



Fleet Air Arm Association of Australia - ACT Division

Annual General Meeting 06 October 2023

Minutes

1. Registration of Members – Apologies and Nomination of Proxies

The meeting was held at the Canberra Services Club, 51 Blackall Street, Barton, ACT. Nine members attended with a further seven members sending their apologies. No proxies were nominated. A list of those attending and those submitting their apologies is enclosed.

2. Opening – The Ode

The President declared the meeting open at 1630 and recited the Ode. The passing of Rob Ray on 25 March 2023 was acknowledged.

3. President's Welcome Address and Report

The President, John Schonberger, welcomed those attending and read through his report, a copy of which is enclosed. He noted that it had been a quiet year and that our membership numbers remained steady. He also confirmed that he would be standing down as President and thanked those, past and present, who had supported him during his tenure.

The President's report was accepted.

4. Review of the 2022 AGM Minutes

The Minutes were accepted and actions reviewed as follows:

Errol Kavanagh Park. Mark Campbell confirmed that the new signs were in place and that the old signs had been removed. The proposed event to mark the replacement of the signs involving the family of the late Errol Kavanagh was not arranged. It was agreed that no further action would be taken on this matter given the time elapsed since the original proposal.

Assistance to Bereaved Families. The Secretary presented two documents, one produced by DVA on estate planning and the other from the ACT Government providing advice on what to do when someone dies. He highlighted these as the sort of formal advice available that members should be aware of. He also declared that he was a member of Canberra Legacy and highlighted the advocacy and support available through that organisation to veterans with operational service. After a short discussion it was agreed that whilst members should be made aware of the information available, any offer of advice to bereaved families of ACT Division members should be provided informally, discreetly and with appropriate sensitivity to the circumstances. No further action was proposed and the item was closed.

Management of Membership Renewals. The Secretary/Treasurer reported that the approach agreed for the management of membership renewal at last year's AGM had been implemented successfully. It was agreed that the policy should remain in place and the item was closed.

Wall of Service Plaque for Deceased Members. The Secretary reported that one family had accepted the offer of a wall of service plaque and that this had been purchased. One other offer has been made but no reply was received. No further action was proposed and the item was closed.

Fleet Air Arm Association Plaque. The Secretary reported that he had obtained quotes to obtain a suitable Fleet Air Arm Association plaque to present to the Canberra Services Club. No such plaques have been produced by the Association. A quote from a local producer of similar items included a set up cost of \$360 and indicated that the minimum number of plaques that could be ordered was 10, at a cost of around \$48 each. In total, the minimum cost would be around \$840. A second company offered a single brass plaque at a cost of \$595. It was agreed that both options were too expensive and that a different form of presento should be obtained by the Secretary at a lesser cost.

Action: Secretary to obtain a presento for the Canberra Services Club.

5. Welfare Officer's Report

The Welfare Officer read out, and expanded upon, his hand written report, a copy of which is enclosed. No associated action was proposed and the report was accepted.

6. Treasurer's Report

The Treasurer rendered his report, a copy of which is enclosed. The report records that the ACT Division returned a small surplus in FY 22/23; summarised as follows:

Opening Balance	██████████
Closing Balance	██████████
Net Revenue	██████████

The closing bank balance at 31 Aug 2023 was ██████████, which is \$32.00 less than the closing balance of ██████████ recorded at 30 Aug 2022.

The Treasurer noted that due to approved expenses incurred so far in FY 23/24, the Division will incur a loss next year.

The Treasurer's report was accepted.

7. Election of the Committee

The President declared all positions open and Mark Campbell agreed to act as the Returning Officer. Prior to the vote it was noted that Margaret Maher had volunteered to take any committee position except Treasurer. It was agreed that she could serve on the Committee, however, it was also agreed that as she was unable to attend the meeting she would have to be consulted further before she was appointed to a position. The members elected to the Committee were:

President	Bruce Tunnah
Vice President	Vacant
Secretary/Treasurer	George Sydney

Assistant Secretary Michael Sandberg

Welfare Officer Bruce Tunnah

As his first action in office, the new President proposed a formal motion of thanks to the outgoing President, John Schonberger, for all the good work he has done over many years in re-establishing the ACT Division and steadily bringing it to its present state. This motion was warmly endorsed by all those attending.

