



## PROVISIONAL MINUTES

### MHSA ANNUAL GENERAL MEETING – MONDAY 5 DECEMBER 2022

**Location of Meeting:** Via Zoom Pro teleconferencing.

**Present:** Nigel Webster (Chair), Justin Chadwick, Ian Curtis, Neil Dearberg, Steven Daniher, Terry Dinneen, Katrina Kittel, Russell Paten, Ian Stagoll, Leigh Ryan, Christopher Yardley, Russell Linwood (Secretary). A person not identified but shown as ‘MJG’ on screen, also took part.

The paragraph numbers in these minutes match the 2022 AGM Agenda.

1. **Welcome by Federal President.** The AGM commenced at 6.00pm AEDST, with *Nigel Webster* taking the Chair and welcoming meeting attendees.
2. **Apologies received:** Elizabeth Hobbs, Duncan McConnell, Barbara Orchard
3. **Confirmation of preceding AGM (6 Dec 21) minutes.** It was moved that the Provisional 2021 AGM minutes were a true and accurate record.

Moved: *Russell Paten* Seconded: *Justin Chadwick* CARRIED.

The 2021 AGM minutes will now be placed on the website as the official version, and this was actioned on 07 December 2022.

4. **President’s Report.** The *Chairperson* spoke to his pre-circulated President’s Report, a summary of which is at Attachment 1.

The membership of the MHSA currently stands at 224 which hopefully shall increase in 2023. Many smaller societies and committees have ceased operations as a result of the Covid-19 pandemic. I believe that many of us have got out of the habit of attending live events as a result of this. It will take some time to reset these behaviours.

In 2021-2022, Ian Curtis has proved an efficient and zealous membership officer and Mr Duncan McConnell has been a responsive and competent Webmaster. Over the years LTCOL Russell Linwood ASM (Retd) has been an outstanding and efficient Secretary whose advice and efficiency I value. The contributions of you all as volunteers are appreciated as we all balance competing priorities in our lives and the States and Territories remain the backbone of the MHSA.

Negotiations with the Military Historical Society of New South Wales (MHS NSW) resulted in the signing of a Memorandum of Understanding to create a closer relationship for the future and facilitate the free exchange of intellectual property. Where this leads in the future is yet to be seen

- an excellent outcome would be the reintegration of the MHS NSW into the MHSA. The MHS NSW operates from the ANZAC Memorial, Sydney and intends to hold a military history conference in 2023. A cordial invitation is extended to MHSA members to attend this future event.

Following a query at this time by *Ian Stagoll* about progress of the possible integration by invitation of the Military History Society of NSW into the MHSA, *Nigel Webster* indicated a hope that such an outcome might eventuate during 2023 with further negotiation.

The President's report was duly accepted.

5. **Treasurer's Report and the Audited Financial Statement (AFS) for 2021-2022.** Treasurer *Justin Chadwick* provided a pre-circulated Treasurer's Report and the AFS. These documents are at Attachment 2 and 3. His verbal report highlighted a nominal loss merely reflecting the grant to the QLD Branch for conference expenses, such now being a line item. He suggested that it would be prudent to write off approximately \$900.00 of inert stock in 2023, that stock being unsold publications.

The Treasurer's Report and AFS were duly accepted.

6. **Sabretache Editor's Report.** A pre-circulated report from the Editor, *Justin Chadwick*, was considered and accepted. At this point, circulation is approximately 50:50 hard copy and digital, resulting in some savings. Sabretache continues to present a wide range of good quality papers and book reviews. The report is at Attachment 4.

The *Chairperson* complimented *Justin Chadwick* for another successful year as Editor of the Society's flagship publication.

The Sabretache Editor's Report was duly accepted.

7. **Webmaster's Report.** A pre-circulated report from Webmaster *Duncan McConnell* who was not able to present, being on rostered Queensland Ambulance Service operational duty at this meeting time. His recommendations in the report were agreed to and continued authority given to proceed with improvements. He is only required to refer to the Federal Council if the change contemplated warranted such consideration. Members were again encouraged to submit proposals for improvement and update direct to him. The report is at Attachment 5.

