



**AUSTRALIAN ARMY APPRENTICES ASSOCIATION
INCORPORATED**

ACT Incorporation No: A04404

GPO Box 2072, CANBERRA, ACT, 2601 www.austarmyapprentice.org

Patron: Brigadier David Luhrs, CSC

907

**MINUTES FOR THE ORDINARY COMMITTEE MEETING OF THE
AUSTRALIAN ARMY APPRENTICES ASSOCIATION
HELD AT 1300 HOURS AT THE ARMY MUSEUM, BANDIANA, VIC,
ON SATURDAY 29 JUNE 2013**

1. The President opened the meeting at 1318 hrs.
2. Attendees:
 - Lucas McGann – President
 - Barry Minster – Vice-President
 - Owen Reynolds – Treasurer
 - Gary Byard – Membership Secretary
 - Frank Maloney – Events Manager
 - Frank Poole – Memorial Sub-Committee Chairman
 - Peter Muir – Balcombe Gates Project Co-coordinator
 - Ian Morris – Webmaster
 - Jeff Heron – Committee (Acting Secretary)
3. Apologies:
 - Neil Bennett – Secretary
 - Norm Wells – Heritage Officer
 - Russell Evans – Welfare Officer
 - Bill Mertin – Committee
4. Confirmation of Minutes of previous committee meeting:
 - Moved: Frank Poole*
 - Seconded: Barry Minster*
 - Carried*
5. Business arising from the Minutes of previous meeting:
 - a. Frank Maloney expressed concern that an item that had been included in The Apprentice About Newsletter had not been cleared by the Committee. He moved that release of The Apprentice About Newsletter is to be circulated to the Committee at least 24 hours prior to publication.
 - Moved: Frank Maloney*
 - Seconded: Barry Minster*
 - Carried*
 - b. The Public Officer reported at the last meeting that a financial statement and auditor's report are required, signed by the President and Secretary at the meeting. The Treasurer is to provide a detailed, audited report post-30 June.
 - Action by: Owen Reynolds*

- c. Website redevelopment – refer to the Webmaster’s Report below for discussion.
- d. Memorial brochures – refer to the Memorial Sub-committee’s Report below for discussion.
- e. WA Regional Representative – Frank Maloney had suggested Alan Beer be approached to take over from Norm Wells, now a Committee Member. Norm Wells was to contact Alan. However, Tom Esze, 36th VM offered his services and has subsequently been appointed as the WA Regional Representative as a casual vacancy until his election at the AGM. Secretary to update the Committee list and Webmaster to update the Website.

Action by: Secretary and Webmaster

- f. Moving of the Apprentice Governor-General’s Banner from Latchford Barracks. Refer to General Business.
- g. Display of names on the missing COs/CIs/Comdts of Army Apprentices training establishments in the Army Apprentices’ corner of the Army Museum Bandiana. Cost to be donated to the Museum. Refer to Motion 1 in the previous meeting minutes. Frank Poole and Jim Hislop are to report progress on this to the Committee.

Action by: Frank Poole and Jim Hislop

- h. Efforts to be made to complete the SPAASSM project with a target completion date of 31 Dec 2013. Refer to Motion 3 in the previous meeting minutes. Refer to the Webmaster’s Report below for discussion.
- i. A think tank to be set up to suggest ideas for the next National Event in 2015. Refer to Motion 4 in the previous meeting minutes. This was deferred.
- j. The Secretary is to ensure that draft meeting minutes are distributed for comment within two weeks and the final minutes distributed and placed on the Website within four weeks after meetings. Refer to Motion 5 in the previous meeting minutes. This was achieved for the last meeting.

6. Correspondence In/Out:

- a. Letter from Frank Maloney to LTGEN Morrison, Chief of Army requesting consideration of relocation of the Apprentice Governor-General’s Banner.
- b. Various emails, including:
 - (1) An email from John Stevens, USMC Association thanking and congratulating the Association on the Balcombe Barracks Commemoration.
 - (2) An email from Jean Golding requesting if the Association has information on a 1996 report on bullying at AAS.
 - (3) Craig Malcolm’s resignation from Membership Secretary. Ian Morris moved that the Association record a vote of thanks to Craig for his work as Membership Secretary and editor of The Apprentice About Newsletter.

Moved: Ian Morris

Seconded: Peter Muir

Carried

- c. Barry Minster moved that the correspondence be accepted.

Moved: Barry Minster

Seconded: Lucas McGann

Carried

7. Reports:

- a.** Treasurer's Report. The Treasurer tabled a brief summary of the Association's financial position as at 16 June 2013 (attached). The President and Committee thanked Owen Reynolds and his partner Tina for their efforts in managing the accounts during the Balcombe Barracks Commemoration.

Discussion ensued on the need for reconciliation of the receipts and expenditure from the Balcombe Barracks Commemoration.

Another outcome was that the other Associations have not yet been "invoiced" for their share of some of the costs. Frank Maloney is to write to each of the other Associations requesting payment of their share, with costing information from the Treasurer.

Action by: Frank Maloney and Owen Reynolds

- b.** President's Report. The President had not prepared a report for the meeting due to family commitments.
- c.** Vice President's Report. The Vice President presented a verbal report. He stressed his congratulations to those involved in organisation of the Balcombe Barracks Commemoration. At least 600 attendees were very happy to have been involved. There are now nearly 200 members on the Association Facebook site. The site and other social media are proving to be very useful sources of information for people seeking advice on bullying and other issues. Barry will load photos of the Army Museum onto the site.
- d.** Secretary's Report. The Secretary was absent due to illness and the only report was the correspondence list tabled by the President:
- (1)** From Alan Beer (13th VM) Notifying that Brian Cameron (13th VM) had passed away on 1/02/2013 - Forwarded to Welfare Officer.
 - (2)** From Ian Johnson (16th C&J) Re. procuring an AAS flag – Forwarded to FM for action.
 - (3)** From Peter Muir copies of letters from the Minister for Veterans Affairs and DVA re approval of the grant funding for the Balcombe project.
 - (4)** Copy of Craig Malcolm's resignation email.
 - (5)** From Ted Hawkins various emails re RA Sigs Assn activities.
 - (6)** Request for Accommodation at Bandiana before and after the Balcombe weekend - Request denied.
 - (7)** Invitation to Diane and Keith White (representing the Mornington & District Historical Society) for the Saturday Evening function of Balcombe weekend.
 - (8)** From Jean Golding from Defence Library Service- re information about case of bullying at Balcombe during the 70's.
 - (9)** From Mal Campbell re 22nd Intake 50th muster in 2017.
 - (10)** From John Parfitt Welfare Officer RAEME ASSN QLD Re the passing of David

Everett (33th VM) on 13 May 2013.

- (11) Copy of Thank You letter to FM from John Stevens (USMC rtd.) for the Balcombe Weekend
 - (12) From Kevin Forster re contact details for Peter Lobegeier. Forwarded to FP and GB. Mission accomplished.
 - (13) From Len Avery 161 Association- Re passing of Bruno Kwas 18th F&T on the 12th June 2013.
 - (14) From Norm Wells - Absent Proxy Vote Form
 - (15) From Dennis Clarke via Gary Whykes via Norm Wells- Passing of Dave Critchley 9th VM. (It is interesting that Dave is listed as a DNG under Intake Listings. I believe an investigation is required to ascertain whether the Listing details are correct.)
 - (16) From Rob Fry – e passing of Adrian Baker 21st VM.
 - (17) From Rob Fry re funeral arrangements for Adrian Baker.
- e. Heritage Officer's Report. This had been emailed to the Secretary and other Committee members and is attached.
 - f. Welfare Officer's Report. Nil.
 - g. Membership Secretary's Report. The Committee accepted Craig Malcolm's resignation and confirmed Gary Byard's appointment to the position. Gary provided a brief verbal report, stating that there are about 604 financial members. He is checking all records to identify and mail-out to those (about 270) that are yet to respond to renewal notices from 2012 and March this year. That will be followed by a separate mail-out to those whose renewals are due in September this year. "Latchford" Apprentices are poorly represented so Gary will be seeking support to identify ways of increasing their numbers, including raising the issue with Regional Representatives and providing wording to Barry Minster for the Facebook site (and also another Apprentices Facebook site of which he has recently become a member). Frank Maloney had proposed a discounted membership offer to attempt to attract more members. Only Jeff Heron had responded. Other Committee Members are requested to respond to this proposal.

