

**WHITEHORSE HISTORICAL SOCIETY INC.**  
**COMMITTEE MEETING 3 SEPTEMBER 2012 1.30pm**

**AGENDA**

- 1. Welcome**
- 2. Apologies**
- 3. Minutes of previous meeting**
- 4. Business Arising**
  - Open Day
  - MAP Workshop
  - Museum Plaque
  - Honour board
  - Photos - local – ongoing
  - Strathdon House - ongoing
  - Cottage conservation report – not met yet
  - Yvonne's Books – ongoing
  - Melways copy of first edition
  - History of the Society
  - Sub Division Exhibition
- 5. Reports**
  - President
  - Treasurer
  - Displays
  - Membership
  - Environmental
  - Speakers – Anne Dixon (AOEHS April 2013)
  - Grants
  - Oral Histories
- 6. Correspondence**

*Inwards*

  - Lynette Nilaweera, Yarra Ranges – Samplers Thank you
  - Neil Angus – Victorian Health Promotion Awards

*Newsletters, notices*

- Box Hill HS – Newsletter August 2012
- FAHS e-Bulleting No. 103
- GSoV – September talks
- RHSV – History week Postcards
- Croydon HS – Book launch
- Waverley HS – 42<sup>nd</sup> Birthday invitation
- Placenames Australia – newsletter September 2012
- PROV Guidebook Spring 2012/Summer 2013

*Outwards*

- R. Meagher – donation thank you
- Norman Foun – donation thank you
- Bill Gray – donation thank you
- Lyn Athan – donation thank you
- Rosalie Whalen – donation thank you
- Joyce Suto – donation thank you
- Claire & John Kelly – donation thank you
- Annual Statement by Public Officer
- Lisa Cottle – donation thank you
- Anne & Betty Sharp – donation thank you
- Janiece Plehn – donation thank you
- Michelle, Bunnings – raffle donation request
- Troy Stanton, Harvey Norman – raffle donation request
- Julia Richter, Dick Smith – raffle donation request
- Jonathon Finch, The Good Guys – raffle donation request

**7. General Business**

- Responsibilities List
- Sub-committees
- Working Bee

**Meeting Closed:**

**Next Meeting:**

**1.30pm Monday 1 October 2012**

**WHITEHORSE HISTORICAL SOCIETY INC.**  
**COMMITTEE MEETING 3 SEPTEMBER 2012, 1:30 PM**  
**MINUTES**

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

2. **Minutes of previous meeting**  
Accepted (J. Fry/B. Gardiner)

3. **Business Arising**

- Open day – Council doesn't want the stationary engines on the grass and they can't be put on concrete. Council will meet later this week to look at lawn. The forecast is for rain.  
Art in Bark wants to display very large fragile piece of work.  
Harvey Norman is offering raffle prize. CG also offered a prize. Dee Ryall is providing chocolates.  
There are plenty of volunteers for the day.

- MAP Workshop – Cost is \$700 + GST, plus expenses \$80-\$120 for facilitator Euan McGillivray.  
Workshop will take place Wednesday 7<sup>th</sup> November, 10am-4pm.

20 people will be trained in:

- Museum Standards
- Caring for your collection
- Storage handling and movement of objects
- Business planning (Committee members only)
- Museum plaque – Committee has decided to print our own. BG has donated a frame.
- Honour board – in process.
- Photos – local – ongoing
- Strathdon House – VA obtained information Tree Preservation Society who are concerned about what VicRoads is doing near Strathdon House and Goodwin House, Boronia Rd, Vermont end.
- Cottage conservation report by Tanya Haynes Ford– not yet met
- Yvonne's Books – reassessing current book sales before we print anymore to see if there is a better way to sell/provide books
- Melways copy of first addition \$149 – not necessary to purchase as we already have similar books (Gregory's and Collins).

**Action**

Committee to think of an alternative attraction.  
RG to discuss.  
BG to chase up other donations.  
RG to organise set up.  
RC to organise timetable for volunteers.

VJ-E to contact  
VicRoads Healesville  
Freeway Preservation  
Project

RC to organise copy for  
CG

- History of the Society – VA stated that Megan is working on this and doing a very thorough job. PS suggested setting guidelines. VA stated at this stage Megan just needs to collate information.
- Sub Division Exhibition – PS produced mock-ups of panels. PS has reviewed quotes, and suggests we complete part of the project. If successful PS will continue with it. PS suggested we omit aerial photographs from the exhibition. These will be scanned later as part of the digitisation project. PS stated the project is more flexible if we don't mount the material, this can be done at a later date. "Panels" will be A2, if we prefer we could make them A3, PS recommends A2 because of the detail in some of the images.

BG concerned A2 won't fit on temporary display boards.

Committee has already approved \$1000 for scanning and digitisation.

PS proposes 9 sets of elements for interpretive panels costing between \$1000 and \$1500.

