



Minutes of the Annual General Meeting of History Queensland Inc. held on Saturday 20 May 2018 at the Criterion Hotel, Warwick hosted by Warwick & District Historical Society Inc.

Meeting commenced at 10.05 am

Attendance:

Caloundra Family History Research Group Inc –Valerie Thornton, Phyllis Gerhardt, Roz Kuss
Coopers Plains Local History Group Inc. – Beryl Roberts
Qld Muslim Historical Society & Mt Gravatt Historical Society – Janeth Deen
Genealogical Society of Qld Inc. – Janice Cooper
Toowoomba & Darling Downs Family History Society Inc. – Marie Green, Marianne Diggles, Margaret Doherty
Ipswich Genealogy Society – Irma Deas, Edith Henry
Fassifern District Historical Society & Templin Museum – Karen Douglas, Christine Titmarsh
The Gap Historical Society – Don Willsher
Gold Coast Family History Society Inc. – Ann Metcher, Fay Carbis, Heather Wort, Margaret Deacon
Fort Lytton Historical Association – Peter Gore, Anne Gore, Julie Massey
Blackbutt Tourism & Heritage, Roy Emerson Museum – Iris Crumpton, Kem Crumpton, Jenny Gilland-Thomas
Pine Mountain & Districts Historical Society – Elaine Peet, John Peet
Queensland Family History Society Inc. – John Perryn, Judith Perryn
Queensland Manx Society – George Cowan
Queensland Women’s Historical Association – Robyn Wallace, Fay McDougall
Oral History Association Qld – Pat Ryan, Jan Partridge,
Caboolture Family History Research Group - June Blasheck
Centenary Suburbs Historical Society - Dianne Ruffles, Caroline Hamilton
Warwick & District Historical Society – Bernie Stephens, Celine Syephens, Brian Bokenham, Barbara Bokenham, Jessamine Kehoe, Rhyl Dearden, Ev Eastwell, Gail Morden, Des McConville, Deidre Llewellyn, Jim Llewellyn

Apologies:

Bill Kitson – HQ Inc. Patron
Crows Nest Historical Society – Len Wilmington
Coochiemudlo Island Heritage Society Inc. – David Paxton
Logan City Historical Museum Society Inc. – Helen Turner HQ Insurance Liaison Officer
Friends of Bankfoot House
Descendants of South Sea Islanders – Sue Fewquandie, Don Fewquandie
Peachester History Committee – Helen Page
Friends of Tingalpa Cemetery Heritage Group
Oxley Chelmer History Group
Cloncurry Historical & Museum Society
Roy Emerson Museum – Noeleen Bird, Hazel Christie-Small, Jackie Ross

President Margaret Doherty welcomed attendees to the Annual General Meeting and thanked Warwick & District Historical Society for hosting.

Minutes:

As presented and made available on the HQ website.
There were no amendments.

Moved by Ann Metcher and seconded by Jude Perryn that the minutes of the Annual General Meeting held on Sunday 21 May 2017, hosted by the Gold Coast Family History Society Inc. and held at the Southport Community Centre be accepted.

Carried

Business arising:

Nil

Correspondence:

The correspondence list is tabled and copies available on request. Moved by Ann Metcher and seconded by Peter Gore that the inwards correspondence be accepted and the outwards endorsed.

Carried

Business arising: Nil

Presidents Report: Margaret Doherty

I am pleased for this opportunity to report to you on the activities of History Queensland over the last twelve months.

As of this week we have 112 member organisations although we have a few members who have not renewed as yet; but renewals are always a bit slow. However, in our current membership we have two new members which I hope is a sign that membership of History Queensland is considered valuable in the local and family history community. The new members are the Queensland Manx Society and the Queensland Women's Historical Association so a very warm welcome.

The insurance scheme has again been popular with our members and I thank Helen Turner for managing this part of History Queensland's activities. It is an onerous task and Helen does it very well.

The 2019 Family and Local History Conference planning is well underway and thanks to the very broad committee facilitated by Caloundra Family History Research's Val Thornton and Roz Kuss. The theme is *Waves in Time* and the conference will run from 24-26 May 2019. I hope you all will consider attending but also have a think about offering to speak. Speakers nominations will close of 31 August. Go to the website and Facebook page for *Waves in Time* to see what is on offer. You can also sign up to the *Waves in Time* newsletter and you will be kept up to date. Further dates to remember are that registrations commence on 1st November as do requests for Exhibitors' tables. However, you can do an expression of interest for the Exhibitors' tables now.

