



AUSTRALIAN ARMY APPRENTICES ASSOCIATION INC.
MINUTES OF THE ANNUAL GENERAL MEETING
HELD AT THE ARMY MUSEUM CONFERENCE ROOM
LATCHFORD BARRACKS, SOUTH BANDIANA
ON
FRIDAY 24 OCTOBER 2008

Present:

Frank Poole
Jack Westernhagen
Ian Morris
Peter Thornton
Barry Teal
Stephen Hladio
Bill Mertin
Greg Mulcahy
Jeff Heron
Alan Reading
Syd Cheeseman
Ian Graham
Bernard Sullivan
Baden Jeffrey
Arthur Newman
Keith Lowe
Mal Campbell
Fred Rooke
Frank Owen

Apologies:

Ken Gillespie
Rod Eagleton
Frank Maloney
Chris Moon
Les Sutton
Russell Evans
Glen Jones
Tim Wilde
Edward Carpenter
Jim Van Reyk
Shane Stevenson
Ian Pullen
Graeme Horne
Matt Bouma
Gary Deaton
Mick Koerber
Gib Owen

1. The President opened the meeting at 1500 h.
2. Welcome and roll check.

3. The President asked that the minutes of the last annual general meeting as posted on the website be accepted as read

Moved: Stephen Hladio

Seconded: Ian Morris

Carried

4. Reports: The President asked if there was any discussion in regard to the reports as advised and that the reports as follows be accepted as read:

- a. President (Attachment 1).

Moved: Frank Poole

Seconded: Fred Rooke

Carried

- b. Vice President (Attachment 2).

Moved: Jack Westernhagen

Seconded: Barry Teal

Carried

- c. Secretary (Attachment 3).

Moved: Stephen Hladio

Seconded: Ian Morris

Carried

- d. Treasurer (Attachment 4).

Moved: Ray Wilson

Seconded: Bernie Sullivan

Carried

- e. Auditors Report (Attachment 5).

Moved: Greg Mulcahy

Seconded: Baden Jeffrey

Carried

- f. SPAASM (Attachment 6).

Moved: Bill Mertin

Seconded: Arthur Newman

Carried

5. Correspondence.

Incoming:

- a. Correspondence from Freeman McMurrick Pty Ltd re Insurance coverage;
- b. Enquiry from Syd Cheeseman regarding some wording of the constitution;
- c. Letter of Resignation – Heritage Officer; Chris Moon; and
- d. Committee nominations forms for:
 - i. Ray Wilson – Treasurer;
 - ii. Stephen Hladio – Secretary;
 - iii. Jeff Heron – Committee Member;

- iv. Ian Morris – Committee Member;
- v. Barry Teal – Committee Member;

Outgoing:

- a. Correspondence from Fran Maloney (60th Chairman) to:
 - i. Mr Wangman, Mayor Wodonga City Council; and
 - ii. Mr Ross, Senior Marketing Executive, Wodonga City Council.

6. The Secretary moved that correspondence be accepted as read.

Moved: Stephen Hladio

Seconded: Ian Morris

Carried

7. Special Motions:

- a. That the restructuring of the Articles of Association now referred to as the Constitution of the Australian Army Apprentices Association Incorporated be accepted.
 - i. **Discussion:** The Constitution was accepted at the last AGM. This motion seeks approval of the Constitution in its restructured format. This was undertaken to make the document easier to refer to, correct minor typing and grammatical errors and to index more clearly.

Moved: Jeff Heron

Seconded: Bernie Sullivan

Carried

- b. The President sought an approval rating from the membership present at the meeting on the following projects:
 - i. Fishing competition – No;
 - ii. A Trek – No;
 - iii. Sports social week – Yes;
 - iv. Men's Shed – No;
 - v. Magazine – Yes; and
 - vi. Fund Raising. Discussion regarding the Memorial and continued fund raising and the necessity to create a Protocol Manual for the management of the Memorial and funds raised. The overall concept was supported.

Moved: Frank Poole

Seconded: Stephen Hladio

Carried

8. Stand Down of Retiring Members:

- a. The President advised of the following officers retiring and asked for a vote of thanks:
 - i. Vice President – Jack Westernhagen.
 - ii. Treasurer – Ray Wilson.
 - iii. Welfare Officer – Russell Evans.
 - iv. Public Officer – Greg Mulcahy.
 - v. Social Officer – Bill Mertin.
 - vi. Committee Members – Ian Morris, Jeff Heron and Peter Thornton.

- b. A unanimous vote of thanks was carried for all the above.

Moved: Frank Poole
Seconded: Keith Lowe
Carried

9. Election of Office Bearers:

- a. The following members were voted in as Officer Bearers:
 - i. Jack Westernhagen – Vice President.
 - ii. Treasurer – Ray Wilson.
 - iii. Welfare Officer – Russell Evans.
 - iv. Public Officer and Auditor – Greg Mulcahy.
 - v. Social Officer – Barry Teal.
 - vi. Committee Members – Jeff Heron, Ian Morris and Peter Thornton.

Moved: Russel Evans
Seconded: Bill Mertin
Carried

10. The President asked for a vote of thanks for Major Graeme Docksey and the staff of the Army Museum for the support up to and including the conduct of the 60th Anniversary Reunion.

Moved: Frank Poole
Seconded: Mal Campbell
Carried

11. Other Business.

- a. Syd Cheeseman raised his concerns over the maintenance of the trees and plaques at Latchford Barracks. The President indicated that this was exactly the sort of issue that the Assn will undertake and assured all present that the points raised would be looked at.