Action: The President and Secretary to consult Margaret Maher and identify an agreed position for her on the Committee

8. Federal Council Meeting

FlyBy. The main item discussed about the forthcoming FCM was the proposal regarding the management of FlyBy magazine. The Secretary read out the letter of 17 Sept 2023 from the National Secretary which advises that from 01 Jan 24 FlyBy will be distributed to financial members of the Association only. It is hoped that this will encourage some of the 400+ recipients of the magazine who are not members of the Association to join. To further encourage them, the National Executive intends to waive its joining fee and has asked Divisions to do the same for December and January. As the ACT Division has no joining fee this is not an issue for us. It was noted, however, that the proposed action may lead to a significant increase in the membership of our Division, though it may not increase significantly the number of people attending social events.

Action: The Secretary to send a written response to the National Secretary confirming that the ACT Division will not charge a joining fee to anyone applying for membership.

Representation at the FCM. It was agreed that the President and Secretary would attend the FCM.

9. ACT Division Proposals

Two written proposals were submitted by the Secretary for consideration, copies of which are enclosed. They were:

Financial Contribution to HARS. The Secretary noted that the Division had received a written request from the Historic Aircraft Restoration Society (HARS) seeking a financial donation to help it meet the insurance costs associated with operating the Navy Historic Flight (NHF). The request was denied but the President agreed that the issue should be raised with our members. The proposal submitted for consideration outlines some options for raising funds. Those attending agreed that the NHF operations should be supported by the ACT Division and after some discussion it was agreed that a combination of seeking donations from members and raising funds through a raffle would be attempted.

Actions:

1. The Secretary/Treasurer to include a request for donations in support of HARS in membership renewal reminders.
2. John Schonberger and Peter Davis to arrange a raffle to raise funds for Navy Historic Flight.

Purchasing Holsters for our Marching Banner. The proposal to purchase holsters for our marching banner was quickly agreed.

Action: Secretary to purchase holsters for our Marching Banner.

Two routine matters were also considered:

Membership Fees. Apart from the waiving of joining fees associated with the revised management of FlyBy, the Treasurer noted that no proposal has been made to the National Executive to change membership fees and no change was proposed for the ACT Division. It was agreed that, unless Federal fees rise, the annual fees for the ACT Division in 2024 will remain as:

\$24 for an electronic subscription to Slipstream, and

\$36 for a printed copy subscription to Slipstream.

Social Program for 2024. The Secretary stated that he was dispirited by the poor attendance at social functions this year and the cancellation of the midwinter dinner following the withdrawal of those who indicated that they would attend. He stated that he thought we needed to take a different approach to the program and sought suggestions for change that may attract more members. He suggested that changing the timing and type of venue for our meetings might be more attractive eg meeting at a café at the week-end. He did not present a proposed schedule of activities, instead, he suggested the following events may be of interest:

Guided tour of the Australian War Memorial with a morning or afternoon tea at Poppys.

Presentation by a senior serving Naval Aviation officer

Lunch at a local winery

After a brief discussion it was agreed that the Secretary should look at alternative options and times for our meetings and offer the three options proposed into the social program.

Action: Secretary to develop and promulgate a social program for 2024.

10. Any Other Business

No other business was raised.

11. Next Meeting

The President thanked those who attended and closed the meeting at 1738. The next meeting was notionally scheduled for 11 Oct 24 at the Canberra Services Club.



