



PERTH MODERNIAN SOCIETY

DRAFT MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE HISTORY CENTRE 16:15 MONDAY 3 August 2015

ATTENDEES Annemie McAuliffe (V/Pres/Reunions); Sallie Davies (V/Pres, H&MC); Eve Broadley (Treasurer), Irene Froyland (Awards/Reunions/ School Board Representative); Deb Beresford (Secretary); Barrie Baker (A/Functions); Ian Jarvis (Communications); Barbara Mallett; Steve Jurilj (Acting Principal)

APOLOGIES: Peter Farr (President); Bruce McCallum; Lois Joll (Principal)

ITEM 1. IDENTIFICATION OF NEW GENERAL BUSINESS ITEMS to be added to the Agenda

1.1 COUNCIL EVALUATION SURVEY May/June 2015 Executive Summary (BMcC)

Received

ACTION: to be discussed at a future meeting when Bruce is in attendance. (86)

1.2 CONSTITUTIONAL AMENDMENTS Circulated electronically (PF)

The President, Peter Farr sent the background information and process for the amendments to the Constitution to each Councilor electronically. He recommended:

“ That the Council at its meeting on 3rd August 2015, consider the proposed amended Constitution dated 29 July 2015, and if satisfied, adopt this as the version to take to members at a Special General Meeting

Rule 35:

35. The Council may call a special general meeting of the Society at any time.

Rule 49:

AMENDMENT TO THE CONSTITUTION

49. A general meeting of the Society may, by a majority of not less than three quarters of its members present and voting, amend this Constitution by special resolution, notice of which is given in the notice of the meeting, but not otherwise.

MOTION: That the Council accepts the amendments and they are to be put to the Society at a short special meeting at the Annual reunion

Moved Irene Froyland. Seconded. Ian Jarvis. Carried

ACTION Ian Jarvis will include the proposed amendments to the Constitution of the Perth Modernian Society in the invitations to the Annual Reunion as well as on the website for perusal. (78)

ACTION Motion be put to Special General Meeting on day of 2015 Annual Reunion (87)

ITEM 2. PRINCIPAL'S REPORT

Steve Jurilj (Acting Principal) tabled copies of her report. Key points:

- The Year 7-12 Progress Review Day at the end of Semester 1 was held in the new Tyler McCusker Sports Centre. Interviews took place and presentations about Scholarships and Community Service, ATAR and Curriculum opportunities were attended. A careers expo with a variety of stalls from universities was available for students and parents to peruse.
- Members of the Symphony Orchestra and School Chorale were involved in a tribute to the 27 Old Boys who died in battle in World War 1 for the annual Opus Concert. Neil Coy spent many hours putting together the performance which featured students presenting letters and poems that had featured in the Sphinx magazines during the war interspersed with powerfully moving music and photos.
- The Year 12 Drama students put on an outstanding production of Matt Cameron's "Ruby Moon".
- Hui Min Tay and Hyerin Park in Year 12 were selected for the International Chemistry Olympiad, the only students from WA to make the team. They achieved the Bronze Medal.
- Many other students are to be congratulated for outstanding academic and sporting achievements of state and national significance.
- Facilities work completed include the installation of "Ariel" the sculpture by artist Toby Bell. A tender has been awarded for installing a lift in the "old" gym.
- The P&C have discussed installing a contemplation garden between the Mills and Gardham buildings.

- The Annual Reunion 5th September. Barrie asked Steve if there were a possibility that the Music Parents could move their supper to the Andrews building on the Friday evening so that we can set up ready for the Annual Reunion then.

ACTION: Barrie Baker will negotiate with Cheryl Lindorf. (79)

- Modernian Office Sign. Sallie Davies asked Steve Jurilj about the whereabouts of sign. Steve will have a look for it.

ITEM 3 MINUTES OF Ordinary meeting of Council 8 June 2015 were accepted with the amendment. Barbara Mallett completed the Council survey.

Moved. Barrie Baker. Seconded. Irene Froyland.

