

# Minutes of an Executive Meeting of the Amiens History Association

Held on Sunday 28 February 2021 at 4:00 pm  
at the Amiens Legacy Centre, 17 Goldfields Road, Amiens.

President Morwenna Harslett welcomed all present and thanked everyone for their attendance. Morwenna Arcidiacono had been invited to attend in order to take the minutes in the absence of Marlene Muir and Denise Harslett had been invited to attend to operate a zoom meeting to include Deb Wheeler. However, a late message indicated that Deb was unable to attend the meeting.

**Present:** Morwenna Harslett, Franco Arcidiacono, Alec Harslett, Peter Klemm, Karen Klemm, Colleen Willis, Roger Willis, Denise Harslett, Morwenna Arcidiacono

**Apologies:** Marlene Muir, Heather Dux, Deb Wheeler.

**Confirmation of Minutes:** The minutes of the executive meeting of 3 February had been sent to members prior to the meeting. Moved Roger Willis seconded Franco Arcidiacono that the minutes be confirmed as a true and correct record. Carried

## **Business Arising from Minutes:**

1. Glen Bennet has been paid and Cameron Campbell has not presented an account as his drawings have not been completed.
2. Marlene Muir has been organising a small bus group from Tenterfield in the near future.

## **Correspondence**

1. Letter from David Littleproud, congratulating the organisation on Australia Day award.
2. The annual return from the Office of Fair Trading has been given to Peter Klemm.
3. Morwenna Harslett has tended a sponsorship application to the RSL specifically for funds for more video and sign boards.
4. Margaret Taylor (group from Toowoomba) would like to visit later in April.
5. Correspondence from Paula Boatfield - to be discussed in General business
6. Grant applications RACQ foundation and two applications from FRRR (Foundation for Regional and Rural Renewal) TTTT (Tackling Tough Times Together) for a multi-purpose storage shed.

Franco Arcidiacono moved, seconded Alec Harslett that the outward correspondence be endorsed. Carried.

## **Treasurer's Report:**

Peter Klemm had nothing to report as the signature changes at the bank had not yet been done. Morwenna Harslett, Franco Arcidiacono, Marlene Muir and Peter Klemm need to go to Bendigo Bank simultaneously to organise this. Peter to organise a suitable time for all.

## **Working Party Reports:**

### **Vice President Report:**

- 1.) Franco Arcidiacono noted that the Coat of Arms would be better placed on the carriage rather than stored in the Passchendaele shed. Franco to organise this.
- 2.) Discussion of draft survey as produced by Franco Arcidiacono, to establish some 'Consensus of what is meant by Legacy' and 'The Direction for ALC', The changes discussed are to be attached and will be uploaded onto Dropbox. Discussion re members

completing the survey online or via hard copy options – it was decided that both means need to be available to members.

**Membership:**

Colleen Willis reported that people have been quite responsive regarding renewal of membership. Peter Klemm questioned: “What is a Corporate membership and can a corporate member be on the executive?” Clarification should be sought for the future. Colleen Willis raised the notion that if the 2022 membership was March to March then members would be financial for the AGM and therefore could be legally elected to positions and vote.

**Publicity:**

Heather Dux was not present so no report was given.

**Historian:**

Deb Wheeler was not present so no report was given.

**Building and Maintenance/Landscaping:**

- Karen Klemm reported that the shed is rather a large area and would cover the electricity and water lines linked to the toilets. Nothing needs to happen with the shed until the grant is received. The shed size was determined by the size of solar panels.
- Alec Harslett reported that he knew a brick layer who was willing to visit and assist with brick laying. The Memorial Grounds will require some work but it may be best to wait until the results of the survey are known.
- Franco Arcidiacono had taken delivery of some 30 x 5 chairs from Stanthorpe State High School. They are stackable, padded chairs in reasonable condition with five seats joined together. Franco asked the meeting if more were required. It was felt that as many as could be stored was a good idea. They are currently stored on Harslett Farm. Franco is to collect more chairs.

