



## PERTH MODERNIAN SOCIETY

### **DRAFT MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE HISTORY CENTRE 16:15 MONDAY 22 October 2018**

**ATTENDEES:** Prof. Geoff Soutar (President); Barrie Baker (Vice President) (A/Functions); Peter Farr (Immediate Past President); Eve Broadley (Treasurer) Sallie Davies (H&MC); Deb Beresford (Secretary); Barbara Mallett (Reunions); Ed Lazarus (Membership); Ian Jarvis (Communications), Julian Grill; Lois Joll (Principal)

**APOLOGIES:** Jeanette McQueen (Sphinx Foundation); Ruth Barrett

**ITEM 1. INVITED SPEAKER:** None

**ITEM 2. ADDITIONAL AGENDA ITEMS**

**ITEM 3. PRINCIPAL'S REPORT** Lois Joll (Principal)

The Principal, Lois Joll gave her report verbally.

Year 12. The school no longer buys in examination papers, instead preparing unique papers and tests which must be sat by students concurrently. In their last 2 weeks of school, students will have a dinner dance, final assembly, ring the bell, and enjoy the Running of the bells. They will have one week for study before exams commence. Their Presentation Assembly will be held on Saturday 17 November.

Year 11. Students will have 2 weeks of exams and then commence studying the Year 12 curriculum for the final 4 weeks of term.

Year 7's 2019. At present the prospective year 7's are enjoying transition activities in the school. Many parents attend and meet other parents when the sessions are on. Next year there will be 230 Year 7's and 30 new Year 9, 10, and 11 students who have also been visiting the school.

Raise the Roof Progress Report. Several Modernians are approaching potential donors for funding towards the 700-seat multipurpose auditorium. The school has raised a substantial amount of money and everything has been costed (in Stages) and ready to go when the Stage 1 target is reached. On Friday 30<sup>th</sup> November 2018, the P&C will hold a Christmas Concert and Art @Mod extravaganza to which the Councilors will be invited to attend. Another Raise the Roof fundraiser will be a Wine Drive. Subiaco Council cannot assist the school in a monetary capacity as it is a Government school. However, Hon Julie Bishop MP has been to speak to the school with regard to Federal funding. The Mayor of Subiaco, Penny Taylor and local MP, Bill Marmion, will be invited to the school. **ACTION: (212)** Eve Broadley will approach Cr. Julie Matheson seeking support.

**ITEM 4. MINUTES OF ORDINARY MEETING OF COUNCIL 27 August 2018**

Eve Broadley proposed acceptance of the minutes. Barrie Baker seconded. Carried.

**Business Arising from the Minutes:** None

**4.1 ACTION ITEMS:**

See ACTION SHEET

**STATUS OF CURRENT ACTIONS IN THE ACTIONS ITEMS RUNNING SHEET**

***The following items have been discussed, deleted or completed***

**Item 175. Complete. Constitutions.**

Rule 46. Register of Members – electronic data base. Entitlement to inspect the records. Database set up a register of Perth Modernian Society members. Printed version of Contributing members to be kept on site. Registered members kept electronically. Sphinx Foundation and Museum will have to do same.

**Item 203** – discussion about Lotterywest grant conditions. Referred to Executive Meeting re IT systems on 24/10/2018.

**Item 206** – discussion re documentation for class reunions. Referred to Executive Meeting re IT systems on 24/10/2018.

**Item 208. Complete, Sphinx Foundation.** In principle agreement from the Sphinx Foundation that their Investment Subcommittee will be available to assist Museum Board with investment in the future.

**Item 209. Complete. Perth Modernian Society, Historical and Museum Committee, Sphinx Foundation.**

A special mention was made at the Annual Reunion about the solicitors, Nigel Hunt, Partner King & Wood Mallesons and Brendan Dawson, Solicitor King & Wood Mallesons, acknowledging their pro bono work in drafting and revising Constitutions of Perth Modernian Society Museum Association, Perth Modernian Society and Sphinx Foundation.