11. The President closed the meeting closed at 1553 h.

Frank Poole

21 Nov 08

.....
F. Poole
President

.....
Date

Stephen Hladio

21 Nov 08

.....
S. Hladio
Secretary

.....
Date

Attachments:

- 1. Presidents Report.
- 2. Vice Presidents Report
- 3. Secretary's Report
- 4. Treasurers Report.
- 5. Auditors Report
- 6. SPAASM Report

ANNUAL REPORT OF THE PRESIDENT

This year has been an exciting and very productive one for the Association. We have, in a year, designed, fund raised, obtained approvals, constructed and dedicated a Memorial for Apprentices that, with the Apprentice collection in the adjacent Army Museum, will provide a focal point for all Apprentices until the demise of our last colleague and then for future generations, thus ensuring that this phase of Army history is remembered. The memorial is intended to be a living memorial and Apprentices and their spouses will be able to have their ashes interned, a memorial plaque be placed on the wing walls and inscribed pavers can be laid in the courtyard

We have also organised the fantastic celebration of the 60th anniversary of the march-in to Balcombe of the first Apprentice intake at Albury and Bandiana. This entails an Albury city march, a meet and greet with spit roast dinner, wreath laying and an open day at Latchford Barracks and a reunion dinner for about 700 diners.

SPAASSM has been taken to a stage where the image and Apprentice film collection of the Army Museum has been catalogued, enhanced and digitised and a sample will be shown during the dinner at Albury. These images will soon be loaded onto the Association web site for further identification by members to assist with continuing cataloguing.

All this did not just happen without considerable effort by your Committee. The memorial was a particular pet project of mine with great assistance from Chris Moon, Rob Hanlin for early architectural advise, Steve Hladio for the dedication order of Service and MC and Greg Mulcahy looking after pavers. Generous financial and in kind donations were received from Raymond Bertazzo for the badge sculpture, Greg Bayliss for the bricks, RAEME Corps funds for the gate which were built by staff and students of ASEME; RAE Corps funds for the flagpole, which will be built by the staff and students of SME and Pronto Concrete for the donation of ready mix concrete. Financial assistance was contributed by BAE, Raytheon (Australia), DVA, Bale Defence Industries, Clubhouse Hotel Yass and many intakes and individual Apprentices. My thanks go to you all.

Frank Maloney proposed to the Committee in late 2007 that the Association should recognise and celebrate the 60th anniversary of the first intake to Balcombe, and noted that this would probably be the last opportunity for the first intake to gather at a major reunion. The Committee agreed and appointed Frank Maloney to Chair a Sub-Committee to make it happen. It was also decided as a separate activity to build and dedicate a memorial to Apprentices and a separate Sub-Committee appointed for this purpose. Along with the enormous amount of work that Frank M. accepted with this task, other Committee Members donated considerable time to ensuring the success of this event, including myself with Presidential overseeing responsibilities and the registrations, Ray Wilson as a very busy Treasurer, Steve Hladio as membership Secretary, band liaison and parade Marshal, Jack Westernhagen for the items in the

delegate bags and later other Apprentices undertook support roles. Additional to these must be mentioned Maj. Graham Docksey (Mng Army Museum), LtCol Nick Stanton CO/CI ASEME, Ann Martin (ALTC), Roz Wall (Albury Council) and Chelsea from the Convention Centre, all of whom went out of their way to assist us in many ways. Special mention should be made to Barry Teal for his excellent work as editor of the Compendium and Memorial Order of Service and his advice in other areas. But it is to Frank Maloney's initiatives and perseverance that the success of the Anniversary celebrations was ensured.

Peter Thornton, (despite recovering from a serious operation) assisted by Bill Mertin, Ian Morris, Jeff Heron and other Apprentices at odd times, have been working on SPAASSM. Peter's report goes further into this project..

I also thank Rod Eagleton for his role as webmaster and in maintaining our really excellent web site and his prompt posting of contributions.

Russell Evans continues to send out bereavement cards when he is advised and manages the Vale page on the web site.

The Membership of the Association continues to grow and we have now been able to take out Public Liability insurance which will cover Committee activities and intake reunions (conditions apply). We can also offer to receive and bank payments for reunions and to provide cheques for payment from the intake sub-account.

The coming year will present challenges in providing services that members find attractive. We also have continuing work and fund raising to complete the Memorial and write the various instructions for the utilisation of the memorial and its maintenance.

At the AGM I will conduct a "straw poll" on a number of suggested activities and seek ideas for what is required by members.

My thanks to all my Committee and to regional representatives and thank you all for the privilege of being your President for the past year.

Regards

Frank Poole

22nd October 2008



THE AUSTRALIAN ARMY APPRENTICES ASSOCIATION INCORPORATED
Incorporation No A04404
GPO Box 2072, Canberra ACT 2601
Patron : Lieutenant General Ken Gillespie A.O. D.S.C. C.S.M. Chief of the Army

VICE PRESIDENT – MERCHANDISING MANAGER’S ANNUAL REPORT
24TH October 2008

During the past 12 months the following Army Apprentices Association Inc. Memorabilia was approved by the Management Sub-Committee:-

MEMORABILIA

- a. **AAAA LAPEL BADGES** On 22nd May 2008, the size of the Label Badge from 14mm wide x 20 mm high to 20mm wide x 25mm high a much improved design. This item is a free issue to new members.
- b. **AAAA CAR TRANSFERS** This item is a free issue to new members. Further Quantities are available at the Meet & Greet on Friday 24th & Sunday 26th October.
- c. **AAAA WALL PLAQUES** This items is very attractive and can be ordered through the Memorabilia Order Form supplied in your Tote Bag or from Memorabilia Table on Friday 24th & 26th October 2008. It can be provided from the Associations Web Site: www.austarmyapprentice.org.
- d. **AAAA CUFF LINKS** This item can be ordered through the Memorabilia Order Form.
- e. **AAAA TIE BARS** This item can be ordered through the Memorabilia Order Form.
- f. **AAAA TIE TACS** This item can be ordered through the Memorabilia Order Form.
- g. **AAAA GOLF CAPS** This item can be ordered through the Memorabilia Order Form.
- h. **AAAA POLO SHIRTS** This item is a ‘ Made To Measure’ item and can be ordered through the Memorabilia Order Form.
- i. **AAAA BOMER JACKET** This is a ‘ Made To Measure’ item and can be ordered through the Memorabilia Order Form.

