

HMAS Sydney II Memorial Advisory Committee Meeting Minutes

Meeting Name	HMAS Sydney II Memorial Advisory Committee Meeting	Meeting No.	D-14-28553
Meeting Date	Wednesday, 30 April 2014		
Meeting Time	4.00pm – 5.00pm		
Meeting Location	Committee Meeting Room		
Attendees	Chris Budhan CB	By Invitation	Susan Smith SS
	Cr Bob Hall	Apologies	Andrea Selvey AS
	Cr Richard de Trafford		Ross Davies RSL
Ross Halsall Naval Association	Distribution	As above	
Trevor Beaver Rotary Club of Geraldton			
David l'Anson Geraldton Volunteer Tour Gide's Association			
Steve Butler Proxy RSL			
Shauni Downes (minute taker) SD			

1. Welcome & Apologies All Welcomed and apologies noted.	
2. Election of Chair TB made nomination for DI to be the Committee Chair due to his involvement with the Guides, Rotary and being a past Councillor with the City. RH had seconded with the Committee moving that DI be the Chair.	
3. Appointment of Warden Reference made from HMAS Sydney II Memorial Geraldton Conservation Framework made noted that the role of the Warden will be to <i>“Assist the CGG Memorial Manager with the daily care and administration of the Memorial and consulting with the CGG on any concerns regarding the maintenance of the Memorial or on any significant issues.”</i> RH advised the Warden must be a member who had assisted service men and women in war or a suitability experienced non-Service person. Movement by the Committee agreed to appoint both a Warden and Sub Warden to carry out the required duties. RH advised he had met with a member from the Naval Association who had agreed upon the terms and was content with working alongside the Guides. The Chair is to establish contact with the Naval Association, RSL and Guides to advise the role of Warden and Sub Warden will be jointly shared between an ex-Service person and a Guide representative and will request nominations for review at the next Committee Meeting.	
4. Terms of Reference Committee agreed upon the Terms of Reference and noted it was correct and	

<p>relevant to what is required by the Committee.</p>	
<p>5. General Business</p> <p>5.1 Head of CGG Appointment</p> <p>DI made note of the mention from HMAS Sydney II Memorial Geraldton Conservation Framework with regard to the City's Head of contact appointment is required. SS to investigate the best person to contact within the City with regard to this matter and will report back at next meeting. DI suggested a program for schedule of maintenance be established for the Memorial with a draft copy for presentation at the next meeting. SS to follow up</p> <p>5.2 Annual Report</p> <p>RH advised at meeting held in 2013 there was mention for agreement of an Annual Report for the Memorial be carried out and submitted. DI informed the Committee the Report would not be required due to the dissolution of the Committee in late November 2013, leaving no responsibility to the Committee. SS to liaise with Graham Alexander and review minutes from the previous Committee to find out what was stated.</p> <p>5.3 Plaque Policy</p> <p>Cr Hall advised there was a presentation of the plaque with names of the Air Force Members at the 70th Memorial from the Air Force, but as to the where about of that plaque since is unknown at this stage. Research into the plaque will be required due to a query made with the Guides. The Committee agreed there is not an appropriate space for placing of the plaque at the Memorial due to all participants being remembered are currently listed, which would then result is double representation. RH stated the Museum could be the most appropriate place for the plaque and will then tie into the Two Ships exhibition that is being put together. TB tabled a letter of support from the Museum with regard to the Rotary Club together collaborating with the interpretation and commemorating of the Sydney-Kormoran story.</p> <p>5.4 Signage and Amenities</p> <p>DI raised concern with the signage to navigate to the Memorial, he noted a consultation had been done with Graham Alexander from the City but has yet to see actions at this stage. A suggestion had also been made for bench seating to be placed along the walk trail up to the Memorial; to allow patrons to rest and recuperate would be greatly beneficial to the public visiting the Memorial. SS advised she will follow up on both matters with Graham Alexander and report back next meeting.</p> <p>5.5 Museum Representative</p> <p>RH suggested having a member from the Museum attend meetings on an invitee basis. This would allow greater communication and keep up-to-date with matters that involve the Museum. Cr Hall will approach the Museum with regard to having a member attend meetings as required.</p>	
<p>6. Next Meeting</p> <p>Meetings are to be held bi-monthly after the first two meetings and then be gradually held every three months at the 4.00pm time frame when deemed appropriate.</p> <p>Next meeting is to be held 28 May 2014 at 4.00pm in the Committee Meeting Room City of Greater Geraldton Offices. A subsequent meeting will then be held on 30 July 2014 at 4.00pm</p>	