**Item 210. Complete. Perth Modernian Society.** A letter of thanks was sent to Nigel Hunt, Partner of legal firm King & Wood Mallesons and Brendan Dawson, Solicitor of that firm (as above).

**Item 211** – discussion re possible names for the Modernian Oration 2019, incl. Andrew Forrest, Eric Lumsden\*, Ken Adam\*, Dr Doug Kagi\*, Emeritus Prof. Keith Punch\*. \*Modernians

**ITEM 5: CORRESPONDENCE**

**Inward Correspondence**

None

**Outward Correspondence.**

Letter of thanks to Nigel Hunt of legal firm King & Wood Mallesons and Brendan Dawson, Solicitor of that firm, acknowledging the pro bono work done in drafting and revising the three Constitutions.

**ITEM 6. COMMUNICATIONS REPORT.** *Report circulated electronically*

**Jarvis e-XMod Database (JED)**

Work is proceeding to update JED with data from school record cards. JED update to 1969

**MOSAIC**

The production version 11 of Mosaic has yet to be received.

**NEWSLETTERS**

**e-Newsletter**

The eNewsletter September Issue was distributed on Friday 28 September.  
20 November to publish December 1.

**Magazine for Contributing Members**

Material is being collected by Sallie. Discussion as to whether the Magazine for Contributing Members should be dropped from the Society Calendar in favour of an expanded eNewsletter. The cost for 300 hard copies in 2018 was \$1329. One of the only perquisites of being a financial member is receiving a magazine.

**Referred to Strategic Plan workshop.**

**WEBSITE**

Some areas of the website need explaining or updating. (Sphinx Foundation and Perth Modernian Society). All the website needs to be looked at critically to make the two coherent. Make all changes together.

**MEMBERSHIP**

**Perth Modernian Society** – Member Changes from 26 August 2018 to 21 October 2018

**Contributing 4 Year**

- **New** - 32
- **Renewed** -1 Renewed memberships
- **Registered** – 26 new Registered Members who are mainly new Graduates, some of whom are missing email addresses.

25 new Sphinx badges need to be ordered. Membership certificates also need to be printed according to the Society Style Guide from Castledine **ACTION 213**: PF to arrange printing.

**ITEM 7: FINANCE AND FUNDRAISING COMMITTEE REPORT.** Report circulated electronically.

**7.1 SPHINX FOUNDATION**

Since the last Council Meeting there has not been a meeting of the Sphinx Foundation. In Jeanette's absence, Barrie reported that the Investment Sub-Committee had been finalized.

**7.2 PERTH MODERNIAN SOCIETY – OPERATIONAL FINANCE:** Report circulated electronically

Perth Modernian Society			
The Bank Balance 19/10//2018		\$11,906.46	3
ACF Term deposit		\$16,084.04	
TOTAL		\$27990.50	
<b>Income</b>			
Trybooking		\$3605.47	1
Reunion		\$1045.00	
<b>Expenses</b>			
Vivid Wireless		\$116.00	
E. Steicke		\$100.00	
C. Steicke		\$100.00	
Trophy Specialists		\$180.10	
Refund SF Printing		\$60.00	
Party Hire		\$231.50	
Australia Post		\$382.00	
Xabregas Wines		\$125.24	
Refund I.Jarvis		\$47.34	
Donation Sphinx Sculpture		\$750.00	
Timestart Food		\$1212.50	2
<b>TOTAL</b>		\$3304.68	
1 Includes membership	\$600.00		
Donation to History Fund	\$190.00		
2 Balance to be debited	\$1000.00		
to Bank account			
3.Outstanding cheque not	\$1000.00		
presented by school			
Annual Reunion Summary			
<b>Income</b>			
Ticket sales		\$4215.47	
Concert Only		\$50.00	
Subtotal			\$4,265.47
<b>Expences</b>			
FOOD for Thought	\$2212.50		
Drinks	\$125.24		
Party Hire	\$231.50		
Staff	\$200		
Misc.	\$47.34		
Donation to School Music Dept.	\$1000		
Subtotal			\$ \$3,816.58
Profit			\$448.89

**7.3 SPHINX FOUNDATION FINANCE REPORT**

The document "Sphinx Foundation Inc. Financial Reports Summary (30 June 2018)" was tabled by Peter Farr.

