

REDLAND MUSEUM
ANNUAL GENERAL MEETING
MINUTES – 17th SEPTEMBER 2024



Chair: Doug Alexander and Mayor Jos Mitchell

The President welcomed and thanked everyone for attending and acknowledged the traditional owners of the land. On behalf of all the members of the Museum, he extended a warm welcome to the following guests:

- State member of Parliament Dr Mark Robinson MP
- Redlands City Mayor – Jos Mitchell
- Redlands City Councillors – Wendy Boglary, Rowanne McKenzie, Paul Bishop, Peter Mitchel
- Rotary Cleveland and Capalaba representatives – Col Sutcliffe & Clive Sheppard
- Redland City Council attendees – Wade Oestrich, Georgia Bennett

Attendance and Apologies: As per role

Location: Events Room - Redland Coast Museum

Welcome: The meeting opened 9:00am

The President welcomed all attendees.

A quorum was present.

ITEM	ACTION	OUTCOME
1.0 Previous Minutes		
1.1 Acceptance of Minutes	Minutes of the last AGM Tuesday 5 September 2023 were confirmed at the General Meeting in October 2023.	
2.0 Reports		
2.1 President’s Report	Doug Alexander provided a power point presentation highlighting the main points in his report. <i>Key achievements for 2023-2024 reporting period</i> <ul style="list-style-type: none"> • Visitor numbers are up by 22% • Events visitors up 34% • Groups visiting up 26% • Membership up 9% • Salaried staff now 5 	Power presentation of President’s report was provided at the meeting.

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	<ul style="list-style-type: none"> • Volunteer numbers – 137 • Completion of workshop space for BDARS and museum • New and improved stage facilities • Completed restoration of 1926 Indian Scout motorcycle. <p><i>Innovations</i></p> <ul style="list-style-type: none"> • Implementation of Entry Tab • Volunteers in catering team now certified with Food Handling certificate • Ongoing First Aid courses for staff and volunteers • First Nations Education Centre team now has 5 of the 8 members as first nations people. • Workshops held around building revitalisation proposal and branding proposal. <p><i>Challenges</i></p> <ul style="list-style-type: none"> • Looking at alternative format for major event to replace Heritage and Harmony Day as this has not been entirely successful. • Revitalisation master plan costing came in a long way over budget – 9 million and now we need to review what we are doing in this space. <p><i>Ongoing Business</i></p> <ul style="list-style-type: none"> • Striving for improvement in all areas of the museum • Looking to enhance displays and building a more engaging visitor experience • New look branding • Workshop focused on constitutional updates • Developing and enhancing volunteer and staff satisfaction particularly with regard to communication <p><i>Acknowledgments</i></p> <ul style="list-style-type: none"> • Redlands City Council • Theatre Redlands • Rotary • BDARS • No 23 Squadron • Model railway Club <p>Doug thanked all volunteers and staff for their ongoing support and involvement.</p>	
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	<p>Management Committee were thanked for their efforts and Jill Tilson was thanked for her involvement as a committee member. Jill will remain in the position of Volunteer Support Co ordinator</p>	
<p>2.2 Treasurers Report</p>	<p>Doug Alexander presented the Treasurer’s report as the acting Treasurer. He advised that Museum is currently strong financially and is capable of meeting its commitments and liabilities. The full report forms part of the Annual Report and was distributed to all members prior to the AGM. <i>Observation of the Auditors</i></p> <ul style="list-style-type: none"> • There were no red lights identified as part of the audit • Yellow light was identified regarding the late payment of super for staff, noted this was due to change over in banking providers. Payments sorted when discovered and suitable authorities notified. Issue related to Trybookings platform was rectified. • Green light was noted for book keeping reconciliations. <p><i>Motion: That the Audited Financial Statement for FY2023-2024 be accepted. Moved Doug Alexander Seconded: Bruce Smith. Carried</i></p>	<p><i>Questions from the floor</i> Tara enquired about item relating to staffing Rowena McKenzie encouraged the Museum to apply for capital grants which were available from the Redland City Council.</p>
<p>3.0 Election of Office Bearers</p>		
<p>3.1 Election of new Committee</p>	<p>President invites Mayor Jos Mitchell to take the Chair and take over the meeting for the election of members for the new Management Committee The Mayor Jos Mitchell declared all positions vacant and presided over the election of members to the Museum’s Management Committee. She read the following nominations: President – Doug Alexander Vice President – Bruce Smith Treasurer – Michael Watson Committee Members – John Kunde, Terence Hendricks, Russell Dinte. After the recording and counting of votes the Mayor declared all nominees duly elected and congratulated them.</p>	

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4.0 Appointment of Auditors		
4.1 Appointment of Auditor	<i>Motion: That the auditors UHY Haines Norton be appointed as auditors for the Redlands Coast Museum for the next financial report period. Moved: Doug Alexander Seconded Shirley Mahon Carried.</i>	
5.0 Appointment of Museum Consultants		
5.1 Museum Consultants & Representatives	Councillor Rowanne McKenzie – RCC Councillor Jason Colley – RCC Doug Alexander – Weapons Licensee	

Closed: Meeting closed at 9:45 am