

**WHITEHORSE HISTORICAL SOCIETY INC.
COMMITTEE MEETING 1 OCTOBER 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 (Tanya Haynes Ford) – not met yet
 - Yvonne's Books – ongoing
 - History of the Society
 - Sub Division Exhibition
- 5. Reports**
 - President
 - Treasurer – Investment account use. Textile boxes & photograph pockets
 - Displays – Spring Festival
 - Membership
 - Environmental
 - Speakers –AOEHS April 2013
 - Grants
 - Oral Histories
- 6. Correspondence**

Inwards

 - David Milne – Spring Festival Update
 - Bill Armstrong – thank you card
 - Centrelink - Volunteer registration

- Ciel Fuller CoW – Spring Festival Briefing Information
- Jacquie Nichols-Reeves – St George Mosaic sale

Newsletters, notices

- Lilydale HS – newsletter September 2012
- GSoV – events
- Hawthorn HS – newsletter August 2012
- Doncaster-Templestowe HS – newsletter September 2012
- RHSV – newsletter Sept/Oct 2012
- What's On at RHSV – Sept/Oct 2012
- Ringwood HS – September 2012
- Surrey Hills HS – October 2012
- AOEHS – agenda and minutes

Outwards

- Dept. Of Environment, Sustainability & Heritage Org. Grants
- Julie Lyons – CoW – Annual Report
- Debbie Sneddon – CoW – Open Day report
- Dick Smith Nunawading – Raffle contribution thank you
- Harvey Norman Nunawading – Raffle contribution thank you
- Bunnings Nunawading – Raffle contribution thank you
- The Good Guys Nunawading – Raffle contribution thank you
- Dee Ryall MP – Raffle contributions thank you

7. General Business

- St George Mosaic
- October General Meeting
- Renaming of Laneway

Meeting Closed:

Next Meeting:

1.30pm Monday 5 November 2012

WHITEHORSE HISTORICAL SOCIETY INC.
COMMITTEE MEETING 1 OCTOBER 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 (V. Arrowsmith/J. Fry)

3. **Business Arising**

Action

- Open day – WHS held debrief. Waiting on Council/Heritage debrief, then a sub-committee will be formed for 2013.
- MAP Workshop – Cost is \$700 + GST, plus expenses \$80-\$120 for facilitator Euan McGillivray.
Invoice is being raised.
Workshop will take place Wednesday 7th November, 10am-4pm.
- Museum plaque – Committee has decided to print our own. BG has donated a frame. BG & VA to word and design. RC will assist.
- Honour board – in process.
- Photos – local – ongoing
- Strathdon House – Ongoing VA to contact Blackburn & District Tree Preservation Society for their info.
- Cottage conservation report by Tanya Haynes Ford– not yet met
- Yvonne's Books – VJ-E and RC have been monitoring current book sales. RC stated there have been differences in opinion on how book is to be published. PS to draft publication policy.
PS stated we need a policy on how books are published. RG to assist PS in publication procedures.
PS stated there should be no more delays with this book.
Moved PS to inform Yvonne we are only publishing one book with glossy cover and 4 page centre insert for photos.
50 copies to be printed at Maroondah Printing.
Moved: P. Simmenauer. Seconded: C. Gray.
Carried
VJ-E stated we need a policy for writing and publishing books, PS to draft.
PS stated the publication program is for our wider profile. We should consider what we publish and how many titles per year.
RG stated steps should be created for example a rough outline is presented to committee before a publication is approved.

- History of the Society – VA stated that Megan is doing very impressive work, working through the archives and pulling out pieces to lay the background up to 1967.

Next step is to pull out highlights and problems of the following years, up to 1977 (building of museum) for example.

The aim was to have this for when we celebrate our 50th anniversary – 2015.

PS proposes this is a suitable way of celebrating our anniversary.

PS stated you should know what you're producing before you begin researching.

VJ-E stated the research will indicate what the information is used for, however when PS prepares publication policy, this project can be reviewed.

- Sub Division Exhibition – PS waiting on quotes.

4. Reports

President: We had an excellent open day with great attendance. Thank you to everyone who put in a lot of work on the day and before.