B. Tunnah OAM
President
17 Oct 2023



G. Sydney
Secretary
17 Oct 2023

Enclosures:

1. Attendees and Apologies
2. President's Report
3. Welfare Officer's Report
4. Treasurer's Report
5. ACT Items for Discussion

Enclosure 1

Attendees:

Mark Campbell
Peter Cooper
Peter Davis
Guy Flower
Chris Nelms
Michael Sandberg
John Schonberger
George Sydney
Bruce Tunnah

Apologies:

Kingsley Allard
Mike Astbury
Lynton Beggs
Chris Donald
Geoff Ledger
Margaret Maher
Peter McNay

TREASURER'S REPORT

ACT Division of the Fleet Air Arm Association of Australia

Annual General Meeting 06 October 2023

Introduction

This report presents a summary of the ACT Division's financial activity from 01 Jul 22 to 31 Aug 2023. It follows the format of previous reports although the post FY22/23 figures cover one less month than previous reports because of the timing of the AGM. As there is no income due and only one minor payment expected to be made in September (\$10) this is not a significant change.

Statements of our Financial Position and of our Income and Expenditure are at Attachments A, B and C. The following comments are provided in support of those statements.

Assets and Liabilities

The major asset of the ACT Division of the FAAA of Australia remains cash, held in a Westpac bank account. The treasurer continues to hold a small amount of petty cash (\$22) for minor contingencies. The cash has not been used during the reporting period.

There has been little change in the Division's materiel assets. The banner remains in a good state and there are sufficient lapel badges to meet demand over the next few years.

The presentation of liabilities includes the remaining payment scheduled for Slipstream in 2023. Note that the total member's equity includes \$212 of membership fees already paid for 2024.

Income

The only source of income for the ACT Division remains membership fees. Interest payments have not been reintroduced into our bank account and consequently the purchasing power of our savings is decreasing.

Since the last report the number of members has again fallen very slightly from 74 to 73. We gained four new members and we lost five. Three of the members gained were new to the Association and one rejoined the Division. Of those we lost: one died, two chose not to renew their membership and two transferred to other Divisions.

Of the 73 members, 61 have a soft copy subscription to Slipstream whilst 12 have a paper copy delivered. The proportions have not changed significantly.

The total income received for FY 22/23 was ~~(\$114)~~. This figure includes \$114 of credit paid for membership in 2024. It also reflects underpayment of fees by \$40. Two debts owed, totalling \$28, were carried over from FY 21/22 and they have been written off.

Expenditure

In addition to the routine payments for Slipstream subscriptions, Federal Capitation and joining fees, there have been two significant additional expenses incurred this reporting period; namely, purchase of a wall-of-service plaque for the late Don Sanberg (\$200) and a donation towards the cost of the memorial service for the late Rob Ray (\$250). These expenses were in accordance with the policy

agreed at the last AGM. It should be noted that these expenses were incurred after FY 22/23 and are likely to lead to a loss being recorded in FY 23/24 unless additional income is raised next year.

It should also be noted that the expenses incurred could have been higher as one family did not respond to the offer of a wall-of-service plaque and the proposed purchase of a FAAA plaque for presentation to the Canberra Services Club did not proceed.

Net Revenue

The net revenue for FY22/23 is a gain of \$306 which is a small increase over the \$213.00 gained in FY21/22. Given the purchases proposed and those foregone, this result is better than expected.

Bank Balance and Petty Cash

At 31 Aug 2023 the amount of cash held at the bank was ██████████. This is \$66 less than the balance of ██████████ at 30 Sep 2022. A further payment of \$10 to the Federal Council should be made in Sep 2023 which means the bank balance at the end of Sep 2023 should be \$76 less than at the same time last year.

The amount of petty cash held remains at \$22.00.

Additional Comments

The small surplus recorded in FY 22/23 highlights that our fees just cover all routine Federal charges, as no other expense was incurred by the Division during that period. Therefore, any increases in Federal fees should be passed directly on to our members.

The small surplus we do generate from membership fees can cover the cost of providing a funeral wreath or a wall-of-service plaque for one deceased member per year. Furthermore, inflation is decreasing the purchasing power of the cash we hold. Our small operating margin, policy commitments and the effects of inflation should all be taken into account when considering any new spending proposals, future membership fees or the need to raise revenue in other ways.

