

**Newcastle Family History Society Inc**  
**Management Committee Meeting**  
**Thursday 17 November 2022 at 10am**  
**Draft Minutes**

**Meeting Commenced:** 10am.

**Welcome and acknowledgement of the custodians of the land:** MW

**Present:** Clive M; Sharyn B; Laraine C; Marie H; Rosalie B; Mel W (on Zoom)

**Apologies:** Karen S.

**Minutes** of the Meeting of 20 October 2022 as circulated and in the GDrive.  
Copy to be placed on GDrive & on the front noticeboard (by the Secretary), and  
in the Member's section of the website (by the Webmaster) after approval.

**Corrections/Amendments:** Noted.

**Motion (Minutes):** *“That the minutes of the Previous Meeting held on 20 October 2022 be accepted with amendments.”*

*Moved:* Sharyn B                      *Seconded:* Mel W  
*Carried:* Yes

**Business Arising/Updates/General Business:**

1. New Kandao Meeting Pro tested out in a meeting situation with Zoom incorporated into the trial. Clive set up & ran the operation during the MC Meeting.

2. Treasurer's computer upgrade. Clive M reported proposed laptop has been ordered. Clive will look at Cash Flow Manager and new licence will need to be purchased. Clive to send invoice and NSW/ACT Family History State Management Committee to supply approved grant of \$250 for Meeting Pro with remainder on a separate invoice.

**Motion:** *"That the Flying Minute regarding purchase of Meeting Pro and new computer for Treasurer be ratified."*

*Moved:* Marie H    *Seconded:* Rosalie B.    *Carried:* Yes

3. Conference 2022 – update (MW). Mel reported that the Conference went smoothly due to the assistance of Clive M and Glenn Matthews. Distribution of profit from the conference is to be decided by NSW/ACT State Management Committee. Quarterly reports about allocation of conference workload had been supplied. The third day of the Conference with Trade Tables and displays went well.
4. Female Convicts of the Hunter Seminar – NFHS has withdrawn and can do a seminar on this topic next year.
5. Talks given during November:
  - 2 November at 11.15am at NEX for Probus Club
  - Topic: NFHS (Mel & Karen)
  - 8 November at 6pm – Adamstown Lions Club –
  - Topic: Female Convicts of the Hunter Valley (Mel & Vicki). \$200 was donated with half to be sent to MBFHS.
6. Covid Safe Rules – may need to be tightened up again if new waves become virulent. Committee will wait until January to see how current strain develops. Voluntary wearing of masks still applies.
7. Advertisement in Newsletter for Assistant Treasurer & Assistant Secretary. Future planning required. No response from members.
8. Discussion & response to email from Margaret Ashford. Matter to be deferred until future meeting.

## **Reports:**

**Correspondence:** (as per GDrive)

**Motion:** *“That the Correspondence Reports be accepted.”*

*Moved:* Marie H.

*Seconded:* Sharyn B.

*Carried:* Yes

**Treasurer’s Report:** (as per GDrive)

**Motion:** *“That the Treasurer’s Report be accepted.”*

*Moved:* Marie H.

*Seconded:* Rosalie B. *Carried:* Yes

**Motion:** *“That the invoices for payment and additional notes be accepted.”*

*Moved:* Marie H.

*Seconded:* Sharyn B.

*Carried:* Yes

**Membership Report:** (as per GDrive)

**Motion:** *“That the Membership Report be accepted.”*

*Moved:* Sharyn B.

*Seconded:* Mel W.

*Carried:* Yes

**Motion:** *“That the members of Maitland and Beyond Family History Society who were appointed as Honorary members for the duration of the 2022 Conference now be removed from the membership”.*

*Moved:* Sharyn B. *Seconded:* Rosalie B. *Carried:* Yes.

**Close of Meeting:** 11.20am

**Next Meeting:** Thursday, 15 December 2022