Action by: Gary Byard, Regional Representatives and Committee

- h. Events Manager's Report. Frank Maloney summarised his detailed Balcombe Barracks Commemoration and Merchandising reports (attached). He stated that he believed that the Balcombe event was the best yet organised by the Association. He has received over 50 emails of congratulations. He particularly thanked the non-Committee people who provided great support to the event.

Frank has now received 50 copies of the Balcombe Barracks Commemoration DVD and moved that the DVD become general merchandise for sale (at \$30) by the Association. The total cost of production was \$2000 but future copies will cost only \$5 each. The Membership Secretary also has some Merchandise for issue to new Members.

Moved: Frank Maloney

Secretary's note: Discussion on this motion was not completed and it was not seconded nor voted on.

- i. Public Officer's Report. Nil.
- j. SPAASSM Report. Refer to Webmaster's report and Website redevelopment discussion below.
- k. Webmaster's Report. Ian Morris summarised his detailed report (attached) on the Website redevelopment. Discussion ensued on the cost benefit of improving the Website. It was generally agreed that redevelopment would make the site more attractive to and usable by Association members as well as making it more attractive to prospective members. It would be easier to maintain and would provide a basis on which to build a method of displaying the SPAASSM material. Discussion ensued on how this would occur and the current thinking is to use Flickr photo sharing. Flickr will be used initially by AusWebDesign to host the existing Website photo gallery. The payment gateway has been tested and will use PayPal. After implementation, there would be no ongoing fees to AusWebDesign, only the standard annual hosting fees to the existing hosting company (UberGlobal). A test and acceptance group of Ian Morris, Jeff Heron, Barry Minster and Lucas McGann was appointed. Ian moved that a sum of \$5467 be approved for him to approach AusWebDesign to redevelop the Association Website, with a deposit of 50% payable in advance. Frank Poole questioned that timeframe of the project and Ian responded that he estimated about 2-3 months.

Moved: Ian Morris

Seconded: Jeff Heron

Carried

Action by: Ian Morris, Jeff Heron, Barry Minster and Lucas McGann

The Forum Moderator had also emailed a brief report to the Secretary (attached).

- l. Memorial Sub-committee Report. Frank Poole summarised his report (attached) and submitted a proposal for approval for a Memorial brochure to be published at a cost of up to \$600 for 1000 copies. The brochure would be available at the Memorial, along with a donation box, and also inside the Army Museum. The Committee members present agreed to proposal but were requested to review the draft brochure and provide out-of-session agreement if applicable by 8 July 2013.

Moved: Frank Poole

Carried

- m. Balcombe Gates Sub-committee's Report. Peter Muir had emailed a 1-page summary report to the Secretary (attached). He thanked everyone else involved before and during the Balcombe Barracks Commemoration that allowed him and Frank Maloney to manage it forward. The President and Committee acknowledged Peter's efforts and thanked him on behalf of the Association. Frank Maloney has sent letters of thanks to 17 individuals involved in the organisation of the event.

8. General business:

- a. Regional Representatives. The filling of some vacant positions has been discussed above. Richard Pike (21st Intake) had offered his services and has subsequently been appointed as the Sydney Regional Representative as a casual vacancy until his election at the AGM. Secretary to update the Committee list and Webmaster to update the Website.

Action by: Secretary and Webmaster

The President is awaiting a response from a potential SA Representative.

Peter Muir has stood down from the Balcombe Gates Project Co-coordinator position and will end his term as Committee member at the AGM in October. The President and Committee again thanked Peter on behalf of the Association. Secretary to update the Committee list and Webmaster to update the Website.

Action by: Secretary and Webmaster

Discussion on formulation of a template for Regional Representatives to work from to coordinate regional events was deferred as was access to the membership list.

Secretary's note: *The up-to-date membership list is available in the "cloud" storage using SugarSync that was set up by Craig Malcolm. Access to this storage, and hence the membership list, will become available to Committee members – see below.*

- b. Storage of Association files- update. Gary Byard will write an instruction for the use of this facility and make it available to Committee members, so they can be given access. Frank Poole has a large collection of electronic files dating back to before the Association was formed.

Action by: Gary Byard

- c. Missing Balcombe plaque. Peter Muir advised that the plaque that is missing from the rock at the edge of Mace Oval, adjacent to the toilet block, was removed with approval by the Mornington Peninsular Shire and is now with the Shire's Heritage department. The plaque's wording (**Secretary's note: copied below**) is now superseded by the new plaques and storyboards in the Balcombe Gates car park.

"THIS PLAQUE COMMEMORATES THE EXISTENCE OF THE ARMY APPRENTICES SCHOOL, HERE AT BALCOMBE.

DURING 1951 & 1982 THE GRADUATION OF OVER 3000 APPRENTICES OF VARIOUS TRADE GROUPS FORMALLY TOOK PLACE ON MACE OVAL.

IN MARCH 1948, THE MINISTER OF THE ARMY HON. CYRIL CHAMBERS MP APPROVED THE ESTABLISHMENT OF A TECHNICAL SCHOOL AT BALCOMBE, ON THE MORNINGTON PENINSULAR. THE SITE CHOSEN WAS PREVIOUSLY USED BY THE UNITED STATES MARINE DIVISION DURING WW2 AS A REINFORCEMENT AND RECUPERATION BASE (OR WAS IS REST AND RECUPERATION?)

IN DECEMBER 1982 THE BALCOMBE SITE WAS DECOMMISSIONED. APPRENTICE TRAINING MOVED TO THE NEW ARMY COLLEGE OF TAFE IN BONEGILLA, NORTHERN VICTORIA. IN 1995 THE LAST GRADUATION PARADE WAS HELD AND BROUGHT AN END TO THE ARMY APPRENTICE TRAINING SCHEME.

THIS MEMORIAL PLAQUE WAS UNVEILED ON 17th FEBRUARY, 2001 BY CR. COUACAUD-GRALEY MAYOR MORNING PENINSULAR SHIRE"

After discussion on the confusion behind this plaque and the missing plaque dedicated to the Apprentices killed in the Crab Day event, the Committee agreed not to get involved at this time in any memorial to the Crab Day tragedy that may be instigated by members of the concerned intake. Further discussion ensued on what plaque might be appropriate to fill the vacant space, eg a dedication to Mick Mace. Discussion closed without any commitment to undertaking any further course of action on either issue.

- d. Honorary membership for Craig Potter. This suggestion was not endorsed by the Committee. Honorary membership is not one of the membership classes included in the Association's Constitution.
- e. Changes to the Constitution. Jeff Heron emailed on 9 June 2013 a proposed minor change to the Constitution to strengthen the wording about eligibility to become a Committee member of the Association. Changes to the Constitution can only be approved at a General Meeting so Committee approval was being sought to draft the suggested changes for agreement by the members at the AGM in October 2013. Suggested changes, as agreed by the Committee are:

- (1) At Annex A, Part 1 under para 1. Committee, insert "*drawn from eligible*

members of the Association,” between “The Committee” and “consists of:”.