Recommendation

It is recommended that members agree to accept this Treasurer's report to the FAA Association of Australia (ACT Division).



G. Sydney
Treasurer
ACT Division
Fleet Air Arm Association of Australia
Mob: 0435 838 296
Email: sydneys5@optusnet.com.au

14 September 2023

Attachments:

- A. Balance Sheet as at 31 Aug 2023
- B. Statement of Income and Expenditure for the period 01 Jul 2021 to 30 Jun 2023
- C. Statement of Income and Expenditure for the period 01 Jul 2023 to 31 Aug 2023

FAAAA ACT Division Treasurer's Report
Annual General Meeting 06 October 2023
Balance Sheet as at 31 Aug 23

Assets

Current Assets

Cash at Bank	██████████
Fees Outstanding	\$0.00
Petty Cash	\$22.00

Non Current Assets

Total Assets ██████████

Liabilities

Slipstream Payments due for 2023	\$504.00
New Member Payment due	\$10.00
Member's Equity	██████████
Total Liabilities	██████████

Statement of Income and Expenditure

For the Period

01 July 2022 to 30 Jun 2023

OPENING BALANCE

Bank	[REDACTED]	
Petty Cash	22.00	
TOTAL		[REDACTED]

INCOME

Membership Fees	[REDACTED]	
Interest Received	0.00	
TOTAL INCOME	[REDACTED]	

EXPENDITURE

Slipstream	1,014.00	
Capitation Fees	511.00	
New Members Levy	10.00	
TOTAL EXPENDITURE	1,535.00	

NET REVENUE

\$306.00

CLOSING BALANCE

Bank	[REDACTED]	
Cash 22.00	
TOTAL		[REDACTED]

Statement of Income and Expenditure

For the Period

01 July 2023 to 31 Aug 2023

OPENING BALANCE

Bank	[REDACTED]
Cash 22.00

TOTAL

[REDACTED]

INCOME

Membership Fees	90.00
Interest Received	0.00

TOTAL INCOME	90.00
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EXPENDITURE

Capitation Fees	532.00
Slipstream Payments	243.00
Memorial Service	250.00
Wall of Service Plaque	200.00

TOTAL EXPENDITURE	1,225.00
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NET REVENUE

\$(1,135.00)

CLOSING BALANCE

Bank	[REDACTED]
Cash	22.00

TOTAL

[REDACTED]



**FLEET AIR ARM ASSOCIATION OF AUSTRALIA
ACT DIVISION
PRESIDENT'S REPORT 2023**

I would like to present the 2023 and my final report for the ACT Division as President.

I announced at the last AGM of my intention to step down as President of the ACT Division. I have thoroughly enjoyed my time on the Committee since 2007 as Vice President and then President and feel it is time to hand the reigns over to someone else. I am pleased that Bruce Tunnah, our longstanding Welfare Rep, has offered to nominate for President and if successful I trust you will support him in this role.

The Division has had another quiet year although this has become the norm with attendances at social activities being quite low. ACT Division membership numbers have decreased by one over the last twelve months and we currently have 73 financial members. The Division's financial position remains healthy.

I would like to thank the members of our committee for their ongoing support in helping keep the Division ticking along smoothly. Whilst it has been a relatively quiet year again, the work by the committee continues and I am very pleased by their commitment and ability to get things done. I would like to express my sincere thanks to our Secretary / Treasurer, George Sydney, for his tireless work in keeping the Administration and Finance aspects of the Division on track and for helping in organising the social events that we hold. BZ George!!

Finally, I wish all our members well for the rest of the year and into the future. I plan to stay involved with the Association and will assist in whatever way I can to help the new President and the committee. I hope all members can continue to work together as a Division and assist the National Executive in increasing membership numbers and developing strategies to help raise awareness of the Association.

A handwritten signature in black ink, appearing to read 'John Schonberger', is positioned above the printed name.

John Schonberger
President ACT Division

06 December 2023