

**2/3rd Australian Light Anti-Aircraft Regiment Association
Executive Committee Meeting At 2/81 Well Street, Brighton
On Sunday 24 February 2013 At 2.00 PM**

Present: Lynton Rose (President), Colin Bragg (Secretary), Ann Bragg (Treasurer), Matthew Heddle, David McDonald (Research Officer), Anne Rae.

Apology: Graeme Heddle

Lynton welcomed members of the Committee and thanked them for their attendance.

Minutes Of Previous Meeting

Moved Anne Rae, seconded Lynton Rose "That the minutes of the previous meeting held on 4 March 2012, and previously circulated to Committee members, be adopted as a true and accurate record."

Business Arising From Previous Minutes

- Editing of Officer War Histories
- Refurbishment of Berkshire Valley, WA, RHQ sign
- Cataloguing Our Documents (<http://victoriancollections.net.au>)
- Copies of 'Take Post' with NLA

Research Officer David McDonald advised he had down loaded the Officer histories but that they required to be edited prior to them being placed on the web site.

The logistics, approvals, process, cost and timing involved in the refurbishment of the Berkshire Valley RHQ Sign was still to be clarified.

Cataloguing the Association documents and placing copies of "Take Post" with the National Library of Australia remain on the "back burner".

David proposed that the Association also seek to have the NLA web site include a link to the 2/3rd web site. He advised that copies should be addressed to the Statutory Deposits Librarian.

Colin undertook to add the NLA to the Associations mailing list.

Correspondence

Secretary Colin Bragg explained that most correspondence is dealt with via email, and that it was not unusual to receive up to four or five emails, either directly from members or indirectly through the web site, in a week.

The Secretary circulated a list of correspondence that had been received or dispatched since the previous meeting of the Committee.

More technical requests continue to be referred to Association Research Officer.

Inward

- Notifications of deaths of former members
- Minutes of the Bi-monthly meetings of the RSL Kindred Organisations & Unit Associations Committee

- Quarterly MUFTI Magazine (Victorian RSL)
- CASCABEL (Royal Australian Artillery Association) Journals
- RACV Quotation for AGM / Reunion Lunch
- RSL - Anzac Day Arrangements
- Multiple emails received from members advising changes to their contact details.
- Multiple emails received through the web site requesting information.

Outward

- RACV Contract for AGM / Reunion Lunch
- Half Year Report to Remembrance Group members
- Half Year Report to Regiment members
- Multiple emails to enquirees requesting information

Correspondence was received on the motion of Ann Bragg, seconded Matthew Heddle.

Financial Report

Colin Bragg explained that:

- RACV had reduced the per head charge to \$51, down from \$54 in 2012.*
- Deposits of \$765 had been paid with a third deposit of \$637.50 due on 20 March (Total costs have been based on an estimated cost of \$2,550 - 50 people at \$51 per head).*
- Drinks will be charged at cost.*
- The current operating account balance of \$1,576 plus anticipated revenue of \$2,250 (50 people at an average of \$45) will be adequate to pay the balance of the RACV costs and the printing and distribution of "Take Post".*
- The balance of the operating account was slightly higher than twelve months previously (\$1,576 compared to \$1,442).*

Discussion took place relating to the need to increase subscription fees to off set the subsidy currently paid by the Association.

It was agreed that:

- Subscriptions be retained at \$10 for original members and widows and \$20 for descendants for the period April 2012 to March 2013.
- For the 2012 Reunion Lunch a fee of \$30 per head for members and \$40 for non-members will apply.
- Subscriptions and Reunion Lunch charges are to be reviewed prior to the 2014 AGM and Reunion Lunch.

Moved Ann Bragg, seconded Lynton Rose That the cost of the Annual Reunion lunch be increased by \$5 to offset any future per head increase levied by the RACV for the Annual Reunion lunch, when and if such increase is applied.

Colin requested an advance of \$400 to replenish the Petty Cash Float in anticipation of postage costs associated with the invitations to the AGM, the distribution of "Take Post" and consumables such as envelopes and stationery.

Matthew Heddle requested a cheque for \$50 to cover the cost of a wreath to be laid at the ANZAC Day commemorations held at Werribee, where the 2/3rd undertook the basic training.

