

Australian Army Apprentices Association (Inc)
Financial Report for FY 2010/2011

<u>Income</u>		<u>Expenditure</u>	
Membership subscriptions	12,412.00 <i>Note (1)</i>	Committee expenses	3,401.56
SPAASSM donations	20.00	Administration	1,637.20
Memorial donations	3,322.50	Membership expenses	1,483.68 <i>Note (2)</i>
Plaques and pavers	1,600.00	SPAASSM expenditure	0.00
Memorabilia sales	597.95	Memorial expenditure	848.36
Reunion payments	13,910.00	Memorabilia purchases	1,680.23
Interest	46.86	Balcombe Gates Project	1,796.01
	<u>\$31,909.31</u>	Reunion expenses	810.06
		Credit Card and Bank fees	459.81
			<u>12,116.91</u>

Financial Position as at 30 June 2011

Closing balance 30 June 2010		15,582.42
Income		31,909.31
Expenditure		-12,116.91
Sub Total		<u>35,374.82</u>
Term Deposits		10,496.34
Total Assets		45,871.16
Less term deposit		10,496.34
Balance at Bank (Operating funds available)		<u>\$35,374.82</u>

Notes

Note(1)

Item includes recredits of \$250 due to incorrect credit card details supplied with membership renewals.

Note(2)

Item includes reversals of \$250 due to incorrect credit card details supplied with membership renewals.



Treasurer

September 2011

16



Auditor

September 2011

Webmaster Report

AGM 2011

Progress

Most of the activity through the year involved routine maintenance of the website (Vale, Corrections, Notices) and the Reunion.. The Memorial pages are being updated currently to include more detail and to announce the new procedures for ordering Pavers and Plaques. This update should be available by the time of the AGM.

The Benzene project was judged by the Committee to have reached the end of its useful life and was discontinued. Because of the limited response received, little meaningful data was collected.

Wally Rotow has continued his sterling work on refining the accuracy of the enlistment and vale records. Changes are being continuously applied

Jeff Heron (21st Rad. Mech) has done an excellent job with the forum and it is now current and relevant. The Forum is still underutilised and members are urged to use the forum for their queries and notices. The Forum can give members much more involvement with the Association and contact with other members.

Development of the "AAAA Inc Historical Collection" database (the former Project SPAASSM) is under way (see the separate report.)

Next period

The three main activities will be

- Publishing the "AAAA Inc Historical Collection" on the website;
- Site Maintenance and
- Re-design of the whole website.

Ian Morris
Webmaster
12-11-2011



AUSTRALIAN ARMY APPRENTICES ASSOCIATION INCORPORATED
ACT Incorporation No A04404
GPO Box 2072, CANBERRA, ACT, 2601 www.austarmyapprentice.org
Patron: : Brigadier David Luhrs, CSC, Commandant of the Royal Military College, Duntroon.

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
AUSTRALIAN ARMY APPRENTICES ASSOCIATION INC.**


HELD ON THE 29TH OCTOBER 2011

AT THE SOUTHERN CROSS CLUB, PHILLIP, ACT.

WELCOME

The Acting President opened the AGM at 1040 hrs. and thanked all those in attendance with a special welcome to our new Patron, Brigadier David Luhrs, CSC.

ROLL CALL



Lucas McGann	Trevor Parrott	Laurie Dawson
Frank Poole	Bevan Quinn	Joe Hill
Frank Maloney	Ian Laurie	Pat Marley
Owen Reynolds	Ross King	Norm Wells
Jeff Heron	Peter Wright	Brian Daley
Craig Malcolm	Peter Snowden	Max Osborne
Doug Bestwick	Charlie Myhill	David Walsh
Geoff Martin	Noel Scott	Allan Beer
Ray Wilson	Jim Hislop	Pete Leslie
Ian Morris	Neville Smith	Phil Livingstone
Jock McWhinney	Col Fogarty	Rendell Brown
Brian Stapleton	Geoff McCormack	Alf Richardson
Geoff Hawker	Kevin Bailey	Jeff Waller
Harry Cole	Merv Lewis	Steve Laycock
George Reid	John Maher	Tom Rundle
Steve Wellburn	Col Maher	Mal Edmiston
George Stockwell	Ian Hartshorn	David Grant