The Webmaster's Report was duly accepted.

8. **Membership Report.** A report was pre-circulated by the Membership Officer *Ian Curtis*, detailing branch numbers and their financial status. See Attachment 6. Its key sub-report was the overall membership of 224 confirmed financial members, the number being higher but, in the

absence of the necessary membership data from Victorian Branch only able to be estimated. Leigh Ryan undertook to follow up his branch's administration efforts and get this overdue data in forthwith. **Ian Curtis** praised his predecessor **David Kemp** for his effective and efficient administration and handover of function.

The Membership Report was duly accepted.

9. **General Business.** There was no General Business other than a procedural query about moving and seconding the acceptance of each report in paras 4-8 of these minutes. The Chair chose to move that all Tabled Reports would be accepted; **Steven Daniher** seconded the motion.  
CARRIED.
  
10. **Election of Federal Councillors.** Four current councillors (**Katrina Kittel, Russell Linwood, Russell Paten, Nigel Webster**) were required to stand down in accordance with the Constitution, their two-year tenure expiring at the 2022 AGM. There were two nominations for councillor received prior to the meeting (**Katrina Kittel, Russell Linwood**). Two more were offered during the meeting (**Russell Paten, Nigel Webster**). In the absence of any other nominations, all four listed councillors in this paragraph were deemed re-elected as councillors for a period of two years (to and including the 2024 AGM).
  
11. **Meeting closure:** **Nigel Webster** thanked all for their participation and closed the meeting at 7.46 pm AEDST.

Date of the 2023 AGM was set as 4 December 2023.

Minutes drafted by Secretary MHSA on 7 December 2022.

Minutes cleared by President MHSA on 9 January 2022 and their distribution authorised.

**Nigel Webster**  
Chairperson

**Federal President Military Historical Society of Australia (MHSA) Report FOR 2021-2022**

The membership of the MHSA currently stands at 224 which hopefully shall increase in 2023. Many smaller societies and committees have ceased operations as a result of the Covid-19 pandemic. I believe that many of us have got out of the habit of attending live events as a result of this. It will take some time to reset these behaviours.

This has been noticeable at the Australian War Memorial where a number of individual public commemoration ceremonies such as 'The Battle of Australia' and Reserve Forces Day will cease in 2023. This also happened to the Battle of Britain ceremony some years ago. It is an ongoing challenge for such organisations as the MHSA to remain nimble and relevant.

The digital delivery for the Sabretache journal from July 2021 onwards has been implemented for those members who have opted for this option. The acceptance of the digital delivery has proved to be less than I expected - this may well reflect the ages of the majority of MHSA members. I am hopeful that reductions in membership fees may result in future when the cost benefit analysis demonstrates that the acceptance of digital copies is sufficiently high to do this.

It is worth remembering that no business should be not for profit. The challenge is managing your assets such as cash, physical, intellectual, and human. Effective risk management provides the strategies, tools, and planning for the future.

I remain extremely pleased by the quality articles and the production standards of Sabretache under the capable direction of Dr. Justin Chadwick. The journal is our flagship, and it gives us credibility in the wider military history community. Many of you may not be aware of the Editor of Sabretache's role as the gatekeeper and I can attest to the intellectual rigour that Justin Chadwick brings to this task. I believe one of the strengths of Sabretache is its eclectic nature where often little-known aspects of Australia military history are brought to a wider audience.

Negotiations with the Military Historical Society of New South Wales (MHS NSW) resulted in the signing of a Memorandum of Understanding to create a closer relationship for the future and facilitate the free exchange of intellectual property. Where this leads in the future is yet to be seen - an excellent outcome would be the reintegration of the MHS NSW into the MHSA. The MHS NSW operates from the ANZAC Memorial, Sydney and intends to hold a military history conference in 2023. A cordial invitation is extended to MHSA members to attend this future event.