- (2) At Annex A, Part 1 under para 4. Election of Committee Members, insert new sub-para a. “*Only eligible members of the Association may be nominated to be Committee Members.*” And renumber other sub-paras.

- (3) At Appendix 1 to Annex A, Committee Nomination Form, change “*financial*” to “*eligible*” in the note at the bottom of the form.

Moved: Gary Byard

Seconded: Ian Morris

Carried

Action by: Jeff Heron

9. Other business:

- a. Ian Morris requested a summary of the Balcombe Barracks Commemoration for the Website. Frank Maloney agreed to provide this.

Action by: Frank Maloney

- b. Moving of the Apprentice Governor-General’s Banner from Latchford Barracks was discussed. Frank Maloney voiced his aim to have the Banner moved from its present position in the Chapel of Saint Peter, Bonegilla. The motion passed in April 2012 (**Secretary’s note:** “*We instigate the necessary action to remove the Banner from the current location and place it in a location yet to be decided and that this project be initiated by Frank M on behalf of the Association.*”) has not seen much progress. Frank’s letter to LTGEN Morrison, Chief of Army requested consideration of relocation of the Banner, is the beginning of this process. The letter included two options being the Army Museum or one of the places of worship in Albury. No reply has yet been received and Frank Maloney will keep the Committee informed. He also agreed to approach the Commandant Army Logistic Training Centre (ALTC) and CO/CI Army School of Electrical and Mechanical Engineering (ASEME) to gauge their support.

Action by: Frank Maloney

10. Next meeting date and venue: AGM, 19 October 2013, Chatswood RSL, Sydney.

11. Meeting closed at 1630 hrs.

Attachments:

1. Treasurer’s Report
2. Heritage Officer’s Report
3. Events Manager’s Balcombe Barracks Commemoration Report
4. Events Manager’s Merchandising Report
5. Webmaster’s Report (3 items)
6. Forum Moderator’s Report
7. Memorial Sub-committee Chairman’s Report and Draft Memorial Brochure
8. Balcombe Gates Sub-committee’s Report

The Australian Army Apprentices' Association

TREASURER'S REPORT

A summary of the Association's financial position as at

31 May 2013 is as follows:

INVESTED FUNDS

The balance of Association funds held on term deposit or investment on behalf of the

Association is \$21,849.76

TRANSACTIONS

Income

YTD income from all sources is \$81,882.26

Un deposited funds held as cash on hand is \$Nil

Expenditure

YTD Expenditure for all purposes is \$83,702.32

Accounts payable not yet included in the above total are \$Nil

CURRENT ACCOUNT BALANCE

Balance (Bank Statement dated 31 May 2013) is \$36,985.70

Comment: Currently we are 1,687.00 ahead for the Balcombe Gates function; however, we have around \$2.5K in un-presented cheques.

Separating administration expenses from event expenses for Balcombe Gates function is problematic and will be discussed at length at the Committee meeting.

Owen Reynolds
TREASURER
16 June 2013

**AUSTRALIAN ARMY APPRENTICES ASSOCIATION
ORDINARY COMMITTEE MEETING
BANDIANA VICTORIA 29 June 2013**

HERITAGE REPORT

1. This being my first report to an Association Committee Meeting might I first say thank you to all members for your welcoming support to me in my duties during the busy period preparing for the recent Balcombe Barracks event.
2. I have had some frustrations settling in to the role as it came with no particular handbook and I was cautious of causing upset amongst many who were working hard to achieve the Balcombe result which was a credit to the association and many have spoken highly of our achievements in that regard.
3. During recent months particularly in regard to the Balcombe Event I have taken much guidance from Events Manager Frank Maloney to understand the needs of my role and I thank Frank for his patience in my settling in period.
4. Additionally I would extend to the Event project Officer Peter Muir my thanks for his forbearance and cooperation in the preparation of the new Balcombe Plaques and Storyboards developed particularly the extended AAS and Mt Martha Camp heritage research that we undertook to achieve the suitable result. Might I also give credit to the excellent USMC research work presented by 13th Mr Bob Ludlow for the Marine Story board and of course his verse presentation at the dinner. I also extend my thanks to old Muso' 14th classmate Mr Kevin Noonan for his assistance in my research particularly with camp images.
5. On a personal note I enjoyed the extensive researching of the old Balcombe heritage, identifying the extremity of the WW2 camp and training activities and was surprised to establish the "Bonaparte" connection to the Balcombe name. We now have a much better heritage repository bringing better understanding of why we ended up a "stones throw from the beach" and what went on before we called the place home.
6. On a further heritage matter I complement 15th Mr Ron Jervis for his research and location of so many wonderful posters used at the Racecourse venue over the weekend and later auction a great benefit to our cause.
Thanks Ron.
7. As we settle down from our Balcombe success might I complement Event Manager "Speed" Maloney for a masterful task of co-ordination and

success on behalf of us all (maybe that's why he is known as Speed?). Well done Frank.

8. With a better understanding now how matters come together in committee I look forward to being more involved and supportive in the Heritage requirements of my office in the future.

9. As an point of interest I relate most committee members are aware my son has recently served in Afganistan, Tarin Kowt, as CO 7RAR Task Group and I might report Army Apprentices are still at the sharp end making it happen. Son Malcolm's deployed RAEME 7RAR ASM was a 1992 46th intake Bonegilla VM Graduate WO2 Brett Williams. Brett is also the son of one of my good tank fixing Craftsman VMs in Nui Dat 1968 Dick Williams a Bandiana Adult Trade Trainee VM.

10. Finally might I notify committee Felicity and I will be out of the country mobile touring Europe for some eight weeks from mid July until mid September. Please do not dispatch emails to me across that period as we will not be in a position to receive them and on return the backlog will be beyond fair attention. I expect to be back at the desk by September 11.

Thank you.

Norm Wells 14th VM

Heritage Officer

23 June 13

Balcombe Barracks Commemoration Report

3 to 5 May 2013

by
Frank Maloney

It was always going to be an ambitious project that first saw the Australian Army Apprentice Association (AAAA) embark upon in 2010 when it turned its attention on the original home of the Army Apprentice School at Balcombe in Victoria. From those who had visited the campsite in recent times there was a feeling that more could be done so that the military significance of the area could be improved and preserved for future generations..

Much has been written about the history of the military area that lies just south of the town of Mornington on the Mornington Peninsula, a premier district of Victoria. Though in most instances it had been done very well but it didn't have a sharp focus on the camp and its military tenants, that was easily available to the curious. Thus the project known as Balcombe Gates was borne.

AAAA established a sub committee comprising Barry Teal, Geoff Allen and Jack Westernhagen and made contact with the Mornington Peninsula Shire Council (MPSC) and the other Associations of the Balcombe units to determine if they were interested in being a part of a heritage project. An enthusiastic reply was received from all. They also approached the 1st Div USMC Association and their prompt response was to despatch their Association Secretary to come to Australia and check it out.

The result was the establishment of a working committee mid 2010 chaired by Barry Teal with representatives of the MPSC and the School of Signals, School of Survey, School of Music and the AAAA. Good planning work was done by this group until personal circumstances beset the AAAA group around mid 2011 and they found they were unable to continue. As AAAA was the driving force, the project failed to make headway because at this time AAAA was focussed with the *Apprentice About* reunion to occur in Canberra in October of that year.

With that successful event out of the way the President initiated reactivation of the Balcombe Gates job. With that a new AAAA Sub Committee was formed comprising Lucas McGann, Peter Muir and myself.

What followed then was months of planning interspersed with meetings with MPSC and other interested parties. In essence Peter Muir (25th) took on the engineering works component whilst I saw the opportunity for a reunion of Balcombe soldiers, male and female together with the civilian staff. The Balcombe Barracks Commemoration 2013 event was created and rescheduled for 3 to 5 May 2013.