**Sphinx Foundation Inc.**

Net Cash at Bank at 30/6/2018 was \$720. Accounts Receivable \$150. Net = \$870

**Sphinx Scholarship Fund**

The Audit was completed and signed off by Anderson Munro & Wylie on 11 October 2018.

Net Assets = \$949,424

The net return on average investment assets for the calendar year 2017 was 7.0%

Scholarships and bursaries paid out in calendar 2018 YTD to students at Perth Modern School total a record \$52,890

### **Income and Expenditure**

In the audit period 1/1/2017 to 30/6/2018, the Scholarship Fund income amounted to \$274,837 and Expenses \$109,315 giving a net operating profit of \$165,552. In response to a query raised by GS concerning the margin between earnings and disbursements, PF advised that donation income is largely invested to earn income, whilst operating expenses and scholarships/bursaries are paid out of income earned from investments.

### **Balance Sheet**

As at 30/6/2018, the Scholarship Fund Total Current Assets=\$103,372 and Net Cash at bank of \$84,499. Total Assets=\$940,424 [NB includes unrealised capital gains or losses on individual ASX listed shareholdings and Unlisted Property Trusts as at 30/6/2018]

### **Scholarship Fund Payout 10-year History.**

2014 included a once-off capital outlay for a Music Instrument Scholarship valued at \$18,800, 2016 for the first time included a 'double' entry of Year 7 as well as Year 8 students.

Aggregate value of all donations (1/7/2008) to 30/6/2019): **\$893,225**

The Audit Fee charged by Anderson Munro & Wylie for the audit period was \$1600 +GST

In the Management Letter dated 9/10/2018, the auditor raised two matters.

1. Distributions from Unlisted Property Trusts received in July 2018 should have been shown as Accruals. Whilst this is immaterial, the Treasurer will ensure this is attended to in time for the 2019 audit
2. The aggregate value of Unlisted Property trusts being marginally above the notional limit of 50% allowed in the current version of the Investment Policy. Perversely, this situation arises out of significant reduction in market value of ASX listed shares versus an increase in market value of Unlisted Property Trusts, The Sphinx Foundation Investment Sub-Committee will likely examine the Investment Policy table and consider the desirability of amending the upper and lower limits of some of the investment classes.

### **Annual Appeal**

For calendar year 2018 a total of \$79,108 has been raised YTD from 65 donors.

### **New Scholarships**

This year's donations are enabling the establishment of 5 new scholarships and 6 new bursaries.

### **Sphinx Foundation Investment Sub-Committee**

During 2018, the Investment Sub-Committee Terms of Reference were developed by the Board members. Following interview and due diligence conducted by the Board, the Sub-Committee membership has been assembled and approved by the Board, and comprises.

- Peter Farr BE (Hons), BEc, MASc, FAIM, FAICD
- Reg Gillard FAICD, Fellow of the Certified Practising Accountants of Australia
- Louise Edwards BA (Hons), ACA, AIMM
- Robert Gray BA (Hons), CFA (Chartered Financial Analyst)

Reg, Louise and Rob as well as being well qualified for the role, are all parents of students presently attending PMS.

### **Insurance**

The Sphinx Foundation Inc. members are covered under the Society's Public Liability policy.

On joint recommendation of the Hon Treasurers of the Society and the Sphinx Foundation, it was decided in August 2018 not to include Directors and Officers Insurance in the Policy, based on the significant cost of this insurance and in the case of the Foundation, the risk controls in place (documented annually for the audit)

## **7.4 HISTORICAL AND MUSEUM COMMITTEE – OPERATIONAL FINANCE**

Sallie Davies pointed out that under the Museum Constitution the only requirement is to report to the Museum Association but in the Perth Modernian Society Constitution the requirement is still to report to Council. The decision is to keep it on the agenda and if there is no report it is to be noted.