Treasurer: General account balance \$10,544.34 includes reimbursement from investment account.

Investment account balance \$26,385.16

Income \$828.47

Expenses \$1,940.95 includes gas and laminating pouches

Moved report is accepted.

Moved: R. Gardiner. Seconded: J. Fry

Carried

Presented Budget 2012/2013

We have applied for 2 grants and if we got them would be well in front, however the budget assumes we won't get them, therefore deficit is \$4,849.00.

Monthly income and expenses are estimates.

Estimated balance at 30 July 2013 \$6,796.00

Moved budget is accepted.

Moved: R. Gardiner. Seconded: C. Gray

Carried

Investment account was reinvested at 4.4% for 2 months.

VJ-E stated the society needs new textile boxes and photograph pockets.

RG stated All Box in Adelaide has large boxes for \$120.00.

Archival Survival has large boxes for \$62.50.

Smaller ones are a different size to our current boxes.

There are no large boxes available from either company at present.

VJ-E suggests we purchase 4 large boxes and 4 small boxes.

RG moved the approval to buy boxes to the value of \$800.

Moved: R. Gardner Seconded: C. Gray

Carried

Investment account – PS suggests we look at ways to extend the usage of this account. The letter from Lois Binney outlining its suggested usage cannot be found. PS stated the current policy is to purchase items which can be return to Council if WHS dissolved.

PS suggests changing this to items that cost more than \$1000.

PS would like to know the legitimacy of using the interest earned instead of rolling it back into the fund.

VA questioned the need to be specific, instead suggested keeping the broad perimeters and start using the money.

VA suggested the original limitation was that the money was not spent on the running costs of the society.

VJ-E stated the letter suggested it should be used on fitting out the extension, storage etc.

VA suggests instead of having PS ideas in black and white, just leave it as an understanding between committee members.

All in agreement.

Displays: Nunawading library display has been removed.

White horse Art Space will be removed next week.

Spring Festival 21st October, volunteers roster needed.

VJ-E suggested taking a laptop with 1970s PowerPoint presentation and a Schwerkolt Cottage & Museum presentation. Also take 50s kitchen display to support Tropicana theme. JF agreed.

PS suggested 2 small orchard sub-division display.

Membership: 103 members.

Environmental: Monitor in cottage – temperature consistently below required levels. Humidity consistently high.

VA suggested environmental monitoring unnecessary in Cottage because nothing has deteriorated since 1964.

Monitor in Local History Room – Temperature – occasionally above required levels. Humidity remained within acceptable levels.

Speakers: Suggestions for AEOHS meeting – Weston Bate and Graeme Davison.

RC to contact and check AEOHS newsletter for other ideas.

Grants: Nothing to report.

Oral Histories: Ongoing.

Reports accepted (V. Jones-Evans/J. Fry)

5. Correspondence

Additional inwards: Whitehorse Volunteer Network Oct meeting.
Eltham District HS – cemetery tours
MAP Participants newsletter – Sept 2012
Rosemary Sheehan CoW – Renaming of laneway off Doulton Rd, Blackburn

Correspondence received (R. Cottle/V. Marshall)

6. General Business

- St George Mosaic – Jacquie Nichols-Reeves was approached about the possibility of Council purchasing a historical mosaic made by the Australian Tessalted Tile Co. It has been refused for the Whitehorse Art Collection. Jacqui suggested the Society consider this item.

VJ-E to contact Jacqui Nichols-Reeves

VJ-E emailed Mayor and Councillors. Cr. Daw suggested the Society approaches Rotary for assistance and stated it might help if WHS contributes \$2000, Council may also then contribute.

The mosaic would be stored at the Whitehorse Art Space.

VJ-E is in favour of WHS contributing to this purchase as we have an extensive collection from ATTC, the money to be drawn from the Investment account.

BG queried was Box Hill HS being asked to contribute?

VJ-E moved WHS offers to contribute \$2000.

Moved: V. Jones-Evans Seconded: P. Simmenauer.

Voted: 2 for, 6 against.

VJ-E amended the motion to WHS offers to contribute \$1000.

Moved: V. Jones-Evans. Seconded: P. Simmenauer.

Voted: 7 for, 2 against.