ROLL CALL Cont'd

Gary Vapp	David Young	Norm Jaggar
Warren Miller	Bob Reed	Stu Woolscobb
Herb Taylor	Brian Nicholls	John Cotton
Fred Betts	Laurie Wiseman	Wally Rotow
Wal Brewer	Ian Thomas	Ken Osborne
Rod Hingston	George DeLacey	Kevin Noon
George Bambling	Alan Meiklejohn	Dennis Anspatch
Ken Ord	Mike Kusternig	John Noack
Noel Cooper	Sid Cheeseman	Paul Barrett
Peter Muir	Alan Gostelow	Graham Chinner
Greg Mulcahy	Mike Muirhead	John Warner
Peter Thompson	Ron Emery	Rex Veal
Richard Pike	Mick Moran	Graeme Scott
Greg Hambridge	John Nines	Bob Clarke
Kim Aramini	Steve Wellburn	Jim Riley
David Luhrs	Reg Davey	David O'Brien
Norm Osmand	Roy Vincent	Paul Prickett
Mick Eaton	Bob Ludlow	John Ross
Fred Millar	Jim Campbell	Bruce McIlwraith
Steve Cartner	Bob Rogers	William Elliott
Neil Cromarty	Sid Young	Bill Mertin
Neil Bennett		



APOLOGIES

Carl Smith	Paul Martyn-Jones	Bob Young
Peter Jackson	Doug McCarthy	Mick Henrys
Ross King	Doug Maddison	Vince Olivieri
Graham White	Graham Poole	Bob King
Dave Wilson	Alan Richardson	David Brandie
Dallas Mulhall	Kevin Pearson	Gary Byard
Peter Thornton		

PROXIES

There were no Proxies received

CONFIRMATION OF MINUTES OF THE 2010 AGM

Move that the minutes of the 2010 AGM as posted on the AAAA Inc. Website be accepted.

Moved: Jeff Heron

Seconded: Geoff Martin

REPORTS

Move that the following reports as posted on the AAAA Inc. Website be accepted.

President's Report

Secretary's Report

Treasurer's Report

Auditor's Report

Membership Secretary's Report

Event Manager's Report

SPAASSM Report

Webmaster's Report

Memorial Sub-committee's Report

Balcombe Gates Project Sub-committee's Report

Moved: Bob Rogers

Seconded: Bruce McIlwraith

SPECIAL MOTIONS

Motion 1

That the restructuring of the Articles of Association of the Australian Army Apprentices Association Inc. be accepted.

NOTE: The draft of the restructured Constitution had been posted on the Website.

Discussion: The Constitution is now four years old and is now in need of a review to take on board four years of experience and to consolidate changes made to the Constitution in this time. This motion seeks approval for the constitution in its restructured form.

Proposed: Jeff Heron

Seconded: Frank Poole

Accepted

A vote of thanks was given to Jeff Heron for the time and effort in carrying out this task by all those attending the AGM.

Motion 2

That the following be elevated to Life Membership:



Frank Poole

Jack Westernhagen

Proposed: Lucas McGann Seconded: Neil Bennett

STAND DOWN OF RETIRING OFFICERS

The following officers stood down

President

Secretary

Events Manager

Heritage Officer

Web Master

Three (3) of the ordinary Committee Members

VOTE OF THANKS TO OUT GOING COMMITTEE MEMBERS

Proposed: Frank Poole Seconded: Lucas McGann

ELECTION OF OFFICE BEARERS OF THE ASSOCIATION FOR THE NEXT TWO YEARS

President

There being only one nomination for the position: Lucas McGann

Proposed: Frank Poole Seconded: Neil Bennett

Lucas was therefore elected President of the AAAA Inc. unopposed.

Secretary

There being only one nomination received for the position: Neil Bennett

Proposed: Frank Poole Seconded: Greg Mulcahy

Neil was therefore elected Secretary of the AAAA Inc. unopposed.

Events Manager

There were no nominations received for the position.

Frank Maloney requested that he continue in the position until the Apprentices Together 2011 project is completed and signed off.

At the President's request Frank gave a brief verbal report on the reunion with special mention for those who gave their support and time in the preparation for and the organisation of the event.

Heritage Officer

There were no nominations for this position.



Nominations were called from the floor of the meeting.

Lucas McGann nominated Jim Hislop.

Jim accepted the nomination and was elected as Heritage Officer of the AAAA Inc.

Webmaster

There being only one nomination for this position: Ian Morris.

Proposed: Frank Poole Seconded: Greg Mulcahy

Memorial Sub- Committee Chairman

There being only one nomination for this position: Frank Poole

Proposed: Lucas McGann Seconded: Greg Mulcahy

Frank was therefore elected as Memorial Sub-Committee Chairman of the AAAA Inc. unopposed.

Committee Members

The following nominations were received:

Gary Byard

Proposed: Neil Bennett Seconded: Frank Poole

Bill Mertin

Proposed: Frank Poole Seconded: Lucas McGann

Jock McWhinney

Proposed: Frank Poole Seconded: Lucas McGann

As the number of nominations equalled the number of Committee vacancies, Gary, Bill and Jock were elected to the Committee of the AAAA Inc.

APPOINTMENTS

Trustee

Fred Millar once again accepted this position and expressed his pleasure and gratitude at being part of the AAAA Inc. This was supported by the meeting.

