



PERTH MODERNIAN SOCIETY

DRAFT MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE HISTORY CENTRE 16:15 MONDAY 26 October 2015

ATTENDEES Peter Farr (President); Annemie McAuliffe (V/Pres/Reunions); Sallie Davies (V/Pres, H&MC); Eve Broadley (Treasurer); Deb Beresford (Secretary); Irene Froyland (Awards/Reunions/School Board Representative); Barrie Baker (A/Functions); Barbara Mallett; Val Furphy (Associate Principal)

Guest: Professor Michael Henderson, Chair of the Perth Modern School Board.

APOLOGIES: Ian Jarvis (Communications); Bruce McCallum; Lois Joll (Principal)

ITEM 1. PERTH MODERN SCHOOL BOARD.

Peter Farr introduced Professor Michael Henderson and asked in advance that the Items discussed be treated in confidence. Michael gave a short presentation mentioning the high calibre Board membership and highlighting several items/opportunities that could be of special interest to the Modernians. This was followed by Q&A. Councilors stressed the Council's desire to engage better with younger ex-students.

ACTION: Sallie mentioned the challenge of getting a resource to staff the History Centre (paid or honorarium), as well as the problem of combining our alumni data-base with the School's records. She offered that she and Ian Jarvis could arrange a time to meet with Professor Henderson to discuss the alumni database. **(98)**.

Peter thanked Prof Henderson who then left the meeting at 16:37.

ITEM 2. IDENTIFICATION OF NEW GENERAL BUSINESS ITEMS to be added to the Agenda.

- **PROPOSED MEETING DATES FOR 2016**

Peter noted the disadvantage in 2015 involving the two-month gap between meetings held in March and May, and June and August. Principal to advise suitable meeting dates for 2016.

ACTION: Deb Beresford to liaise with Val Furphy. **(99)**

- **CALENDAR**

Reunion date should also be set early to be included in the Calendar. A suggestion that Holiday dates by Councilors also is included. **ACTION:** Peter Farr

- **GRADUATING STUDENTS**

Graduating students to be invited to join the Society. (See Action Sheet)

ITEM 3: PRINCIPAL'S REPORT

Val Furphy (Associate Principal) tabled copies of her report. Key points:

- The Year 12 students returned to school to undertake final exam preparation and celebrate the last of their school days.
- The 2016 Head Boy is Brandon Bocola and the Head Girl is Nhi Danh. **ACTION.** Peter Farr will invite the Head Boy and Head Girl to our next meeting in November. **(100)**
- The Student Councilors attended a Student council Camp and participated in planning events and other activities for next year.
- Once again many students are to be congratulated on their achievements.
- The Junior Debating team won the Grand Final of the Western Australian Debating League Competition.
- Head of English, Esther Hill has accepted a promotional position as Dean of Studies at All Saints College, commencing in 2016.
- Middle Years Manager, Nina Nash, has accepted a promotional position as Manager of Student Services at Rossmoyne Senior High School.

Over the Term 3 holidays, maintenance of buildings, refurbishment, new air-conditioning in some areas has taken place.

Val reported in answer to a question that there had been few problems with the double intake of Year 7 and Year 8 students together in 2015. A lot of work went into the preparation. They have all settled in and are doing well.

Country students tend to come in Year 10 or 11. There are not many.

ITEM 4: MINUTES OF Ordinary meeting of Council 7 September 2015 were accepted. Moved Sallie Davies. Seconded Annemie McAuliffe. Carried.

4.1 ACTION ITEMS

See ACTION SHEET

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

Strategic Plan: Setting priorities (35) Work offline. Operational plan. A taskforce consisting of Peter Farr, Annemie McAuliffe, Barrie Baker, Barbara Mallett will work together to develop a list of actions for the Strategic Plan.

Note to be taken of feedback in the Councilors' assessment questionnaires. Add an induction program for new Councilors and new Sphinx Board members.

Funding of Prizes. (39) Discussion re Art prize. Val Furphy is developing a handbook of prizes and scholarships. . Completed.

General Business: Governance. (55) Bruce McCallum has a work commitment that prevents him from attending Council meetings on Monday afternoons . Council needs to address the vacancy and acknowledge his work. Hopefully he may still contribute on an ad hoc basis.

Communications: Membership. (69) Assistance is needed to get the 4-Year Contributing Membership renewals out. Peter Farr will ask Ian to run off a list of names of Contributing Members who joined prior to 2011 and thus due for renewal.

