

**Newcastle Family History Society Inc  
Management Committee Meeting  
Thursday 20 July 2023 at 10am  
Minutes**

**Meeting Commenced:** 10.10am

**Welcome and Acknowledgement of Country:** MW

**Present:** M Woodford      L Cross      M Hughes      S Boyce  
                 R Bunn                      K Smith (Minutes)

**Apologies:** Kirstie Carrick

**Minutes** of the Meeting of 15 June 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:** N/A

**Motion (Minutes):** *"That the Minutes of the Previous Meeting held on 15 June 2023 be accepted."*

**Moved:** K Smith      **Seconded:** S Boyce      **Carried:** Unanimously

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

**1. Beginning Genealogy Course? – Update (KS/LC)**

- Two Beginner's Courses to run in March & September 2024.
- To run prior to the Library Orientation Courses.

**2. (a) Events/Courses – Correspondence received from P. Healion**

- Correspondence received by M Woodford on 29 June 2023 from P Healion re: the position of Events/Courses Co-ordinator
- NFHS Management Committee to run Events/Courses.
- Louise Evans to address the NFHS Sept 2023 meeting. Topic: Medical Vocabulary.

### **(b) State Conference “Running Waters” Sept 2023**

- Virtual conference to be held in the NFHS library
- Registration \$150 for the NFHS.
- Members \$30 to attend
- Morning and afternoon tea provided

### **3. SIG Groups – Update**

- English SIG to hold an Open Day in 2024 –tentative date Saturday after the King’s Birthday weekend.

### **4. New Board for Outside Mechanics’ Institute – Update (MW)**

- Lea Harris has put forward the name of a business that can supply a new noticeboard.
- M Woodford to follow up same.

### **5. Update of Boards Following AGM – Presidents/Life Members – Update**

- Altapac updated this board in the past, therefore will be employed to make the required additions.

### **6. Research Group Update – Update (LC) – Extra set of keys for rooms**

- An extra set of keys has been made available for the NFHS
- Research Co-Ordinator: L Cross has also been provided with a set of keys.

### **7. Podcasting Course – MW**

- Clive Maddocks has completed a podcast course.
- He envisions a podcast as a means of promoting the NFHS and our publications, activities etc
- Newcastle based content – 15-20mins. Hosted by Carole Duncan interviewing Ken and Marie Shilling

### **8. Sale of Excess Chairs – MW**

- Chairs to be sold for \$5 each
- Ad to be placed on our Facebook page

## **9. MI Finial**

- Ron Robinson has been contacted by a stonemason who has offered to repair the finial.

## **10. MID**

- Member's Interest Directory will be printed in the Journal Sept 2023
- S Boyce co-ordinating same

## **11. Thank You to Ed Tonks – Honorary Membership**

- Honorary membership to be given to Ed Tonks in recognition of his cemetery presentations.
- Thank you note sent to Ed Tonks by Sandgate Group Co-Ordinator, M Ashford, for the Whitebridge Tours

**Motion:** *"That the NFHS MC proposes that Honorary Membership be offered to Ed Tonks in appreciation of his contribution to the NFHS."*

*Moved:* M Hughes    *Seconded:* S Boyce    *Passed:* Unanimously

## **12. Library Group in recess 21 July – 4 September**

## **13. Vacuum Cleaner Repairs Required/Heaters**

- Old vacuum cleaner to be disposed of.
- K Smith to donate her vacuum cleaner to the NFHS
- Heaters to be offered for sale via our Facebook page. Rennai's purchased by NFHS. However, DeLonghi was donated by H Ling, S O'Brien and K Pawley and their permission will need to be given for the heater to be offered for sale.

## **14. First Aid Kit (KS) – update (KS)**

## **15. Future Planning for 2023 –**

- Scrapbooking Day – Update (KS) – a reminder for the Scrap-a-thon to be posted on our Facebook page.

- Raffle for Scottish Open Day

First Prize	Framed photograph donated by K Shilling
Second Prize	Scottish Teddy
Third Prize	Dundee Cake

- Scottish Group Open Day during National Family History Month (12 Aug)  
Organisation is well in hand
- The Father's Day Raffle has been changed to a raffle run during the NFHS virtual inhouse State Conference
- MBFH Heritage Fair Sunday 29 October 2023  
An invitation has been received from MBFH for our members to attend.
- Request from U3A (Newcastle) Family History Group co-ordinator, Trish O'Dowd for a speaker from the NFHS to address their members.  
Contact made by K Smith re: same with a proposed date for 23 Aug 2023 with a follow up visit by the group to the NFHS Library on either 30 Aug or 13 Sept (dates to TBC by T O'Dowd)

### **Reports:**

#### **Correspondence:** (as per Gdrive)

**Motion:** *"That the Correspondence Report be accepted."*

*Moved:* K Smith      *Seconded:* L Cross      *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:* L Cross      *Carried:* unanimously

**NFHS credit card** – update (MH) The credit card is yet to arrive.

**Audit of 2022 Conference Books** - update (SB).

- A policy statement will need to be written regarding the costing of our publications.
- State Conference 2023 books with the auditor.

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

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

*Moved:* S Boyce

*Seconded:* K Smith

*Carried:* unanimously

**Quarterly Reports:** (as per Gdrive) – from June meeting.

- Deferred to August meeting

**Business Without Notice:** N/A

**Close of Meeting:** 12.05pm

**Next Meeting:** Thursday, 17 August 2023.