



Minutes of the General Meeting

2nd April 2014 at 7.30 pm

Oberon RSL Club

1 Call to Order

Present Tim Arnison (Chair), Ian Davis, Elaine Boxer, Doug Booker, Col Bembrick, Glenda Bembrick, Arthur Robinson, Jim Hawkes
Minute Secretary: Lyndle Hawkes

2 Apologies Marjorie Webb, Kylie Moorhead

3 Minutes from Previous Minutes

Discussion: The minutes of the general meeting held on 5th March 2014 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: Ian Davis, Carried

3.1 Business Arising from Previous Minutes

Discussion:

- More postcards have been printed and are in the office at Oberon Station

4 Safety Management

Discussion:

- Kylie to send spreadsheets to Ian
- No incidences reported at recent working bee

5 Correspondence

Discussion:	Received:	Sent:
	18/3/14 CEO Transport Heritage NSW info sheet and letter	26/3/14 Lithgow Fire Protection Services– request to check extinguishers at Oberon Station (T Arnison)
	21/3/14 Paul Toole reply to invitation to meet with OTHR, JHR & Oberon Council	02/4/14 Cath Riddiford (JHR) Rolling stock shed DA which shows roads into shed (T Arnison)
	21/3/14 C. Holmes ONRSR confirming audit visit	
	27/3/14 Ken Lingabala reply to letter of invitation to meeting	
	29/3/14 Stuart Sutherland (Lycopodium) response to request for assistance	
	29/3/14 S Rannard "Life on the Line" documents	
	30/3/14 BAS form	
	31/3/14 J McMahon reply to request for meeting with JHR, OTHR, Paul Toole	
	31/3/14 Oberon VIC What's on in April/May	
	02/4/14 VIC re Daily Telegraph request to view Oberon Station	
	02/4/14 G Salmon VIM grant	
	02/4/14 C Bembrick/G Salmon various correspondence re VIM grant application	

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

5.1 Business Arising from Correspondence

Discussion: See general business re VIM grant application

6 Committee Reports

6.1 President's Report

Discussion:

- Two representatives from ONRSR (ITSR in NSW) visited OTHR on 27th March to review documents and procedures. The results of this visit are pending.
- Contacted by Shaun Rannard who has written a book called "Life on the Line" enquiring whether his book could be sold through OTHR.
- JHR outlined steps that need to be taken to construct new roads into the rolling stock shed. The first step requires a DA be submitted to local council. Oberon Council Director of Planning, Gary Wallace pointed out that the proposed roads into the shed were on the rolling stock shed DA, so no new application is necessary. This information and the DA have been forwarded to Cath Riddiford (JHR) for review.

6.3 Treasurer's Report

Discussion: The following accounts were presented to be passed for payment:

Reimburse E. Boxer (shed opening expenses)	\$ 85.90
Reimburse K. Moorhead (MYOB accounting system)	\$ 208.77
Australia Post (box rental)	\$ 107.00
Mawhoods Mitre 10	\$ 704.64
Reimburse K. Moorhead (postcards)	\$ 60.96
Mawhoods IGA (groceries)	\$ 97.40
Arrows Newsagency (printer)	\$ 161.61
Total expenses for March 2014	\$1,426.28
Total income for March 2014	\$ 283.88
Gift account balance at 31 st March 2014	\$1,535.41
Interest bearing deposit balance at 31 st March 2014	\$17,548.96

Resolution: *That the treasurer's report be accepted as a true and accurate record.*
Moved : Elaine Boxer Seconded : Tim Arnison Carried

Actions: Item Person Deadline

6.4 Assistant Track Manager's Report

Discussion: A working bee was held from 29th March until 2nd April and despite a scant workforce, much was achieved by the volunteers who attended. The following tasks were completed :

- Museum display rooms painted
- Tap installed in rolling stock shed for convenience
- “History in Motion” painted panels dismantled in preparation for transport to the “History in Motion” entertainment evening in September 2014
- Eastern side of shed concreted and formwork placed at northern end
- Cleaned up northern corner of shed
- Filled in holes around new septic tank
- Took load of rubbish to tip
- Sleepers for sale, sorted – ongoing
- Rebuild shelving
- Curtain hung in new toilet
- Office cleaned and reorganised
- Rail hardware (dog spikes, fish plates etc) tidied and stored

6.6 Publicity Officer's Report

- Discussion:
- Article re official shed opening appeared on the front page of current community newsletter
 - On March 18 Oberon Station and museum hosted a tour group from the Australian Historical Railway Society – many souvenirs were sold - more mugs and postcards needed.
 - Glenda & I visited Oberon Council to discuss VIM grant for OTHR museum software.
 - Grant application prepared and submitted on 1st April 2014
 - As the result of the above a “Collection Policy” was written for our museum
 - OTHR museum should now be featured on our website and mention made of it being open during working bees.
 - April Newsletter – appeal for all materials to Col at taranaob@activ8.net.au
No later than Saturday 5th April please
 - Newsletter editor will be absent for July & August – volunteers required

7 General Business

7.1 Item 1 VIM grant application

Discussion: Discussion took place regarding a specific requirement of the VIM grant application which is that OTHR is required to open the museum to the public on a regular basis and advertise same. The museum section of Oberon Station will open on the first Saturday of each month 10am-1pm. One volunteer would be required for this position.

7.2 Item 2 Yard duty

Discussion: Discussion took place regarding the failure of Barry Webb’s brushcutter during the last working bee. Due to Mr Webb’s outstanding volunteer work beautifying the grounds around OTHR and the rail corridor it was decided to reimburse him expenses incurred in the purchase of a new machine.

7.3 **Item 3 May working bee**

Discussion: The next working bee will begin on Saturday 10th May and conclude on Wednesday 14th May. The following tasks will be undertaken:

- Concreting the northern side of the shed
- Work on the level crossing
- Reorganise office furniture in the Station

If you can help or have expertise in any of the above tasks and would like to help contact Ian Davis on 6335 6228

9 **Meeting Closed** Next meeting: Wednesday 7th May 2014