The finances have not changed.

### **Assets at 14/010/2018**

CBA Cheque Account bearing interest	\$ 1,664.08
CBA Fixed Term Deposit	\$11,627.09
Total	\$13,291.17

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

**History Centre and Archives**

New IT equipment and paid management support is urgently required due to rapidly expanding activities and Ian's continuing health issues.

Activities in the History Centre and Archives have been limited this year due to health issues and increasing Council commitments in other roles and travel commitments.

Special openings to the History Centre in recent weeks.

- 60 Year Reunion of the class of 1958 on 8 September
- Annual Reunion 9 September
- Student Guides training for Heritage Day tours, 10 October, 18 October

Heritage Day Saturday October 20 9.00 am - 3.00 p.m. A report on the day has been prepared by Sharon Williams who coordinated the day for the Museum. Nearly 100 people attended during the day

**Perth Modernian Society Museum Association**

2.1 The special General Meeting held on Monday 27 August adopted recommendations for the revised Constitution.

2.2 The revised Constitution has subsequently been approved by the Department of Consumer Protection.

2.3 The document has been lodged with the ACNC (Charities Commission) and we are now awaiting response from the ATO re DGR status.

2.4 Dr Robyn White will take over as Chair of the Board of the Museum Association when she returns from overseas.

2.5 The next meeting of the Board is scheduled for Monday 5 November at 12 noon.

2.6 A nomination was received from Dr. Alistair Paterson for a position on the Board. The recommendation of the Museum Association to appoint Dr. Alistair Paterson to the Board was approved by Council.

2.7 Lotterywest have advised by telephone that under new policy guidelines it is unlikely that they will support further funding for IT for the Perth Modernian Society or the Museum Association.

**Historical and Museum Committee**

3.1 A meeting of the H&MC was held on Monday 15 October.

3.2 Members of the H&MC were advised of the required changes to the existing Constitution (APPENDIX 2)

3.3 Rod Smith has retired as a volunteer and the H&MC for health reasons.

**Finance Report**

Ian reported that \$420 has been raised from selling the Entertainment Book and with the \$190 from the donations at the Annual Reunion the money should be put in the bank account.

Sallie reported that there is a Photographic Exhibition at UWA, of their graduates involved in WW1, some of whom were from Modern School.

**ITEM 9: FUNCTIONS COMMITTEE:** Report circulated electronically.

**9.1 Annual General Meeting**

**9.2 Annual Reunion and Concert**

As convener, Barrie thanked everybody for what they had done for the reunion. With diminishing attendance numbers, it is an effort on the part of the School at that time of the year.

**Strategic Plan.**

Ideas needed to reinvigorate the Annual Reunion.

**9.3 Perth Modernian Society Annual Oration for 2019**

**Guest Speaker** Peter and Julian will look at the suggestions given to them and will report back to the Council.

**ITEM 10: REUNION COORDINATION REPORT.**

Barbara reported on the following reunions: -

- The Class of 1969 are planning their 50<sup>th</sup> Reunion for 2019. Contact person Gene Koltasz.
- The Class of 1971 are checking to see if there is interest in a 50<sup>th</sup> Reunion in 2021. There is interest.

- The Class of 1970 is planning their 50<sup>th</sup> Reunion for 2020

Barbara is keen to follow up on protocols for reunions.

At the moment, the person in the School assisting with Reunions is Suzanne Stoakley,

#### **ITEM 11: REPORT FROM SOCIETY REPRESENTATIVE ON THE SCHOOL BOARD**

Peter Farr reported:

1. The Board met on 28th August and will be meeting on Tuesday 23 October.
2. In the August meeting there was partial discussion on School Policies and tomorrow night several policies should be finalized.
3. Chair of the Board (Dr Ken Michael) invited members of the Perth Modernian Society Council to attend the end of the Board meeting held on 28th August with a view to enhancing dialogue between the Board and the PMS community. Peter Farr, Ed Lazarus, Ian Jarvis, Barrie Bake, Deb Beresford and Sallie Davies attended. The aim is to break down barriers between organisations in the School as communication exchange is most valuable. The dialogue was mainly one to one but Peter made a speech and Sallie spoke about the Museum.
4. The Board is working hard and harmoniously.
5. The final Board Meeting of the year, on 20 November is a public meeting where members of the community can observe the meeting in progress.

