



## Minutes of the General Meeting

6<sup>th</sup> March 2013 at 7.30 pm

Oberon RSL Club

### 1 Call to Order

Present Tim Arnison (Chair), Ian Davis, David McMurray, Col Bembrick, Glenda Bembrick, Elaine Boxer, Kylie Moorhead, Lynette Ireland, Jenny Cole, Graham Priddle, Marjorie Webb, Richard Webb, Arthur Robinson, Tony Thackray, Peter Culley

Minute Secretary: Lyndle Hawkes

Apologies Shane Moorhead, Graham Parker

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### 3 Minutes from Previous Minutes

Discussion: The minutes of the general meeting held on 6<sup>th</sup> February 2013 were distributed and read.

Resolution: *That the minutes from the previous general meeting as tabled be accepted as true and proper.*

Moved: Elaine Boxer, Seconded : Col Bembrick Carried

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#### 3.1 Business Arising from Previous Minutes

Discussion: No business arising

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### 4 Safety Management

Discussion: 215 man hours worked in February working bee  
No incidences reported

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### 5 Correspondence

Discussion:	<i>Received:</i>	<i>Sent:</i>
	13/1/13 RH industry forum proceedings	2/2/13 Office of Rail Safety monthly report
	26/1/13 ORH brochures reprint request	26/2/13 Sympathy Card to de Baun family
	29/1/13 Australian Charities registration form	26/2/13 BAS form
	30/1/13 Austrail Insurance confirmed	26/2/13 Audited financial statement to Office of LG & R
	1/2/13 Fundraising & boards training	28/2/13 Charity registration form submitted
	4/2/13 Visitation Support Network	
	4/2/13 What's new on ITSR website	
	6/2/13 National Standards for Health assessments	
	6/2/13 Reliance CU logo for website	
	8/2/13 Office of LG & R acknowledgment letter	
	11/2/13 ATSB investigation website	
	11/2/13 Fundraising Authority newsletter	
	12/2/13 RailCorp Standards	
	13/2/13 Office of LG & R request for additional info letter	
	15/2/13 David McMurray business plan	
	16/2/13 Ausindustry website alerts	
	18/2/13 ATO BAS reminder	
	18/2/13 ITSR legislative changes	
	19/2/13 National Rail Safety Regulator monthly return request	
	20/2/13 Small items for station from Chullora	
	20/2/13 Train carriage offer	
	20/2/13 Business Plan insurance	
	23/2/13 ATHRA economic analysis request	
	26/2/13 National Standards for Health assessment document	
	26/2/13 ORH Certificate of Appreciation for volunteers	

Resolution: *Motion: That the meeting receive the correspondence*  
 Moved: Elaine Boxer, Seconded: Arthur Robinson Carried.

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### 5.1 Business Arising from Correspondence

- Discussion:
- OTHR plans for Oberon 150 years celebration to be held on 6<sup>th</sup> July 2013. Communication with Oberon Council informing that OTHR will be open to the public on that day and consultation with membership as to other ideas eg themed float in street parade/period costumes and uniforms. Ideas sought.
  - Carriage for sale from Lofty Richardson at Narellan – seeking offers

### 5.2 New Memberships

Discussion: Kenneth Tyrell  
 Barry Goodwin

## 6 Committee Reports

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### 6.1 President's Report

- Discussion:
- At current working bee much progress is being made on shed guttering and it is hoped to be finished by Friday
  - Coolah equipment will be required soon to build roads into the shed

### 6.2 Systems Manager's Report

Discussion: Risk Assessment to move the American Suburban carriages into the rolling stock shed has been sent to committee members for their approval before being remitted to RTM. Graham Priddle will certify the line before carriages are moved by tractor, under RTM's accreditation.

### 6.3 Treasurer's Report

Discussion:	The following accounts were presented to be passed for payment:	
	Oberon Mowers (general repairs)	\$ 190.00
	Reimburse Col Bembrick (postage & copying newsletter)	\$ 179.11
	Cash Float (Steam Fair weekend)	\$ 100.00
	Local Community Insurance	\$ 2,383.83
	RMS (tractor rego)	\$ 277.00
	Oberon Engineering (turnbuckles)	\$ 47.80
	RHA membership	\$ 25.00
	Telstra (internet)	\$ 29.95
	Oberon Council (rates & water)	\$ 172.52
	Mitre 10 (batteries)	\$ 44.97
	<b>Total expenses for February 2013</b>	<b>\$ 3,450.18</b>
	<b>Total income for January 2013</b>	<b>\$ 4,413.72</b>
	Gift account balance at 28 <sup>th</sup> February 2013	\$ 1,535.30
	Interest bearing deposit balance at 28 <sup>th</sup> February 2013	\$ 7,147.53
	Post office box rental	\$ 99.00
	Country Energy	\$ 373.49

