

**Newcastle Family History Society Inc
Management Committee Meeting
Thursday 19 June 2025 at 10am
Minutes**

Meeting Commenced: 10.10am

Welcome to all – special welcome to Bert.

Acknowledgement of Country: by Mel

Present: Mel W; Lea H; Marie H; Bert G; Sharyn B; Rosalie B

Apologies: Kirstie Carrick, Laraine Cross, Karen Smith

Minutes of the Meeting of 15 May 2025 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 following a review of the Minutes of the previous meeting held on 15 May 2025, it was agreed that the Minutes were a true and accurate record of the meeting, noting that any adjustments submitted to draft copy had been completed.”*

Moved: Mel W
Lea H; Sharyn B

Seconded: Sharyn B

Carried: Marie H; Mel W;

Abstentions: Rosalie Bunn, Bert Groen

Business Arising/Updates/General Business:

- 1. Gdrive Access** for MC Members. Discussion regarding some members still not having access. To be resolved after this meeting.
- 2. Key safe** has been approved by the Trust. Arrange for installation by a locksmith. Discussion regarding access must be secure. Codes to access should be changed at intervals. Location to be on left side of building (as

facing from street) in alcove halfway up on the right. Lea H to make enquiries.

Motion: That Lea H make enquiries about obtaining and installing key lock.

Moved: Sharyn B *Seconded:* Bert G *Carried:* unanimous

3. **2025 NSW/ACT Conference** – Update. Mini-Conference in the rooms – as yet no-one has booked in to attend. Jane I and Mel W to attend in person and have a trade table for NFHS. Single Zoom attendance fee will be \$80 due to the high cost of hiring IT services. Society fees to Zoom from their rooms will be \$180. *Trybooking* is available to purchase raffle tickets.
4. **Donation of Pdf Publications** – storage and cataloguing. 3 trained librarians in the Library Group suggest this will not be a problem.
5. **Reply from Gregory North** re Banjo Paterson Presentation in Newcastle in October. This tour reciting poetry of Banjo Patterson was run some years ago and was well received. However, there is not enough space at NFHS rooms to host it. The artist will get back to NFHS when he locates a venue.
6. **Invitation from Tingira Hills Aged Care Facility** to share Newcastle history/memories/stories one Friday afternoon. Bert G has volunteered to talk to this group. Mel W will put them in contact with Bert to arrange details. They were also informed by Mel about NFHS podcasts.
7. **Request from Parramatta Female Factory Friends** – Jodi Vial (journalist) has been awarded the position of Writer in Residence. As Jodi lives in Newcastle, Gay Hendriksen has requested that she be allowed to use our library for research. NFHS is happy to accommodate this request.
8. **Newsletter Mention of member Doug Saxon's posthumous OAM. Carol Duncan also received an OAM.**
Information regarding Doug's award will be forwarded to Lea H for inclusion in the newsletter and a copy is to be sent to Doug's wife.

9. Update on Recent Events & Future Planning for 2025 –

Lunch at The Beach Hotel to view historic Newcastle brick exhibition in the form of the bar – Marie to provide historical overview from 11am. Sherman Family members (whose father/brother provided the bricks and conducted extensive research on them prior to his death) will be in attendance.

Christmas in July plus Trivia with John & Judy Mulhearn – lucky door prizes/raffle/decorations/attendees to bring a small plate to share. Arrangements are in progress.

Possible excursions –

Visit to Murrook Cultural Centre (near Williamstown)
<https://www.murrook.org.au/> for a look into Worrima family history/history. Exhibitions, cultural activities, café.

Morning or afternoon tea at Miss Porters House.

Lochinvar Excursion.

History Cruise – Central Coast.

Sydney History Walks.

Beginners' Courses – to be held prior to Orientation Courses in Sept/Oct. Jim's role as librarian is yet to be allocated to someone. Usual presenters are currently preoccupied and cannot commit to a date.

Reports:

Correspondence: (as per Gdrive)

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

Moved: Mel W *Seconded:* Marie H *Carried:* unanimous

Treasurer's Report: (as per Gdrive)

Motion: *"That the Treasurer's Report be accepted."*

Moved: Marie H *Seconded:* Sharyn B *Carried:* unanimous

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

Moved: Marie H *Seconded:* Rosalie B *Carried:* unanimous

It was noted that rent will go up next month to \$610/month and we also had a call out on the photocopier in last month's accounts. Marie H noted that a new electricity plan has been negotiated. Thanks was expressed to Marie for her hard work with finances and mention was made that due to the changes to the constitution, passed at the last AGM and now uploaded for members' perusal, Marie once again holds the title of Treasurer, rather than Assistant Treasurer.

Membership Report: (as per Gdrive)

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

Moved: Sharyn B *Seconded:* Marie H *Carried:* unanimous

It was noted that membership is currently lower than last year standing at 223 (220 paid members; 1 Life member; 2 Honorary members).

June Quarterly Reports as per Gdrive:

Motion: *“That the quarterly reports that have arrived to date be accepted.”*

Moved: Mel W *Seconded:* Lea H *Carried:* unanimous

These were reports from: Treasurer; Webmaster; Snippers; Publications; IT Officer; Newsletter.

Business Without Notice:

- Banner which is placed outside the rooms to signal we are open is to be repaired as the attachment allowing it to be positioned in the ground is broken. Bert G will attend to this matter.
- The naming of the “Blue Room” is confusing for new members (as it is not blue) and will henceforth be named the “Computer Room”.

- There are discrepancies on the wording of the membership form including matters relating to postage which require alteration.
- NFHS may need a new *Square* machine.
- A possible speaker for future monthly meeting is Chas Close who talks about the Maitland floods.
- NFHS Honour Board needs updating. Altapac usually do this job.
- Life Member Board needs stars placed next to names of deceased members.
- Another toilet key is required as a spare in case, as happened recently, the key was left inside and the door manually locked.
- Previously there was approval for an extended storage space to be built on the right-hand side entry between the 2 buildings. This would be helpful for future storage issues and the matter needs to be revisited.
- Possible future grant may look at provision of hot water for the kitchen. Discussion about costs of a system that continually heated as inappropriate for the limited times the rooms are in use, so a system that operated on a needs basis would be required.
- Drawers in the steel cabinet in the Computer Room are hard to open and need maintenance.
- A hole in the floor in the corner of the Computer room will need repairs.
- The Snippers cupboard in the back room is coming apart and will need attention.

Close of Meeting: 12.10pm

Next Meeting: Thursday, 17 July 2025 at 10am