

**WHITEHORSE HISTORICAL SOCIETY INC.
COMMITTEE MEETING 6 AUGUST 2012 1.30pm**

AGENDA

- 1. Welcome**
- 2. Apologies**
- 3. Minutes of previous meeting**
- 4. Business Arising**
 - Schwerkolt 150 project
 - Conservation of Barn and Smithy
 - Museum Plaque
 - Honour board
 - Photos - local – reaccreditation met
 - Strathdon House
 - Shelving
 - Cottage conservation report (Lyn Ford's daughter)
 - Annual Report
 - Yvonne's Books
 - Repromotion of Spiders
 - Deakin Students
- 5. Reports**
 - President
 - Treasurer
 - Displays
 - Membership
 - Environmental
 - Speakers
 - Grants
 - Open Day and mailout
 - Oral Histories
 - Council – Brochure
Laptop for attendants

6. Correspondence

Inwards

- RHSV Holsworth Local Heritage Trust Grant
- Parks Victoria – Mullum Mullum Strategic Directions Plan
- City of Whitehorse – Community Grant approval
- Art in Bark – Insurance Certificate
- Box Hill Spinners & Weavers Insurance Certificate
- Box Hill HS – Thank you letter and Post Card
- Rosalie Whalen – Thank you card
- Lyn Davey – Apology and subs
- Neil Angus – Community Safety Fund Grants
- Bill Morrison CoW – Annual Report request
- Julie Lyons CoW – Community Grant End of Report request

Newsletters, notices

- Eltham District HS – Heritage Excursion
- FAHS e-Bulletin July 2012
- Whitehorse Art Space – Francis Reiss Exhibition
- Queenscliff HS – Newsletter June 2012
- RHSV – Seminars
- Eastern Volunteers – Newsletter May 2012
- RHSV – Newsletter August 2012
- The ANZAAB Rare Book Fare
- RHSV – What's On August 2012
- Ringwood HS – July 2012 Newsletter
- FAHS – e-Bulletin July 2012
- Prahran Mechanics Institute Newsletter No 5 Aug 2012
- Blackburn Tree Preservation Society Newsletter June 2012
- Malvern HS – Newsletter Aug-Sept 2012
- GSoV - Courses

Outwards

- Russ Haines – AOEHS meeting 16th March 2013
- Lyn McKelvie – Suburban backyard photos
- Keith Hancock – Thank you letter
- Community Grant Funding Agreement Acceptance of Offer
- Whitehorse Spring Festival Expression of Interest

7. General Business

- AOEHS Meeting hosting and speaker
- Display cases
- Monitors
- MAP Workshop
- Parks Victoria Mullum Mullum Trail Master Plan
- Sub Division Exhibition
- History of the Society

Meeting Closed:

Next Meeting:

1.30pm Monday 3 September 2012

Whitehorse Historical Society Inc.

abn 44352041634

Treasurers report for Committee meeting

Mon. 6/8/12

General acc. balance - \$ 7,565.38

Income -

Bank interest	\$ 0.30
Museum sales	\$ 14.00
LHR sales	\$ 6.50
Subscriptions	\$ 434.00
Donations	\$ 25.00
Total	<u>\$ 479.80</u>

Expenditure -

Heater	\$ 37.00
Modem	\$ 15.00
Museum display stands	\$ 107.75
Laundry poster clips & rods	\$ 44.10
Gas	\$ 177.00
Admin.	\$ 117.50
Housekeeping	\$ 50.00
Total	<u>\$ 548.35</u>

Investment acc. balance \$ 29,728.58

R. Gardiner
Treasurer

2011/12

Income/expenditure totals

Income	\$ 8,553.76
Expenditure	\$ <u>10,317.61</u>
Deficit	\$ <u>1,763.85</u>

Major expenditure 2101/12.