The date selected was significant in that the Battle of the Coral Sea commenced on 4 May 1942, the US Marines arrived at Balcombe 70 years earlier in 1943 and AAS being the last of the four post WW2 training units departed Balcombe thirty years earlier in 1983.

The question that was asked in the early stages by MPSC was how many would attend. Wanting to secure their maximum involvement I optimistically advised that we should cater for numbers in the range of 500 to 700. This raised a few eyebrows around the table but as it turned out it was almost right on the money.

Peter Muir had very busy days in the final months or so with coordinating the works program. This involved almost constant liaison with MPSC engineers and their contractors. He gave of his own time and worked tirelessly at all hours to ensure the desired result was achieved. This was done whilst attending to his own daily professional chores. Peter also played a big role in the preparation, wording and layout of the story boards and plaques.

Mention here is appropriate of Norm Wells for his wording of the Army Apprentice School story board, and collating of the School of Survey board. Together with Peter they prepared the general Balcombe units board, and this was no small task either.

Bob Ludlow in keeping with his keen interest in the Pacific War undertook to prepare the USMC board assisted by Peter and Norm. So it was a case of many hands making light work.

The weekend was built around a Meet and Greet on 3 May at the

Mornington Racing Club (MRC) which was our principal reunion venue. It kicked off about 3 pm with an 8 pm conclusion. By that time all of the administration matters were attended to, refreshments were enjoyed, and blotting paper in the form of tasty and plentiful snacks were eagerly consumed.

Saturday morning saw the return of the administration element of Jeff and Jan Heron for the late registrations, which were many. At the same time the Dinner tables were set up with an almost continual change of seating plan and catering numbers as the late registrations came in.

Saturday afternoon had us all assembled out at Balcombe Grammar School (BGS) with many locals from the Mornington Peninsula. The Principal kindly offered the school facilities for the Commemoration ceremony considering many aspects of the gathering but mainly the unpredictable weather at that time of the year. We conducted a symbolic unveiling of the plaques and story boards indoors in the School gymnasium.

The final address was given by the Principal and on completion of the ceremony invited the gathering to afternoon tea prepared by the domestic science students in the school assembly hall. We were hosted by the senior students throughout the day. It was most impressive the way the Principal Matthew Dodd, and the students, created such a welcoming atmosphere for we older graduates of the Balcombe precinct were delighted to receive.

The former AAS parade ground now boasts high quality story boards and unit plaques for the four major Australian training units, the 1st Div USMC and the lesser known minor units of which over the years there were many.

On the evening of Saturday 4 May we were back at the Mornington Racing Club for the reunion dinner. From the start of the evening to the finish it was judged a roaring success. The highlight of the evening revolved around our Marine Corps veteran. Bob Ludlow recited a poem that he had written for the occasion entitled "The Old Breed" which is how the 1st USMC Division describe themselves. Bob signed all one hundred copies that he prepared and which were snapped up by the audience.

He then went on to introduce the Lt Col John Stevens 1st Division USMC (retired) together with his wife Jody who honoured us with their presence. When the elderly gentleman got to his feet the Marines Hymn was played.

Now Marines wherever they are always stand to attention whilst the hymn is played, but within just a few seconds he was joined by everyone in the room, on their feet, singing and clapping time – it was an awesome response. The old veteran told me later that he was overwhelmed and had never experienced such a powerful reception.

Our prime speaker was Colonel David Lawrence, Royal Australian Armoured Corps and a former Commanding Officer of AAS at the time it was relocated from Balcombe to Bonegilla. His well chosen words resonated with all at the Dinner and particularly those who were apprentices at the time of his Command. He was warmly received and his presence added to the vigour and spontaneity of the evening. Colonel Lawrence is an Associate Member of AAAA.

Throughout the evening our willing band of retailers continued plying their trade and conducted both the raffle and the retailing with great success. Bryan and Barbara Daley along with Val Bennett, Trish and Alf Richardson are the people to be thanked for the level of sales and profit return.

All through the evening the dining room exuded strong goodwill and fellowship. Ron Jervis took on the task of creating a mild military theme for the décor. This was done over preceding weeks and the end result fitted the occasion perfectly. Towards the end of the evening my thoughts turned the tidy up and what to do with Ron's items. As they were far too good to be binned we announced that they were for sale and to see Barbara and helpers, make a selection and then an reasonable offer. The offers were very good, they all sold and a sizeable quantity of \$\$ was generated for the Commemoration funds.

The MRC final bill to us for the Dinner was for 470 “plates” and we were delighted with the attendance of so many. A number of those making the pilgrimage travelled from WA, FNQ and all points in between. Such was the drawing power of one word, BALCOMBE.

But it was the Sunday activity when the boys really rallied. We assembled adjacent the Mornington football ground from about 8.30. The Army Band Melbourne took their place at 8.45 and the lads scrambled to form up. This was all staged by Kevin Noon a former Army Ceremonial guru so the Memorial Service and March Day commenced right on time. Having gained the approval of Vicroads and MPSC we headed down Main St Mornington with drums beating and under cover of numerous flags and a huge Banner

identifying us to the local community. 800 hundred metres on saw us at the Mornington Memorial Park for the Memorial Service conducted by our own Chaplains Bryan Nichols from Ballarat and Alan Kelb from Albury. The school cadets from Frankston provided the Catalfalque party and did themselves great credit and received vigorous applause at the conclusion of the event.

So ended a wonderful weekend of celebration, reflection and mateship. To all those who made the effort to attend I hope we did you proud. I am about to receive the final copy of the DVD that was made over the weekend so it should be available shortly, watch the AAAA website for details.

Finally I would like to acknowledge the efforts of the following people for their invaluable support.

Peter Muir 25th, Owen Reynolds 13th, Frank Poole 10th, Ron Jervis 15th, Bruce Keevers 16th, Jeff Heron 21st, Norm Wells 14th, Kevin Noon 14th, and Bob Ludlow 13th.

I must offer thanks to the ladies that also made a very big contribution to the success of the Commemoration event. They were Barbara Daley, Trisha Richardson, Val Bennett, Jan Heron and Tina Reynolds.

AAAA Merchandising Report to the Committee
Meeting

held at Bandiana 29 June 2013.

by

Frank Maloney

Long serving members of the Committee will recall that with the departure of Jack Westernhagen in 2011 Merchandising was then briefly handled by Barry Teal and Lucas McGann in the lead up to the *Apprentice About* reunion.

In early 2012 I volunteered to take on the role of merchandising as a caretaker, in part to ensure that we would have items available for the Balcombe Commemoration in 2013, and because no one else was interested.

I advised that the range of merchandise that had been listed on the website had attracted very little interest would no longer be continued. Instead I proposed that in the immediate future we stock only Lapel Badges, Ties and Car Stickers.

As there was total nil stock of any saleable items this was seen to be the best way to go. If anybody wanted other AAS styled items then we would direct them to the Army Shop in Canberra. This plan was agreed at a Committee meeting early 2012.

I initiated purchase of Ties from a Sydney supplier, Lapel Badges and Car Stickers from a local supplier in Brisbane all featuring the new AAAA badge image and of very high quality. This has been reflected by the level of purchases at the Commemoration and the annual AAS gathering at Bulimbe in Brisbane.

The current holding of stock at selling price is:

Ties	73 @ \$ 25.00 = \$ 1825.00
Lapel Badges	135 @ \$ 10.00 = \$ 1350.00
Car Stickers	160 @ \$ 5.00 = \$ 800.00
AAS Flags Secretary)	2 @ \$ 175.00 = \$ 350.00 (held by the

Total \$ 4325.00

I am aware that there are other items of AAAA stock held by others which are not included in the above figures.

