



PERTH MODERNIAN SOCIETY

DRAFT MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE HISTORY CENTRE 16:15 MONDAY 23 November 2015

ATTENDEES Peter Farr (President); Sallie Davies (V/Pres, H&MC); Eve Broadley (Treasurer); Deb Beresford (Secretary); Ian Jarvis (Communications); Irene Froyland (Awards/Reunions/ School Board Representative); Barrie Baker (A/Functions); Barbara Mallett; Lois Joll (Principal)

APOLOGIES: Annemie McAuliffe (V/Pres/Reunions);
Bruce McCallum has officially resigned from the Council (17/11/15) due to work commitments. He said he respected and enjoyed working with the people on the Council and is willing to work on an ad hoc basis in the future.

ITEM 1. PERTH MODERN SCHOOL – Student Council.

Head Boy, Brendan Boccola and Head Girl, Nhi Danh were invited to attend the meeting, but as they were doing exams, they will attend a future meeting early next year.

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

- **MEMORABILIA**

ITEM 3: PRINCIPAL'S REPORT

Lois Joll (Principal) tabled copies of her report. Key points:

- The 2015 Year 12 Presentation Ceremony and the Pin Ceremony for incoming Years 7, 9, 10 and 11 students will be held for the first time in the Tyler McCusker Sports Centre on 28 November 2015.
- An official Memo of Understanding has been signed by the Confucius Institute to provide funding for a Chinese language assistant two days per week in 2016.
- Students in Years 7 and 8 enjoyed an end of year River cruise; A Dinner Dance for Year 10 students was held at AQWA. Year 9's have been on camp at the Ern Halliday Recreation Centre and in Week 9 Year 11 Photography students will be attending a 3-day camp shooting images for their Commercial Design task.
- A Variety Concert organized by the Student Council is planned to coincide with Orientation Day for the incoming students in 2016.
- Once again many students are to be congratulated on their achievements, which Lois described as "Consistently amazing".
- Manager of Student Services John Harris and English Teacher Jen Jespersen will be escorting 19 students to Cambodia for three weeks as part of World Youth Adventures.
- Lois reported that there were 22 applicants for the Year 7 entry level Sphinx Foundation Scholarships but only one from Country W.A.. Noted that the Sphinx Foundation will again provide a capital sum in 2016 for 'Principal's discretionary bursaries' to assist deserving students.

ITEM 4: MINUTES OF Ordinary meeting of Council 26 October 2015 were accepted. Moved Barrie Baker. Seconded Eve Broadley. Carried.

Business Arising from the Minutes:

3.1 Constitutional Amendments

Approval Letter - amendment of the Society's Constitution with effect from 26 October 2015

Peter reported that the Department of Commerce wrote an email accepting the Constitutional amendments, as they had been passed at the Special General meeting.

Key points:

1. The Department of Commerce has approved the amendment of the Society's Constitution

with effect from 26 October 2015.

2. The process of applying for DGR status with the ATO can therefore now proceed.
3. However, the Associations and Charities, Registration Section has pointed out five areas in which the revised Constitution are to an extent inconsistent with the Department's Model Rules, and has strongly recommended that the Society takes steps to amend its rules at its next available opportunity. These are more or less procedural, but will still take effort to go through the full process.
4. Complicating matters is the fact that the Associations Incorporation Bill 2014 - which contains a number of proposed changes to the current Associations Incorporation Act 1987 - was very recently passed by the State Parliament. It now rests with the Governor to give it Royal Assent. When this happens, the new Act will result in changes that will impact all incorporated associations.
5. The Associations and Charities, Registration Section advises that the date of effect will most likely be 1/7/2016. The Officer did not recommend we rush to make the changes referred to in paragraph 3 at the 2016 AGM (late April 2016) but rather do the whole lot at once.

A working party will then be needed to fix our constitution along the lines of their Model Constitution.

No further action for the time being.

3.2 ACTION ITEMS

See ACTION SHEET

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

Honour Awards. (13) Irene has produced the Statement, Award Records, copies of templates, and information on the first award ceremony. There is a USB as well as hard copy to be kept on file. Thank you Irene. Completed.

ACTION Secretary to file the information with the Society's Official Records.

Strategic Plan Setting Priorities. (35) Barbara has prepared a checklist for items identified for the Strategic Plan. A Draft Action Task list.

ACTION. Peter Farr will circulate the plan to other members of the sub-committee.

General Business: Governance. Calendar (55) Peter circulated and explained the draft Perth Modernian Society Council Calendar for 2016. Further cells or information may be needed. e.g. Constitution Review. Major School events, Annual Oration speaker & date, Membership Renewal notices. Send ideas to Peter. The Minutes will include the draft calendar.