The Queensland Division of the MHSA was to conduct a "Military Spectacular in the 14<sup>th</sup> to 16<sup>th</sup> October 2022. This was to focus on the ADF post the Vietnam War and was aimed to attract a younger cohort of ADF veterans. The Federal Council therefore made a substantial grant to assist Queensland with its expenses in running the Military Spectacular.

Unfortunately, this event had to be postponed until 2023 and will take place in a less ambitious format. Such factors as smaller than expected ticket sales and the withdrawal of ADF support due to a high operational tempo contributed to a difficult decision by Queensland Division. "This is the second time that a MHSA Biannual Conference has been cancelled in recent years as the same fate overtook the 2019 Western Australian conference. I would like to thank Mr Neil Dearberg and Mr Russell Paten for their indefatigable efforts in scoping and managing the Military Spectacular from its inception.

I am sure that the June 2023 conference will be successful. I was in Adelaide for an NGO Strategic Planning conference in late November 2022. There was a major international injury prevention conference on at the same time – six hundred delegates rather than the expected thousand attended.

The implementation of the revised MHSA constitution and rules which has simplified remedied an outstanding governance issue. The MHSA can now be confident that its documentation reflects the latest practice in State, and Territory Model Rules.

In 2021-2022, Ian Curtis has proved an efficient and zealous membership officer and Mr Duncan McConnell has been a responsive and competent Webmaster. Over the years LTCOL Russell Linwood ASM (Retd) has been an outstanding and efficient Secretary whose advice and efficiency I value. The contributions of you all as volunteers are appreciated as we all balance competing priorities in our lives and the States and Territories remain the backbone of the MHSA.

*Nigel*

N.B. Webster

Federal President Military Historical Society of Australia

## MHSA Treasurer's Report year ending 30 Jun 2022

See attached financial statement for FY 2021-2022. The financial situation of the Society is healthy and with the savings implemented through production and distribution of *Sabretache* will continue this into the future.

### **P&L statement:**

The P&L statement shows a loss of \$,1565.32 which is attributable to the grant of \$5,000 to the Queensland branch for the Spectacular.

### **Subscriptions:**

The subscriptions amount of \$6,193 must have the \$3,400 withheld by the Queensland branch for the Spectacular which has been used as a loan added. Thus, total subscriptions are \$9,593, an increase (just) on the previous year. The subscription entry on the P&L has been amalgamated into one for simplification.

### **Honorariums:**

Honorariums have dropped to \$1,200 as the distribution costs that were previously taken up by the Membership Officer are no longer required as *Sabretache* distribution is done by the editor.

### ***Sabretache:***

Printing and distribution costs have dropped substantially showing significant savings.

### **Queensland branch event loan:**

In November 2021 Federal Council agreed to provide a \$5,000 grant to the Queensland branch for the Spectacular and the withholding of subscription remittances as a loan. This amount of \$3,400 is an unsecured loan that will be repaid to Federal Council.

**Military Historical Society of Australia  
Financial Statements  
For the Year ended 30 June 2022**

## Military Historical Society of Australia Overview

Military Historical Society of Australia  
Principal address: PO Box 5030 Garrant ACT 2605  
Principal activity: Military history society  
Non-Reporting Entity

President  
Nigel Webster

Treasurer  
Justin Chadwick

### Financial Information

	2022	2021	2020	2019
	\$	\$	\$	\$
Operating Profit/(Loss)	(1,565.32)	1081.09	(326.92)	8,519.30
Sales	-	241.19	27.00	445.00
Cost of goods sold	-	82.21	80.00	769.78
Income	9,748.48	11,109.00	12,544.48	19,677.23
Cash at bank	27,378.55	32,694.58	31,164.22	31,411.14
Stock on Hand	900.00	900.00	940.00	1,020.00
Current assets	28,278.55	33,594.58	32,104.22	32,431.14