VJ-E to suggest to Jacqui to write to various service clubs and mention WHS support.

- October General Meeting – Saturday 13th, 'History of Costume'. General meeting in LHR, Anne Dixon in Visitor Centre. Reserved signs on seats for people who have booked. JF suggested a donation bowl.

- Renaming of Laneway – Rosemary Sheehan – Customer Liaison Officer at CoW emailed requesting assistance to name the laneway abutting 4-6 Doulton Rd & 500-502 Middleborough Rd.

WHS suggested “Pearce Mews” or “Pearce Lane” in honour of the Pearce family who had orchards in the vicinity.

Meeting Closed: 4:22 pm

Next Meeting: Monday 5 November 2012, 1:30 pm

Whitehorse Historical Society Inc.

abn 44352041634

Treasurers report for Committee meeting

Mon. 1/10/12

General acc. balance - \$ 10,544.34

Income

Bank interest	\$	0.07
Subscriptions	\$	140.00
LHR sales (B Rogalski)	\$	95.90
Heritage Day Donations	\$	14.00
Heritage Day Donations	\$	135.40
Heritage Day S/H book sale	\$	202.60
Heritage Day Raffle	\$	181.50
Heritage Day Sales	\$	59.00
Total regular income	\$	828.47

Transferred from Inv. a/cc \$ 3,757.10

reimbursement for showcase/shelves

Total income \$ 4,585.57

Expenditure -

Gas	\$	232.77
Modem	\$	15.00
Collection	\$	28.74
Petty cash	\$	50.00
Laminating pouches	\$	61.44
Animal farm Heritage Day	\$	650.00
Face painting Heritage Day	\$	100.00
Blacksmiths Heritage Day	\$	100.00
Heritage Day supplies	\$	169.15
Magic Heritage Day	\$	385.00
Heritage Day supplies	\$	30.51
Heritage Day raffle prizes	\$	33.96
Heritage Day music license	\$	72.38
Heritage Day balls	\$	12.00
Total	\$	1,940.95

Investment acc. balance \$ 26,385.16

R. Gardiner

Treasurer

Heritage Day comparisons Sept. 2011

<u>Breakdown</u> <u>Expenditure</u>	2007/08.	2008/09.	2009/10.	2010/11.	2011/12.	2012/13.
Printing flyers				\$ 210.00		
Coloured paper		\$ 50.00	\$ 30.00	\$ 43.19	\$ 40.78	\$ 47.72
Heritage Day Balloons - Tom		\$ 330.00	\$ 330.00	\$ 330.00	\$ 385.00	\$ 385.00
Heritage Day Animal farm	\$ 374.00	\$ 583.00	\$ 583.00	\$ 583.00	\$ 641.30	\$ 650.00
Heritage Day Blacksmiths	\$ 50.00	\$ 50.00	\$ 50.00	\$ 100.00	\$ 100.00	\$ 100.00
Heritage Day Face painting		\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 100.00
Heritage Day sausage vouchers		\$ 150.00	\$ 150.00	\$ 25.00	\$ 10.00	\$ 14.00
Heritage Day supplies	\$ 78.50	\$ 150.00	\$ 150.00	\$ 102.51	\$ 137.32	\$ 175.80
Raffle prize						\$ 33.96
Music license						\$ 72.38
Balls						\$ 12.00
Bubbles	\$ 25.00	\$ 42.95		\$ 2.50		
Merchandise		\$ 50.00				
Mini circus	\$ 75.00					
	<u>\$ 602.50</u>	<u>\$ 1,305.95</u>	<u>\$ 1,208.00</u>	<u>\$ 1,446.20</u>	<u>\$ 1,364.40</u>	<u>\$ 1,590.86</u>
<u>Receipts</u>						
Sales	\$ 57.20	\$ 84.55	\$ 37.50	\$ 176.20	\$ 155.00	\$ 59.00
Sales S/H books					\$ 119.95	\$ 202.60
Raffle	\$ 157.00	\$ 278.00	\$ 151.15	\$ 205.30	\$ 427.10	\$ 181.50
Donations - Tea & Coffee	\$ 165.60	\$ 137.00	\$ 158.90	\$ 156.50	\$ 217.90	\$ 149.40
City of Whitehorse Comm. Grant		\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,550.00	\$ 1,800.00
Total	<u>\$ 379.80</u>	<u>\$ 1,499.55</u>	<u>\$ 1,847.55</u>	<u>\$ 2,038.00</u>	<u>\$ 2,469.95</u>	<u>\$ 2,392.50</u>
Profit/loss	<u>(--\$222.70)</u>	<u>\$ 193.60</u>	<u>\$ 639.55</u>	<u>\$ 591.80</u>	<u>\$ 1,105.55</u>	<u>\$ 801.64</u>