Book restoration	\$ 135.00
Book repair	\$ 500.00
Microwave oven	\$ 163.00
Rods & hooks laundry display	\$ 142.60
Shelving	\$ 949.50
Computers	\$ 550.09
Cartridges	\$ 450.40
Toner	\$ 226.01
Moving heavy showcases & items	\$ 550.00
Camera & card	\$ 179.98
100 Spiders books (2nd print)	\$ 951.50
	<u>\$ 4,798.08</u>

Shelves part LHR shelving	\$ 157.50
3 store shelving units	\$ <u>792.00</u>
	<u>\$ 949.50</u>
Cartridge refills	\$ 36.00
Cartridge refills	\$ 60.80
Printer cartridge	\$ 26.00
Printer cartridges	\$ 43.80
Printer ink	\$ 121.00
Cartridge refills	\$ 63.00
Printer cartridges	\$ <u>100.00</u>
	<u>\$ 450.40</u>

Cable	\$ 44.57
Hard drive	\$ 129.00
Computer accessories	\$ 34.96
3 flat screen monitors	\$ 302.94
Comp. keyboards	\$ 38.62
	<u>\$ 550.09</u>

WHITEHORSE HISTORICAL SOCIETY INC.

COMMITTEE MEETING 6 AUGUST 2012

MINUTES

1. **Present:** V. Jones-Evans (chair), B. Gardiner, R. Gardiner, V. Marshall, V. Arrowsmith, J. Fry, J. Ventouras, P. Simmenauer, R. Cottle (minutes)

2. **Minutes of previous meeting**
Accepted (B. Gardiner/W. Standfield)

3. Business Arising

- Schwerkolt 150 project – Advertisement was placed in Leader, deadline October.
- Conservation of Barn and Smithy – ongoing
- Museum plaque – VA suggested we don't continue with this idea as quote for plaque is expensive (\$250). PS suggested we ask Julie Jones will Council cover costs. BG suggested we produce and frame a certificate.
- Honour Board - New quotes obtained for Kaele Way (\$30-40) and WHS (\$50-\$60) plaques for honour board (different material to previous quote). All in favour, approved.
- Photos – local – re-accreditation committee met twice, discussed resolving photograph policies and procedures, will meet again to discuss local.
- Strathdon House – ongoing.
- Shelving – ongoing.
- Cottage conservation report – Working group (VJ-E, RG, VA) to compare the report with the cottage and identify any items that need to be reported to Council.
- Annual report – formatted and printed.
- Yvonne's books – 'What they did' is more interesting than 'What happened', VJ-E and RC suggested we build up 'What they did' with photos. RC to identify photos from the collection. Current quotes for both books to print - \$200 & \$190 for ring binding, \$140 & \$150 for stapled. Voted to concentrate on one book, all in favour.
- Repromotion of Spiders – Copies will be given away via Inside History magazine in order to promote both Spiders and the book sales page on our website.
- Deakin students – VJ-E has recommend we cancel the idea of getting a student to assist with de-accession of nightgowns.

4. Reports

President: VJ-E thanked everyone for their contribution this year.
AGM this Saturday, confirmed nominees for committee.

Treasurer: General account balance \$7,565.38
Income \$479.80 includes subscriptions and donations
Expenses \$548.35 includes Museum display stand, laundry rods
Investment account balance \$29,728.58
Accepted (R. Gardiner/V. Marshall)

Report on Income & Expenses for 2011/12
Auditors report has deficit down to \$77 because it includes investment account interest. Actual deficit is \$1763.85. This year there was no copyright income or GVHEO grant.
Major expenses \$4,798.08 includes book restoration \$635.00 (because we didn't get grant), shelving \$949.50 and printer ink \$450.40.
Printer ink expense needs to be reviewed, ink to be kept in locked draw and only RG and RC to purchase new ink.
Shelving \$949.50 to come out of investment account.
Moving costs \$550.00 should also come out of investment account.
Council grant \$1,800.00 for heritage day has been approved

PS suggested we look at investment account and how to use it at next meeting.
VJ-E moved a thank you to treasurer (V. Jones-Evans/P. Simmenauer).

