

The Australian Society for the Study of Labour History (Adelaide Branch)

Executive Meeting - 4 December 2014

Box Factory, Regent Street Adelaide AGENDA

MINUTES

1. Jude welcomed members to the last Exec meeting for 2014
 2. Apology received from Ralph Clarke
 3. Minutes of Executive meeting of 25 September: Moved by KK, seconded GS that minutes be accepted as correct. Carried.
 4. Newsletter
 - a) Update on developments
Various aspects of the latest newsletter were discussed, including some background to the 'split' article leading to Gary Lockwood's resignation from the Executive; the number of hard copies actually required; possibility of emailing instead of posting etc.

GS moved that Gary be formally advised that the Society accepts his resignation both from Executive and the position of editor and is thanked for his past efforts on behalf of the Society, seconded SA. Carried. *Action: JE to write letter.*
 - b) Protocols & procedures for content & production
The draft policy was discussed and with an amendment to Point 3, now to read "A team, led by a co-ordinator, will be appointedmeetings", it was moved MF, seconded AM that the Policy be accepted. Carried. (Policy - See Page 4)
 - c) Development, production and distribution of newsletter in 2015
These matters to be discussed by a core sub-committee, consisting of David as coordinator, Steve and Marlene to develop recommendations on future content, format, frequency and numbers for a Society Newsletter and occasional papers, and report back to the executive meeting on 29 January. *Action: David, Steve and Marlene to meet on Friday 16 January at 10am in The State Library Foyer.*
- The Executive meeting 29 January 2015 is to discuss future newsletter content and procedures. Members are invited to communicate any further ideas to the sub-committee. *Action: JE to formally advise the Federal Executive of the above change.*
5. Matters arising from Constitution & AGM
 - a) Constitution & Rules
The Rules governing the ASSLH (Adelaide Branch) are those registered under the South Australian Associations Incorporation Act. The federal ASSLH rules only apply to branches that do not have their own legally binding rules. GS will make the National body aware we have our own Constitution.
 - It was requested that any Federal documentation held by Gary and MF or anyone else be passed on to JE. *Agenda item for next meeting: Marlene and Gary to furnish any documents. *Action: JE to request federal documentation from Gary.*
 - MF requested consideration be given to storage of ASSLH photographs, records and documents, currently on her home laptop, on either a USB or stand-alone hard drive. *Action: Agenda item for executive meeting 29 January.*

- b) Appointment of auditor:
A recommendation for the appointment of a named auditor will be put to the Special General meeting to be held prior to the General Meeting on 22 February.
Action: KK
 - c) Setting of subscription rates:
It was noted that the financial statement presented at the AGM is now audited. KK will develop a recommendation for the executive meeting of 29 January, with a view to a recommendation being put to the Special General meeting of 22 February. *Action: KK*
 - d) Bank Signatories: as far as we know, JE is the only person required to attend the bank to arrange the change of authorised signatories. *Action: JE*
 - e) Adjustment of AGM and membership renewal dates for next year: It was moved GS, seconded AM that the AGM be brought forward to August 16 2015. Carried.
6. Meeting dates for 2015: these were previously circulated with the Agenda; no changes required.

As the Box Factory is unavailable for the General meeting on February 22, GS has advised we are able to use the Eastwood Community Centre, Glen Osmond Road. Moved AM, seconded SA that a donation of \$40 be paid to thank them for letting us have the use of the facility. Carried.

- 7. a) National representation and conference
GS moved that we advise the National Secretary that our representative to National Executive for 2015 will be the President of our Adelaide Branch and that the President will be able to delegate to another member of the Executive if unable to attend or take part in the National phone hookups, seconded AM. Carried.
Action: JE to formally advise
It was agreed that GS be our official representative at the Conference in Melbourne in February.
- b) Support: GS moved that we support DF in his attendance as a presenter and the amount be enough to cover the concessional attendance for the 2 days, the dinner and some incidentals in the sum of \$300, seconded SA. Carried.

- 8. About Time: May history festival – ASSLH event
JE had previously circulated for discussion information on two options in which the Society might consider taking part. They are

- 1) Remember the 8 hour Day, and
- 2) Stories from Struggletown.

It was agreed that the preferred event for us is Remember the 8 hour Day, to take place on Saturday 2 May after the May Day march. DF to communicate this choice to Ian Purcell.

Action: JE to notify joint organiser History SA, confirm venue and register the event on the official program.

- 9. February general meeting: topic & speaker/s
Suggested format: brief report on National Conference: DF and GS to give summaries of their papers (15 mins each) followed by discussion and questions on the conference generally. Extended session to canvass members about what topics they would like to have for rest of year. SA is keen to have the history of Wage Indexation as a topic.

JE – other ideas: Cameleers and Hawkers, Afghans and Sikhs, Marg Allan, Working Hours, Union rates and panel papers, historical perspective on aged pension and superannuation, inequality of income, retirement, art and working life, the Split with a Sth Australian focus, Port Adelaide History tour including MUA , Jack Watkins Memorial Park, Islington workshops. Any suggestions for a catchy name for flyer?

The Agenda for the 22 February Special and General meetings would be finalised at the 29 January executive meeting.

Action: JE to draft a list of potential general meeting topics put forward to date for distribution to the meeting and to stimulate discussion.

10. AV Equipment for general meetings

Members discussed the possibility of the Society purchasing a laptop and projector to assist in presenting seminars, guest speaker sessions etc. GS will make some enquiries and send out the information for further discussion.

11. Membership

a) Membership Officer

b) Reconciliation of subs, membership lists and mailing lists

A time to be set in the new year to develop recommendations on a) and b), including a membership drive.

Action: KK, MF and JE to meet as a working group on a) and b) to report to the next meeting of the executive.

Note: Agenda Items to be added to the agenda for next executive meeting:

12. Networking: Honest History and Talking History mailing lists

13. How do we want to work in the coming year?

14. Discussion of seminars, events, new approaches?

Meeting closed

ASSLH (Adelaide Branch)

The production & distribution of ASSLH (Adelaide Branch) print & online publications

1. Print and online publications of the Adelaide Branch shall be produced and distributed in accordance with the policy and decisions of the executive and general meetings.
2. The executive shall be the editorial committee for all publications
3. A team, led by a coordinator, will be appointed by the executive to produce and distribute publications and shall be accountable to the executive and general meetings.
4. Members and others with expertise in print and online publications may be co-opted to assist with production and distribution
5. A schedule of publications will be drawn up each year to enable co-ordination and oversight by the executive.
6. Timing and content of publications will be co-ordinated with the executive and have regard to the Society's constitutional requirements, including reports from officers, financial statements, membership reports, meeting notices and subscriptions.
7. Final decisions regarding content themes and articles will be made by the executive.