One of the new activities History Queensland is planning is to have a list of speakers on our website to assist our members to identify appropriate speakers for their organisations. A request will be going to our member societies in the near future asking for the names of potential speakers that are willing to be listed on our website. We will then contact these speakers to confirm they are willing to have their details on our website and request those details. We hope this will be helpful to our members.

Communication is important to an organisation like History Queensland and we are keen to maintain two way contact with our members. Janice Cooper is the editor of our newsletter so please contact her with interesting pieces of information about your organisation. As well Ann Metcher, as Secretary, is administering a Facebook page which has information on events and projects in the family and local history sectors. We need your contributions.

It is important to keep up to date with what is happening and so our webmaster, John Perryn keeps an eye out for interesting history relevant information. So please remember if you want to publicise something think about contacting History Queensland and put it in our newsletter; provide details for the website or ask to put it on Facebook. Or use all these media.

History Queensland continues to participate in two regular consultative forums. These are the Queensland State Archives (QSA) Customer Consultative Group which provides information relating to the QSA and their activities and on occasions asks members for their opinion on relevant issues. Also, there is a similar forum at the Queensland office of the National Archives of Australia. The latter group has a broader membership including the Archives for the Brisbane City Council, the History Teachers' Association and the State Library of Queensland. Both these forums are quarterly and are a good networking opportunity as well as a place to share information and opinions. The QSA is seeking to interact more with their customers and are holding more events, exhibitions and education.

Before closing I want to thank the Treasurer, Fay Carbis and the other Management Committee members who contribute to the operations of History Queensland. The committee would love some new ideas so if you are willing to contribute to the management of History Queensland please put your name forward as a committee member. It is not too late. We will accept nominations from the floor. We have our meetings using Skype so distance is not an issue.

Thanks again for supporting History Queensland. I hope you and your organisations will continue to be active in the family and local history.

Moved Margaret Doherty seconded Christine Titmarsh that the report be accepted. Carried

Treasurer's Report: Fay Carbis

History Queensland Inc Detailed Balance Sheet as at 31 March 2018

	Note	2018 \$	2017 \$
Current Assets			
Cash Assets			
BOQ - 7143		3,643	9,189
BOQ - 4737		68,557	59,270
BOQ - 2641		<u>72,200</u>	<u>68,459</u>
Total Current Assets		<u>72,200</u>	<u>68,459</u>
Non-Current Assets			
Property, Plant and Equipment			
Plant & equipment - At cost		5,491	5,491
Less: Accumulated depreciation		<u>(5,491)</u>	<u>(5,491)</u>
Total Non-Current Assets		<u>72,200</u>	<u>68,459</u>
Total Assets		<u>72,200</u>	<u>68,459</u>
Net Assets		<u>72,200</u>	<u>68,459</u>
Members' Funds			
Accumulated surplus (deficit)		<u>72,200</u>	<u>68,459</u>
Total Members' Funds		<u>72,200</u>	<u>68,459</u>

History Queensland Inc
Income and Expenditure Statement
For the year ended 31 March 2018

	2018	2017
	\$	\$
Income		
Membership Fees	3,201	6,782
Public Liability Insurance	48,638	45,978
Public Liability Insurance - Prior Year	1,390	8,791
Insurance Refund		3,644
Conference Surplus	2,831	
Interest received	791	706
Total income	56,851	65,900
Expenses		
Audit fees	550	550
Conference/Seminar costs	1,570	1,252
Depreciation - Plant		1,117
Fees & charges	52	50
Insurance	50,301	45,894
Meeting Expenses	130	215
Newsletters Costs		83
Postage	159	
Printing & stationery	76	188
Subscriptions	40	40
Sundry expenses	87	191
Travel, accommodation & conference		104
Web Site Costs	146	132
Total expenses	53,111	49,816
Profit from ordinary activities before income tax	3,741	16,084
Income tax revenue relating to ordinary activities		
Net profit attributable to the association	3,741	16,084
Total changes in equity of the association	3,741	16,084
Opening retained profits	68,459	52,375
Net profit attributable to the association	3,741	16,084
Closing retained profits	72,200	68,459

The next insurance period will be extended from 14 November 2018 to 31 March 2020 to bring it into line with the HQ membership year. This is to alleviate confusion with two separate dates. Organisations will need to be aware that for this change there will be an increased premium to pay to cover the extended time.

Moved Fay Carbis seconded Roz Kuss that the report be accepted. Carried

Question raised from the floor by John Perryn QFHS about the disparity between membership income 2017 and 2018.

Fay Carbis: Reason is that many Societies were / are late payers and when the membership payment was received is reflected in the income sheet.