Clarification was sought on what functions Ed Lazarus has been fulfilling. Barrie Baker will liaise with Ed Lazarus to see if he can learn to use the database.

Notices if in digital form can then be sent out by email. Renewal is \$120.

Communications: Telephone. (73). New telephone number for inclusion on letterhead and website is 08 6189 3690. Completed.

Communications: Annual Report. (82) Graeme Hunt needs documentation from Ian Jarvis and he will produce the 2014 Annual Report. Sallie Davies will contact both Ian and Graeme.

Information for Year 12 Letters. (88) Discussion regarding an incentive for younger members.

Discussion re remaining small stock of memorabilia (ties, watches).

Moved that the Graduating class of 2015 be given a discount membership of 4 Years for \$80.

Moved Irene Froyland. Seconded. Barr Baker. Accepted.

Annual Reunion: Action Plan. Barbara Mallett has prepared (and tabled) the booklet in which reports on Annual Reunions and all recommendations for future reference for consideration by Function Committees will be noted. Peter Farr thanked everyone for the Annual Reunion. The Function Committee consists of Barrie Baker, Eve Broadley, Barbara Mallett and Deb Beresford.

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

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

ITEM 5: CORRESPONDENCE:

Inward Correspondence.

Acknowledgement from Associations and Charities Branch, Department of Commerce, 8 October 2015.

See Communications report for correspondence.

Outward Correspondence.

Submission of amended Constitution for approval to the Associations and Charities Branch, Department of Commerce, Western Australia, 8 October 2015.

Letters of thanks sent to people who assisted with the Annual Reunion: Neil Coy, Clive Palmer, Rebecca Dollery, Cheryl Lindorff, Susan Kohlen, Roger Hey, Val Furphy and Lois Joll.

A letter of thanks sent to Kerry McAuliffe, for all his involvement and work towards gaining DGR status for the Society.

ITEM 6: COMMUNICATIONS REPORT. Report circulated electronically.

e-Newsletter

It has been noted that some of the dates of eNewsletters being sent out coincide with long weekends, which may be a problem, particularly for people using a work email address.

Add e-Newsletter publication schedule to the proposed Calendar.

Deadline for copy for final issue for 2015 is 20 November 2015 for circulation 1 December

Portal

Ian Jarvis is familiarizing himself with the Wordpress software and some updates have been made to

the website.

Someone with computer skills is needed to learn the system.

ACTION: For the November meeting, Eve Broadley will develop a draft line item budget for 2016, for a paid person to take on communications roles within the Society e.g. Portal, Facebook page. Brief discussion -e.g. How many hours per year? ½ day per week? \$100 per week? Paid or an honorarium? (101)

ITEM 7: FINANCE AND FUNDRAISING.

7.1 FINANCE AND FUNDRAISING COMMITTEE REPORT: Report circulated electronically.

Barrie reported there was a meeting of the Board of the Sphinx Foundation on 13 October 2015 and matters resolved included:

- The Board resolved to maximize communication between the Board and the Perth Modernian Society.
- To review the current investment guidelines in the light of best practice as well as prudent adjustment to recent changes in the investment markets.
- As foreshadowed to the Council at the 16 February meeting:
 - To award up to nine standard 4-Year 7 entry scholarships. To award a special once off 4-Year scholarship (Meg Bullock). To fund bursaries of total \$1,000 at the Principal's discretion. To award six Year 11/12 scholarships (Creative writing, Music, Physics*, Chemistry*, Biological Sciences*, Mathematics* (* new in 2015). To award two Year 11/12 Bursaries in Creative writing, Music.
 - Renewal of scholarships from previous years (Year 7 entry in 2014, and Year 7/8 entry in 2015).

7.2 PERTH MODERNIAN SOCIETY – OPERATIONAL FINANCE:

Eve Broadley presented the Bank balance statement for 26/10/2015. \$11774.00

Also presented was the Annual Reunion Reconciliation Statement. \$1790.22

The amount includes any donations that need to be reconciled later.

The following accounts were presented for payment.

Clive Palmer (Food) \$2805.00.

Xabregas (Beverage) \$230.00

Dept. of Commerce refund to P.Farr \$48.00

Deb Beresford moved that they be approved for payment. Seconded Barbara Mallett. Carried.

