

HMAS Sydney II Memorial Advisory Committee

Meeting Minutes

Meeting Name	HMAS Sydney II Memorial Advisory Committee Meeting		Meeting No.	D-16-03953	
Meeting Date	Wednesday, 13 January 2016				
Meeting Time	4.00pm to 5.00pm				
Meeting Location	City of Greater Geraldton Administration Building Committee Meeting Room				
Attendees	Cr Bob Hall	BH	By Invitation	Mark Atkinson	MA
	Don Rolston	DS		Joanne Panter	JP
	Trevor Beaver	TB	Apologies	Michele McGinity	MM
	Ross Halsall	RH		Cr Graeme Bylund	GB
	Stephen Butler	SB		Cr Victor Tanti	VT
	Ross Davies	RD			
	Barry Stinson	BS	Distribution	As above	
	Trevor Ralph (Chair)	TR			
	David I'Anson	DI			
	Andrea Selvey	AS			
	Wendy Cowley (minute taker)	WC			

1. Welcome & Apologies

AS welcomed Committee members and apologies were noted from MM, Manager Events, Communications & Engagement.

1.1 Election of Chair

DR recognised the efforts of the past Chair, David I'Anson, for his contribution on the 2015 Committee.

Nominations were called. DR nominated TR who accepted the nomination.

Recommendation: That TR be appointed as Chair for the HMAS Sydney II Memorial Advisory Committee.

CARRIED BY CONSENSUS

1.2 Terms of Reference

Recommendation: That the Terms of Reference be reviewed by the Committee.

2. Committee Membership

Recommendation: That the Committee agree the current membership as follows:

Council Nominated Representatives:

- Cr Robert Hall
- Cr Graeme Bylund
- Cr Victor Tanti Proxy

External Representatives:

- Trevor Ralph Chair Geraldton Voluntary Tour Guides Association Inc.
- Don Rolston HMAS Sydney II Memorial Warden
- Ross Halsall Ex-Navy Association
- Ross Davies Returned and Services League
- Trevor Beaver Rotary Club Geraldton
- Stephen Butler Proxy Naval Association (Sub-Warden)

- Cr Bob Hall – Chair
- Don Rolston – HMAS Sydney II Memorial Warden
- Ross Halsall – Master of Ceremonies & Naval Representation
- Ian Hebele – RSL Geraldton
- Trevor Ralph – Geraldton Voluntary Tour Guides Association Inc.
- Stephen Butler – Ex-Navy Association
- Representative – Rotary Club Geraldton
- Joanne Panter – Event Team Leader
- Sheri Moulds – Civic Coordinator
- Anthea Patten – Events & Marketing Coordinator

Advisory Members (will attend meetings when and if required, at the invitation of the Sub-Committee):

- Commodore Bob Trotter
- Ian Holthouse – Naval Association Perth
- Charles and Joan Smith
- And others as deemed appropriate by the Sub-Committee

Feedback received from Jeff Wake regarding the 74th HMAS Sydney II Memorial Service be considered by the Sub-Committee once it is established.

Actions:

7.1. DR membership to be representative of both the Warden and Rotary Club roles.

CARRIED BY CONSENSUS

8. Mr Hughes – Presentation of Photograph (Andrea Selvey)

Recommendation: The Committee consider accepting a photograph to be presented by Mr Hughes to the City.

Actions:

8.1. AS to confirm acceptance of photograph and that Mayor and Warden would receive the presentation. AS to inform committee of arrangements.

8.2. AS to advise Mr Hughes that a tour can be arranged for him. GVTGA contact for arranging tours is Valerie Craig.

CARRIED BY CONSENSUS

9. General Business

9.1. Proposed Meeting Dates

Recommendation: The Committee agree the proposed meeting dates and frequency for 2016.

Actions:

9.1.1. WC to confirm diary appointments for meeting dates to be held quarterly on the second Wednesday in January, April, July and October. Terms of Reference to be updated.

CARRIED BY CONSENSUS

10. Date of Next Meeting

The next meeting is scheduled for Wednesday, 13 April 2016 at the City of Greater Geraldton Administration Building in the Committee Meeting Room from 4.00pm to 5.30pm.

11. Close

There being no further business the meeting closed at 5.26pm.