Resolution: *That the Treasurer's report be accepted as a true and accurate record and that the above accounts be passed for payment*  
*Moved : Marjorie Webb      Seconded : Ian Davis      Carried*

Actions:	Item	Person	Deadline
	<i>Contact Country Energy and explain meter box access at Station</i>	<i>Elaine</i>	
	<i>Contact Mitre 10 to clarify what's owing on OTHR account</i>	<i>Marjorie</i>	
	<i>Email Elaine copy of thank you letter to Reliance</i>	<i>Marjorie</i>	

### 6.4 Track Manager's Report

Discussion: It would appear that shed building is no longer flavour of the month, with no more than 3 members being present on any given day this working bee.

When will the shed be complete?

Water has now been connected and fire hose reels are now serviceable. As of today the guttering and downpipes on western side of shed have been installed and two employees from Moorhead Engineering have been on site helping with gutter installation. This task should be complete by day's end on Thursday. Some of the tasks that we, the volunteers, carry out on our rail project are not a lot of fun and some are just plain hard work.

There are different things that are more enjoyable to some ie laying sleepers, building level crossings or servicing turnouts. When we do the fun things we are, at times, tripping over each other.

A point of contention for me is that the same few volunteers are always left to do the things considered not much fun and these same few are, to say the least, sick of it. If all our 250+ members are comfortable with this situation, well then, there is little I can do about it.

A few years back it was decided that if I, the track manager, had not heard from a minimum four volunteers by no later than Thursday prior to a working bee that it would be cancelled.

At this stage I am expecting to cancel the April working bee.

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## 6.5 Public Officer's Report

Discussion: Public Officer was absent

## 6.6 Publicity Officer's Report

Discussion:

- Presentation of two copies of Original Surveyor's notes for Oberon line now enhanced, printed and bound, for OTHR archives
- Preparations for Carlwood investigation underway – measuring wheel borrowed.
- March Newsletter – appeal for all materials to Col at [taranaob@activ8.net.au](mailto:taranaob@activ8.net.au)
  - By next Saturday at the latest
  - News, announcements, photos etc
  - Working bee plans, level crossing plans etc

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## 7 General Business

### 7.1 Item 1 Business Plan

Discussion: David McMurray outlined the business plan he is creating for OTHR. David has been invited to the April general meeting to detail the marketing aspect of the business plan. There will be a brainstorming session on marketing at this meeting.

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### 7.2 Item 2 Raffle

Discussion: The raffle started during the Highlands Steam & Vintage Fair weekend will continue until and including Saturday 30<sup>th</sup> March. Volunteers are required. Donations are also required for the food hamper. Raffle prizes are a food hamper, a load of firewood and \$100 petrol voucher.

Actions:	Item	Person	Deadline
	<i>Raffle 9am-10.30am</i>	<i>Lyndle</i>	<i>9/3/13</i>
	<i>Raffle 10.30am-12</i>	<i>Jenny</i>	<i>9/3/13</i>
	<i>Raffle- times to be arranged</i>	<i>Kylie</i>	<i>22/3/13</i>
	<i>Raffle- times to be arranged</i>	<i>Jenny &amp; Lyndle</i>	<i>30/3/13</i>

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8 **Other Business**

8.1 **Item 8.1 Level Crossing Gate 6**

Discussion: Borg Constructions, through Jim Hawkes, have agreed to construct the level crossing at Gate 6

Actions:	Item	Person	Deadline
	<i>Email RailCorp level crossing standards to Elaine</i>	<i>Peter</i>	
	<i>Email RailCorp level crossing standards to Jim Hawkes at Borg Panels</i>	<i>Elaine</i>	

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8.2 **Item 8.2 Working bee volunteer numbers**

Discussion: Discussion took place about ways to attract more volunteers to working bees. Suggestions include : section car training and subsequent use, working bees concentrating on particular zones eg Hazelgrove, social outings, shorter working bees.

Actions:	Item	Person	Deadline
	<i>Members are asked to put forward any ideas for boosting working bee numbers</i>	<i>everyone</i>	

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8.3 **Item 8.3 Sundry items**

Discussion:

- During recent heavy rain the leaky Station roof is now critical and documents in the Station office have been affected.
- Next working bee tasks will include gauging and nailing down sleepers into shed, putting culverts in the carpark off Scotia Avenue
- Council will be delivering gravel in the vicinity of the shed during the next few days

Actions:	Item	Person	Deadline
	<i>Contact Ken Lingavala/Cath Riddiford at John Holland Rail about leaky Station roof</i>	<i>Elaine</i>	<i>asap</i>

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9 **Meeting Closed** Next meeting: Wednesday 3<sup>rd</sup> April 2013

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