ACTION: Eve Broadley will check on donations to H&M with Ian Jarvis. (102)

ACTION: Eve suggested that a new members function should be held. Plan for early next year. (103)

ACTION: Eve to check with the School regarding payment of football parking money to the Society. (104)

7.3 SPHINX FOUNDATION FINANCE REPORT.

Peter stated that earned income is dependent on investment portfolio - principally in the stock market and unlisted property trusts. The earned income in FY 2015 is sufficient to fund all the scholarships set out in the report (see #7.1 above).

7.4 HISTORICAL AND MUSEUM COMMITTEE – OPERATIONAL FINANCE

Awaiting donations received from the 2015 Annual Reunion.

ITEM 8: HISTORICAL AND MUSEUM COMMITTEE. Report circulated electronically.

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

Sallie reported that quite a few attendees for the Annual Reunion came down to the History Centre.

Research. Sallie Davies reported that the Thomas Street Gates shields have been returned to the History centre. The Principal has commissioned replicas and the School has received a quote.

ITEM 9: FUNCTIONS COMMITTEE. Report circulated electronically.

9.1 Annual Reunion

Further Recommendations

- Based on feedback, Sunday is the preferred day for holding the Annual Reunion.
- All recommendations are now included in the Reunion booklet for discussion by the Functions Committee.

- We should offer more to members such as special performances for members e.g. drama and music. **ACTION:** Functions Committee to investigate arranging special performances or invitations to alumni for performances with the School. (105)

ITEM 10. REUNION COORDINATION REPORT (formerly Executive Officer Report):

10.1 Reunion Coordination.

- **Year Reunions**
The venue for the 1975 Reunion students has been changed from having it at the school. They found the paperwork too onerous and are now having their reunion at the Victoria Hotel. Sallie Davies has assisted them with copies of photos, lists of names of students and staff. Sallie is coordinating her class of 1955 reunion in November.
- **Football Parking.** In 2016, we should consider submitting two applications for football parking. One for the Society and one for the Sphinx Foundation or the History Centre/Museum.

ITEM 11: REPORT FROM SOCIETY REPRESENTATIVE ON THE SCHOOL BOARD.

No Report as Irene was absent from the last meeting and the next meeting is tomorrow night (Tuesday 27 October 2015)

ACTION: Deb Beresford to write a letter of appreciation to Professor Michael Henderson on behalf of the Council. (106)

ITEM 12: REPORT FROM THE SPHINX FOUNDTION.

12.1 Relationship of the Sphinx Foundation with the Council. At its meeting on 13 October, . the Board stated its wish to maximize good communication of its activities with the Council. The Board resolved to request the Council to suggest any specific measures to further cement understanding/ collaboration between both bodies.

Suggestions.

- Wait until DGR process is resolved.
- Fundraising drives. The timing of fundraising drives is important. More discussion is needed about the general direction of where the money goes.
- Fund development and management. The Society needs the expertise of the Sphinx Foundation to consider managing the funds when collected.

ITEM 13: GENERAL BUSINESS.

Discussion re fundraising drive.

Investigate the possibility of people making donations online to the History Centre as well as to the scholarship fund.

Barrie mentioned that the School's Centennial Fund is still alive.

Sallie suggested that all donations received be listed in the Magazine.

ITEM 13: DATE OF NEXT MEETING

16.15 Monday 23rd November 2015 (NB: Final Meeting for 2015)

All meetings to commence at 16.15

MEETINGS FOR 2016

To be advised.

MEETING CLOSURE: 18:50.

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	23/11/2015	In progress	Pursue further consideration of points raised in discussion.	IF
35	24/11/2014	Strategic Plan: Setting Priorities	5	A taskforce consisting of Peter Farr, Annemie McAuliffe, Barrie Baker and Barbara Mallett will work together to develop a list of actions for the Strategic Plan.	Early 2016	In Progress	Meeting Report	AM, BB, PF, BM
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.	26/10/2015	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. (Also relates to Item 35 - Strategic Plan Priorities). Task force to take note of Councilors' assessment.	PF, AM, BB, BM
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.	26/10/2015	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
69	4/5/2015	Communications: Membership	5	Peter Farr will ask Ian Jarvis to run off a list of names of Contributing Members up for renewal.	23/11/2015	URGENT	Renewal of 4-Year memberships	IJ, PF, BB