MEMORABILIA NEW ITEMS

In time for the 60th Anniversary Reunion, the following items have been introduced:

- j. **AAAA DRINK COASTERS** 90cm round depicting the Association’s image. Can be ordered as a single item or in sets of 6 through the Memorabilia Order Form.
- k. **AAAA PLACE MATS** 450mm x 250mm mm as a single item or in sets of 6 can be ordered through the Memorabilia Order Form.
- l. **AAAA COMPUTER MOUSE MAT** 450mm x 250mm depicting the Association’s image imposed on the Australian National Flag can be ordered through the Memorabilia Order Form.

MEMORABILIA NEW ITEMS – Cont.

60th ANNIVERSARY

COMMEMORATION PORT

As part of the 60th Anniversary Reunion to commemorate this historic occasion, a 750ml Bottle of Tawny Port can be Provided by Buller Wineries of Milawa, Wangaratta. This Port can be ordered through the Commemoration Port Order Form supplied in your Tote Bag or through the Memorabilia Order Form from the Associations Web Site: www.austarmyapprentice.org. This Commemoration Port will be mailed direct to you through Australia Post (incl Posting & Handling).

J.L. Westernhagen

(J.L. Westernhagen)

AAAA Vice President &
Merchandising Manager

24th October 2008

SECRETARY'S REPORT TO THE AGM

It has been a good steady year with no significant correspondence being recorded. Email makes this difficult to manage at times, however judicious management of the same does make life a bit easier.

There are occasional delays getting minutes from meetings promulgated in a timely manner. I do apologise for this however at times meetings coincide with significant work demands which can cause a delay in minutes being finalised. Every effort has been made recently to have the minutes produce immediately after the meeting so that the President can sign off on them and they can be placed on the web ASAP. This hasn't occurred, but to date this has not, to the best of my knowledge, had significant impact on the Association or its business. Best practice is always the intent however I do get busy and sometimes this falls over. I shall try to improve in the next 12 months but I wouldn't suggest members hold their breath. (Yes my tongue is firmly embedded in my cheek!). That said I am about to have my world inundated with some significant extra work especially leading up to the Centenary of the Royal Military College. If anyone out there is keen to put their hand up as the Association Secretary at the next AGM you should clean sweep it.

With the 60th Reunion high on everyone's agenda every effort is being made by all concerned for this to be an event of some significance. The applications for attendance started off quite slowly however a recent influx of a large numbers of attendance forms and an increase in membership renewals indicate that the event will be well attended. A number of VIPs have been invited but response has been inconsistent and slow. The most important part is that our Patron and Chief of Army will be there and, more importantly you, our members will be, and that's what we are about.

Speaking of Membership, we currently have 530 members on our books (not all financial so please get your money in) and it is growing. We all need to get the information out about the Association and hopefully with a great reunion more positive information can be spread about and we can continue to grow.

We also make every effort to ensure the information we have is correct. Typos happen and I'm sure we all appreciate that. The worse part for us is if we send correspondence to someone who may be deceased (it has happened) and it's embarrassing for all concerned. So if you are aware of anyone passing away, even if they aren't a member but an ex Appy, please let us know. If you can check the facts though it will help as advice of someone's demise when they aren't even crook can offend (and yes that happened too).

But so far a great year and I for one am looking for growth and longevity of the Association.

Steve H.

**Australian Army Apprentices Association (Inc)
Financial Report for FY 2007/2008**

<u>Income</u>		<u>Expenditure</u>	
Membership subscriptions	6,010.00	Membership expenses	2,041.85
Reunion	24,845.00	Reunion expenses	100.00
Pavers	905.00	Memorabilia purchases	40.63
SPAASSM donations	120.00	10th Intake reunion	660.00
Memorial donations	1,250.00	Bank fees	81.10
General donations	70.00		<u>\$2,923.58</u>
Memorabilia sales	152.00		
10th Intake reunion	265.00		
Interest	0.52		
	<u>\$33,617.52</u>		

Financial Position as at 30 June 2008

Closing balance 30 June 2007		\$3,626.87
Income		\$33,617.52
Expenditure	\$2,923.58	
Balance at Bank (Operating funds available)		<u>\$34,320.81</u>


R.L. Wilson
Treasurer
/ October 2008


G.N. Mulcahy
Auditor
/ October 2008



AUDIT REPORT
AUSTRALIAN ARMY APPRENTICES ASSOCIATION
FINANCIAL YEAR 2007 - 2008

To the Members of the Army Apprentices Association

In my opinion, the financial report of the Australian Army Apprentices Association for the year ended 30 June 2008 gives a true and fair view of the Association's financial position for the financial year ended on that date.

The Audit Scope

A full audit was conducted of all financial documents and other documents as detailed at Annex A.

Association Membership

At 30 June 2008, the Association had 152 ordinary and four associate members.

A handwritten signature in black ink, appearing to read 'G.N. Mulcahy'.

G.N. Mulcahy
Auditor
1 October 2008



AUSTRALIAN ARMY APPRENTICES ASSOCIATION (INC)
FY 2007/2008 AUDIT DETAILS

Membership Payments

1. Receipt books to Membership List
2. Receipt books to Summary Statements to Bank Deposit Book or Bank Statements (for Direct Credits)
 - a. Receipts 770421 to 770427- Book 5 (10th Intake Reunion)
 - b. Receipts 470251 to 470300- Book 6
 - c. Receipts 440451 to 440500- Book 7
 - d. Receipts 383851 to 383900- Book 8
 - e. Receipts 383901 to 383950- Book 9
 - f. Receipts 383951 to 384000- Book 10
 - g. Receipts 687201 to 687250- Book 11
 - h. Receipts 166101 Book 12
3. Bank deposit book to bank statement- 12 statements

Purchases

4. Authorising Minute to Invoice
5. Invoice to cheque book
6. Cheque book to bank statement- 15 cheques

Statements

8. Receipts
 - a. Bank interest to bank statements- May 2008 statement
 - b. 10th Intake Reunion receipts to deposit summaries

9. Payments

- a. Bank charges to bank statements to Expenditure Statement
- b. Purchases and Sundries – from expenditure record, cheque book and bank statements
- c. Cash Advances from chequebook and bank statements
- d. Postage from receipts
- e. 10th Intake Reunion payment from expenditure record, cheque book and bank statement
- f. SPAASSM payment from expenditure record, chequebook, bank statement and receipts.