Frank Maloney



**AUSTRALIAN ARMY APPRENTICES ASSOCIATION
INCORPORATED**

ACT Incorporation No: A04404

GPO Box 2072, CANBERRA, ACT, 2601 www.austarmyapprentice.org

Patron: Brigadier David Luhrs, CSC

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AAAA Inc. Committee Meeting 29-6-13 - Webmaster's Report

New Website

In January 2013 a development team was set up (Ian Morris, Craig Malcolm and Jeff Heron) to work up a suitable prototype for a new website. Concurrently Jeff produced a specification for the Website, which was accepted by the Committee. In March 2013 discussions were held with four Website design companies. Following this activity a redevelopment proposal was circulated to the committee in April 2013. Because of the importance of the project it was decided to review the proposal at this committee meeting.

Redevelopment Proposal

The proposal as previously circulated is attached. In summary we are requesting \$5467 to engage AusWebDesign to redevelop the website.

Inclusions and Exclusions

We get a new website with a modern look and feel. All the existing data (including the photos) will be migrated to the new website. there will be new functions such as blogs to replace the Forum. A payment Gateway is included but it may not provide the full functionality we need for online membership applications, merchandise sales and event registrations.

The SPAASSM photos are not included. While disappointing this is not as bad as it may first seem for two reasons. First, the website had to be redeveloped before the SPAASSM photos could be displayed. Second, the proposed solution for the existing photos has the potential of being adapted for the SPAASSM photos.

Ian Morris
Webmaster
20 Jun 2013

Attachments

- 1 New Website - Redevelopment Proposal_JH.docx
- 2 AusWebDesign Full Quotation 19.3.13 proposal from Daniel Sipple.msg
- 3 AAAA Inc Website Design Spec v0.c.docx



NEW WEBSITE – REDEVELOPMENT PROPOSAL

Summary of Progress to Date

1. In January 2013 a development team was set up (Ian Morris, Craig Malcolm and Jeff Heron) to work up a suitable prototype. Concurrently Jeff produced a specification for the Website, which was accepted by the Committee. In March 2013 discussions were held with four Website design companies. Three of these organisations were in Canberra and one in NSW. Responses varied from a detailed written quote to over the phone estimates. Our understanding of these quotes is that the redevelopment of a large Website like ours is quite straightforward and can be done for \$2000 to \$3000. Data migration may add to this cost. The Payment Gateway and the additional 7000 SPAASSM photos tend to complicate matters and thus increase the price. WordPress in most cases was the preferred software for the project although Joomla and a proprietary system were also mentioned. The companies from whom quotes were sought were: nFlame Creative, Synapse, Canberra Web, and AusWebDesign. I sent copies of the Website specification and a link to our Website to all parties. Summaries of the discussions and responses are shown in the following paragraphs and table.

nFlame Creative – www.nflame.com.au

2. A Canberra based firm located in Lyneham. They invited me in for an interview so I could explain our needs. Their policy is to provide a “ballpark” estimate and charge \$300 if we want to proceed with a formal quote. (This amount is deducted from the final price if we proceed to contract). They were the only firm with which I had face-to-face contact. They seemed to be interested in gaining our business and I think they had a good understanding of our requirements. Their preferred development environment is their own proprietary software, which would, I think, attract ongoing licence fees and support costs. However they were also willing to use WordPress. Their estimate is attached.

Synapse - www.synapseworldwide.com

3. A Canberra based firm located in Gungahlin. All contact was over the phone. They didn't seem to be particularly interested in gaining our business and contact was a bit casual. They provided a rough indication of cost over the phone.

Canberra Web - www.canberraweb.com.au

4. A Canberra based firm located in Mitchell. All contact was over the phone. They showed a moderate interest in gaining our business and contact was reasonable. They provided a rough indication of cost over the phone.

AusWebDesign - www.auswebdesign.com.au

5. A Sydney based firm located in Mona Vale. All contact was over the phone. They showed great interest in gaining our business and contact was very responsive and fast. The only firm which provided a detailed written quote (attached).

Summary of Quotes (less GST)

	nFlame Creative	Synapse	Canberra Web	AusWebDesign
Software	Proprietary, WordPress	WordPress	WordPress, Joomla	WordPress
Written Quote?	Estimate	No	No	Yes
Responsiveness	Good	Fair	Fair	Very Good
References	On website	On website	On website	On website
Basic website delivered?	Yes	Probably	Probably	Yes
Data Migration included in price?	Not stated	No	No	Yes
Existing Photos	Probably	Not stated	Not stated	Yes
Payment Gateway	No	No	No	Yes ¹
SPAASSM Photos	No	No	No	No
Support	Not stated	Not stated	Not stated	Yes ²
Hosting	Yes ³	Not stated	Yes ³	Yes ³
Cost	\$5000 to \$28000 ⁴	\$2200 ⁵	\$3000 to \$5000 ⁶	\$5467 ⁷

Notes

- 1 It's very hard to determine exactly what we would get with this. However we would at least get a link to PayPal.
- 2 AusWebDesign will provide 12 months support for the new website provided it is hosted at their site. See note 3 for details on Hosting.
- 3 Hosting refers to where the website actually runs in the World Wide Web. Currently our site is hosted by UberGlobal (formerly Aussie HQ). They provide a good service at a competitive price and excellent technical support. I would not like to move to another host when our new website goes live. I am currently discussing with AusWebDesign some arrangement for provision of technical support on our website for say 1 month. I don't think this will be a big issue.
- 4 A very broad price range. Without paying for a detailed quote it is very hard to determine exactly what we would get and how much it would cost.
- 5 It is very hard to determine exactly what we would get and how much it would cost.
- 6 It is very hard to determine exactly what we would get and how much it would cost.
- 7 We have a fairly good idea of what we get for this price. See the detailed quote (attached).

Risks

6. Obviously the area of risk with nFlame Creative, Synapse and Canberra Web is the scope of the project and hence cost. Neither Synapse nor Canberra Web seemed very interested in providing more information. While nFlame were interested there were conditions, which we didn't find attractive.
7. The main risk with AusWebDesign is uncertainty around the Payment Gateway and the possible additional cost for the SPAASSM photos. Both these risks are mitigated by the fact that:
 - a. We already have a working Payment Gateway, which could be integrated with the new Website.
 - b. We should be able to integrate the SPAASSM photos with the existing photos on the new Website.

Summary

8. AusWebDesign has proposed a satisfactory solution for our new Website at a reasonable cost. The other three contenders failed to meet either of these criteria. The experience gained during this tender process indicates that there is little to be gained in looking further afield.

Recommendation

9. We engage AusWebDesign to develop our new Website. We will need to pay half the quoted price (\$2733.50) to start the project.

Ian Morris
 Team Leader
 16/4/2013

Attachments

1. nFlame Creative quote (2 pages – copy from email)
2. AusWebDesign quote (2 pages)

NFLAME CREATIVE QUOTE

Date:

[Tue, 2 Apr 2013 16:50:07 +1000]

From: Damian Schroeter <damian.schroeter@nflame.com.au>

To: nuages@apex.net.au

Subject: Information regarding new web design

Hi Ian,

I hope you have had a great day.

Thank you for the opportunity to quote your new website and thank you for your patience in awaiting a response.

Following on from our conversations, my team and I have the following information to present to you (pending a formal estimate)

We would all really enjoy the opportunity to work with yourself and your organisation to design and build a new website.

After meeting yourself and learning a bit more about what you do, I think it is a really great thing you are doing for the ex-service men and women.

My grandfather was a munitions carrier in one of the wars, I know so little about it and I would love to learn more.

One of the benefits of working on content heavy websites is that we get to learn a lot about the subject matter, and this content interests all of us here at nFlame.

We are quite busy, and prefer to devote our time to projects such as yours as we know we are going to enjoy it. Our best work shows when we are enjoying the subject matter.

