Minutes from General Meeting 11th February 2021

The meeting commenced at 10.30 AM

**Attendees**: Mary Elgar (ME), Richard Allen (RA), Lorie Marshall (LM), Ria Machin (RM), Christine Chilvers (CC), Barbara Maher (BM), Howard Simcoe (HS)

**Apologies**: Lee Wittenoom, Sue Doherty, Chris Rose, Cher Grace

**Matters arising from meeting of 3 December 2020**:

1. Acceptance of minutes from 3rd December 2020. All in agreement that they are an accurate record. LM, 2nd BM
2. The bitumen quote for the back area between the museum and shed is $3300; to prune the oak tree $2750. We will approach the shire to see if they will do this or contribute. Deferred until response known.
3. The Lotterywest grant of $15000 for the audio installation was approved and funds have been received. A Heritage Council grant for a similar amount has also been submitted to complete the video installation. The council has some concerns about the audio push buttons in the museum cells – that they should not damage the walls during installation and have asked for a detailed map locating the buttons. Paul Hamilton has addressed this in a letter to the Shire CEO and it should be cleared to proceed this week.
4. The ghost walk held on 25th January in association with the Words in the Valley workshops was successful with an estimated 42 participants. Thank you to the volunteers who assisted as characters or helped in the museum.
5. Post Office delivery of flyers to be investigated as a cost-effective alternative to postage.

**Treasurer’s Report**:

**February 2021**

**Takings From: December 2020 & January 2021**

Museum Takings; Dec.$18.75 Jan. $99.00 $117.75

Tour Groups/Night Walks Dec $240.00

Sales Other Dec $250.00

Book Sales Dec.$226.08 Jan. $48.71 $274.79

Membership Fees Dec. $45.00 Jan. $15.00 $60.00

Other Income eg; Dons, Raffs, FR etc Dec $686.34 Jan $621.80 $1308.14

Pledges Honoured $2200.00

Grant monies: Dec $15000.00

**Total Takings: $19450.68**

(Dons-Donations; Raffs- Raffles; FR-Fund Raisers)

**Outgoings From: March & April**

Direct Deposits for Reimbursements –ME Dec/Jan-Equipment, Materials $154.82

Direct Deposits for Reimbursements –SD Jan; Meat, Alcohol, Refund $442.11

Direct Deposits for Reimbursements –BM Jan; Gates $218.00

Direct Deposits for Invoiced Payments – Telstra $246.06

Direct Deposits for Invoiced Payments – B/T Shire Electricity $158.09

Direct Deposits for Invoiced Payments – Totally Sound Deposit $5871.03

Direct Deposits for Invoiced Payments – CMobile; Dec +Jan $21.80

Direct Deposits for Cleaning –Dec TF $70.00

Other Debits – Fees; Sq Reader; Dec +Jan $12.12

Other Debits – Fees ; CommBiz; Dec +Jan $ 6.88

Other Debits Transfers from Chq Acc to savings $3900.00

**Total Outgoings: $11100.91**

Business Online Saver Balance as per Statement End January 2021 $9222.89

Cheque Account Balance as per Statement End January 2021 $18563.66

**ALLOCATED FUNDS:** Preserved for running of the Society & Special Projects

**Special Projects:** Museum Audio Project, Braille Cards & Apple Industry Display

**Running of the Society Estimate Monthly Costs**

Photo Preservation/Print $ 80.00

Stationary $ 100.00

Exhibitions/Club Nights $ 30.00

Phone Monthly Payment $ 10.00

Internet/Insurance/Fees $ 180.00

**Total Estimate Monthly Costs $ 400.00- Cheque Acc**

**Note:** Service Grant Balance as of End January 2021; $ -$402.02

ME-Mary Elgar; LW-Lee Wittenoom; BW- Beverley West; LM- Lorie Marshall; RA- Richard Allen; BM- Barbara Maher; SD- Sue Doherty

Financial Report Re: Finances available

Cheque Account + Savings Account Total Income: $27,869.55 as to date



**General Business**:

1. A ghost walk will be scheduled for Saturday, 10th April at 7pm. A late March meeting will be scheduled for participants to discuss format.
2. Copies of A Mere Country Village are almost sold out. A further 100 will be ordered.
3. The Braille and Easyreader cards for the museum will cost $2625 + GST
4. Member projects: ME - the museum; BM – accessioning; LM – family research; RM – newspapers & cemetery list; CG – photos of streets.
5. We will move committee meetings to every second Monday of the month at 4:30 pm to allow more members to attend.
6. A good digital projector costing around $1200 can show most presentations without the need of a laptop. RA will check if this includes PowerPoint presentations. If not RA will also check for a suitable laptop and maybe a screen.
7. ME and RA will open their garden for Country Gardens in November. An advance planning meeting will be held on 2nd March at 10:00 am for volunteers willing to assist on the Friday and Saturday.
8. RA submitted a proposal for a regular (twice a week) history walk beginning shortly which he will conduct – and others too if interested. The price will be $15 per adult; $7.50 child - of which BHS will receive $3.50/$1.75 per ticket. Bookings will be direct to RA initially, and possibly through other outlets such as the Visitor Centre once established.

**Meeting closed at 11:45 pm**

**Next meeting is on Monday, 8th March at 4:30 pm**