**PROVISIONAL MINUTES OF THE**

**MHSA FEDERAL COUNCIL MEETING – MON 5 SEP 22**

**Location:** Zoom Pro Conference facilitated by the Federal President located in Canberra.

**Present: *Nigel Webster (Chairperson), Justin Chadwick, Ian Curtis, Neil Dearberg, Terry Dinneen, David Kemp, Duncan McConnell, Leigh Ryan, Ian Stagoll, Russell Paten, Russell Linwood (Secretary).***

**Apologies**: ***Steve Daniher, Elizabeth Hobbs, Katrina Kittel.***

**Absent:**Nil

**Welcome by Chair:** ***Nigel Webster*** opened the meeting at 6.00 pm AEST. He also spoke to the recent passing of long term and stalwart member, John Meyers. These minutes record the collective condolences of the Federal Council to Mrs Elsie Meyers and family, with a suitable wreath and written sympathy card to be sent by the President on behalf of the Federal Council and Society.

**Previous Minutes:**

That the minutes of the previous Federal Council (FC) meeting held on 23 May 22 be accepted as a true and accurate record.

Moved: ***Ian Curtis*** Seconded: ***Nigel Webster***

Motion CARRIED.

After they have been approved at the next FC meeting on 5 Dec 22, these minutes will be published on the MHSA website (as per FC Minute 9 of 25 Mar 19).

**Business Arising:**

As addressed/updated in the following agenda items.

**Key Correspondence:**

*Out***: Nil**

*In***:** RUSI email inviting participation in their fledgling online publication system called *Javelin*. This information has been distributed for branch action. ***Russell Linwood*** strongly encouraged branches to become involved in this project.

**Update** **Military Spectacular Conference 14-16 Oct 22.**

***Neil Dearberg*** again updated the meeting on conference preparations. Several speakers have been replaced with LTCOL David Kilcullen (Retd) now one of the leading speakers. The MC is Bob Hayward who was well known on Melbourne radio, and excellent support is being received from the ADF with equipment displays and musical support. A wide variety of the speakers have been sourced and deserve strong conference participation.

A good response has been received to the advertising campaign but to date this has translated into only a small number of sales. Further, grants bids have not yet yielded further income. FC members noted that specialist conference sales usually have a large surge at the last moment. While this is encouraging, all members were invited to renew their efforts in advertising and encouraging members and other military history aficionados to attend what promises to be a memorable occasion.

**Membership renewals - Branch updates required.**   ***Ian Curtis*** spoke to the need for membership records to be current and delivered in a timely fashion. He requested a list of all financial members by 30 Sep 22 from all branches to him in his role as Membership Registrar. The management of non-financial members is to be in accordance with the Constitution. ***Ian Stagoll*** raised the issue of who should collect membership fees resulting in some discussion. As this is not an agenda item scheduled for discussion at this meeting, it was resolved to now focus on the renewals issue and address any further consideration of the collection process later by any FC member who wishes to raise it as a formal matter.

*Action****:*** all branches to have membership list of financial members to the Membership Registrar by end 30 Sep 22 and administer all others IAW the Constitution.

**Corresponding and Associate membership update**. ***Ian Curtis*** reported that the great majority of this category of membership had renewed and that he was processing them IAW the constitution.

**Financial report based on the 21-22 FY financial statement (unaudited).** As Treasurer, ***Justin Chadwick*** summarised the DRAFT Financial Statement for 2021/2022 which he observed to show the MHSA to be in a sound position with money in the bank. He sought, and received agreement from the FC to now present the document to the Society’s auditor which has been signed by the President and him as the nominated officers of the Society.

*Action*: Treasurer to present Financial Statement to the auditor and prepare the Financial Statement for 5 Dec 22.

**Sabretache and distribution.**  In his Editorial role, ***Justin Chadwick*** advised the FC of several factors relating to *Sabretache* including the number of printed copies produced to be over 50% of the members. There is still strong attachment to print media which means that the cost of production remains high. The Society needs to encourage like many organisations, a digital version. He commented that it was still too early to ‘force’ the issue of digital production given that some members cannot access the publication in other than hard copy format, and this needs to be kept in mind, even in spite of the expense.

**General Business**

**Stipend for the Digital Content Manager (DCM).** This position, previously known as ‘Webmaster’, requires a lot of work and specialist capability so it is not reasonable to ask from a volunteer without some form of remuneration. A formal proposal was made by ***Nigel Webster*** that an annual stipend of $400.00 be paid to the incumbent of this FC position. This will then be administered by the Treasurer after details are provided by the DCM. The motion was carried unanimously.

*Actions:* 1. Treasurer to establish and administer this stipend forthwith.

*2.* DCM to modify the website, and Editor to change his title in *Sabretache*

**Website upgrade-Progress Report**. ***Duncan McConnell*** reported on developments. These included the capture of all identified changes given to him, as channelled through the Secretary to date from previous work, especially ***Katrina Kittel***’s efforts. He reported good engagement with branches that have a digital presence, and triggered discussion on the value and use of social media including how Twitter, Facebook and Instagram can benefit MHSA. He offered to create a dummy site demonstrating such possibilities for FC to examine. He emphasised that with this process improvements comes at a cost, that require technical expertise and effort. ***Nigel Webster*** endorsed that point and citing other society’s usage such as the MHS NSW and NHSA of such social media, asked the FC to identify a possible member to assist that role to support the DCM in the future.

*Action:* All to seek to identify a technically competent person to work with the DCM.

**Memorandum of Understanding. *Russell Paten*** sought a report from the President, being the Action Officer, on the status of the MOU with the Military History Society of NSW. ***Nigel Webster*** advised that it was signed by all parties and a soft copy would be distributed to the FC immediately. He spoke to the long-term collaborative benefit of the MOU for both organisations such as the MHS NSW had advertised the MHSA Military Spectacular Conference 14-16 Oct 22. ***Nigel Webster*** is meeting with Mr Robert Muscat the President of the MHS NSW in October 2022.

**New logo. *Ian Stagoll*** asked for information about the proposal for a new logo. This matter was addressed on 23 May 22, but not raised under ‘Business Arising’. It transpired that no action has been taken on that matter. Mr ***Leigh Ryan*** believed that this was an issue that should be voted on by all members***. Nigel Webster*** undertook to examine this issue further and report to federal council.

There being no further business, the meeting concluded at 7.28 pm.

**Next Federal Council meeting will be at 6:00 pm AEST on Mon 5 Dec 22.**

Minutes drafted by Secretary MHSA 8 Sep 22

Minute cleared provisionally by Meeting Chairperson (and President) on Monday 12 Sep 22.