VA is concerned with spending \$2000+ on an exhibition that may only interest a small number of people.

Moved to vote in favour of project costing between \$1000-\$1500 for printing and laminating land subdivision scans, subject to obtaining new quotes to be approved by committee.

Moved: P. Simmenauer. Seconded: C. Gray.

Voted: 8 for, 1 against.

#### 4. Reports

**President:** Welcomed Chris Gray to committee.  
Nothing else to report.

**Treasurer:** General account balance \$7,754.39  
Investment account balance \$30,065.65  
Income \$3,111.14, includes Open Day Grant, actual income \$1311.14  
Expenses \$2,846.06, includes showcases, actual expenses \$608.46.

Showcases \$2,237.60 to be deducted from investment account.

Moved report is accepted.

Moved: R. Gardiner. Seconded: V. Marshall

Carried

Presented Major Purchase 2011/12 & 2012/13 and Possible Expenditure 2012/13

Biggest expenses have been showcases and shelving.

Moved \$3,757.00 to come out of investment account to reimburse general account for shelving and showcases.

Moved: R. Gardiner. Seconded: J. Fry

Carried

Presented Budget 2012/2013

No sausage sizzle last year and probably not this year.  
Grants last year - two from City of Whitehorse. Heritage day grant has increased \$250. Applied for Volunteer grant and GVEHSO grant. Expected income for the year \$6,170 (without grants).

Estimated expenditure \$9600.

Budget to be discussed at next meeting.

Investment account rolls over in a few weeks. If we want to access money it needs to be invested for shorter periods. RG recommends leaving it at CBA.

Moved that committee allows RG to do what he thinks is best with the investment account.

Moved: R. Gardiner. Seconded: P. Simmenauer

Carried

This years Annual Report financial statements was not correct due to a change in allocations which the auditor was not happy with. Donations and fundraising were switched and don't balance, if the 2 columns are switched it balances.

**Displays:** 1970s clothes displays have been organised – some to the museum, some to Whitehorse Art Space and some mannequins to Box Hill Community Centre.

There are now stands under Hooke's bicycle.

Display has been put in Nunawading library.

The next display to be prepared is the Whitehorse Spring Festival

VA suggested photos are taken around Mitcham Station, possibly by Raylene Carr or Ben Stennett.

**Membership:** 104 members. Renewals are coming in quickly with many donations.

**Environmental:** Report every 3 months.

**Speakers:** Anne Dixon speaking at October meeting. A flyer has been designed to go on the back of the Open Day Brochure and also to be handed out on Open Day. Local papers also to be contacted. Event will be in Visitor Centre, bookings essential to control numbers.

AEOHS – WHS is hosting meeting in 2013 and needs a speaker. Suggestions: Weston Bate and Graeme Davison.

Committee to think of other suggestions.

**Grants:** Applied for GVSHO grant for administrative costs \$2000-\$3000. RG thanked PS for his work on this grant.

VA stated that the Vermont RSL honour board needs an interpretative sign.

RG to organise interpretative sign

**Oral Histories:** VA no longer able to organise this.

New organiser needed.

**5. Correspondence**

Additional inwards: MAP Workshop email  
Eltham District HS newsletter September  
2012  
Correspondence received (R. Cottle/P. Simmenauer)

**6. General Business**

- Responsibilities list – organised during meeting
- Sub-committees – confirmed during meeting
- Working Bee – Saturday 8<sup>th</sup> September 9.30 am, all needed.

**Meeting Closed:** 4:17 pm

**Next Meeting:** Monday 1 October 2012, 1:30 pm



	April	May	June	Year total	
0	\$ 30.00			\$ 1,598.00	
				\$ 258.00	
0	\$ 37.00	\$ 163.00	\$ 71.00	\$ 1,035.00	
0	\$ 50.00			\$ 1,152.00	
10	\$ 117.00	\$ 163.00	\$ 71.00	\$ 4,083.00	
				\$ 4,470.00	
				\$ 8,553.00	\$ 8,553.00

	April	May	June	Year total	
10	\$ 217.00	\$ 188.00	\$ 102.00	\$ 2,521.00	
10			\$ 26.00	\$ 1,000.00	
	\$ 111.00			\$ 234.00	
	\$ 80.00	\$ 142.60	\$ 790.00	\$ 1,265.60	
10		\$ 85.15		\$ 580.15	
	\$ 505.00			\$ 505.00	
				\$ 1,351.00	
	\$ 50.00		\$ 50.00	\$ 300.00	
	\$ 842.00	\$ 246.00	\$ 188.00	\$ 1,568.76	
				\$ 1,013.00	
10	\$ 1,805.00	\$ 662.00	\$ 1,166.00	\$ 10,340.00	\$ 10,340.00
					\$ 1,787.00