Moved Anne Rae, seconded Lynton Rose "That the Financial Report for the period 4 March 2012 to 24 February 2013, and previously circulated to Committee members, be adopted as a true and accurate record, and that a Petty Cash advance of \$400 be authorised."

Web Site

Further to the hacking of the web site in January, discussion related to a back up policy to avoid a repetition of the site being off the air for over a month.

Akeeba software is available to back up the web site, but it requires an upgrade to the Joomla software used to create, expand and maintain the site if we are to be responsible for back ups.

It was agreed that Designsense Web should be asked to establish a regular back up cycle and charge the time to the Association.

Our web site hosting had been transferred to Aussie HQ and the Domain Name Registration will similarly be transferred to Aussie HQ as soon as practicable.

The Committee thanked Secretary Colin Bragg and Malcolm Romano for their work in recovering the web site following the hacking.

AGM / Annual Reunion

Anne Rae suggested that an "Exit Questionnaire" be developed seeking opinions from those attending the Annual reunion regarding the venue, price, meals, format of the meeting, and suggestions which could be utilised at future AGM's.

Anne Rae suggested that a "first-timers" welcome be introduced at the AGM acknowledging those members who had not previously attended an AGM and Reunion Lunch of the Association.

The meeting agreed the Powerpoint presentation should be shown again but should be updated by adding new material acquired during the past twelve months.

A proposal to have a 2nd /3rd Questionnaire of (say) 20 questions to be placed on each table was discussed. The Committee supported the proposal, to be introduced at the 2014 AGM. ALL WE NEED IS 20 QUESTIONS!

Colin advised that internet access is available in the RACV function room for a fee of \$24.95, should anyone wish to browse the web site.

As was the case in the previous two years, a plated meal with a choice of two main courses and two deserts has been negotiated with the RACV, who have also agreed to include a large salad bowl for each table.

The RACV has again agreed to waive the per head beverage charge of \$16.00 per head and replace it with a cash bar account, which has a minimum spend of \$400 attached to it. This equates to a minimum of approximately \$6.00 per head if 60 people attend the reunion.

2014 ANZAC Day March

Colin advised the meeting that the 2013 Order of the ANZAC Day March.

All members of the Association (original veterans and their descendants) will march behind their individual Unit banners. Veterans choosing to ride in a vehicle (supplied by the RSL) will ride immediately behind the banner with the marchers marching behind the vehicle.

Colin further advised that because of tram works in Swanston Street, members intending to march should assemble on the corner of Swanston Street and Flinders Street, outside Young & Jackson's Hotel.

Assembly time is 9.15 AM.

Werribee RSL

The Association has received an invitation from the Werribee RSL to attend commemoration ceremonies on Sunday 19 April. Graeme and Matthew Heddle indicated they would be pleased to represent the Association. A cheque for \$50.00 was approved for the purchase of a wreath to be laid at the ceremony.

2013 Take Post

The Secretary advised the meeting that the 2013 'Take Post' will again contain 16 pages.

The front page will carry an article, with photos, relating to the 70th Anniversary of the North Africa campaigns.

Other major articles include extracts from the diary of Sergeant Hugh Hill and the semi-fictional story of Henry Whelan.

Vales for Gunner JW Croft and Phil Roberts and photos from the Air Defence lunch rounded out the issue.

It was agreed to again initially distribute 'Take Post' at the AGM / Reunion Lunch, but to distribute it between the main course and desert.

Colin indicated that he was intending to again have the local Bizworks Printing Group produce the 2013 issue of 'Take Post'.

Colin advised that Kaye Huggins was holidaying in Italy later in the year, and was intending the POW camp where her father had been held captive. Kaye had promised a story and photos for the 2014 issue of Take Post.

Other Business

As no members of the current Committee were vacating their position on the Committee, and because there were no vacancies on the Committee, it was agreed that should there be any additional nominations, those persons would initially be seconded to the Committee until such time as the Constitution could be amended to provide for an increase in the Committee.

Colin indicated that a paragraph inviting members to nominate for the Committee will be included on the invitation to the AGM / Annual Reunion.

Memorabilia

Matthew Heddle indicated he had access to items of memorabilia which could be placed on display at the AGM / Annual Reunion. Given the interest in similar items in previous years, the Committee agreed that these items should be displayed.

Meeting Closed

The meeting closed at 1630 hours.

Next Meeting

To be determined