ACTION: Deb Beresford is to compile a list of mail and email addresses to then be sent to all Council members, (80)

Business arising from the Minutes

3.1 ACTION ITEMS

See ACTION SHEET

Items marked complete will not be included in the ACTION SHEET in future.

Executive Officers Role. (7) At the meeting of 1/9//2014 I. Jarvis was to investigate having phone call messages (Voicemail) redirected to email which could be sent to the appropriate persons. After feedback from Icommo and Telstra, it was deemed not possible. Removed from action list.

Communications: Telephone. (58) At the meeting of 16/4/2015 Lois Joll was asked to enquire whether it was possible for the phone to be transferred from the Perth Modernian Office to the History Centre. Not possible. Complete. Refer to Item (73).

Communications: eNewsletter account. (67) At the meeting of 4/5/2015 Eve Broadley was to contact Taos Creative about their account. Completed

Finance: H&M Committee. Operational Finance. Financial Sustainability. Part 1. (70) Annemie McAuliffe and Sallie Davies investigated applying to the ATO for DGR status for the H&M Committee under perhaps Education and/or Heritage provisions. They sought advice from Kerry McAuliffe. Complete.

Principal's Report: Annual Oration. Peter Farr forwarded a list of invitees to Annual Oration by Shirley Randell to the Principal. (74) Completed.

Magazine. Peter Farr forwarded a list of Scholarship Fund donors to Sallie Davies for acknowledgement in the Magazine. (78) Completed.

3.2. Minutes of 2015 AGM. Circulated electronically for endorsement (DB)

The minutes have been received and Councillors are asked to read them to make sure they are correct. Lessons for next year's AGM. Discussion and acceptance of minutes deferred until Peter Farr returns.

The package for graduating year 12's needs to include membership information and must go out before they leave school.

ACTION Irene Froyland and Annemie McAuliffe will make sure that the information is prepared and included with the package that the School gives to the Graduates.(88)

ITEM 4 CORRESPONDENCE:

Inward Correspondence.

See Communications report for correspondence.

There have been enquiries regarding reunions.

Outward Correspondence.

None.

ITEM 5. COMMUNICATIONS REPORT. Report circulated electronically.

NEWSLETTERS

eVent Notice for Annual Reunion

This matter is now urgent – awaiting setting up of TryBooking site with details for on line payment, and item re Constitution changes.

ACTION: Ian Jarvis will expedite both issues; TryBooking and Amendment to the Constitution information via the invitation to the Annual Reunion and on the website. (81)

e-Newsletter Problem

It has recently come to Ian's attention that School Staff have not been receiving the e-Newsletter since April 2014 or longer. It appeared to have been blocked by the Education Department.

The matter was discussed with the Principal who suggested we send it to staff member Susan Kohlen and ask her to forward it to staff on the internal e-mail. This was tried for the most recent Issue,

however it was found that the only way we could get it to Susan, was to send it to her private email address. She then had to download it to the School system.
To the best of our knowledge all staff members have received this issue some two weeks after it was circulated to members.

We have agreed that this process will be used in the future (we are advised this is the case in other schools also). A reminder will need to be sent to the staff member responsible for the internal circulation.

No feedback has been received from staff members.

PORTAL

Richard Bone has yet to conduct a training session on the new content management system (Wordpress). Ian Jarvis will attend but has limited time available to carry out the Webmaster role. Volunteers are sought to attend the course and assist with this role.

ANNUAL REPORT.

ACTION: Ian Jarvis will prepare an Annual Report before the next AGM to be put up on the website. (82)

ITEM 6. FINANCE AND FUNDRAISING. Reports circulated electronically.

6.1 PERTH MODERNIAN SOCIETY – OPERATIONAL FINANCE:

Eve Broadley tabled the transaction Statement for the Cash Management Account.
The balance of the account as at 31/7/2015 is \$15,238.43

6.2 SPHINX FOUNDATION FINANCE REPORT.

Peter Farr has been liaising with the Annemie McAuliffe, Sallie Davies and Kerry McAuliffe to progress setting up a tax deductible gift fund to raise funds for the history Centre.