Dillon and I have had a good look at your current website and the requirements that we touched on for the new version in our meeting.

The indicated budget of upto \$10,000+GST may deliver a good website which will perform well and deliver the current information in a modern and easy to use format for visitors via a wordpress installation. However once we start to introduce the elements of members only access, image comments and moderation, and secure payment gateways, the amount of work calculated increases considerably.

Our early estimates indicate that to achieve the desired functions of the new website, a value of between \$16,000 and \$28,000 is more realistic (depending on the level of detail you require from each new element of functionality).

for example: online forms connected to a secure payment gateway are more time consuming to implement than a form that will submit an email or fax to office staff who may then call the applicant to take credit card over the phone.

From here what we offer is a formal estimate, where we do a complete breakdown of every page, every function, and estimate the time for all aspects to be completed.

the fee for us to compile a formal estimate is \$300.00+GST and is payable before the process begins.

If you are interested to get a less rubbery number to work with, I am more than happy to set you up in our system and email an invoice for the estimate.

I hope this information finds you well and I look forward to hearing back from you soon.

thanks again for the opportunity to quote.

Kind Regards,

Damian Schroeter

Director of Design & Advertising

B. Industrial Design

nFlame Creative is Canberra's first independent Google Certified Partner for Google Adwords

T | 02 6249 8694 F | 02 6108 3544

nFlame Creative HQ | First Floor, 1 Hall Street, Lyneham, ACT 2602

Website | www.nflame.com.au

Twitter | www.twitter.com/nFlameCreative

Youtube | www.youtube.com/nFlameCreative

Facebook | www.facebook.com/nFlameCreative

AUSWEBDESIGN QUOTE

Your Quote

Services			
Name/Description	Price	Qty	Subtotal
Pro Web Package	\$1,770.00 / Fixed		\$1,770.00
<ul style="list-style-type: none"> * Customised Wordpress Design * Integrated content management system * FREE 12 months hosting and support * Unlimited pages * Mobile Responsive Design * Inbuilt SEO features * Youtube, PDF, Word compatibility * Newsletter * Affiliate promo tiles * Blog * Home page slider * Custom footer * FREE domain name * Unlimited emails * Daily backups plus much more.. (full listing on next page) 			
S2 Members Login	\$450.00 / Fixed		\$450.00
Setup and configuration of members login portal for 3 grades of subscription based membership			
Gallery Integration an photo migration	\$850.00 / Fixed		\$850.00
Includes setup and integration of custom gallery for up to 7000 photos with management, upload and edit ability. Also inclusive of additional disk space/hosting allocation			
Content Migration and re-setup of all pages	\$1,450.00 / Fixed		\$1,450.00
Includes re installation, setup and migration of all remaining content, pages, PDF's, tables from existing website. Fee calculated based on our hourly rate of \$80+GST.			
Custom page layouts	\$450.00 / Fixed		\$450.00
As provided in the brief - custom layout for each individual page			
Subtotal:			\$4,970.00

Total cost: \$4,970.00
 GST (10.00 %): \$497.00
Grand total: \$5,467.00

[50% Commencement deposit required to initiate production]

Whats Included in the Deal

All AusWebDesign sites have a content management system, which means that you have full control over your content. If you wish to change an image or update some text, you can easily log into your site and make those changes yourself easily and quickly. Of course we are here to help if you run into any trouble.

Every website includes comprehensive video tutorials on how to use the content management system, as well as a comprehensive online user manual. Not that you really need these since the system is very intuitive. If you have used Word or Email then you can update your own content.

- WordPress Custom Design
- Unlimited Rounds of Design Revision
- Unlimited Pages (as your business grows so can your web site)
- Members Login (3 grades of subscription membership)
- Complete Content Migration
- Photo Gallery Migration
- Unlimited Email Addresses linked to your domain name - such as info@mywebsite.com.au
- Content Management System (allowing you to edit your own site information)
- Social Media Links
- FREE Domain Name
- Image Slider (Home Page)
- Blog
- PayPal Capability
- Custom Footer Panels
- Call To Action Panels
- Facebook Feed Integration
- Twitter Feed Integration
- Newsletter Subscriber
- Additional Online Form
- Contact Form
- Google Interactive Map
- FREE 12 Months Australian Hosting & Support Package
- SEO Friendly Design
- FREE Online marketing Advice
- No Monthly Fees / Contracts (Fully portable with no ongoing monthly fees or lock in contracts)



AUSTRALIAN ARMY APPRENTICES ASSOCIATION INC WEBSITE DESIGN SPECIFICATION

Purpose of the document

1. This document provides a summary of the main design requirements for the Website design for the Australian Army Apprentices Association Inc.

Description of the Website

2. We want people to find out about our Association, its purpose, events and services, by searching the Web.

3. We want people to contact us to join our organisation and renew memberships, to register to attend events, to order merchandise, to keep up to date with the Association's activities and to find colleagues.

4. The Website shall be accessible to Web crawlers and have good search engine optimisation.

5. The navigation system shall be intuitive and allow the visitor to quickly navigate the Website starting from any page.

Front-end functionality

6. The Website shall include drop down menus on every page.

7. The Home page shall include a search box that visitors can use to search all other pages.

8. Each page on the Website shall feature our Association badge.

9. Each page on the Website shall include our Association colours (perhaps as a Banner across the top or at the sides, prominent but not overwhelming. Note that yellow and green are Training Command colours, not just applicable to AAS).

10. A common navigation bar shall be included on all pages. The navigation bar shall include links to the Home, About Us, Members Only, Events, Activities and Services, AAS Memorial, Merchandise, Forum (or Chat), and Contact Us pages.

11. Description of Website pages:

a. **Home page** – The Home page shall:

(1) Give visitors an overview of our Association; including a preview of what can be accessed by visitors and members; eg the latest newsletter, and contact details for Secretary, and Membership Secretary and Webmaster. Other contact details should only be in the members' section.

(2) Include a search function to give visitors the options of simple and advanced searches of the Website.

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- (3) Provide for one or more 'widgets' such as count-down timers and 'join now' buttons.
 - (4) Include a direct link to the Contact Us page.
- b. **About Us page** – The About Us page shall provide details about our Association, Membership and Committee.
- c. **Members Only page** – The Members Only page shall provide access to information only applicable to members such as minutes of meetings, newsletters, and membership lists.
- d. **Events page** – The Events page shall:
 - (1) Provide details of upcoming events.
 - (2) Allow members and others to register for and pay to attend events.
- e. **Activities and Services page** – The Activities and Services page shall give an overview of each of our activities and services, including welfare, 'Vale', and function support (eg insurance).
- f. **AAS Memorial page** – The AAS Memorial page shall provide access to details on the memorial, including information on its use and how to apply for brick pavers, etc TBA.
- g. **Photos page** – The Photos page shall provide two separate sections, specifically:
 - (1) a place for members' photos to be stored, and
 - (2) a place for the AAAA Inc Historical Collection.
- h. **Merchandise page** – The Merchandise page shall:
 - (1) List the Association's merchandise.
 - (2) Allow visitors to place merchandise orders on-line.
- i. **Forum (or Chat) page(s)** – The Forum (or Chat) page(s) shall provide an up-to-date methodology for members to discuss current events, to advertise jobs, other events and reunions, and for individual intakes to contact Apprentices, etc TBA.
- j. **Contact Us page** – The Contact Us page shall provide full contact details for the Association and Committee.
- k. **Archives page** – The Archives page shall provide a location for the Association to archive Website content to allow for future research, etc TBA.
- l. **Site Map** – A Site Map shall be provided to:
 - (1) Show the structure of the Website.
 - (2) Provide links to every page on the Website.