**Military Historical Society of Australia  
Profit and Loss Statement  
For Year ended 30 June 2022**

	2022	2021	2020	2019
	\$	\$	\$	\$
<b>Income</b>				
Sales	-	241.19	27.00	445.00
<b>Less Cost of Goods Sold</b>				
Purchases	-	-	-	-
Closing Stock	<u>900.00</u>	<u>900.00</u>	<u>940.00</u>	<u>1,020.00</u>
<b>Gross Profit from Trading</b>	-	(82.21)	(53.00)	(324.78)
<b>Expenditure</b>				
Accounting fees	-	638.00	770.00	675.00
Bank charges	6.80	92.34	-	18.75
Conference costs	5,000.00	-	-	-
Entertainment expenses	-	-	-	-
Freight	-	-	-	-
Honorariums	1,200.00	1,600.00	1,900.00	900.00
Postage	1,531.20	2,563.76	3,489.42	2,801.36
Printing & Stationery	3,340.00	3,624.90	6,693.30	6,589.00
Rent	35.80	130.00	130.00	130.00
Storage fees	-	-	-	-
Subscriptions	-	-	-	-
Sundry Expenses	200.00	1055.51	6.80	49.46
Teleconference costs	-	-	513.06	523.23
Travel expenses	-	-	84.13	-
Website hosting	-	-	-	-
	<u>11,313.80</u>	<u>9,704.51</u>	<u>13,586.71</u>	<u>11,686.80</u>
<b>Other income</b>				
Subscriptions	6,193.02	9,530.00	9,069.48	17,170.38
Qld branch event loan	3,400.00	-	-	-
Government grants	-	-	-	-
Members receipts	-	-	-	2,506.85
Donations received	-	906.79	-	500.00
Interest received	94.24	206.02	410.18	433.65
Royalties	<u>61.22</u>	<u>225.00</u>	<u>228.13</u>	<u>-</u>
	9,748.48	10,867.81	9,707.79	20,610.88
<b>Profit/(Loss) before tax</b>	<u>(1,565.32)</u>	<u>1,081.09</u>	<u>(326.92)</u>	<u>8,519.30</u>

**Military Historical Society of Australia**  
**Balance Sheet**  
**As at 30 June 2022**

	2021	2020	2019	2018
	\$	\$	\$	\$
<b>Equity</b>				
Retained profits	28,278.55	33,594.58	32,104.22	32,431.14
<b>Total equity</b>	<u>28,278.55</u>	<u>33,594.58</u>	<u>32,104.22</u>	<u>32,431.14</u>
 Represented by:				
<b>Current Assets</b>				
Cash at bank	4,788.83	5,158.36	3,858.29	12,514.95
Term deposit	22,589.72	27,536.22	27,305.93	18,896.19
Stock on hand	<u>900.00</u>	<u>900.00</u>	<u>940.00</u>	<u>1,020.00</u>
	28,278.55	33,594.58	32,104.22	32,431.14
<b>Total assets</b>	<u>28,278.55</u>	<u>33,594.58</u>	<u>32,104.22</u>	<u>32,431.14</u>
 <b>Net assets</b>	<u>28,278.55</u>	<u>33,594.58</u>	<u>32,104.22</u>	<u>32,431.14</u>

Notes:

Conference costs:

\$5,000 grant to MHSA Qld branch for Military History Spectacular

Qld branch event loan:

\$3,400 membership payment withheld by Qld branch to fund Military History Spectacular by way of line of credit (unsecured loan)

Honorariums:

Sabretache editor \$1200.00

Rent:

PO Box is \$35.80 rather than \$130.00 due to overcharge by Australia Post



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Federal President  
Nigel Webster

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Federal Treasurer  
Justin Chadwick

To the members of the Military Historical Society of Australia.

I have audited the accompanying report of the MHS, which comprise the statement of financial position as at 30 June 2021, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements.

In my opinion, the accompanying financial report of the MHS gives a true and fair view of the Society's financial position as at 30 June 2021 and of its performance for the year ended.

I conducted the audit in accordance with Australian Auditing Standards and believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinion.

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September 2022

Strachan Lane,  
Paradise SA 5075

### Editor Sbretache's report 2021-22

The move toward a mixed digital and print format began with a request from members to choose their preferred method of delivery. Less than a third of members responded to the email that was sent. Just over a third (105) requested to continue the hard copy delivery (some do not have email). David Kemp has pursued the missing email addresses via branch presidents.

