

Newcastle Family History Society Inc
Management Committee Meeting
Monday 12 August 2024 (via Zoom)
Minutes

Meeting Commenced: 7.33pm

Welcome and Acknowledgement of Country: M Woodford

Present: M Woodford S Boyce R Bunn L Cross
K Smith (minutes)
Ass. Treasurer M Hughes (Guest)

Apologies: Kirstie Carrick

Minutes of the Meeting of 18 July 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 18 July 2024 be accepted.”*

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

Business Arising/Updates/General Business:

1. Survey re Daytime Monthly Meetings – update

- Survey to be repeated in the newsletter.
- At this stage there is support for extending the daytime monthly meetings. However, the decision re: same will be made at the next monthly meeting.

2. Letterbox Repairs – update

- Col Pratt to be approached re: modifications to the mail box to allow for easier access.

3. Check and Tag of NFHS Electrical Equipment

- An electrician to be engaged to check that our electrical equipment is sound and for same to be tagged.

4. Cyber Fraud – concerns

- A number of fraudulent emails have been sent to NFHS officer bearers requesting that they purchase gift vouchers on behalf of the NFHS President Mel Woodford.
- Mel Woodford has contacted the NSW Police Force Report Cyber Referral Team and has received a reply from same.
- Note to be included in our next newsletter to make members aware of the fraudulent emails, and to remind all members to be vigilant, check and verify all emails, especially the addresses, that request money or gift vouchers.
- S Boyce to contact Sonia Hornery to alert her to this scam.

5. Library Volunteers

- A lack of library volunteers is an on-going concern. It is evident that greater support be provided for members who are new volunteers.
- Proposed that a short course be developed to present to interested members re: what is involved in being a Library Volunteer, how to assist researchers etc

6. 2021 Constitution – Revision

- Time frame for proposed revision and amendments/changes to the current NFHS Constitution – must be completed prior to the NFHS AGM 2025.

7. Future Planning for 2024/5

(a) 2024 Lochinvar

- Lochinvar Cemeteries and Lunch – date TBA

(b) Sandgate Cemetery Tour

- 12 October (TBC)
- Sandgate Cemetery staff will also be on hand to assist on the day.

(c) English Open Day – 31 August 2024 (KS)

- Contact: 2NUR & 2HD Community Noticeboards
- ABC Radio
- Newcastle Herald
- Posts on NFHS and Lost Newcastle f/b pages
- Posters
- Setting up Friday afternoon

(d) Mini-Conference - 14 September 2024

- Few registrations at this point in time
- Encourage members to register individually
- \$10 pp for the conference
- Presentations will be recorded for registered attendees to view in their own time.

(e) Beginners' Courses

- To run over 2 sessions prior to Print (19 Oct) & Digital Orientation (26 Oct) sessions

(f) Christmas Fair – Sunday 1 December

- As previously

(g) Christmas Lunch – 6 December – Poppy's

- As previously

(h) Female Convicts Seminar Day – Sunday 2 March 2025

- As previously

Reports:

Correspondence: (as per Gdrive)

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

Moved: K Smith *Seconded:* R Bunn *Carried:* Unanimously

Assistant Treasurer’s Report: (as per Gdrive)

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

Moved: M Hughes *Seconded:* S Boyce *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:* R Bunn *Carried:* Unanimously

Business Without Notice:

(a) Defibrillator

- Defibrillator can’t be removed from the wall in the MG Club. A key would be necessary for access.
- Training course is needed for all users of the defibrillator.

(b) Air Conditioning

- Nova Air coming to complete the scheduled maintenance. They will ring prior to arrival.

Close of Meeting: 9.28 pm

Next Meeting: Thursday, 19 September 2024 at 10am