Displays: BG installed the 1970s kitchen essentials display.
Clothing display needs to be changed.
Nunawading library display – bush/parks/native theme.
1970 s PowerPoint presentation for visitors centre has been produced.

Membership: 104 members

Environmental: Not applicable.

Speakers: Gift for Gerry Robinson – box of chocolates.

Grants: Applied for small Volunteer grant, \$2300 for computer equipment.
Community safety/security grant – N/A
Holsworth local heritage grant – N/A

Heritage week: Need to create flyers ready for AGM.
Julie Jones reported ground is too soggy so stationery engines might have to go into the top end of car park and limit how many are used.
Brumbies Bush Band in orcharding shed.
Ask on Wednesday and at AGM for books for 2nd hand bookstall.
Local business to be contacted for raffle prizes.
Location map to be created.
Mail out – for those who don't attend AGM with annual report.
Sandwiches and cakes, need volunteers to make for exhibitors.

Oral Histories: VM Suggested Vic Wills and Richard Fox.
PS to run workshop on using voice recording equipment for BG, JV, VA.

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Council: Brochure – ongoing.
Laptop for attendants - ongoing

Reports accepted (V. Jones-Evans/R. Cottle)

5. Correspondence

Additional inwards: Hawthorn Historical Society – Website launch invite
Roberts McCubbin Primary School – Fundraising request
Waverley Historical Society – Newsletter, July 2012
Tool Chest, August 2012

Additional outwards: Elizabeth Daniels – Reference
Dept. of Community Services – Volunteer Grant
Shirley Jones – payment for book
City of Whitehorse – Community Grant

Correspondence received (R. Cottle/P. Simmenauer)

6. General Business

- AOEHS Meeting hosting and speaker – WHS hosting 20th April 2013. Need to arrange a speaker. Committee to think of suitable suggestions. AOEHS meeting dates for 2013: 19th January, 20th April, 29 June, 28th September.
- Display cases – VJ-E, RG, BG have looked into new showcases at ‘Shop for Shops’. Limited variety available, therefore recommend Corner counter showcase for 1950s display 950mm H, 1m W, 600-700mm deep; and 2 X full length case for visitors centre 1.8 m H, 500mm sq. All on special \$719.20 each, \$2237.60 for all 3 including deliver. Moved we purchase (R. Gardener/P. Simmenauer), Vote 9 for, 1 abstain.
- Monitors – 3 needed, wait to see if we get Volunteer grant.
- MAP Workshop – VJ-E suggested we have training session with Museums Australia to brush up on standards. Program outline and quote needed. Agreed in principle, all in favour.
- Parks Victoria Mullum Mullum Trail Master Plan – RG to have a look at the plan and see if it impinges on WHS & Schwerkolt cottage.
- Sub Division Exhibition – PS, RG, VJ-E & RC discussed possibilities due to not getting grant. In March Committee indicated to some extent it would support project if grant app was unsuccessful. PS queried what portion will committee approve. Bond imaging quoted \$4000 for the project (not including PowerPoint). PS, RG, VJ-E & RC agreed content should be digitised, quote for this approx \$1000. This is important for preservation and cannot be done inhouse. Moved we employ a tenderer to digitise 17-18 items (P. Simmenauer/B. Gardener) All in favour.
Quote to produce panels (A2, laminated) approx \$3100. Moved by P. Simmenauer, no seconder. VJ-E suggested PS raise this again at next meeting.

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- History of the Society – VA stated the committee needs to decide do we celebrate the anniversary of the conservation of the cottage, or the beginning of the society. All in favour of just the history of the Society.
 - VA suggested acquiring a copy of the first Melway for \$149, VJ-E suggested this be discussed at next meeting.

Meeting closed: 3.59 pm

Next Meeting: Monday 3 September 2012, 1.30 pm