**ALC Stage 2:**

Roger Willis is investigating a special exemption from SDRC for a non-matching funds grant. The grant application closes at 5 pm Friday 5 March, 2021. Roger has circulated the application to the ALC2 committee and requested feed-back. He feels determined to submit the grant even though there are some loose ends e.g. Wayne Swan was on board to push things along, however, if there is a fatal flaw in the application Roger would not submit it. All members on the committee need to see the document so Roger will send it to all executive members for their interest. The time frame to hear results from the application is unknown but if successful the preliminary work is to start in September 2021 with a 17 month build to be finished by December 2023. If the grant were to be successful, then questions of who/what/when etc. of next step will need to be considered. Roger is aware of and will investigate legal advice etc. so that all members’ security is covered. The question of whether the budget is correct was raised. Roger informed that the building had been costed in detail + 20% as a quality building is required. Letters of support from Educators are requested - Morwenna Harslett and Franco Arcidiacono would see if this could be done in the short timelines.

**Presidents Report:**

In order to stimulate discussion and express her views about how she sees her role, Morwenna Harslett presented a power point (briefly outlined below and attached in full).

- AHA is at a cross roads. If going down path ALC2 then the new multi-purpose shed costing \$24000 is wasted funds. ALC1 going forward is Morwenna’s focus at the moment.

- A Strategic plan is required and Morwenna urged all committee chairs to think about a strategic plan for their area of responsibility for the next 12 months. She presented a document outlining how one produces a strategic plan. The current Mission statement needs reviewing.
- To ascertain what is wanted by members an ALC1 survey will be done - this is in process by Franco Arcidiacono. The SWOT analysis done by Robert Arcidiacono and Caroline Gilbert provides some good material with clear core focus on goals for the four groups who participated in the day workshop. Education and Youth engagement could be developed.
- There is a need to establish manageable lines of communication as e-mails en-masse result in them not being read.
- Paula Boatfield has given Morwenna editorial access to the website and as expressed interest in continuing to help the Publicity committee in this regard. Some upgrades of the web site might be the shop merchandise/membership but this would require a person to administer the site. An improved shop site would have all things for sale with price and description attached, including additional items such as shirts and jumpers. Denise Harslett agreed to help with a merchandise stock take. The Minutes and Settlement News could go onto the web site or into dropbox where members could access them. The latter is considered a membership perk so probably best as newsletter only. The wisdom and legality of Minutes on the website was raised. Peter Klemm is to approach Steven Jones regarding this matter. The Photo gallery is a good notion - Sandra McEwan was employed as photographer for 26 July Centenary Event – Morwenna Harslett will follow this up regarding photos from that event.
- Members are welcome to attend executive meetings but without voting rights.
- Financial planning and Marketing are essential to the success of ALC1 to create a steady stream of income. Obtaining grants is great in some circumstances but other ways to make money need to be explored. Events can be much broader than concerts and ceremonies. Sundays mornings are events. Events are not always money making – they can be sociable, having fun, educational or for publicity purposes. AHA needs to bring back a fun side for its members.
- Subcommittees could collaborate more. E.g. History and Publicity could work together to have more accessible content on the website, History and Building could work together to do a fit-out of the Passchendaele Shed.
- Morwenna sees the ideal model for ALC to be the Membership running the organisation and reporting to the president rather than the President making decisions and imparting these downwards to the membership.

### **General Business:**

- Peter Klemm raised the notion of have specific committees and needing people to serve on committees. Committee chairs could approach individual members to join specific committees. At this point in time Events and Grants do not have a chair person. The results of the survey may determine members who have an interest in particular areas.
- In the absence of a Grants Officer, AHA could have a Treasurer's assistant to help with grant acquittals/shop income etc. It was felt the sub-committee person running specific projects needs to become involved and assist with acquitting specific grants. However, there is a creative component to grant applications so someone needs to keep watching the opportunities that can arise. For now, Morwenna will do this.
- Executive meetings to be held monthly rather than quarterly for the time being and scheduled for the last Sunday each month at 4pm at the ALC.

Meeting closed at 6.15 pm. Next meeting - 28 March 2021 at 4:00pm.

Signed on : .....  
Date

by: .....  
President Secretary/Vice President