

**Newcastle Family History Society Inc
Management Committee Meeting
Thursday 18 January 2024 at 10am
Minutes**

Meeting Commenced: 10.08am

Welcome and Acknowledgement of Country: MW

Present: R Bunn K Carrick S Boyce M Woodford K Smith
 M Hughes L Cross

Apologies: N/A

Minutes of the Meeting of 21 December 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:

Motion (Minutes): *"That the Minutes of the Previous Meeting held on 21 December 2023 be accepted."*

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

Abstention: K Carrick

Business Arising/Updates/General Business:

1. Amendments – required for November Minutes.

Motion (Minutes): *"That the corrections/amendments to the Minutes of the November 2023 MCM be accepted."*

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

Abstention: K Carrick

2. Letter of Invitation to Patrons for 2024

- Draft of Letter of Invitation to be completed and sent to NFHS Pres: M Woodford for approval.

3. Spring Cleaning Day – Update.

- The annual Spring Clean was well attended.
- Many thanks to the members who gave up their time to make our Society rooms ready for 2024.

4. (a) Senior Citizens' Festival – Mini Expo – Monday 11 March – Town Hall.

- NFHS Expo table – M Woodford, R Bunn and S Boyce

(b) Seniors' Open Day at NFHS

- Saturday 16 March 2024 in the NFHS rooms.
- Morning Tea \$5. Members to supply items for the morning tea.
- Used Book Sale.
- PowerPoint about NFHS running in the hallway (loop).
- Tours of our rooms and the services we provide
- Raffles: Certificates for subscriptions? Gift voucher for a publication?
- Lea Harris has prepared a flyer to advertise the Senior's Open Day activities. To include same in monthly newsletter with information re: how members may assist.
- Gazebos – 6m x 3m and 3m x3m – provided by K Smith for use on the day.

5. Podcasting SIG – Update (MW)

- Assistance is required for future podcasts.
- Podcast SIG will be approaching members to assist in developing future podcasts

6. MC Positions which will have been held for 4 years duration at AGM.

- The lack of nominees for elected positions at NFHS is an ongoing issue. This is especially important this year as under the rules of our Constitution the current NFHS Treasurer, M Hughes, cannot stand for re-election to this position at the 2024 AGM.
- S Boyce to contact Fair Trading re: advice and procedures for tackling this issue ie What does Fair Trading advise the Society do if there are no nominees?

7. New Front Sign for the Mechanics Institute – Update (MW)

- Ready for installation.

8. Update of President's Board Required.

- Board to be updated
- Lettering to be done at Altapac

9. NFHS Twitter (X) Account – Update (MW)

- The X account needs to be up and running again

10. Nominations for 2024 RAHS Certificates of Achievement.

- Nominations are due Sept 2024
- MC to consider suitable nominees at a future meeting

11. RAHS Cultural Grants

- The cultural grants are designed to assist history organisations to develop/assist with the cost of producing publications, digitisation of resources etc
- MC will consider ideas for same
- Blurbs re: NFHS publications for inclusion in the RAHS magazine "History"

12.Future Planning for 2024

(a) Publications

- **TSMN 2nd Edition** files sent to Publications Officer and IT Manager. Release in February via NFHS online shop as downloadable pdf.
- **Military Stories** for release March/April 2024

(b) Calendar Dates for Newsletter

- **Beginners Courses** for 2024 – Update (KS/LC) 7 Apr 2024
- **Sandgate Tour** – Update –Memorandum of Understanding with Metropolitan Memorial Parks has been signed and returned. Tour details are in progress and date TBA

(c) 2024 Excursions/Dates

- Sugar Valley Library & Museum/Lunch at Harrigan's
Friday 1 March – suitable date for eTeam & SV Library/Museum
Members to meet at SV Library at 10am. Attendees are advised to email NFHS Pres: MW.
- Singleton Military Museum/Lunch TBC
- Lochinvar Cemeteries/Lunch TBC

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:* S Boyce *Carried:* Unanimously

Membership Report: (as per Gdrive)

Motion: *"That the Membership Report be accepted"*

Moved: S Boyce *Seconded:* M Woodford *Carried:* Unanimously

1. Discuss Joining Fee. New Members' Kit - send electronically?

Motion: *"That in addition to the annual membership that new NFHS members be given the option of receiving an electronic kit priced at \$5 or a hard copy sent by mail for \$15."*

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

2. Discuss of wording – Annual Membership or Annual Subscription?

Any change to the wording "annual membership" to "annual subscription" is not possible at this stage. For further consideration when the NFHS Constitution is reviewed.

3. MID – 2 years from 2024?

Fillable form to be placed onto the website.

Quarterly Reports for December – as per Gdrive (carried over from December Meeting)

Motion: *“That the Quarterly Reports be accepted”*

Moved: M Woodford *Seconded:* S Boyce *Carried:* Passed

Abstentions: K Carrick R Bunn

Business Without Notice:

Close of Meeting: 11.15am

Next Meeting: Thursday, 15 February 2024 at 10am