

**Newcastle Family History Society Inc
Management Committee Meeting
Thursday 15 February 2024 at 10am**

Meeting Commenced: 10.15am

Welcome and Acknowledgement of Country: MW

Present: M Woodford S Boyce (Zoom) R Bunn L Cross
 M Hughes K Carrick K Smith (minutes)

Apologies: N/A

Minutes of the Meeting of 18 January 2024 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 18 January 2024 be accepted."*

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

Business Arising/Updates/General Business:

1. Letter of Invitation to Patrons for 2024

- Draft letter approved by MW
- Sent to Patrons on 15 Feb 2024

2. U.S. Visitors Tuesday 20 February 10.15am

- LeeAnn Bunn visiting NFHS Library – 2x great grandfather immigrated to Newcastle in 1852.
- NFHS will be opened to accommodate her scheduled visit to Newcastle

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

- Assistance required for manning the NFHS table on the day M Woodford, S Boyce and R Bunn
- Equipment: Square, float, selection of publications, raffle tickets @ \$2 or 3 for \$5
- Stall items to be collected on Saturday 9 Mar, S Boyce delivering to Town Hall on 11 Mar.

(b) Seniors' Open Day at NFHS – Update: to be held Saturday 16 March in the rooms.

Raffle Prizes?

- Morning Tea \$5 – Su Carter and volunteer team - donations of food from members.
- PowerPoint about NFHS running in the hallway (loop). Same to be updated by MW.
- Used book sale – Jim McD and Margaret A will not be available – team of volunteers organised to man the table.
- Gazebo 6m x 3m and 3m x 3m – K Smith
- Tours of the NFHS Library
- Assistance with Research Questions for visitors
- Advertising requested in *Wallsend Weekly* & *The Local*. Posts on NFHS and Lost Newcastle Facebook pages. K Smith to contact ABC radio and 2HD Community Noticeboard
- Flyers to be distributed.

4. Podcasting SIG – Update (MW)

- Next recording session Sunday 18 February.
- Assistance required for future podcasts: overview of SIGs?
- Female convicts (interview or monologue) – use of AI for individual female voices of Irish and English convicts

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

- Plan of action needed to ensure that all elected positions are filled.
- S Boyce consulted Fair Trading re: clarification of term of executive members.

- A need to begin planning for AGM.
- Some R&Rs need minor updates.
- Events, excursions & courses will now be organised by the NFHS Management Committee.

6. Future Planning for 2024 –

- **Publication** - TSMN 2nd Edition files sent to Publications Officer and IT Manager. Release in late February via NFHS online shop as a downloadable pdf.
- **Female Convicts of the HV website** will be launched to coincide with publication.

- Military Stories to be launched in April 2024

- **Beginners Courses** for 2024 – Update (KS/LC)

Planning in progress for the Beginners' Courses scheduled for 7 April and 21 April.

- **Sandgate Tour – Update**
Planning ongoing – 19 May 2024

- **2024 Excursions/Dates –**

Sugar Valley Library & Museum/Lunch at Harringons

Friday 1 March – 12 lunch bookings so far

Museum volunteers have been invited to attend

Further advertising to be done through NFHS Newsletter, Website and Facebook page

Minmi Courthouse – tentative dates 14 June and 21 June 2024

Lochinvar Cemeteries/Lunch TBC

- **Christmas Fair – Sunday 1 December**

To run in conjunction with the Lambton Xmas Fair in Lambton Park

- **Christmas Lunch – 6 December 2024**

K Smith to make a booking at Poppy's for 40

Reports:

Correspondence: (as per Gdrive)

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

Moved: K Smith *Seconded:* R Bunn *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

In the light of issues raised with last year's audit and GST the NFHS needs to determine whether the wording in the NFHS constitution satisfies the requirements for charity status.

Poss. GST \$2639 outstanding to ATO if the NFHS does not satisfy the requirements.

Membership Report: (as per Gdrive)

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

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

2024/5 Membership Forms/New/Renewal on Website

Discuss wording – Annual Membership or Annual Subscription. Any changes to the wording of the membership form from membership to subscription will require changes to the NFHS Constitution.

Business Without Notice: N/A

Close of Meeting: 12.45pm

Next Meeting: Thursday, 21 March 2024 at 10am