				Barrie Baker will liaise with Ed Lazarus to see if he can learn to use the database. Ian Jarvis will prepare a notice for the 4 Year Contributing Membership to be sent out				
82	3/8/2015	Communications: Annual Report	5	Annual Report prepared before AGM	7/9/2015	In Progress	Graeme Hunt needs documentation from Ian Jarvis and he will produce the 2015 Annual Report.	IJ, GH,SD,EB
86	3/8/2015	COUNCIL EVALUATION SURVEY May/June 2015 Executive Summary Received	1.1	to be discussed at a future meeting	7/9/2015	In progress	Council. BMCc cannot attend Monday meetings. Incorporate any relevant findings in the Strat Plan Task List.	
88	3/8/2015	Information for Year 12 letters	3.2	Make sure that the information is prepared and included with the package that the School gives to the Graduates. Motion accepted that the membership for Graduates be \$80 this year.	7/9/2015	URGENT	Irene Froyland and Annemie McAuliffe. Form available from Val Furphy. Discounted 4 Year memberships of \$80. Box at Presentation Assembly.	IF, AM,VF
89	3/8/2015	Annual Reunion Action plan	8.1	Booklet has been set up to report on Annual Reunion and all recommendations for future reference for consideration by Function Committees (89)	7/9/2015	Complete	Functions Committee: Barrie Baker Eve Broadley Barbara Mallett Deb Beresford	BB/EB/BM/DB
93	7/9/2015	Communications Report: Annual Report	5	Annual Report prepared before AGM.	26/10/2015	Discussed. See (82)	Someone will confirm Graeme Hunt will prepare Annual Report before the next AGM which will then be put up on the website.	IJ, GH
94	7/9/2015	Communications Report: Annual Report	5	Annual Report prepared before AGM.	26/10/2015	Discussed. See (82)	Eve Broadley will prepare the Financial report to be included in the Annual	EB

							Report before the next AGM which will then be put up on the website.	
95	7/9/2015	School Board Communication	10	The Sphinx Foundation is to be approached to write a brief report similar to that submitted by the H&M Committee for the School Board.	26/10/2015	In Progress	Irene Froyland asked Peter Farr if someone can prepare a brief written report to the Board about the Sphinx Foundation	BB/EB/PF
97	7/9/2015	Finance: H&M Committee. Operational Finance. Financial sustainability Part 2 Constitutional amendments	1.2	The amendments to the Constitution were accepted at a short special meeting at the Annual reunion.	7/9/2015	In Progress	The revised constitution has been lodged at the Department of Commerce 8/10/2015. Wait until it is back from Dept., then to be included on the website and sent to the ATO to apply for DGR status after registration.	PF
98	26/10/2015	Perth Modern School Board	1	The membership database to be explained to the Chair of the School Board	23/11/2015	In progress	A meeting to be arranged for the Chairman of the School Board and Sallie Davies and Ian Jarvis.	SD, IJ
99	26/10/2015	General Business: item identified	2	Proposed meeting dates for 2016	23/11/2015	In progress	Liaison between the Secretary and the school as to suitable dates	DB, VF
100	26/10/2015	Principal's Report	3	Communication with the School - new Head Boy and Head Girl	23/11/2015	In progress	An invitation to new Head Boy and Head Girl to attend November meeting. (Exams?)	PF
101	26/10/2015	Communications Report: Portal	6	Develop a line item budget for 2016, for a paid person to take on communications roles within the Society e.g. Portal, Facebook page. (How many hours per year? ½ day per week? \$100 per week? Paid or an honorarium?)	23/11/2015	In progress	For next meeting (23/11/2015), the Treasurer is asked to prepare an online budget for a person to be paid to assist with IT.	EB
102	26/10/2015	Finance and Fundraising: Perth Modernian Society:	7.2	Donations from the Annual Reunion to be transferred to H&M account.	23/11/2015	In progress	Eve Broadley will check on donations to H&M with Ian Jarvis	EB, IJ

		Operational						
103	26/10/2015	Finance and Fundraising: Perth Modernian Society: Operational	7.2	New Members Function.	23/11/2015	In progress	Functions Committee to organise a function for new members early next year	BB, EB, DB, BM
104	26/10/2015	Operational Finance	7.2	Football parking money	23/11/2015	In progress	Eve to check with the School regarding payment to the Society	EB
105	26/10/2015	Functions Committee	9	Investigate arranging special performances or invitations to alumni for music or drama performances held by the school.	23/11/2015	In progress	Functions Committee to liaise with the school for invitations for alumni to attend music and drama performances held by the school.	BB, EB, DB, BM
106	26/10/2015	School Board	11	Letter of appreciation to Chairman of the School Board for speaking to Council.	23/11/2015	In progress	Deb Beresford to write letter	DB