General Business. The Kentian Society. (65) Peter has written a letter to the Kentian Society, congratulating them on having an alumni body and asking them to acknowledge that Perth Modern School was the first public school in WA to have an alumni body since 1912. He issued an invitation to visit the History Centre. Completed.

Communications: Membership (69). Barrie has sent out a notice for the 4-Year Contributing Membership renewals. Majority emailed and some postage was incurred. For the 2015/2016 renewals, Ed Lazarus' role needs to be addressed. Completed.

Council Evaluation Survey (86) Include any relevant findings in the Strategic Plan. Completed.

Information Letters for Year 12's. (88) Notes and materials for inviting Graduating students to become members of the Society have been produced. Letter/membership forms printed off at Office Works. Students will receive one in their Graduation File. Another opportunity will be available when the first Newsletter is sent out in Term 1 2016. It is recommended that this information be added to the Calendar and the Secretary file the Notes. Completed

Communications: Annual Report (93) (94) These ACTION statements have been combined and included in ACTION statement (82)

Finance and Fundraising: New Members Function. Music and drama performances.(103) (105)

Lois advised that the School had tried in the past to hold functions for new graduates but numbers were low. An after-school catch up drink function may be viable. 2016 will be the 10th year of the Academic Select intake and there is to be a book launch in May or early June. Alerting the alumni to music performances could be provided with a link to Music at Mod.

Operational Finance. Football Parking Money. (104) Lois advised that Eve should check with Karen Wedemeyer.

ITEM 5: CORRESPONDENCE:

Inward Correspondence.

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

Letter of thanks from Anne Strauss with a cheque for \$100 for H&M.

See Communications report for correspondence.

Outward Correspondence.

Associations and Charities Branch, Department of Commerce, Western Australia, 16/11/2015.

ITEM 6: COMMUNICATIONS REPORT. Report circulated electronically.

Membership

The PayPal process of membership payments needs reviewing to ensure Ed Lazarus and Eve Broadley are notified of receipts and funds transfers regularly to the Society's bank account. Also some memberships payments are not accompanied by a membership form leaving gaps in members' details on the database. Other areas of concern, Recruitment; Badges – who orders, postage etc.,

ACTION Peter Farr will check on who has access to PayPal notification. **(107)**

Portal

Ian Jarvis asked if someone could review the portal every month to make sure it is up to date.

ACTION: Irene has offered to look at the website as currency is very important. **(108)**

Reunion information on Facebook. Barbara, Irene and Ian are putting together Reunion information to be put on Facebook. Reece Harley is still the contact person for the Perth Modernian Society Facebook Group.

ITEM 7: FINANCE AND FUNDRAISING.

7.1 FINANCE AND FUNDRAISING COMMITTEE REPORT: Report circulated electronically.

Barrie reported that:

- Lesley Parker, Val Furphy and Barrie Baker have conducted the process of selecting the Year 7 Entry four year Scholarships. There were 22 applicants, and from these 10 full scholarship winners have been selected. Depending on finances, an additional two full amenity fee bursaries may be awarded.
- The Board has been active in seeking to increase its size and two candidates will be interviewed in the next fortnight.
- An ex-Mod family has contacted the Board seeking to endow a family scholarship. The matter is being pursued.
- The Board is monitoring the current instability in the securities market, but for the present feels its documented conservative investment policy is appropriate.

7.2 PERTH MODERNIAN SOCIETY – OPERATIONAL FINANCE:

Eve Broadley presented the Bank balance statement for 23/11/2015. \$13,020.40

Also presented was the financial result from the Annual Reunion:

Income \$7,030.81

Net income # \$6,030.81

Expenses \$5,060.22

Profit \$970.22

after allowing for these allocations from the Annual Reunion attendees:

- H & M donations \$305.00
- Memberships \$480.00
- Scholarship Fund donations \$215.00

NB Donation to the Music Dept. \$1,000 (up from \$500 in recent years)

2016 Budget Perth Modernian Society Draft 1

Relating back to discussion at the October meeting, Eve explained the proposed draft budget for 2016.

Expenses sub-total	\$7,520
Paid employee *	\$6,023
Total expenses	\$13,543
Income **	\$7,250
Loss	\$6,293

* Assumes 4 hours/week @ \$29/hour

** Assumption of 40 renewals and 10 new members

Football Parking can be applied for separately by the 3 entities if necessary.

The cost of a paid employee could perhaps be split between the Society and the H&M.

ACTION: To be discussed at the February Meeting. (101)

Eve suggested that in view of Lois' advice it was not feasible to hold a new members function if sufficient young graduates do not attend.