The Corporate Survey for the Council conducted by member Bruce McCallum highlighted that an area of improvement might be in improving communication from the Board to the Council. The Board would welcome suggestions from Council members to help bring this about.

The Board would like to increase its membership by at least 1 before the end of the year so that the load borne by Peter, Barrie and Eve can be reduced.

Total donations to the Scholarship fund from 2008 to the present \$661,574

6.3 HISTORICAL AND MUSEUM COMMITTEE – OPERATIONAL FINANCE

No change to finances. The H&M Committee are still waiting for the donations received from the Annual Reunion to be transferred to their account.

ITEM 7 HISTORICAL AND MUSEUM COMMITTEE. Report circulated electronically.

As each councilor receives the report, only highlights and issues raised are now included in the minutes

Modernian's Office. Sallie Davies reported that the office used by the Executive Officer has been cleaned out. There is much paperwork to be gone through. The filing cabinet has been transferred to the History Centre as well as the following items. Memorabilia; The Bell Tower Signature Boards; The weaving artwork interpretation of the school is being restored.

DGR. The H&M committee is very grateful for the involvement and work of Kerry McAuliffe. As a result of Kerry's report Peter Farr has worked on amending the Constitution.

ACTION: Deb Beresford is to write to Kerry McAuliffe expressing gratitude for his assistance. (83)
Work on the Heritage Trail has been put on hold, as Sallie has been fact checking the book being produced on prominent Modernians.

Gaye Albillos has agreed to join the H&M Committee.

ITEM 8 FUNCTIONS COMMITTEE. Report circulated electronically.

8.1 Annual Reunion

Annual Reunion Saturday 5 September 2015

B.Baker went through the Annual Reunion Task Sheet for allocation of duties.

Requirements	Person Responsible	Tasks, Requirements	Completed
Convenor	Barrie/Barbara	Liaising with School File on procedures to be produced	
Greeter	Who?		
Venue Booking	Barrie		
Liquor License	Barrie/Eve		
Hire of crockery	Barrie		

and glasses		
Catering	Deb	Negotiate menu with Clive Palmer
Numbers	Barbara	Keep Clive up to date with numbers
Invitation	Ian	
Ticketing	Ian	Complimentary tickets to Gordon Ewers and The Strauss family
Program	Barrie Deb Sallie/Annemie Barrie	Photo of Cricket facility to be included in the program Banner for unveiling plaque Ask Lois to unveil the plaque Ask MC to announce where safe exit is ie. Stairs/rail
Setting Up	All available Friday after school Deb Deb	Move tables and chairs Set up Bar Organise tablecloths Flowers
Drinks	Eve	
Bar Staff	Barrie	Contact regular bar staff
Cheques for bar staff	Eve	
Cheque	Eve	\$1000 for Music Department
License	Barrie	Submit statutory forms
Parking	Eve	Open basketball courts
Keys	Deb/Barbara	Contact Cheryl Lindorf
Printing	Barrie	
History Centre	Sallie sdavies@descnet.com.au	Open 9.30 a.m.-10.30 a.m. Open 2.00 p.m.-3.00 p.m.
MC	Clark Browne smartrams@hotmail.com	Barrie to prepare a running sheet for him in second half of August
President's Speech	Peter	Liaise with Sallie and Annemie
Music Dept	Peter/Deb	Liaise with Roger/Neil
Eric Strauss Sports	Sallie	Liaise with Tahlia Cole.
Facility		

ACTION: Tasks allocated to councillors in preparation for the Annual Reunion to be reported on at the intervening Council meetings. (76)

ACTION: Ian Jarvis will send Modernian Gordon Ewers (aged 99) a complementary ticket. Special invitations to be sent to the (3) Modernian Fellows, Don Tyler, Malcolm McCusker and Sallie Davies (84)

ACTION: Book to be set up to report on Annual Reunion and all recommendations for future reference for consideration by Function Committees (89)

ITEM 10. REUNION COORDINATION REPORT

10.1 Reunion Coordination. Report circulated electronically

Year Reunions

Reunion enquiries. In the past, membership records may be given out but not School records for those organizing Year reunions. The Society will advertise and publish their reunion in the e-Newsletters on the condition that the person organizing the reunion gives the Society the contact addresses.