Wireframes

12. Wireframes for the Home page and all other pages are provided at annex A.

Hosting

13. The Website designer shall identify a reliable Web host for the completed Website.
14. The Website designer shall load the Website onto the Web.
15. The Website designer shall set up email and FTP access.
16. The Website designer shall set up forms for joining the Association and (others TBA).
17. The Website designer shall carry out any other administration necessary to set up the Website.
18. The Website designer shall migrate existing, relevant Website content to the new Website. Any un-needed content shall be migrated to the Archives page.

Back-end functionality

19. It shall be possible for nominated Association staff to update the content of the Website using a low cost software package or via an online (free) package.
20. The Website designer shall provide on-site training in the software package for nominated Association staff.

Warranty

21. The Website designer shall rectify, free of charge, any errors, omissions or bugs found on the Website after launch.

Use cases

22. The following use cases shall be accommodated.
 - a. A user wants to be able to (details in brackets identify: "all" – all visitors, or "member" – only Association members):
 - (1) Visit the Website as a visitor (all).
 - (2) View new news articles (member).
 - (3) Join as a member (all).
 - (4) Renew membership (member).
 - (5) Make donations (all).
 - (6) View merchandise (member).
 - (7) Order merchandise on-line (member).
 - (8) Order Memorial brick pavers on-line etc TBA (all).
 - (9) Participate in forum (or chat) sessions (member).
 - (10) Post items on the Forum (or Chat) page(s) (member).
 - (11) View Apprentice Intake listings (all).

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- (12) Email the Association (all – Secretary, Membership Secretary and Webmaster; member – remainder of Association contacts).
- (13) Contact Committee members (all – Secretary, Membership Secretary and Webmaster; member – remainder of Association contacts).
- (14) View the AAAA Inc Historical Collection (member).
- (15) Comment on the AAAA Inc Historical Collection (member).
- (16) Identify Association sponsors (all).
- (17) Link to Association sponsors' Websites (all).
- (18) Contact Association sponsors (all).
- (19) View 'Vale' listings (all).
- (20) Comment on 'Vale' listings (member).
- (21) Research within the Archives page (member).

b. An administrator wants to be able to:

- (1) Post content on all pages.
- (2) Delete content from all pages.
- (3) Change images on the Home and other pages.
- (4) Create 'widgets' on the Home page.
- (5) Change Committee details.
- (6) Change contact details.
- (7) Change bank account details.
- (8) Unlock members' passwords.
- (9) Be a 'Forum (or Chat) Moderator'.
- (10) Archive applicable content.

Annex:

A. AAAA Inc WEBSITE Wireframes

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ANNEX A: AAAA INC WEBSITE WIREFRAMES (TBA)

Home page


 Logo		HOME PAGE	Login <input type="text"/> <input type="text"/>
Navigation			
Association Introduction <input type="button" value="Join Now Button"/>	Upcoming Events <input type="button" value="Countdown Widget"/>	Home Page Image	
		Contact Us Link	
		Search Function	

About Us page


 Logo		ABOUT US PAGE	Login <input type="text"/> <input type="text"/>
Navigation			
Association Details	Membership Details <input type="button" value="Join Now Button"/>	About Us Page Image	
	Committee Details	Contact Us Link	
		Search Function	

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Members Only page


 Logo		MEMBERS ONLY PAGE	Login
<input type="text"/> <input type="text"/>			
Navigation			
Membership Lists	Newsletters	Members Only Page Image	
		Contact Us Link	
		Search Function	
AGMs and Committee Meetings Agenda & Minutes	Etc TBA		

Events page


 Logo		EVENTS PAGE	Login
<input type="text"/> <input type="text"/>			
Navigation			
Major Upcoming Event	Other Upcoming Events	Events Page Image	
		Contact Us Link	
		Search Function	
Register Now Button			
Countdown Widget			

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Activities and Services page

 Logo ACTIVITIES AND SERVICES PAGE		Login <input type="text"/> <input type="text"/>
Navigation		
Welfare Details	Function Support	Activities and Services Page Image
Vale Feature	Link to AAS Memorial Page	Contact Us Link
		Search Function


AAS Memorial page

 Logo AAS MEMORIAL PAGE		Login <input type="text"/> <input type="text"/>
Navigation		
AAS Memorial Details	Brick Pavers Ordering Function	AAS Memorial Page Image
	Other TBA Ordering Function	Contact Us Link
		Search Function


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Photos page

	PHOTOS PAGE	Login <input type="text"/> <input type="text"/>
Navigation		
Photos Function	AAAA Inc Historical Collection Function	Photos Page Image
		Contact Us Link
		Search Function

Photos sub-page

	PHOTOS SUB-PAGE	Login <input type="text"/> <input type="text"/>
Navigation		
Photos Function		Photos Sub-page Image
		Contact Us Link
		Search Function


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AAAA Inc Historical Collection sub-page

 Logo	AAAA INC HISTORICAL COLLECTION SUB-PAGE	Login <input type="text"/> <input type="text"/>
Navigation		
AAAA Inc Historical Collection Function	AAAA Inc Historical Collection Sub-page Image	
	Contact Us Link	
	Search Function	

Merchandise page

 Logo	MERCHANDISE PAGE	Login <input type="text"/> <input type="text"/>
Navigation		
Merchandise Function	Merchandise Page Image	
	Contact Us Link	
	Search Function	


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Forum (or Chat) page(s)

 Logo	FORUM (OR CHAT) PAGE	Login	<input type="text"/>	<input type="text"/>
Navigation				
Forum (or Chat) Function	Forum (or Chat) Page Image			
	Contact Us Link			
	Search Function			

Contact Us page

 Logo	CONTACT US PAGE	Login	<input type="text"/>	<input type="text"/>
Navigation				
Contact Us Details	Contact Us Page Image			
	Search Function			


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Archives page

 Logo	ARCHIVES PAGE	Login	<input type="text"/>	<input type="text"/>
Navigation				
Archives Function	Archives Page Image			
	Contact Us Link			
	Search Function			

Site Map

 Logo	SITE MAP	Login	<input type="text"/>	<input type="text"/>
Navigation				
Site Map	Site Map Image			
	Contact Us Link			
	Search Function			

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**AUSTRALIAN ARMY APPRENTICES ASSOCIATION
INCORPORATED**

ACT Incorporation No: A04404

GPO Box 2072, CANBERRA, ACT, 2601 www.austarmyapprentice.org

Patron: Brigadier David Luhrs, CSC

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AAAA WEBSITE FORUM MODERATOR'S REPORT FOR COMMITTEE MEETING 29 JUN 2013

In the past three months, the Forum continued to have some minor input, mainly MTU Detroit Diesel Australia (MTUDDA) job opportunities. This year, 69 MTUDDA ads (28 to March plus 41 to now) and a few opportunities with the Australian Defence Consultancy Group have been posted.

The Forum continues to receive numerous hits every week, and we have managed to reunite a couple of Apprentices with long-lost friends and families that they got to know during their stay at Balcombe.

A few organisations (eg SE QLD Annual Apprentices Reunion, 22nd, 28th and 38th Intakes) have advertised their various reunions on the Forum.

Jeff Heron
AAAA Website Moderator
21st Radio Mechanic

13 Jun 2013



AUSTRALIAN ARMY APPRENTICES MEMORIAL

REPORT BY CHAIRMAN OF THE MEMORIAL SUB-COMMITTEE

Since my last report a new batch of inscribed pavers has been added to the memorial pavement which is now more than 70% covered with inscribed pavers. Greg Mulcahy is about to start on the task of drawing up an inventory and "site plan" of the pavers so that individual inscribed pavers can be identified and located. Thank you Jim, for again carrying out the placement of these pavers.

Greg has also received orders from intakes and trades for bronze plaques which should be manufactured and in place within the next two months.