G.N Mulcahy
Auditor
/ October 2008

Introduction

This document contains a Project SPAASSM update for the AAAA Inc Annual General Meeting being held at Bandiana on the 24th of October 2008.

General

After a number of submissions and representations by the Association, Army Museum Bandiana and Project SPAASSM, the Project was extremely fortunate to secure sponsorship funding from the Chief of Army in February 2008, with a caveat that funds were to be identified and expended by the end of the 2007/2008 FY. This funding (together with funding from Pat English - 24th Class) came at a very important juncture as it was established and identified that the video collection was at a critical stage of exponential deterioration and that if it was not preserved and digitised immediately, would be lost forever. Unfortunately, and as was anticipated, further professional analysis and processing established that some items had in fact deteriorated to such an extent that they were unrecoverable.

As a consequence of the funding commitment, the Project moved into top gear in securing the commercial services of professional digitisation companies (i.e. Silvertrak Pty Ltd and Digital Imaging Services Pty Ltd) to complete the digitisation and clean up of images and videos (where possible) of all “official” material on hand. Under this funding arrangement, the Project also acquisitioned new archival storage material (e.g. NAA approved binders and insert sleeves) in preparation to rehouse all physical items in Stage 3.

With the foregoing in mind, SPAASSM has digitised the following:

1. Photographs – 7,500;
2. U-Matic Tapes – 203 – (an additional 168 videos were found by the Museum and added to the collection – some were found not to be Apprentice related);
3. 16mm Films – 4 (one film was unrecoverable – 1956 Graduation Parade ☺)
4. 35mm Slides and Photo Negatives – 1350
5. Scrap Books, Recruiting Pams and other documents – 12,000 pages).

The completion of digitisation now completes Stage 2 of the project. Stage 3 has now started and is principally focused on rehousing and cataloguing all physical items into the new accredited archival storage material.

Current Activities and Investigations

As stated above, SPAASSM has now entered Stage 3. Unfortunately, this Stage was delayed for nearly 3 months due to the unavailability of some key Project team members.

In any case, efforts are now in place to begin this work in earnest and it is expected (depending again on available resources) to be completed by the end of 2008. *All retired Canberra based Ex-Apprentices are encouraged to contact the Project if they can assist in this regards.*

In addition to Stage 3, Stage 4 of the Project is now starting to ramp up and is principally focused on the IT development and testing of image and video data for final Internet publishing. This Stage is concerned with ensuring that digitised items can be presented on the Web in a structured manner, which would allow and enable members to interactively add comments and information (and to allow others to validate that information) about photographic and document images and videos.

As such, the aim of Stage 4 is to put in place (NLT July 2009) a system where all geographically dispersed members can easily come together and interact in providing accurate historical information to provide context to our collection (a lot of photos have no information appended to the back) in order to secure our heritage for the long term benefit of members, family and historians alike.

With Stage 4 in mind, Ex-Apprentices who can volunteer and offer highly developed IT skills in PHP, MySQL and/or other web based development tools are encouraged to contact the Project as soon as possible.

Budget

The Project did not draw on Association funds in FY 2007/2008 in the progress of SPAASSM activities as most expenses were covered by the sponsorship offered by Chief of Army.

However, it is expected that funds will be expended in FY 2008/2009 in the IT Web development phase of the Project and to cover the expected costs of data storage and transmission in publishing the collection onto the Internet. These costs are highly dependent on how the data is to be presented/transmitted (i.e. the image resolution and bitrates used). As such, Project SPAASSM will present further advice to the Project Board/Committee after further investigations and analysis have been conducted.

Conclusion

Project SPAASSM was extremely fortunate to secure substantial funding from a number of sponsors, which significantly aided in the critical completion of Stage 2 of the project.

Whilst adequate human resourcing remains a critical matter for the Project, Stage 3 and 4 are now under way and Apprentices who can offer time and/or IT skills as highlighted above are encouraged to contact Peter Thornton on 02 6296 7003 or email at peterthornton@grapevine.net.au .



THE AUSTRALIAN ARMY APPRENTICES ASSOCIATION INC.

ACT Incorporation No: A04404

Report NOT presented to the AGM - Reasons unknown



Webmasters report for the 2008 AGM.

As at 31 August 2008 & since the website was first published on 18th April 2006 (Figures in parentheses refer to the 7-day period ending Aug 31 2008 at 10:27 AM):-

- There have been a total of 51,196,953 successful page requests on our website.
- Average successful requests per day: 59,126 (24,314)
- Successful requests for pages: 2,768,239 (9,754)
- Average successful requests for pages per day: 3,196 (1,393)
- Distinct files requested: 189,260 (9,390)
- Distinct hosts served: 12,636 (517)
- Data transferred: 326.81 gigabytes (1.14 gigabytes)
- Average data transferred per day: 386.48 megabytes (167.46 megabytes)

Note: The above includes the general website, Photo Archives & Forum files.

Monthly Report

Each unit (■) represents 15,000 requests for pages or part thereof.

month	#reqs	#pages	
Apr 2006	221	149	■
May 2006	13621	10095	■
Jun 2006	1574	1054	■
Jul 2006	6045	3557	■
Aug 2006	510419	35713	■■■■
Sep 2006	969298	51420	■■■■■
Oct 2006	631115	27626	■■■
Nov 2006	742637	31624	■■■
Dec 2006	1145244	48700	■■■■■
Jan 2007	912864	38419	■■■■
Feb 2007	682563	29878	■■■
Mar 2007	1119501	55129	■■■■■
Apr 2007	1222472	52098	■■■■■
May 2007	1223590	51227	■■■■■
Jun 2007	883988	46080	■■■■
Jul 2007	1679065	107690	■■■■■
Aug 2007	1464608	90680	■■■■■
Sep 2007	1218443	75507	■■■■■
Oct 2007	1995270	104017	■■■■■
Nov 2007	2826900	108756	■■■■■
Dec 2007	1895157	115895	■■■■■
Jan 2008	2771435	139340	■■■■■
Feb 2008	2106953	105232	■■■■■
Mar 2008	1493757	57736	■■■
Apr 2008	4639134	261412	■■■■■
May 2008	2619295	145565	■■■■■
Jun 2008	9312435	550584	■■■■■
Jul 2008	3553003	223709	■■■■■

month	#reqs	#pages	
Aug 2008	3556346	199347	

Busiest month: Jun 2008 (550,584 requests for pages).