ACTION: Irene Froyland will write an article for the e-newsletter. If you want to have a reunion these are the procedures. (85)

ITEM 11 REPORT FROM SOCIETY REPRESENTATIVE ON THE SCHOOL BOARD.

Irene reported that the School Board has not met since the last Council meeting. Their next meeting is Tuesday 4th August 2015, which she will attend. She will be absent overseas for the Board Meeting to be held in September.

ITEM 12 GENERAL BUSINESS

Strategic Planning Date

Later part of October.

Magazine.

300 hard copies will be posted out to those without email. For \$400 an extra 200 can be printed.

Council agreed to this proposal

ACTION: 500 copies of magazine to be printed (90)

Communication.

It was decided that membership receipts be sent by email as well as keeping hard copy by receipt book.

ITEM 13 DATE OF NEXT MEETING.

Monday 7th September 2015

AGENDA. To be included for next Meeting. Memorabilia. To discount or not to discount.

All meetings to commence at 16.15

REMAINING MEETINGS FOR 2015

Monday 26th October 2015

Monday 23rd November 2015

MEETING CLOSURE: 7.00 p.m.

Perth Modernian Society Council - OPEN ACTIONS

ACTION No.	MEETING DATE	CLASSIFICATION	MINUTES SECTION #	ACTION DESCRIPTION	DUE DATE	STATUS at date of most recent mtg	COMMENTS	ACTIONEE
13	27/10/2014	Honour Awards	2.1.1	Irene Froyland to prepare policy document re conduct of Awards project	8/06/2015	In progress	Pursue further consideration of points raised in discussion.	
35	24/11/2014	Strategic Plan: Setting Priorities	5	Annemie McAuliffe will call a meeting of the whole Council and interested people to set priorities for actioning the Strategic Plan	3/8/2015	In Progress	Meeting Report	AM
39	24/11/2014	Funding of prize to Art Exhibition	8	Peter Farr will ask Val Furphy whether the Art Exhibition still occurs.	3/8/2015	In Progress	To secure ongoing donation for school department	PF
55	16/2/2015	General Business Governance	11	Peter Farr will prepare an Annual calendar for the Society, and a draft Self-Assessment survey tool for the Council.	8/6/2015	Council Assessment survey completed. Self-Assessment to come. Annual calendar to come.	The final copy (' Council Evaluation ') sent electronically to councilors. Bruce McCallum coordinated and processed the responses. Report discussed briefly at June mtg of Council. More thorough discussion proposed at the August mtg. (Also relates to Item 35 - Strategic Plan Priorities).	PF, BMcC
65	16/3/2015	General Business Kentian Society	11	Peter Farr has noted the claim on their website by the Kentian Society (Kent Street SHS) that they are the first Public School to have an alumni.	8/6//2015	Pending	Peter Farr will write to Kentian Society issuing an invitation to visit the History Centre, congratulate them on having an alumni body but asking them to acknowledge that PMS was the first public school in WA to have an alumni body.	PF
66	4/5/2015	Finance: Society Account	6.1	Annemie McAuliffe is to be an additional signatory on-line for the Society Anglicare accounts	8/6/2015	In Progress	Online signatories for the Society bank account are necessary.	EB, AM