	April	May	June	Year total	
10	\$ 20.00			\$ 1,600.00	
				\$ 150.00	
10	90.00	\$ 90.00	\$ 90.00	\$ 1,000.00	
10		\$ 20.00	\$ 1,000.00	\$ 1,000.00	
				\$ 3,750.00	
				\$ 2,420.00	
				\$ 6,170.00	\$ 6,170.00

	April	May	June	Year total	
00	\$ 1,100.00	\$ 650.00	\$ 1,100.00	\$ 9,600.00	\$ 9,600.00
				deficit	\$ 3,430.00
				at bank now	\$ 8,000.00
				expected income	\$ 6,170.00
					\$ 14,170.00
				less exp.	\$ 9,600.00
				Balance	\$ 4,570.00



**Major purchases 2011/12 & 2012/13.**

**Possible Expenditure for 2012/13**

3 flat screen monitors	\$ 302.94		
Camera & card	\$ 179.98		
Comp. keyboards	\$ 38.62		
Computer accessories	\$ 34.96		
Hard drive	\$ 129.00		
	<u>\$ 685.50</u>	\$ 685.00	Computers \$ 800.00

Book restoration	\$ 135.00		
Repair picture	\$ 80.00		
Book repair	\$ 500.00		
	<u>\$ 715.00</u>	\$ 715.00	Collection \$ 1,000.00

Shredder	\$ 69.00		
Dish drainer	\$ 24.99		
Microwave oven	\$ 163.00		
Heater	\$ 37.00		
	<u>\$ 293.99</u>	\$ 294.00	

Rods & hooks laundry display	\$ 142.60		
Display materials	\$ 151.85		
	<u>\$ 294.45</u>	\$ 295.00	Display \$ 1,000.00
		<u>\$1,989.00</u>	Total \$ 2,800.00

Moving heavy showcases & items	\$ 550.00		
3 store shelving units	\$ 792.00		
Shelves part LHR shelving	\$ 157.50		
Card cabinet	\$ 20.00		
Sub total shelving 2011/12.	<u>\$ 1,519.50</u>		

<b>2012/13.</b>			
3 showcases	\$ 2,237.60		
Future shelving - approx. cost	\$ 300.00		
Shelving Total 2011/12 + 2012/13.	<u>\$ 4,057.10</u>	<u>\$4,057.10</u>	

Grand total	<u>\$ 6,046.04</u>	\$6,046.10	
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Actual amount spent to date on shelving	<u>\$ 3,757.00</u>		
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Whitehorse Historical Society Inc.

abn 44352041634

Treasurers report for Committee meeting

Mon. 3/9/12

General acc. balance - \$ 7,754.39

Income

Subscriptions \$ 1,096.00

Donations \$ 215.00

Grant Heritage Day City of Whiteh. \$ 1,800.00

Bank interest \$ 0.14

\$ 3,111.14

Expenditure -

3 showcases \$ 2,237.60

6 copies of book Quiet Painter \$ 84.00

Powerpoint program \$ 99.95

Lease of LHR \$ 22.00

Dry Cleaning \$ 40.35

Annual fee Consumer Affairs \$ 43.90

Copy paper \$ 71.86

Stamps \$ 60.00

Modem \$ 15.00

Subscription Eastern Volunteers \$ 10.00

Display materials \$ 51.40

Petty cash \$ 50.00

Museum float \$ 10.00

Housekeeping \$ 50.00

Total \$ 2,846.06

Investment acc. balance \$ 30,065.65

R. Gardiner

Treasurer

WHITEHORSE HISTORICAL SOCIETY INC.

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Committee Members 2012-2013

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***President:***

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***Vice President:***

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***Treasurer:***

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Chris Gray  
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Forest Hill 3131  
9873 4797

WHITEHORSE HISTORICAL SOCIETY INC.

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Sub Committees 2012-2013

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*Display Sub Committee*

Vicki Jones-Evans  
Wendy Standfield  
Barbara Gardiner  
Bob Gardiner  
Rachael Cottle

*Association of Eastern Historical Societies*

Rep: Lyn Ford

*Public Officer*

Bob Gardiner

*Accreditation & Review Sub Committee*

Vicki Jones-Evans  
Valda Arrowsmith  
Rachael Cottle

*Acquisitions & Deaccession Sub Committee*

Vicki Jones-Evans (Convenor)  
Valda Arrowsmith  
Bob Gardiner  
Peter Simmenauer  
Valerie Marshall  
Judith Fry

*Grants Sub Committee*

Bob Gardiner (Convenor)  
Vicki Jones-Evans  
Peter Simmenauer

*Newsletter Working Group*

Chris Gray (Editor)  
Bettina Stevenson  
Peter Simmenauer  
Vicki Jones-Evans  
Wendy Standfield  
Valda Arrowsmith

*Photographic Sub Committee*

Vicki Jones-Evans (Convenor)  
Rachael Cottle  
Chris Gray  
Rob Innes  
Khing Tan  
Pat Richardson