Daily Summary

Each unit (■) represents 15,000 requests for pages or part thereof.

day	#reqs	#pages	
Sun	6547308	346535	
Mon	8167916	438354	
Tue	8027648	427208	
Wed	7832072	424309	
Thu	7030610	392299	
Fri	7525209	411348	
Sat	6066190	328186	

Forum Statistics

Statistic	Value	Statistic	Value
Number of posts:	135	Posts per day:	0.18
Number of topics:	82	Topics per day:	0.11
Number of users:	143	Users per day:	0.19
Board started:	12 Aug 2006 12:28 pm		

With only 143 members, this facility is not used much at all & I would recommend to the committee that it be deleted. Of the total 135 posts, 57 (42.22%) have been posted by myself.

Photo Archive

We currently have a total of 2,799 photos on this part of our website & the most visited album is that of the 23rd Intake. The program was updated on 12th April 2008 & since that time we have had a total of 18,375 individual visits with 125,864 views of the various photos.

Vale

We have a total of 329 listings in the Vale section.

That's it from me for another year.



Rod Eagleton
24th Intake Fitter & Turner
Webmaster AAAA Inc



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- b. The President sought an approval rating from the membership present at the meeting on the following projects:
 - i. Fishing competition – No;
 - ii. A Trek – No;
 - iii. Sports social week – Yes;
 - iv. Men's Shed – No;
 - v. Magazine – Yes; and
 - vi. Fund Raising. Discussion regarding the Memorial and continued fund raising and the necessity to create a Protocol Manual for the management of the Memorial and funds raised. The overall concept was supported.

Moved: Frank Poole

Seconded: Stephen Hladio

Carried

- 8. Stand Down of Retiring Members:

- a. The President advised of the following officers retiring and asked for a vote of thanks:
 - i. Vice President – Jack Westernhagen.
 - ii. Treasurer – Ray Wilson.
 - iii. Welfare Officer – Russell Evans.
 - iv. Public Officer – Greg Mulcahy.
 - v. Social Officer – Bill Mertin.
 - vi. Committee Members – Ian Morris, Jeff Heron and Peter Thornton.

- b. A unanimous vote of thanks was carried for all the above.

Moved: Frank Poole
Seconded: Keith Lowe
Carried

9. Election of Office Bearers:

- a. The following members were voted in as Officer Bearers:
 - i. Jack Westernhagen – Vice President.
 - ii. Treasurer – Ray Wilson.
 - iii. Welfare Officer – Russell Evans.
 - iv. Public Officer and Auditor – Greg Mulcahy.
 - v. Social Officer – Barry Teal.
 - vi. Committee Members – Jeff Heron, Ian Morris and Peter Thornton.

Moved: Russel Evans
Seconded: Bill Mertin
Carried

10. The President asked for a vote of thanks for Major Graeme Docksey and the staff of the Army Museum for the support up to and including the conduct of the 60th Anniversary Reunion.

Moved: Frank Poole
Seconded: Mal Campbell
Carried

11. Other Business.

- a. Syd Cheeseman raised his concerns over the maintenance of the trees and plaques at Latchford Barracks. The President indicated that this was exactly the sort of issue that the Assn will undertake and assured all present that the points raised would be looked at.

11. The President closed the meeting closed at 1553 h.

Frank Poole

21 Nov 08

.....
F. Poole
President

.....
Date

Stephen Hladio

21 Nov 08

.....
S. Hladio
Secretary

.....
Date

Attachments:

- 1. Presidents Report.
- 2. Vice Presidents Report
- 3. Secretary's Report
- 4. Treasurers Report.
- 5. Auditors Report
- 6. SPAASM Report



Webmasters report for the 2008 AGM.

As at 31 August 2008 & since the website was first published on 18th April 2006 (Figures in parentheses refer to the 7-day period ending Aug 31 2008 at 10:27 AM):-

- There have been a total of 51,196,953 successful page requests on our website.
- Average successful requests per day: 59,126 (24,314)
- Successful requests for pages: 2,768,239 (9,754)
- Average successful requests for pages per day: 3,196 (1,393)
- Distinct files requested: 189,260 (9,390)
- Distinct hosts served: 12,636 (517)
- Data transferred: 326.81 gigabytes (1.14 gigabytes)
- Average data transferred per day: 386.48 megabytes (167.46 megabytes)

Note: The above includes the general website, Photo Archives & Forum files.

Monthly Report

Each unit (■) represents 15,000 requests for pages or part thereof.

month	#reqs	#pages	
Apr 2006	221	149	■
May 2006	13621	10095	■
Jun 2006	1574	1054	■
Jul 2006	6045	3557	■
Aug 2006	510419	35713	■■■■
Sep 2006	969298	51420	■■■■■
Oct 2006	631115	27626	■■■
Nov 2006	742637	31624	■■■
Dec 2006	1145244	48700	■■■■■
Jan 2007	912864	38419	■■■■
Feb 2007	682563	29878	■■■
Mar 2007	1119501	55129	■■■■■
Apr 2007	1222472	52098	■■■■■
May 2007	1223590	51227	■■■■■
Jun 2007	883988	46080	■■■■
Jul 2007	1679065	107690	■■■■■
Aug 2007	1464608	90680	■■■■■
Sep 2007	1218443	75507	■■■■■
Oct 2007	1995270	104017	■■■■■
Nov 2007	2826900	108756	■■■■■
Dec 2007	1895157	115895	■■■■■
Jan 2008	2771435	139340	■■■■■
Feb 2008	2106953	105232	■■■■■
Mar 2008	1493757	57736	■■■
Apr 2008	4639134	261412	■■■■■
May 2008	2619295	145565	■■■■■
Jun 2008	9312435	550584	■■■■■
Jul 2008	3553003	223709	■■■■■

month	#reqs	#pages	
Aug 2008	3556346	199347	

Busiest month: Jun 2008 (550,584 requests for pages).