69	4/5/2015	Communications: Membership	5	Ian Jarvis will prepare a notice for the 4 Year Contributing Membership to be sent out in mid July.	July 2015	In Progress	Renewal of 4-Year memberships	IJ
70	8/6/2015	Finance: H&M Committee. Operational Finance. Financial sustainability Part 2	6.3	DGR status for the H&MC. Proposed modifications to the Perth Modernian Society Constitution are necessary before presentation to Council meeting, then a Special meeting at Annual Reunion.	3/8/2015	In Progress	Executive will convene as soon as convenient to discuss the modifications to the Constitution and circularize the resolution in readiness for Council meeting in preparation to be publicized on the website in preparation for a Special Meeting.	
73	8/6/2015	Communications: Telephone	6	Possibility of pre paid mobile phone for the History Centre		In Progress	Ian Jarvis has found out that Vivid Wireless contract can provide service for an extra \$6.00 per month. Handset needed	I.J..
75	8/6/2015	Principal's Report Annual reunion	2	Assistance needed from school in setting up in readiness for the Annual Reunion.	3/8/2015	In Progress	Peter Farr asked the Principal for students to help set up tables and chairs in the Refectory for the Annual reunion Include Principal on the programme and give time to speak	PF, LJ BB
76	8/6/2015	Functions: Annual Reunion	9.2	Tasks allocated to Councilors in preparation for the Annual Reunion	3/8/2015	In Progress	Councilors will carry out the allocated tasks before the reunion and on the day. Modernian Gordon Ewers (aged 99) - complementary ticket. Special invitations to be sent to the (3) Modernian Fellows	All
77	8/6/2015	School Board: Communication	11	Providing more information to the School Board about the Society's activities.	3/8/2015	In Progress	Irene will ask for contact details of Board members so information may be sent to them e.g. Each committee contribute ½ page on their area .H&M invitation to History Centre..	IF

78	3/8/2015	Constitutional amendments	1.2	Council accepts the amendments and they are to be put to the Society at a short special meeting at the Annual reunion	7/9/2015	In Progress	Ian Jarvis will include the proposed amendments to the Constitution of the Perth Modernian Society in the invitations to the Annual Reunion as well as on the website for perusal	IJ
79	3/8/2015	Principal's Report; Annual Reunion	2	Request Music Parents move their supper to the Andrews building on the Friday evening so that we can set up ready for the Annual Reunion		In Progress	Barrie Baker will negotiate with Cheryl Lindorf.	BB
80	3/8/2015	Minutes Communication	3	Request for mailing and email addresses of Councilors	7/9/2015	In Progress	Deb Beresford to compile addresses for distribution to Councilors	DB
81	3/8/2015	Newsletters Website	5	eVent Notice for Annual Reunion Awaiting setting up of TryBooking site with details for on line payment, and item re Constitution changes	7/9/2015	Urgent	With agreement to amend the constitution, Ian Jarvis will send the information out with the invitations and post on website. Expedite Trybooking procedure.	IJ
82	3/8/2015	Communications: Annual Report	5	Annual Report prepared before AGM	7/9/2015	In Progress	Ian Jarvis will prepare an Annual Report before the next AGM to be put up on the website.	IJ
83	3/8/2015	H&M DGR Status	7	DGR. The H&M committee is very grateful for the involvement and work of Kerry McAuliffe	7/9/2015	In Progress	Deb Beresford is to write to Kerry McAuliffe expressing gratitude for his assistance.	DB
84	3/8/2015	Annual Reunion Invitations Special Guests	8	Invitations for special guests	7/9/2015	ASAP	Invitations to Gordon Ewers and Modernian Fellows to Annual Reunion	BB, IJ
85	3/8/2015	Class/year reunions		Procedures for organizing reunions needed	7/9/2015	In Progress	Irene Froyland will write an article for the e-newsletter. If you want to have a reunion these are the procedures	IF
86	3/8/2015	COUNCIL EVALUATION SURVEY May/June 2015 Executive Summary (BMcC) Received	1.1	to be discussed at a future meeting when Bruce is in attendance. (86)	7/9/2015	In progress	Council	BM

87	3/8/2015	Amendment to Constitution	1.2	Motion be put to Special General Meeting on day of 2015 Annual Reunion (87)	5/9/2015	In progress	Acting President	AM
88	3/8/2015	Information for Year 12 letters	3.2	will make sure that the information is prepared and included with the package that the School gives to the Graduates.(88)	7/9/2015	In progress	Irene Froyland and Annemie McAuliffe	IF/AM
89	3/8/2015	Annual Reunion Action plan	8.1	Book to be set up to report on Annual Reunion and all recommendations for future reference for consideration by Function Committees (89)	7/9/2015	In progress	Functions Committee	
90	3/8/2015	Magazine	12	500 copies of magazine to be printed (90)	7/9/2015	In progress	Coordinator	SD