The brochure for the Memorial has been approved by the Memorial Sub-Committee and with Jeff Herons' assistance with layout will be printed following agreement by the Committee. It is intended that it will be placed on the web site and copies held at the Museum and in a brochure/donation box at the Memorial.

Recent rain has shown that we have a minor drainage problem with the pavement that could result in the staining of pavers over time. This will be investigated and steps taken to improve drainage over the pavement.

I would like to thank Jim Hislop, Jeff Heron, Ian Morris and Greg Mulcahy for their assistance in developing and maintaining our memorial.

I would also like to acknowledge all those Apprentices who include a donation for the Memorial in their membership applications/renewals and for those who send in a special donation. They are much appreciated and they allow the Memorial to remain a "living" memorial with continual upgrading and not just a static edifice.

Frank Poole

Chairman, Australian Army Apprentice Memorial Sub-Committee

22nd June 2013

Attachment: Memorial brochure (Issued separately)



Australian Army Apprentices Memorial Plaques

Remembrance Plaque – a 200mm x 175mm cast bronze plaque provides an enduring opportunity for departed Apprentices to be remembered by visiting Apprentices, friends and relatives to the Memorial. It will be attached to either the Balcombe or Bonegilla wing walls abutting the gate support columns. It is an ideal memorial to any Apprentice who has their ashes scattered at the Memorial. Apprentices are advised to complete an order form, keep it with their will and advise their NOK of their wishes.

Charges for fabrication, supply, fixing and a small service (if requested) are available on the Website.

Bronze Plaque – a 100mm x 150mm plaque provides for up to six lines of text, each with up to 16 characters. Plaques are ideal for individual, intake or trade memories requiring more text than pavers permit and are mounted on the sloping top of the side walls of the central pit which surrounds the flagpole and the badge.

Apprentices are advised to complete an order form available from

www.austarmyapprentice.org



Australian Army Apprentices Memorial Pavers

During construction of the Memorial, Members could purchase inscribed pavers. An invitation is now extended to all Apprentices and their families to avail themselves of this opportunity.

A single inscribed paver will accommodate up to 32 characters over two lines, similar to those already installed at the Memorial. The inscription is a matter of choice, as long as the letters fit. The cost for these is available on the Association Website.

Note that the double paver option is no longer available.

Enquiries should be directed to:
Memorial, GPO Box 2072, CANBERRA ACT 2601
or by email to:
memorial@austarmyapprentice.org

See the order forms and further information on the Australian Army Apprentices Association Website
www.austarmyapprentice.org



Australian Army Apprentices Memorial

The Australian Army Apprentices Memorial, at the Memorial Park, Bandiana, Victoria was dedicated on 26th October 2008 to all Apprentices who supported the Australian Army in war and peace and, in particular, to those killed in action or who lost their lives on overseas service. The Memorial allows all Apprentices and their families to permanently record, by means of inscribed pavers or plaques, their place as an Army Apprentice. It may also be used as a resting place for their ashes: forever with their mates.



Australian Army Apprentices Association Memorial Design

The Memorial was designed to incorporate many of the icons of Apprenticeship days so that visiting Apprentices can reminisce on their time at the Army Apprentices School and remember mates no longer with us.

The walls and support columns represent the Apprentice-built US 1st Marine Division Memorial walls at Balcombe and are of the same design and colour and constructed in the same English bond brickwork. Each wall represents a School and the names BALCOMBE and BONEGILLA are at the top of their respective walls. Memorial plaques for departed Apprentices may be placed on the respective wall. The columns hold a plaque recognising the donors who helped to make the Memorial possible and the Memorial name.

The gates are copies of the iconic Apprentice-built US 1st Marine Division Memorial gates at Balcombe and also the set relocated from Balcombe to the entrance of Latchford Barracks. The Memorial gates were built as a gift by the Army School of Electrical and Mechanical Engineering (ASEME) with material donated by the Royal Australian Electrical and Mechanical Engineers (RAEME) Association.

The paved area represents the Schools' parade grounds with the engraved pavers representing the thousands of Apprentices who spent hours on these parade grounds. In Army tradition, parade grounds are hallowed ground.

The flagpole at the centre of the Memorial was fabricated at and donated by the School of Military Engineering (SME) and supports the Australian or the Apprentices School flags. The flags remind us of our pride, loyalty and honour to our country and our mates.

The central pit containing the Apprentices School badge sculpture and the dedication plaque represents a weapons pit to remind us that we were all bloody good soldiers. It also acts as a repository for the ashes of many Apprentices who wish their spirits to remain with their colleagues.

The Army Apprentices School badge sculpture, the dominant feature of the Memorial, signifies the excellent education, trade and military training received by Army Apprentices. The badge is now incorporated into the badge of the Army Logistic Training Centre (ALTC) based at Bandiana and Bonegilla.

The garden contains long-lasting evergreen conifers, which act as a reminder of the green of the jungle in which so many Apprentices found themselves serving.

The Memorial Wall silhouettes the gates and will hold the Apprentice KIA plaques from the intake avenue of trees at Latchford, brass plates with the names of countries that Apprentices served and, under these plates, the names of Apprentices who lost their lives whilst serving there. If Bonegilla closes down, the memorial plaque from that site will be relocated on this wall.

The large boulder with engraved KIA names located at the front of the Memorial was originally part of the RAEME Memorial and was given by RAEME to the Association.

The dedication plaque reminds us all of our worth and for what the Memorial stands.

The Reflection Seat, which was donated by Jock McWhinney (10th Intake Blacksmith), allows visitors to rest and reflect on the values that the Army Apprentice Scheme gave to the Army and to each person who passed that way.

Based on the design and working drawings by Frank Poole (10th Intake Architectural Draughtsman), it was originally envisaged that the Memorial would be constructed partially by Apprentices, but this was abandoned for a number of reasons and quotes were called for its construction. Premier Construction was invited to build the Memorial using contributed material from Greg Bayliss (21st Intake Vehicle Mechanic – the bricks) and Pronto Mixed Concrete. The gates were built and donated by ASEME tradespersons, the Apprentice badge sculpture by Ray Bertazzo, Bertazzo Engineering (34th Intake Fitter & Turner) and the flagpole by SME trade trainees.

Funding was provided by generous donations from Raytheon Australia, BAE Systems and the Department of Veterans' Affairs and a great number of personal and intake donations from Apprentices Australia wide. Apprentices continue to contribute to the Memorial, ensuring its ongoing development and maintenance.

**AAAA Committee Meeting
29 June 2013**

Balcombe Barracks Commemoration 2013 – Works Project Report

With the completion of the Commemoration Event on Saturday 04 May, the works project is now closed with effect this wrap-up report.

Plaques and Mounting Rocks

1. All four plaques are now mounted onto the rocks.

Interpretive Panels

2. The three double-sided interpretive panels are now installed on the site.

Landscaping and Refurbishment Works

3. Ongoing maintenance and care of the site now falls to Mornington Peninsula Shire Council's delegate, Greg Powell, whose department is responsible for management of the Council's parks and gardens.

DVA Grant for Plaques and Rocks Funding

4. The Grant money from DVA, totalling \$3,250.00, for the plaques and rocks elements of the works project was deposited directly into the Association's bank account on 13th May 2013.
5. In accordance with the provisions of the Grant, I have signed and submitted the Acquittal Form. A copy of the signed form has been provided to the Secretary for placement in the Association's correspondence files.

Acquittal of Victorian Government Grant

6. The Events Manager will speak to the matter of the acquittal of the \$10,000.00 Grant from the Victorian Government, which had been held in trust by the Shire Council. These funds put in place to cover works associated with the interpretive panels and the site preparation for the plaque mounted rocks.

Project Wrap-Up

7. This report concludes the wrap-up of the works project.

Peter Muir
17 June 2013