Daily Summary

Each unit (■) represents 15,000 requests for pages or part thereof.

day	#reqs	#pages	
Sun	6547308	346535	
Mon	8167916	438354	
Tue	8027648	427208	
Wed	7832072	424309	
Thu	7030610	392299	
Fri	7525209	411348	
Sat	6066190	328186	

Forum Statistics

Statistic	Value	Statistic	Value
Number of posts:	135	Posts per day:	0.18
Number of topics:	82	Topics per day:	0.11
Number of users:	143	Users per day:	0.19
Board started:	12 Aug 2006 12:28 pm		

With only 143 members, this facility is not used much at all & I would recommend to the committee that it be deleted. Of the total 135 posts, 57 (42.22%) have been posted by myself.

Photo Archive

We currently have a total of 2,799 photos on this part of our website & the most visited album is that of the 23rd Intake. The program was updated on 12th April 2008 & since that time we have had a total of 18,375 individual visits with 125,864 views of the various photos.

Vale

We have a total of 329 listings in the Vale section.

That's it from me for another year.



Rod Eagleton
24th Intake Fitter & Turner
Webmaster AAAA Inc

ANNUAL REPORT OF THE PRESIDENT

This year has been an exciting and very productive one for the Association. We have, in a year, designed, fund raised, obtained approvals, constructed and dedicated a Memorial for Apprentices that, with the Apprentice collection in the adjacent Army Museum, will provide a focal point for all Apprentices until the demise of our last colleague and then for future generations, thus ensuring that this phase of Army history is remembered. The memorial is intended to be a living memorial and Apprentices and their spouses will be able to have their ashes interned, a memorial plaque be placed on the wing walls and inscribed pavers can be laid in the courtyard

We have also organised the fantastic celebration of the 60th anniversary of the march-in to Balcombe of the first Apprentice intake at Albury and Bandiana. This entails an Albury city march, a meet and greet with spit roast dinner, wreath laying and an open day at Latchford Barracks and a reunion dinner for about 700 diners.

SPAASSM has been taken to a stage where the image and Apprentice film collection of the Army Museum has been catalogued, enhanced and digitised and a sample will be shown during the dinner at Albury. These images will soon be loaded onto the Association web site for further identification by members to assist with continuing cataloguing.

All this did not just happen without considerable effort by your Committee. The memorial was a particular pet project of mine with great assistance from Chris Moon, Rob Hanlin for early architectural advise, Steve Hladio for the dedication order of Service and MC and Greg Mulcahy looking after pavers. Generous financial and in kind donations were received from Raymond Bertazzo for the badge sculpture, Greg Bayliss for the bricks, RAEME Corps funds for the gate which were built by staff and students of ASEME; RAE Corps funds for the flagpole, which will be built by the staff and students of SME and Pronto Concrete for the donation of ready mix concrete. Financial assistance was contributed by BAE, Raytheon (Australia), DVA, Bale Defence Industries, Clubhouse Hotel Yass and many intakes and individual Apprentices. My thanks go to you all.

Frank Maloney proposed to the Committee in late 2007 that the Association should recognise and celebrate the 60th anniversary of the first intake to Balcombe, and noted that this would probably be the last opportunity for the first intake to gather at a major reunion. The Committee agreed and appointed Frank Maloney to Chair a Sub-Committee to make it happen. It was also decided as a separate activity to build and dedicate a memorial to Apprentices and a separate Sub-Committee appointed for this purpose. Along with the enormous amount of work that Frank M. accepted with this task, other Committee Members donated considerable time to ensuring the success of this event, including myself with Presidential overseeing responsibilities and the registrations, Ray Wilson as a very busy Treasurer, Steve Hladio as membership Secretary, band liaison and parade Marshal, Jack Westernhagen for the items in the

delegate bags and later other Apprentices undertook support roles. Additional to these must be mentioned Maj. Graham Docksey (Mng Army Museum), LtCol Nick Stanton CO/CI ASEME, Ann Martin (ALTC), Roz Wall (Albury Council) and Chelsea from the Convention Centre, all of whom went out of their way to assist us in many ways. Special mention should be made to Barry Teal for his excellent work as editor of the Compendium and Memorial Order of Service and his advice in other areas. But it is to Frank Maloney's initiatives and perseverance that the success of the Anniversary celebrations was ensured.

Peter Thornton, (despite recovering from a serious operation) assisted by Bill Mertin, Ian Morris, Jeff Heron and other Apprentices at odd times, have been working on SPAASSM. Peter's report goes further into this project..

I also thank Rod Eagleton for his role as webmaster and in maintaining our really excellent web site and his prompt posting of contributions.

Russell Evans continues to send out bereavement cards when he is advised and manages the Vale page on the web site.

The Membership of the Association continues to grow and we have now been able to take out Public Liability insurance which will cover Committee activities and intake reunions (conditions apply). We can also offer to receive and bank payments for reunions and to provide cheques for payment from the intake sub-account.

The coming year will present challenges in providing services that members find attractive. We also have continuing work and fund raising to complete the Memorial and write the various instructions for the utilisation of the memorial and its maintenance.

At the AGM I will conduct a "straw poll" on a number of suggested activities and seek ideas for what is required by members.

My thanks to all my Committee and to regional representatives and thank you all for the privilege of being your President for the past year.