WHITEHORSE HISTORICAL SOCIETY Inc.					Budget - 2012/13	
PREVIOUS 12 MONTHS - 2011/12.						
2011/12.	July	Aug.	Sept.	Oct.	Nov.	Dec.
Subs	\$ 360.00	\$ 512.00	\$ 332.00	\$ 172.00	\$ 100.00	\$ 40.00
Donation	\$ 5.00	\$ 195.00	\$ 20.00	\$ 13.00	\$ 25.00	
Sales	\$ 175.00	\$ 62.00	\$ 171.00	\$ 64.00	\$ 40.00	\$ 45.00
Fundraising			\$ 920.00	\$ 52.00		\$ 25.00
Total	\$ 540.00	\$ 769.00	\$1,443.00	\$ 301.00	\$ 165.00	\$ 110.00
Grants - not accountable						
Total income						
Expenditure	July	Aug.	Sept.	Oct.	Nov.	Dec.
Admin.		\$ 520.00	\$ 102.00	\$ 34.00	\$ 570.00	\$ 235.00
Computers		\$ 534.00			\$ 38.62	\$ 43.80
Affiliation fees		\$ 43.00	\$ 60.00	\$ 20.00		
Collection		\$ 33.00		\$ 50.00		
Services			\$ 210.91		\$ 133.83	
Insurance						
Heritage Day		\$ 41.00	\$1,313.00			
Petty cash		\$ 50.00	\$ 50.00		\$ 50.00	
Equipment			\$ 112.78		\$ 179.98	
Merchandise			\$ 25.00	\$ 988.00		
Monthly total		\$ 1,221.00	\$1,874.00	\$ 1,092.00	\$ 973.00	\$ 278.00
CURRENT YEAR - 2012/13.						
2012/13.	July	Aug.	Sept.	Oct.	Nov.	Dec.
Subs	\$ 350.00	\$ 500.00	\$ 350.00	\$ 200.00	\$ 100.00	\$ 40.00
Donation	\$ 10.00	\$ 80.00	\$ 30.00	\$ 20.00	\$ 10.00	
Sales	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00
Fundraising		\$ 20.00	\$ 900.00		\$ 30.00	
Monthly total	\$ 450.00	\$ 690.00	\$1,370.00	\$ 310.00	\$ 230.00	\$ 130.00
Total						
Grants City of Whitehorse				\$ 1,800.00	\$ 620.00	
Other Grants applied for - Volunteers Small grant \$2276.00 - GVEHSO admin. \$250						
Expenditure	July	Aug.	Sept.	Oct.	Nov.	Dec.
Admin.	\$ 250.00	\$ 250.00	\$ 116.00	\$ 200.00	\$ 250.00	\$ 150.00
Computers	\$ 118.00			\$ 50.00		\$ 50.00
Affiliation fees		\$ 54.00	\$ 60.00	\$ 20.00		
Collection		\$ 255.00		\$ 500.00		\$ 50.00
Services	\$ 130.00		\$ 211.00		\$ 140.00	
Insurance					\$ 390.00	
Heritage Day			\$1,553.00			
Petty cash	\$ 50.00	\$ 50.00			\$ 50.00	
Equipment		\$ 2,237.00				
Merchandise				\$ 80.00		
Monthly total	\$ 548.00	\$ 2,846.00	\$1,940.00	\$ 850.00	\$ 830.00	\$ 250.00