As of 16 July, excluding association/institutional delivery, there are 136 electronic, 139 hard copy and two both. This constitutes about a 50% reduction in the print run. The revised unit cost is \$4.32 (from \$2.76). Post costs have dropped from \$718.10 to \$437.27.

Total costs now are:

Current: \$755 plus post \$437.27 = \$1192.27

Previous: \$855 plus post \$718.10 = \$1573.10

Total saving: \$380.83

The call for subscription reductions, as mentioned by some members has, therefore, been proven not be achievable.

Content continues to remain varied and shows the diverse interests of the members. Book reviews are very popular with valued input from members.

Justin Chadwick

Duncan McConnell  
11 Hyndes Close  
Wakerley, QLD, 4154

05-Dec-2022

Russell Linwood  
Federal Secretary  
Military Historical Society of Australia (MHSA)

Annual General Meeting (AGM) Website Report

Good morning Russell, please find below my report for the AGM on 5 December 2022, relating to the current MHSA website and further developments for 2023.

After taking over the maintenance of the MHSA website earlier this year and working closely with other members across the MHSA network, I have been able to maintain and update as requested for the MHSA.

Looking forward into 2023, plus as discussed during Board Meetings throughout 2022, a key area of development for 2023 will be establishing as aspect of Social Media presence, to increase the awareness of MHSA through current networks and to establish new networks. The selected Social Media will need to be reviewed, to identify the best platform for MHSA. There is no point creating a presence on every platform if the MHSA has no way to maintain them or the audience we are aiming for doesn't use them.

Other future developments to further enhance the website include:

- The inclusion of profile picture for key members like:
  - President, Vice President, Secretary and Treasure.
  - The aim is to match the names currently listed and put a face to person sitting within that position.
- Updating of the news section to include more information about key News or Events that other branches are having or have participated in. This is to further enhance awareness for those Branches that may not have a social media or website presence.
- Engagement for other MHSA members that would like to assist in maintaining:
  - News Articles
  - Social Media Posts

There is currently a glitch within the site, which is preventing normal content additions and updates from occurring. I am working through this and will provide an update once completed. There is no issue with the site not working, this is more a "Me" problem, but it will delay any major face lifts to the website until I resolve it.

Thank you for your time and please feel free to reach out to me if you have any questions or would like to be part of the MHSA Team to help develop and maintain future projects within the MHSA Web Services.

Kind Regards

Duncan McConnell

**MHSA Membership Officers Report**

2022

From the latest information I have to hand the current membership for the year July 2022 – June 2023 is as follows;

<b>MHSA Branch</b>	<b>Financial Members</b>	<b>Administered by</b>	<b>Notes</b>
ACT	23	ACT Branch	
QLD	93	Queensland Branch	
SA	20	SA Branch	
VIC	Nil	Victorian Branch	Note 1
WA	38	WA Branch	
Corresponding	32	Membership Officer	Note 2
Associate	18	Membership Officer	
<b>Total</b>	<b>224</b>		

Note 1 – Victorian Branch has consistently failed since 2021 to advise Membership officer of its membership. At the time of the report there are no financial members of this branch.

Note 2 – The Tasmanian members are now included as part of the Corresponding Membership list

This has been my first year as Membership Officer and I would like to thank David Kemp (previous Membership Officer) for his excellent handover of the records, receipt books and electronic data, which has made it easier to get on top of the role. I would also like to thank the state members who have assisted this year in providing membership information for their efforts.

All branches (less Victoria) have done a clean up of their membership lists and all non financial members have been removed from the list as per the Constitution requirements. This said there has been an increase of membership over the twelve-month period of 4, this is mainly due to the Queensland Branch recruitment of new members, even though they have also lost members. Membership numbers will further increase once Victoria provide their information.

Only financial members will receive Sabretache from the current edition.

During the year we have lost two FELLOWS of MHSA

- John Meyers Qld
- Colin Simpson ACT

Ian Curtis

MHSA Membership Officer