Regards

Frank Poole

22nd October 2008



THE AUSTRALIAN ARMY APPRENTICES ASSOCIATION INCORPORATED
Incorporation No A04404
GPO Box 2072, Canberra ACT 2601
Patron : Lieutenant General Ken Gillespie A.O. D.S.C. C.S.M. Chief of the Army

VICE PRESIDENT – MERCHANDISING MANAGER’S ANNUAL REPORT
24TH October 2008

During the past 12 months the following Army Apprentices Association Inc. Memorabilia was approved by the Management Sub-Committee:-

MEMORABILIA

- a. **AAAA LAPEL BADGES** On 22nd May 2008, the size of the Label Badge from 14mm wide x 20 mm high to 20mm wide x 25mm high a much improved design. This item is a free issue to new members.
- b. **AAAA CAR TRANSFERS** This item is a free issue to new members. Further Quantities are available at the Meet & Greet on Friday 24th & Sunday 26th October.
- c. **AAAA WALL PLAQUES** This items is very attractive and can be ordered through the Memorabilia Order Form supplied in your Tote Bag or from Memorabilia Table on Friday 24th & 26th October 2008. It can be provided from the Associations Web Site: www.austarmyapprentice.org.
- d. **AAAA CUFF LINKS** This item can be ordered through the Memorabilia Order Form.
- e. **AAAA TIE BARS** This item can be ordered through the Memorabilia Order Form.
- f. **AAAA TIE TACS** This item can be ordered through the Memorabilia Order Form.
- g. **AAAA GOLF CAPS** This item can be ordered through the Memorabilia Order Form.
- h. **AAAA POLO SHIRTS** This item is a ‘ Made To Measure’ item and can be ordered through the Memorabilia Order Form.
- i. **AAAA BOMER JACKET** This is a ‘ Made To Measure’ item and can be ordered through the Memorabilia Order Form.

MEMORABILIA NEW ITEMS

In time for the 60th Anniversary Reunion, the following items have been introduced:

- j. **AAAA DRINK COASTERS** 90cm round depicting the Association’s image. Can be ordered as a single item or in sets of 6 through the Memorabilia Order Form.
- k. **AAAA PLACE MATS** 450mm x 250mm mm as a single item or in sets of 6 can be ordered through the Memorabilia Order Form.
- l. **AAAA COMPUTER MOUSE MAT** 450mm x 250mm depicting the Association’s image imposed on the Australian National Flag can be ordered through the Memorabilia Order Form.

MEMORABILIA NEW ITEMS – Cont.

60th ANNIVERSARY

COMMEMORATION PORT

As part of the 60th Anniversary Reunion to commemorate this historic occasion, a 750ml Bottle of Tawny Port can be Provided by Buller Wineries of Milawa, Wangaratta. This Port can be ordered through the Commemoration Port Order Form supplied in your Tote Bag or through the Memorabilia Order Form from the Associations Web Site: www.austarmyapprentice.org. This Commemoration Port will be mailed direct to you through Australia Post (incl Posting & Handling).

J.L. Westernhagen

(J.L. Westernhagen)

AAAA Vice President &
Merchandising Manager

24th October 2008

SECRETARY'S REPORT TO THE AGM

It has been a good steady year with no significant correspondence being recorded. Email makes this difficult to manage at times, however judicious management of the same does make life a bit easier.

There are occasional delays getting minutes from meetings promulgated in a timely manner. I do apologise for this however at times meetings coincide with significant work demands which can cause a delay in minutes being finalised. Every effort has been made recently to have the minutes produce immediately after the meeting so that the President can sign off on them and they can be placed on the web ASAP. This hasn't occurred, but to date this has not, to the best of my knowledge, had significant impact on the Association or its business. Best practice is always the intent however I do get busy and sometimes this falls over. I shall try to improve in the next 12 months but I wouldn't suggest members hold their breath. (Yes my tongue is firmly embedded in my cheek!). That said I am about to have my world inundated with some significant extra work especially leading up to the Centenary of the Royal Military College. If anyone out there is keen to put their hand up as the Association Secretary at the next AGM you should clean sweep it.

With the 60th Reunion high on everyone's agenda every effort is being made by all concerned for this to be an event of some significance. The applications for attendance started off quite slowly however a recent influx of a large numbers of attendance forms and an increase in membership renewals indicate that the event will be well attended. A number of VIPs have been invited but response has been inconsistent and slow. The most important part is that our Patron and Chief of Army will be there and, more importantly you, our members will be, and that's what we are about.

Speaking of Membership, we currently have 530 members on our books (not all financial so please get your money in) and it is growing. We all need to get the information out about the Association and hopefully with a great reunion more positive information can be spread about and we can continue to grow.

We also make every effort to ensure the information we have is correct. Typos happen and I'm sure we all appreciate that. The worse part for us is if we send correspondence to someone who may be deceased (it has happened) and it's embarrassing for all concerned. So if you are aware of anyone passing away, even if they aren't a member but an ex Appy, please let us know. If you can check the facts though it will help as advice of someone's demise when they aren't even crook can offend (and yes that happened too).

But so far a great year and I for one am looking for growth and longevity of the Association.

Steve H.

**Australian Army Apprentices Association (Inc)
Financial Report for FY 2007/2008**

<u>Income</u>		<u>Expenditure</u>	
Membership subscriptions	6,010.00	Membership expenses	2,041.85
Reunion	24,845.00	Reunion expenses	100.00
Pavers	905.00	Memorabilia purchases	40.63
SPAASSM donations	120.00	10th Intake reunion	660.00
Memorial donations	1,250.00	Bank fees	81.10
General donations	70.00		<u>\$2,923.58</u>
Memorabilia sales	152.00		
10th Intake reunion	265.00		
Interest	0.52		
	<u>\$33,617.52</u>		

Financial Position as at 30 June 2008

Closing balance 30 June 2007	\$3,626.87
Income	\$33,617.52
Expenditure	\$2,923.58
Balance at Bank (Operating funds available)	<u>\$34,320.81</u>


R.L. Wilson
Treasurer
/ October 2008


G.N. Mulcahy
Auditor
/ October 2008



AUDIT REPORT
AUSTRALIAN ARMY APPRENTICES ASSOCIATION
FINANCIAL YEAR 2007 - 2008

To the Members of the Army Apprentices Association

In my opinion, the financial report of the Australian Army Apprentices Association for the year ended 30 June 2008 gives a true and fair view of the Association's financial position for the financial year ended on that date.

