



## Minutes: Annual General Meeting

History House, 6.30pm-7.30pm, 26 March 2018

### 1. Welcome and Apologies

**Attending:** Tanya Evans (Chair), Nicole Cama, Amy Way, Jeannine Baker, David Carment, Mark Dunn, Andrea Fernandes, Stephen Gapps, Martyn Killion, Naomi Malone, Megan Martin, Michael McDonnell, Mari Metzke, Richard Neville, Clinton Reilly, Louise Trott, Alison Wishart, Christine Yeats, Michelle Cavanagh, Nancy Cushing, Lisa Murray

**Apologies:** Roslyn Burge (Friends of Callan Park), Samantha Friend (Bathurst District Historical Society), Linda Brainwood (Dictionary of Sydney, nominated Tanya Evans as a proxy), Anna Clark (University of Technology, Sydney, nominated Tanya Evans as a proxy).

Meeting commenced at 6:45pm.

### 2. Minutes from previous Annual General Meeting (attached)

David Carment moved the minutes be accepted, seconded by Andrea Fernandes. Motion carried.

### 3. President's report

Tanya Evans referred to the President's report on page three of the Annual Report 2017. She thanked History Council of NSW (HCNSW) staff and members for their ideas and participation.

Jeannine Baker moved the adoption of the report, seconded by Martyn Killion. Motion carried.

### 4. Treasurer's Report

Richard Neville referred to page 15 of the Annual Report 2017 and the Financial Statement circulated in the notice of meeting. He noted that the HCNSW undertook a considerable number of activities and programs within a small budget, and commended Nicole Cama for her work managing the HCNSW's finances.

Nicole Cama noted the difference between the two subscription income figures reported for 2016 and 2017. The HCNSW does not use the accrual method for subscription income received in advance as it did in 2016 and in previous years. The total for 2016 included subscription received for 2017 as well as accounts receivable.

Because of the inclusion of 2017 invoices in the 2016 accounts, the comparative amounts of subscription in 2017 is far lower than that in 2016. This new method will provide a more accurate report year to year on subscription income. In terms of the membership numbers, the HCNSW had 227 members in 2017 (compared with 240 counted in 2016).

There was a request to clarify the meaning of ‘bad debts’. Richard Neville and Nicole Cama noted they were unpaid invoices that are written off at the end of the financial year. Christine Yeats asked about the surplus in 2016, to which Lisa Murray, Richard Neville and Nicole Cama responded noting the importance of working toward a modest surplus so as to ensure the HCNSW is equipped with a reserve of funding. Nicole Cama also noted the various avenues of income the HCNSW has each year in addition to Create NSW funding such as membership subscriptions, ticket sales, other grant funding and donations.

Amy Way moved the adoption of the report, seconded by Mark Dunn. Motion carried.

## 5. Annual Report

Nancy Cushing moved the adoption of the report, seconded by Mari Metzke. Motion carried.

## 6. Nomination of an auditor for 2018 financial year

Mari Metzke moved that Stirling International be appointed to undertake the HCNSW’s 2018 audit, Christine Yeats seconded. Motion carried.

## 7. Other business

### Meeting dates

The meeting dates for the General Council and Executive Committee are included below. The first meeting of the General Council, originally booked for Monday 16 April, will need to be rescheduled to Wednesday 18 April.

Date	Meeting	Venue
Monday 26 March	5.30 - 6.30 pm Special General Meeting followed by Annual General Meeting (6:30 - 7:30 pm)	History House
Wednesday 18 April	5.30 – 6.30 pm General Council (election of Executive Committee)	History House
TBA (early May)	5.30 – 6.30 pm Executive Committee	TBA

Tuesday 12 June	5.30 – 6.30 pm General Council	TBA
Monday 16 July	5.30 – 6.30 pm Executive Committee	TBA
Tuesday 2 October	5.30 – 6.30 pm General Council	TBA
Tuesday 30 October	5.30 – 6.30 pm Executive Committee	TBA
Tuesday 27 November	5.30 – 6.30 pm Executive Committee	TBA

### Events/Opportunities

Nicole Cama thanked Nancy Cushing for her important role putting together the HCNSW's masterclass at the Newcastle Writers Festival on 6 April.

<https://historycouncilnsw.org.au/newcastle-writers-festival-2018-making-family-local-histories-global/>

The HCNSW will also be hosting its annual Sydney Writers' Festival panel on Thursday 3 May, titled 'Immersive Histories.' The session features winners of the 2017 NSW Premier's History Awards, Peter Hobbins, Mark McKenna and Adam Clulow. Caroline Butler-Bowdon has generously agreed to chair the session once again.

<https://historycouncilnsw.org.au/immersive-histories-sydney-writers-festival/>

Amy Way noted that after the success of last year's event, the HCNSW are hosting another employability seminar, 'How to get a job in History.' This year's seminar will be held at the State Library of NSW on Monday 16 April, and will feature lightning talks from a diverse range of history professionals. Nicole Cama thanked Richard Neville for his support for this event, and the support of other State Library staff.

<https://historycouncilnsw.org.au/how-to-get-a-job-in-history-2018/>

Event registrations for History Week 2018 are now open, and close on Friday 29 June. We are also receiving applications for the HCNSW's History Week Speaker Connect, which closes on Monday 30 April. <https://historycouncilnsw.org.au/history-week-2018-life-and-death/>

In February, it was announced Lisa Murray would be delivering this year's Annual History

Lecture at The Mint on Tuesday 4 September.

<https://historycouncilnsw.org.au/history-week-annual-history-lecture-2018/>

Nicole Cama asked for ideas from the members present for a members only event. Nancy Cushing suggested an event where members could talk about what they're planning for History Week. Richard Neville suggested a site visit to a cultural institution.

### **HCNSW Staff**

David Carment commended the efforts of HCNSW staff, Nicole Cama and Amy Way. The members present showed their appreciation.

Meeting closed at 7:05pm.