The following accounts were presented for payment.

Irene Froyland (Reimbursed for printing) \$50

Barrie Baker (Reimbursed for postage) \$20

Peter Farr moved that they be approved for payment. Seconded Deb Beresford. Carried.

7.3 SPHINX FOUNDATION FINANCE REPORT.

Peter Farr circulated an example of a letter sent to Sphinx Scholarship Award winners. There is sufficient money set aside ready for payment to Scholarship recipients in December and February. The Board is interviewing candidates to augment the Board size, partly with the aim of replacing Peter as treasurer.

7.4 HISTORICAL AND MUSEUM COMMITTEE – OPERATIONAL FINANCE

The balance in accounts held by the H&M as at 15/11/2015 is \$12,463.51

The fixed term deposit has been rolled over for a further 3 months.

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 a summary of the PMS WW1 Service to the war effort has been submitted for publication in the book being prepared by the music parents on the 2015 Music Tour. A copy will be donated to the Archives by the compiler.

The phone number on the door to the History Centre needs to be changed to accommodate the new telephone number and the transfer of the Perth Modernian Society Office.

ACTION: After the holidays, Sallie will investigate replacing the sign with two: one for the 'Perth Modernian Society and History Centre', the other with the phone number and website. (109)

ITEM 9: FUNCTIONS COMMITTEE. Report circulated electronically.

ACTION Barrie suggested that the Head Boy and Head Girl should be approached for ideas for functions for younger members. (110)

9.1 Annual General Meeting

ACTION: The date for the AGM should be ready for the February meeting as well as ideas for a Guest Speaker (111)

9.2 Annual Reunion

No Report

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

Report circulated electronically.

The newly installed telephone extension is working very well and calls are diverted to the Reunion Committee. A return phone call or email is initially made and both the H&R and Communications Chairs are advised of developments as all have a part in supporting the Class Reunions. Notices are prepared for the website, e-newsletter and facebook.

Two enquiries have been received enquiring about class reunions for the Class of 1966 for 2016:

- John Wilshire
- Ed Jordan

As we currently have no advice that a reunion is being organised the information has been included in the e-newsletter.

Melinda McGowan (nee McIntosh) has advised she is organising a 30th reunion for the Class of 1986 for the 19 March 2016 and this information has been similarly listed.

We were instrumental in linking a student from the Class of 1946 with her Reunion Meeting

3 successful reunions were held in November for the Classes of 1955 (60 years), 1985 (30 years) and a small group from 1975 (40 years).

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

The School Board is very keen to foster relationships between the School, the Board and the Modernians. They were impressed that the students had assisted at the Annual Reunion. The Principal is keen to have recommendations of community members, (be they Modernians or not) who might assist the students in any way. The Perth Modernian Society Annual Oration was noted. The meeting to be held at 17.15 on Tuesday 24 November in the McCusker room will be an open meeting and any members of the Council are invited to attend.

ACTION: To foster relationships between organisations associated with the school, Peter Farr will invite the President of the P & C to one of the Perth Modernian Society Council meetings in the New Year. **(112)**

ITEM 12: GENERAL BUSINESS.

Memorabilia

The Council should decide on the merit of purchasing and selling memorabilia. The School already sells some lines of memorabilia and there may be duplication and mistakes made in allocating income. The School has recently purchased as gifts 3 wine coolers costing \$34 each from the Society.

ACTION Eve Broadley will send an invoice. **(113)**

ACTION Peter and Barbara will liaise and report to next meeting **(114)**

ITEM 13: DATE OF NEXT MEETING

16.15 Monday 15th February 2016

All meetings to commence at 16.15

MEETINGS FOR 2016

Monday 14th March 2015

Monday 8th May 2016

Tuesday 7th June

Monday 1st August 2016

Monday 29th August 2016

Monday 24 October 2016

Monday 28th November 2016

MEETING CLOSURE: 18:55

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	Policy documents re conduct of Awards project completed by Irene Froyland to be filed.	15/02/2016	Completed	Secretary to file documents with Official Records	DB
35	24/11/2014	Strategic Plan: Setting Priorities	5	Barbara has prepared a Draft Action Task list identified for the Strategic Plan.	Early 2016	In Progress	Peter Farr will circulate the plan to other members of the sub-committee.	AM, BB, PF, BM
55	16/2/2015	General Business Governance	11	Peter Farr circulated and explained The Perth Modernian Society Council Calendar for 2016. Further cells or information may be included. e.g. Constitution Review. Major School events, Annual Oration date, Renewal notices	26/10/2015	In Progress.	Draft of the 2016 Council Calendar will be included in the minutes after input from Councilors.	PF, AM, BB, BM. DB
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	Completed	Peter Farr has written to Kentian Society issuing an invitation to visit the History Centre.	PF
69	4/5/2015	Communications: Membership	5	Barrie Baker has sent out a notice for the 4 Year Contributing Membership renewals to approx. 60 members.	23/11/2015	Completed	For the 2015/2016 renewals, Ed Lazarus' role needs to be addressed	IJ, EB
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 Eve Broadley. He will produce the 2015 Annual Report which will then be put up on the website.	IJ, GH, SD, EB