The Audit Scope

A full audit was conducted of all financial documents and other documents as detailed at Annex A.

Association Membership

At 30 June 2008, the Association had 152 ordinary and four associate members.

A handwritten signature in black ink, appearing to read 'G.N. Mulcahy'.

G.N. Mulcahy
Auditor
1 October 2008



AUSTRALIAN ARMY APPRENTICES ASSOCIATION (INC)
FY 2007/2008 AUDIT DETAILS

Membership Payments

1. Receipt books to Membership List
2. Receipt books to Summary Statements to Bank Deposit Book or Bank Statements (for Direct Credits)
 - a. Receipts 770421 to 770427- Book 5 (10th Intake Reunion)
 - b. Receipts 470251 to 470300- Book 6
 - c. Receipts 440451 to 440500- Book 7
 - d. Receipts 383851 to 383900- Book 8
 - e. Receipts 383901 to 383950- Book 9
 - f. Receipts 383951 to 384000- Book 10
 - g. Receipts 687201 to 687250- Book 11
 - h. Receipts 166101 Book 12
3. Bank deposit book to bank statement- 12 statements

Purchases

4. Authorising Minute to Invoice
5. Invoice to cheque book
6. Cheque book to bank statement- 15 cheques

Statements

8. Receipts
 - a. Bank interest to bank statements- May 2008 statement
 - b. 10th Intake Reunion receipts to deposit summaries

9. Payments

- a. Bank charges to bank statements to Expenditure Statement
- b. Purchases and Sundries – from expenditure record, cheque book and bank statements
- c. Cash Advances from chequebook and bank statements
- d. Postage from receipts
- e. 10th Intake Reunion payment from expenditure record, cheque book and bank statement
- f. SPAASSM payment from expenditure record, chequebook, bank statement and receipts.



G.N Mulcahy
Auditor
/ October 2008

Introduction

This document contains a Project SPAASSM update for the AAAA Inc Annual General Meeting being held at Bandiana on the 24th of October 2008.

General

After a number of submissions and representations by the Association, Army Museum Bandiana and Project SPAASSM, the Project was extremely fortunate to secure sponsorship funding from the Chief of Army in February 2008, with a caveat that funds were to be identified and expended by the end of the 2007/2008 FY. This funding (together with funding from Pat English - 24th Class) came at a very important juncture as it was established and identified that the video collection was at a critical stage of exponential deterioration and that if it was not preserved and digitised immediately, would be lost forever. Unfortunately, and as was anticipated, further professional analysis and processing established that some items had in fact deteriorated to such an extent that they were unrecoverable.

As a consequence of the funding commitment, the Project moved into top gear in securing the commercial services of professional digitisation companies (i.e. Silvertrak Pty Ltd and Digital Imaging Services Pty Ltd) to complete the digitisation and clean up of images and videos (where possible) of all “official” material on hand. Under this funding arrangement, the Project also acquisitioned new archival storage material (e.g. NAA approved binders and insert sleeves) in preparation to rehouse all physical items in Stage 3.

With the foregoing in mind, SPAASSM has digitised the following:

1. Photographs – 7,500;
2. U-Matic Tapes – 203 – (an additional 168 videos were found by the Museum and added to the collection – some were found not to be Apprentice related);
3. 16mm Films – 4 (one film was unrecoverable – 1956 Graduation Parade ☺)
4. 35mm Slides and Photo Negatives – 1350
5. Scrap Books, Recruiting Pams and other documents – 12,000 pages).

The completion of digitisation now completes Stage 2 of the project. Stage 3 has now started and is principally focused on rehousing and cataloguing all physical items into the new accredited archival storage material.

Current Activities and Investigations

As stated above, SPAASSM has now entered Stage 3. Unfortunately, this Stage was delayed for nearly 3 months due to the unavailability of some key Project team members.

In any case, efforts are now in place to begin this work in earnest and it is expected (depending again on available resources) to be completed by the end of 2008. *All retired Canberra based Ex-Apprentices are encouraged to contact the Project if they can assist in this regards.*

In addition to Stage 3, Stage 4 of the Project is now starting to ramp up and is principally focused on the IT development and testing of image and video data for final Internet publishing. This Stage is concerned with ensuring that digitised items can be presented on the Web in a structured manner, which would allow and enable members to interactively add comments and information (and to allow others to validate that information) about photographic and document images and videos.

As such, the aim of Stage 4 is to put in place (NLT July 2009) a system where all geographically dispersed members can easily come together and interact in providing accurate historical information to provide context to our collection (a lot of photos have no information appended to the back) in order to secure our heritage for the long term benefit of members, family and historians alike.

With Stage 4 in mind, Ex-Apprentices who can volunteer and offer highly developed IT skills in PHP, MySQL and/or other web based development tools are encouraged to contact the Project as soon as possible.

Budget

The Project did not draw on Association funds in FY 2007/2008 in the progress of SPAASSM activities as most expenses were covered by the sponsorship offered by Chief of Army.

However, it is expected that funds will be expended in FY 2008/2009 in the IT Web development phase of the Project and to cover the expected costs of data storage and transmission in publishing the collection onto the Internet. These costs are highly dependent on how the data is to be presented/transmitted (i.e. the image resolution and bitrates used). As such, Project SPAASSM will present further advice to the Project Board/Committee after further investigations and analysis have been conducted.

Conclusion

Project SPAASSM was extremely fortunate to secure substantial funding from a number of sponsors, which significantly aided in the critical completion of Stage 2 of the project.

Whilst adequate human resourcing remains a critical matter for the Project, Stage 3 and 4 are now under way and Apprentices who can offer time and/or IT skills as highlighted above are encouraged to contact Peter Thornton on 02 6296 7003 or email at peterthornton@grapevine.net.au .