wendy Standfield has accepted a request to fill the Committee vacancy from the June meeting.

June Speaker - PS to phone B Keene to confirm availability

Image policy - members to discuss at next meeting - comments/queries in writing to A Jones beforehand if possible. Procedures document may be ready by then.

Insurance renewal - PS has not yet received a reply to query to RHSV on scope of policy for events such as sausage sizzle.

Subscription rates 2003/2004. Treasurer will make recommendations to next meeting. (Arrowsmith/Jones)

Nunawading Arts Council Grant submission. PS has sent a submission for two small projects of \$500 each: Historical costume event in October, and computer upgrade.

Draft Rules accepted. PS to send to Consumer Affairs Victoria for acceptance. Box Hill, other Societies and Council to be informed of progress once application approved - PS to draft. (Gray/Simmenauer)

4. **Reports**

President - Open Day successful - parking signs to be looked at in consultation with Council. G Hemwood ill - will send Get Well card.

Treasurer - Balance \$5180.78 as at 5 May (incl. Open Day receipts and Schwerkolt pub. Grant)

Payments:	O Huecherig	50.00
	B Gardiner H/K (Open Day)	100.56
	D Jones CD Writer	89.00
	Box Hill HS Books	37.50
	D Jones Installation	200.00
	P Simmenauer P/C	50.00
	Ted Goode Photo	36.00

Receipts	Sale of surplus artifacts	90.00
	Book sales	80.00

\$2000.00 to be transferred from Orchard a/c to current a/c (LIRR fittings)

Received (Rogalski/Jones)

Acquisition sub-committee - will meet quarterly from now on - next 29 July.

J Miller has joined sub-committee

Audio Copying policies and procedures - to come

Recruitment brochure final version (Whitehorse HS) tabled. Nunawading version to PS for limited distribution.
C of W Arts & Cultural Strategy - acknowledgement & response - To L Binnie on Wednesday
Kelvin & Lois talking about car park changes on Wednesday
New Window display Blackburn South "Schwerkolt Cottage"
Morning tea for Councillors 10 am 17 May - come at 9.30 to prepare. Check on acceptances after Wednesday week.
Received (Jones/Gray)

5. Correspondence

As per Agenda, plus:

Inwards

Box Hill HS - Proposed Constitutional changes

C of W - Sue Fallon - 2003 Spring Festival

Joan Rocznok - OK for letter to be used in Newsletter

Kaele Way - thanks

Museums Australia - Map omission

W Bruce Nixon - LaTrobe diaries pub.

Outwards

Newsletters, notices

Historic Houses Trust of New South Wales -

Immigration Museum - All About the Station Pier Project

Inherit Mar 2003

Member Acquisition & Retention Services Workshop

Now and Then Apr 2003

Warrandyte HS Newsletter Apr./Jun 2003

Received (Rogalski/Ventouras)

6. General business

"Bucketful of Berries" - to be sold for \$5 from now on. (Arrowsmith/Gray)

Meeting closed 9.35 pm

Next meeting 7.30 pm Monday 2 June

NUNAWADING & DISTRICT HISTORICAL SOCIETY INC

COMMITTEE MEETING 7.30 PM MONDAY 5 MAY 2003
LOCAL HISTORY ROOM, SCHWERKOLT COTTAGE MUSEUM COMPLEX

AGENDA

1. Apologies
2. Minutes of last meeting
3. Business arising
 - Publicity Officer
 - Newsletter Editor
 - Committee Member
 - Heritage Open Day
 - Speaker for June to be confirmed by B Keene
 - Image policy (Attached) *
 - Insurance renewal
 - Subscription rates 2003/2004
 - Nunawading Arts Council grant
 - Name change and Society Rules
4. Reports
 - President
 - Treasurer
 - Acquisition sub-committee
 - Audio copying policies and procedures
 - Copying of photos procedures
 - Recruitment brochure
 - C of W Arts & Cultural Strategy
 - Window displays
5. Correspondence
 - Inwards
 - ECAG Minutes & Agenda Apr 2003
 - Outwards
 - Peter Henwood - thanks
 - Joan & George Henwood - thanks
 - Frances Warren - thanks
 - Ted Arrowsmith - thanks
 - Joan Roczniak - thanks
 - Phillip Barresi - Pay II Forward program
 - Liz Trotter RHSV - insurance
 - Ken Turner - thanks
 - Neil Brain*
 - C of W Mayor & Councillors - invitation to morning tea Sat 17 May
 - Newsletters, notices
 - Box Hill HS Newsletter Apr 2003
 - International Museums Day 14 May invitation
 - Marking Time Apr 2003
 - Maxus News Apr 2003
 - Peter Nuttall & Associates
 - Placenames Australia Newsletter Mar 2003*
 - Trinity Grammar school history
 - Update Apr/May 2003
 - "Wandering Whittlesea" 3 May invitation
6. General business *Relin about
few remaining*

Next meeting 2 June 2003

ORIGINAL COPY

INVOICE/STATEMENT No. 4A

AKA ^{SOC} ~~ANNUAL~~ DATE 5.5.03
 TO: WHITEHORSE HIST
 SOC - COMMITTEE Meeting
 FROM: B. Rojewski
 TIGER

ORDER No.

Pool as at 5.5.03
 5180.78

Pool cont.

B. Rojewski - OPEN DAY	50	-
D. GARDNER - OPEN DAY 11/12/02	100	56
D. JONES - CD MAINTEN.	80	-
Box Hire Hist Soc - BOOKS	37	50
D. JONES - IN. WED WATER ETC.	200	-
P. SIMMONDS	50	-
TEA GOODS	36	-

\$2000 TO COME OF TERM
 DEP

Also going back REPORT RE
 NEW FEE STRUCTURE
 B. Rojewski