

Newcastle Family History Society Inc
Management Committee Meeting
Thursday 20 June 2024 at 10am
Minutes

Meeting Commenced: 10.05 am

Welcome and Acknowledgement of Country: M Woodford

Present: M Woodford S Boyce M Hughes R Bunn
 K Carrick K Smith (Minutes)

Apologies: Laraine Cross

Minutes of the Meeting of 16 May 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: N/A

Motion (Minutes): *“That the Minutes of the Previous Meeting held on 16 May 2024 be accepted.”*

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

Abstained: K Carrick

Business Arising/Updates/General Business:

1. AGM Overview

- Draft Minutes Amendments – edit ampersand, check spellings, ACNC not Fair Trading
- Place AGM Minutes 2024 in Management folder when corrected.

- ACNC report and financial report completed by Assistant Treasurer, M Hughes.

2. 2021 Constitution – Revision

- 2016 Constitution to be reviewed and compared with 2021 Constitution – focus on what alterations/additions that need to be made.
- Management Committee numbers
- Guidelines for Honorary Membership
- Any changes to the current constitution will require a special general meeting of NFHS Members at which 25% of the same are in attendance.

3. Newsletter

- Information to R Bunn by next week
- Events – English Open Day 31 Aug 2024

4. Excursion Update – Old Courthouse Minmi – (RB)

- Positive feedback for the outing
- Considering a heritage visit and lunch for the mid-year excursion. Poss. venues for further investigation.

5. Partnership with State Archives

- Small Debts Registers for Newcastle – transcribing original documents from this collection by NFHS volunteers.

6. Proposal from Margaret Ashford re Daytime Monthly Meetings

- Proposal to extend daytime monthly meetings
- Proposal to be presented to NFHS members via a survey with link on the NFHS website, newsletter and email.

7. Future Planning for 2024/5

(a) 2024 Excursions/Dates

- Lochinvar Cemeteries/Lunch TBA – late Oct/early Nov

(b) English Open Day – 31 August – Update (KS)

- Hamper of English Goodies
- Morning tea/coffee – scones with jam and cream etc with gluten-free alternatives

(c) Mini Conference – 14 Sept 2024

- \$10 pp for the 4 sessions
- Sessions will be recorded for later viewing by attendees

(d) Beginners' Courses

- Repeat Sept/Oct
- To run prior to Library Orientation sessions
- Other courses/seminars to be developed

(e) Christmas Fair – Sunday 1 December

- Xmas Hamper filled with Xmas goodies
- Stalls on the day

(f) Christmas Lunch

- Poppy's booked for 50 at 12noon.
- Awaiting call back from manager (Ros) re: menu and dietary requirements
- All bookings for attending the venue to be made via NFHS Secretary's email

(g) Female Convicts Seminar Day – early 2025

- M Woodford and C Maddocks visited The Place at Charlestown.
- Largest room capacity holds 150
- Excellent facilities
- Community rate approx. \$37.35 p hr with 10% discount for 4+ hrs
- Speakers have been approached
- Various displays/exhibits

- Poss. dates around International Women’s Day – 23rd Feb/2nd Mar 2025

Reports:

Correspondence: (as per Gdrive)

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

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

Assistant Treasurer’s Report: (as per Gdrive)

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

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

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

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

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)

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

Deferred to next month.

Business Without Notice:

- Northumberland & Durham FHS call out for family stories for the North East Roots Chats – flicking copy of email to interested parties
- Librarian Volunteer List – contact numbers of volunteers and emergency fill-in list to be kept in reception area
- Mechanics Institute borrowing cards – where are they?

Close of Meeting: 11.48 am

Next Meeting: Thursday, 18 July 2024 at 10am