Insurance Report: Helen Turner see Appendix to the Minutes

State Conference Report: Valerie Thornton Convenor

The 2019 State Conference Co-Convenor is Roz Kuss, It will be held at Lake Kawana Community Centre 24 – 26 May 2019. The format will be similar to that of the 2017 State Conference held on the Gold Coast.

Margaret Doherty is working hard seeking sponsors. There will be accommodation close by. HQ is considering assisting two regional delegates to attend.

Currently the call for speakers is active and this closes on 31 August.

HQ organisations are encouraged to recommend speakers they know to submit papers for consideration.

Newsletter Report: Janice Cooper

1. MailChimp

Two issues of *HQ News* have been distributed since the last General meeting. I have established a schedule for distribution, which will be included in the next issue, due in the first weeks of June:

<u>Distribution</u>	<u>Copy date</u>
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mid-March	February 28
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early June	May 15
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mid-August	July 31
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early November	October 15
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I welcome reports from member societies on their events, plans or issues. Sharing your achievements and ideas is very helpful to other groups and helps promote your own efforts.

Please share any suggestions you have for the newsletter with me today.

2. Website - content

My role is to gather content for the website.

I am adding news items as I become aware of them. Currently we are working to update and refine the 'Links' page. I welcome your suggestions for the website.

The next newsletter will have the deadline copy dates included as the newsletter will have fixed distribution times.

General Business: NIL

Election of Officers 2018 – 2019

Margaret Doherty vacated the Chair after requesting members to consider joining the HQ committee. The management committee stood down for Margaret Deacon to take over the election. Nominations received were as follows:

President	Marg Doherty (Toowoomba & Darling Downs FHS)
Nominated by	Marionne Diggles, seconded by Marie Green, Members of Toowoomba & Darling Downs FHS

Secretary	Ann Metcher (Gold Coast Family History Society)
Nominated by	Beverley Dwyer, seconded by Ann Morse Members of Gold Coast Family History Society

Treasurer	Fay Carbis (Gold Coast Family History Society)
Nominated by	Peter Lenton, seconded by Gay Eunson Members of Gold Coast Family History Society

Committee Members

1. Janice Cooper, nominated by Cathie Sherwood, seconded by Claire Rodwell, members of the Genealogical Society of Queensland

2. Marie Green, nominated by Patricia Tennent, seconded by Denise Beanz, members of Toowoomba & Darling Downs Family History Society

3. Marianne Diggles, nominated by D. Powell, seconded by Neil Hooper, members of Toowoomba & Darling Downs Family History Society

4) Helen Turner, nominated by Ian Turner, and seconded by David Amiet members of Logan City Historical Museum Society

5) Valerie Thornton, nominated by Rosalyn Kuss, seconded by Peter Hovey, members of Caloundra Family History Research.

Margaret asked if there were any more nominations from the floor.

Beryl Roberts, nominated by Janice Cooper and seconded by Elaine Peet, accepted the nomination.

There being no further nominations, the committee was elected unopposed.

The following appointments were made and ratified:

Auditor	Chartered Accountant, Franich, Crow, Oberg,
Insurance officer	Helen Turner
Insurance broker	A J Gallagher
Webmaster	John Perryn
Newsletter editor	Janice Cooper
AFFHO HQ representative	Margaret Doherty
AFFHO QLD representative	Fay Carbis

The Annual General Meeting closed at 11.05 am.

The next Annual General Meeting will be held on May 26th 2019 at Lake Kawana Community Centre, following the 2019 State Conference for Family and Local History “Waves in Time”.

Signed..... Margaret Doherty
President Date.....

Appendix to the Minutes – Insurance Report – Helen Turner

This report was not presented at the AGM, due to its arrival during the absence of the Secretary.

We currently have ninety (90) societies, museums etc with public liability covered under the History Queensland Inc. umbrella. Five (5) of those having building insurance, forty one (41) with contents insurance and five (5) with office bearers liability insurance.

The 2017/18 insurance year has run a lot smoother than the last two years; a lot of this was due to our new insurance broker as Christine, having previous insurance dealings with History Queensland Inc made the change over from Aon to AJ Gallagher very easy.

The insurance renewals will be sent out in July, these forms will need to be completed and returned to the broker no later than the 21st September. The renewal date is 14th November 2018. As History Queensland Inc. membership renewal falls due on the 31st March and insurance on the 14th November it is confusing to some societies therefore it was decided to bring the insurance renewal in line with the membership renewal and having both of the falling due on the 31st March. The next insurance term will be from the 14th November 2018 to 31st March 2020; making it a seventeen (17) month term.