86	3/8/2015	COUNCIL EVALUATION SURVEY May/June 2015 Executive Summary Received	1.1	Make sure any relevant findings are included in the Strategic Plan	7/9/2015	Completed	Incorporate any relevant findings in the Strategic Plan Task List.	BM
88	3/8/2015	Information for Year 12 letters	3.2	Notes and materials for inviting Graduating students to become members of the Society have been produced.	7/9/2015	Completed	This information is to be added to the Calendar and the Secretary will file the Notes with Official Documents.	DB
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
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	Dept. of Commerce has approved the amendments to the Constitution 26/10/15. Process of applying for DGR status can proceed. After the Associations Inc. Bill is passed a working party will be needed to fix our Constitution along the lines of Dept. Model Constitution.	7/9/2015	In Progress. No further action for the time being.	See 3.1	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	Completed	Meeting held (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 February/March meeting because of exams.	PF
101	26/10/2015	Communications Report: Portal	6	A line item budget for 2016, for a paid person to take on communications roles within the Society was prepared by Eve [e.g. Portal, Facebook page. (How many hours per year? ½ day per week? \$100 per week? Paid or an honorarium?]	15/2/2016	In progress. To be discussed further at February meeting.	Treasurer prepared a draft budget that includes for a person to be paid to assist with IT.	EB
102	26/10/2015	Finance and Fundraising: Perth Modernian Society: Operational	7.2	Donations from the Annual Reunion to be transferred to H&M account.	23/11/2015	In progress	Eve Broadley has identified donations to H&M.	EB
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. 23/11/2015:"Eve suggested that in view of Lois' advice it was not feasible to hold a new members function if sufficient young graduates do not attend."	BB, EB, DB, BM
104	26/10/2015	Operational Finance	7.2	Football parking money	23/11/2015	In progress	Eve to check with Karen Wedemeyer regarding payment to the Society	EB
105	26/10/2015	Functions Committee	9	Notices in e-newsletters to alumni for music or drama performances held by the school.	23/11/2015	In progress	Notices on Facebook, e-newsletters for 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
107	23/11/2015	Communications: Membership	6	PayPal. Who is responsible for dealing with PayPal	15/2/2016	In Progress	Peter Farr will check who has access to PayPal notification.	PF
108	23/11/2015	Communications: Portal and Facebook	6	Someone should review the Portal each month. Facebook status wrt Reunion information.	15/2/2016	In Progress	Irene Froyland has agreed to check portal. Irene to liaise with Reece Harley.	IF IF
109	23/11/2015	Historical & Museum	8	The phone number on the door to the History Centre needs to be changed to accommodate the new telephone number and the transfer of the Perth Modernian Society Office.	15/2/2016	In Progress	Sallie Davies and Peter Farr will look at the best way of addressing this early in the new year. 2 new signs or composite? One for the 'Perth Modernian Society and History Centre', the other with the phone number and website	SD, PF
110	23/11/2015	Functions Committee:	9	Ask Head Boy and Head Girl for ideas on functions for Graduating students	15/2/2016	In Progress	To be carried through when the Head Boy and Head Girl attend Council meeting.	BB
111	23/11/2015	Functions Committee: Annual General Meeting	9	The date for the AGM should be ready for the February meeting as well as ideas for a Guest Speaker	15/2/2016	In Progress	A date to be organized for late April.	PF, DB
112	23/11/2015	School Board:	11	The President of the P & C is to be invited to one of the Perth Modernian Society Council meetings in the New Year.	15/2/2016	In Progress	Peter Farr will invite the President of the P&C to attend a Council meeting.	PF
113	23/11/2015	General Business: Memorabilia	12	School purchase of 3 wine coolers costing \$34 each from the Society.	15/2/2016	In Progress	Eve Broadley will send an invoice.	EB
114	23/11/2015	General Business: Memorabilia	12	Council should decide on the merit of purchasing	15/2/2015	In Progress	Peter Farr and Barbara Mallett will liaise on	PF, BM

				and selling memorabilia			merits and report to next meeting.	