#### **ITEM 12: REVISION OF STRATEGIC PLAN 2014-2017**

Times and dates will be organized by Geoff Soutar to fit in with everybody. Barrie has enquired about the availability of space at his local Church. Confirmed. A date to be organized.

For consideration when revising the Strategic Plan.

- Annual Magazine
- New Category of Membership (Honorary Contributing Member)
- IT
- Annual Reunion

#### **ITEM 13: GENERAL BUSINESS.**

Ed reported that Member Chris Hayes had asked about the possibility of paying 'lifetime' membership via a lump sum, in lieu of 4-yearly payments. Discussion about the amount and the 'value proposition'– e.g. anticipated 40 years = 10 x \$120 = \$1,200.

On behalf of the Councillors, Peter Farr paid tribute to Ian with his health issues, imploring him not to stress himself on our account. The Council is so appreciative of all he has done and wish him well.

#### **ITEM 14: DATE OF NEXT MEETING**

**Monday 19<sup>th</sup> November 2018**

All Council meetings to commence at 16.35

MEETING CLOSURE: 18.35

---

ACTION No.	MEETING DATE	CLASSIFICATION	MINUTES SECTION #	ACTION DESCRIPTION	DUE DATE	STATUS at date of most recent mtg	COMMENTS	ACTIONEE
147	24/10/2016	Functions:	10	Investigate what sort of function would appeal to new young members	Feb/ March 2018	In abeyance until end of year. October	Proving difficult. There may be an opportunity to have a display at the Concert Hall for the 50 <sup>th</sup> Anniversary Concert.	IF, EB
164	13/3/2017	General Business: Strategic Plan	12	Revisit the Strategic plan at the end of this year.	30/6/2018	Continuing	Barrie has checked on the Church Hall. The date will be after 12 September 2018.	GS, BB
187	23/10/17	Communications Members	6	Contributing members who have not kept up instalment payments to be contacted	20/11/17	Ongoing	Scholarship donors made members. Contact all Contributing Instalment Members that re-classified as unfinancial and thus Registered Member. Direct Debit. <b>For discussion in Strategic Plan.</b>	IJ EL
203	12/3/2018	Communications	6	Server software no longer supported by Microsoft	14/5/18	In Progress	Application for a grant to LotteryWest as quotes over \$11000 deemed ineligible because of previous grants Item referred to Executive Meeting 24/10/2018	IJ

206	11/6/2018	Reunion Coordination	10	Barbara has taken on the role of Reunion Coordinator	30/7/2018	In Progress	Barbara to get instructions on how to add information to website. Referred to Executive Meeting 24/10/2018	IJ, BM
207	11/6/2018	General Business: New category of membership	13.2	The Council has agreed in principle to introduce an additional category of member to be known as an Honorary Contributing Member	30/7/2018	In Progress	The Constitution will be examined to see if the category of Honorary Contributing Member can be accommodated. Referred to Strategic Planning day.	PF, GS EL
211	27/8/2018	Functions: Modernian Oration 2019	9.3	A subcommittee has been formed to find a Guest speaker for the Annual Oration.	22/10/2018	In Progress	Suggested names have been given to Peter Farr and Julian Grill to consider.	PF, JG
212	22/10/2018	Principal's Report	3	Approaches have been made to Subiaco Council and MP's for support with funding Raise the Roof	19/11/2018	In Progress	Çr Julie Matheson will be approached to assist in some way	EB
213	22/10//2018	Communications Report	6	Membership certificates need to be printed according to the Society Style Guide from Steve Castledine.	19/11/2018		PF to arrange printing.	PF, EL