an.	Feb.	March	April	May	June	Year total	
	\$ 32.00	\$ 20.00	\$ 30.00			\$ 1,598.00	
						\$ 258.00	
	\$ 73.00	\$ 135.00	\$ 37.00	\$ 163.00	\$ 71.00	\$ 1,035.00	
	\$ 50.00	\$ 95.00	\$ 50.00			\$ 1,192.00	
	\$ 155.00	\$ 250.00	\$ 117.00	\$ 163.00	\$ 71.00	\$ 4,083.00	
						\$ 4,470.00	
						\$ 8,553.00	\$ 8,553.00
an.	Feb.	March	April	May	June	Year total	
48.00	\$ 490.00	\$ 15.00	\$ 217.00	\$ 188.00	\$ 102.00	\$ 2,521.00	
121.00	\$ 164.00	\$ 63.00			\$ 36.00	\$ 1,000.00	
			\$ 111.00			\$ 234.00	
	\$ 170.00		\$ 80.00	\$ 142.60	\$ 790.00	\$ 1,265.60	
79.26		\$ 71.00		\$ 85.15		\$ 580.15	
			\$ 505.00			\$ 505.00	
						\$ 1,354.00	
	\$ 50.00		\$ 50.00		\$ 50.00	\$ 300.00	
			\$ 842.00	\$ 246.00	\$ 188.00	\$ 1,568.76	
						\$ 1,013.00	
249.00	\$ 874.00	\$ 149.00	\$ 1,805.00	\$ 662.00	\$ 1,166.00	\$ 10,340.00	\$ 10,340.00
						Deficit	-\$ 1,787.00
an.	Feb.	March	April	May	June	Year total	
	\$ 20.00	\$ 20.00	\$ 20.00			\$ 1,600.00	
						\$ 150.00	
10.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 1,000.00	
		\$ 30.00		\$ 20.00		\$ 1,000.00	
10.00	\$ 110.00	\$ 140.00	\$ 110.00	\$ 110.00	\$ 90.00		
						\$ 3,750.00	
						\$ 2,420.00	
					Total income	\$ 6,170.00	\$ 6,170.00
in.	Feb.	March	April	May	June	Year total	
700.00	\$ 300.00	\$ 100.00	\$ 125.00	\$ 200.00	\$ 250.00	\$ 2,891.00	
	\$ 100.00	\$ 50.00				\$ 368.00	
			\$ 50.00			\$ 184.00	
	\$ 200.00			\$ 200.00		\$ 1,205.00	
100.00		\$ 80.00		\$ 100.00		\$ 761.00	
			\$ 600.00			\$ 990.00	
						\$ 1,553.00	
	\$ 50.00		\$ 50.00		\$ 50.00	\$ 300.00	
300.00					\$ 150.00	\$ 2,687.00	
						\$ 80.00	
1,100.00	\$ 650.00	\$ 230.00	\$ 825.00	\$ 500.00	\$ 450.00	\$ 11,019.00	\$ 11,019.00
						Deficit	-\$ 4,849.00

ENVIRONMENTAL REPORT FROM 20 JUNE 2012 TO 26 SEPTEMBER 2012

The acceptable range: Humidity between 40m – 70%

Temperature between 18 – 22c

Monitor H1 [The cottage]

Temperature: Consistently below required levels, hovering around 10%.

Lowest: 7.9c [H 72.3%] on both Saturday 7 July between 7.16 & 9.16 hrs; and
Tuesday 7 August between 3.16 & 7.16 hrs.

Humidity: Consistently high, hovering around the mid to high 70s.

Highest : 80.8% [T10.9] on Friday 13 July between 9.16 & 11.16hrs.

Lowest: Below acceptable levels, remaining in the mid 60s for long periods

in both August and September. Lowest: 63.1% [T16.2] on Wednesday 20 June at
11.16hrs.

Monitor H2 [The history/work room]

Temperature: Occasionally above required levels.

Highest: 24.8 [H36.7%] on Wednesday 5 September at 12.42 hrs.

Lowest: Consistently below required levels and in the region of 12 – 14c.

Lowest: 10.8c [H59.2%] on Saturday 7 July at 8.42hrs, and 10.9c [H62.1%] on
Wednesday 1 August at 8.42hrs.

Humidity: This remained within acceptable levels for the entire period.



A.Y. Fitzmaurice

26 September 2012