Newcastle Family History Society Inc Management Committee Meeting Thursday 15 June 2023 at 10am

Meeting Commenced: 10.30 am

Welcome and Acknowledgement of Country: MW

Present: M Woodford M Hughes S Boyce G Bunn

K Smith (minutes)

Apologies: Kirstie Carrick Laraine Cross

Minutes of the Meeting of 18 May 2023 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 from updated Gdrive) after approval.

Corrections/Amendments: Business Arising Pt 7: changed to "K Pawley to be consulted."

Motion (Minutes): "That the Minutes of the Previous Meeting held on 18 May

2023 be accepted."

Moved: K Smith Seconded: M Woodford Carried: Unanimously

Business Arising/Updates/General Business:

1. Overview of Draft Minutes from the 2023 AGM

- Zoom list to be added to attendance list.
- Upload AGM minutes to GDrive

2. Beginning Genealogy Course – Update (KS)

- Numbers re: this course scheduled for 24 June 2023?
- K Smith to contact P Healion re: numbers and whether this course will go ahead

3. Events/Courses Update

Reminder to be circulated by NFHS Pres: MW to SIG Convenors and Courses/Events
Co-ordinator the necessity to keep the NFHS MC up-to-date with all events, courses,
open days et al.

4. SIG Groups – Update

• See Pt 3

5. Update on Solar Panels – now functioning (SB)

10am – 10.30am the MC was addressed by an Aussie Wide Solar representative regarding the recently installed panels.

- Inverter is working when the "Green" light is on.
- If a "Red" light is displayed: check that the AC circuit breaker switch is "On". The switch should be in the "Upright" position.
- Every 5-6 yrs the panels require cleaning. However, the pitch of our self-cleaning solar panels is 20 degrees therefore, they may not need any cleaning in the future.

6. New Trolley Purchased

• A new trolley has been purchased @ \$122.

7. New Board for Outside Mechanics' Institute

- MW has sent a message to the MG Car Club regarding the business that supplied their new signage.
- Currently awaiting the MG Club's response.

8. Update of Boards Following AGM – Presidents/Life Members

- MW has contacted K Pawley regarding the Presidents/Life Members boards.
- Awaiting a reply to same.

9. Updated Information Sent to Fair Trading by Public Officer.

- A change of procedure in relation to this information.
- Information must now be forwarded to ACNC. The ACNC will then forward this to the Dept of Fair Trading.
- Draft of the R & Rs of the Public Officer to be updated.

Motion: "That the NFHS MC accept the update of the Public Officer's R & Rs and Statement of Duties".

Moved: S Boyce Seconded: M Hughes Passed: Unanimously

10.Research Group Update

• Ros Cheetham to coordinate the Research Group while Laraine Cross is away.

11. Outdoor Tables and Chairs

• Quoted at \$9000

12. Mechanics Institute Trust Committee

• Due to a resignation, there will be a new member on the MI Trust Committee.

13. Copyright Licencing Agreement

• Reminder that all Copyright Licencing Agreements lodged by NFHS members must be signed by the NFHS Public Officer and one NFHS MC member.

14. First Aid Kit

• The NFHS First Aid Kit needs to be re-stocked. KS to attend to this.

15. Future Planning for 2023:

- Raffle for Scottish Open Day/Father's Day Raffle
- Scottish Group Open Day during National Family History Month (12 Aug)
- Female Convicts of the HV Group:
 - (a) First meeting scheduled for 19 June 2023 at 1pm
 - (b) Website the Domain name has been purchased: femaleconvictsofthehuntervalley.com.au
 - (c) Updated edition of They Sent Me North database (downloadable from online shop shortly)
 - (d) Online shop sales from the Female Convicts site will feed directly into NFHS:
 - (i) downloadable data base
 - (ii) convict bonnet kits etc
- English Open Day deferred to 2024 (KS)
- Scrapbooking SIG to be held on last Sunday in July 10am-4pm
- Morning/afternoon tea to celebrate 40 years of NFHS & launch of December Journal

 possible date 26 November TBC by the E Team
- Christmas Lunch Friday 1 December Poppies booked for 30 for 12pm
- Xmas in July Trivia afternoon at 2pm. Lucky Door prizes, Raffle etc

Reports:

Correspondence: (as per Gdrive)

Motion: "That the Correspondence Report be accepted."

Moved: K Smith Seconded: M Hughes Carried: Unanimously

Treasurer's Report: (as per Gdrive)

Motion: "That the Treasurer's Report be accepted."

Moved: M Hughes Seconded: K Smith Carried: Unanimously

Motion: "That the invoices for payment and additional notes be accepted."

Moved: M Hughes Seconded: S Boyce Carried: Unanimously

NFHS credit card (MH) – the card is to arrive shortly.

2022 Conference Books to be audited June(SB).

Membership Report: (as per Gdrive)

Motion: "That the Membership Report be accepted."

Moved: S Boyce Seconded: M Woodford Carried: Unanimously

Quarterly Reports: (as per Gdrive)

Deferred to the next MC Meeting.

Business Without Notice:

- NFHS Members' Interest Directory needs to added to the NFHS website as a fillable form
- Chairs in storeroom permission has been given by the MI to sell the chairs.

Close of Meeting: 12.20pm

Next Meeting: Thursday, 20 July 2023.