Auditor

As there were no nominations received the position was declared vacant, to be filled at a later date by the incoming Committee.

There being no further business arising the President thanked everyone for their attendance.

The meeting closed at 1115 hrs.



The AAAA Inc Historical Collection Database Report

AGM 2011

Progress

The name of the project was changed from “SPAASSM” to the “AAAA Inc Historical Collection”. The purpose of the name change was to better reflect the current status of the project.

A small test database has been developed with about 20 images. In the test environment the images can now be retrieved and displayed. For the technically minded the development environment is XAMMP (Windows, Apache, PHP, MySQL) which is compatible with our web hosting service.

Technical problems (a rootkit on my PC) severely disrupted progress for several weeks.

The Year Ahead

The two main activities planned for the year ahead (unfortunately same as last year) are publication on the Website of the digital images and processing of the video material. This will complete the project.

Ian Morris

AAAA Inc Historical Collection Database Project Manager

12-10-2011

CHAIRMAN ARMY APPRENTICES MEMORIAL SUB-COMMITTEE REPORT FOR 2011 AGM

The memorial has always been intended to be a “living memorial”, meaning that it will be used by Apprentices over the years to perpetuate their memories of Apprentices School, recognising trades, intakes and mates, in memory of specific departed loved ones and in recognising in particular those Apprentices lost in action.

Unfortunately, a living memorial also involves maintenance and repair. Already our gates are growing rust blisters and rabbits and kangaroos are scattering soil over the pavement. The gates are being removed so that they can be sandblasted and powder coated. We are building up the sides of the flower beds to prevent soil being scattered onto the pavement. We have Jim Hislop, Charlie and Capt. Phil Craig and his Museum staff to thank for looking after these issues.

Several new pavers, memory bronze plaques and a memorial plaque have now been added to the Memorial, with more pavers and memory plaques due to be installed soon. Greg Mulcahy has ure looked after the ordering and manufacture of these, assited by jim in the delivery and collection of pavers and the laying of pavers and plaques.

The Memorial Wall to be erected behind the gates, which will have mounted the Apprentice KIA plaque that RAEME have kindly allowed relocation from the RAEME memorial, has been put on hold as funds have had to be allocated for the preservation of the gates.

The web page has been updated and redesigned and now allows on line ordering of plaques and pavers.

It is intended in the new year that a small bi-fold brochure will be produced explaining the significance of the memorial and the Army Apprentices schem. This is primarily for visitors to the memorial and stocks will be held at the Army Museum.

Over the past year we have had just over \$4000 donated by members with their membership renewals, through regional lunches, raffles and generous Apprentices. Thank you to those who donated, your money is essential for the development and upkeep of our memorial.

Frank Poole

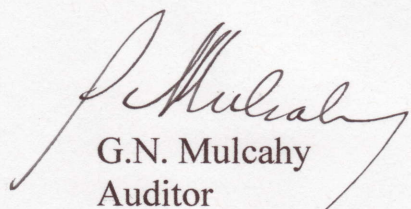
Chairman, Apprentice Memorial Sub-committee



AUDIT REPORT
AUSTRALIAN ARMY APPRENTICES ASSOCIATION
FINANCIAL YEAR 2010 - 2011

To the Members of the Australian Army Apprentices Association

In my opinion, the Financial Report of the Australian Army Apprentices Association dated 16th September 2011 for the year ended 30 June 2011 gives a true and fair view of the Association's financial position for the financial year ended on that date.


G.N. Mulcahy
Auditor
September 2011

CANBERRA REGIONAL REPRESENTATIVES ANNUAL REPORT

I have been fortunate this year with no Apprentice funerals to attend or major sicknesses.

We have held three luncheons at various restaurants around Canberra. For our region size we do pretty well and average about 20-22 each time.

A raffle is run each lunch and the proceeds go to the Apprentice Memorial, this year has been over \$500.

I intend to continue with the lunches which always seem to be well received with new Apprentices appearing out of the woodwork with each lunch.

I intend to run three lunches each year and to establish a full list of Apprentices, members or not, for the region.

I am considering having a briefing from Army on operations in Afghanistan and/or a talk on a subject of concern/interest to all Apprentices at one lunch at least, but that will require a dedicated room and a bit more organising.

Keeping tabs on sickies is difficult and I have to rely greatly on the Apprentice network; if I've missed calling on anyone, my apologies.

Frank

Frank Poole LtCol(R) RAE(tn)

ACT Regional Representative



AAAA Inc - 2011 AGM Membership Secretary Report

The current state of the membership (as at Oct 1, 2011) is 590 **Financial members** (up from 505 this time last year), consisting of:

Ordinary Memberships	326
Retired Memberships	259
Associate Memberships	5

Table 1 - Members by Membership Type

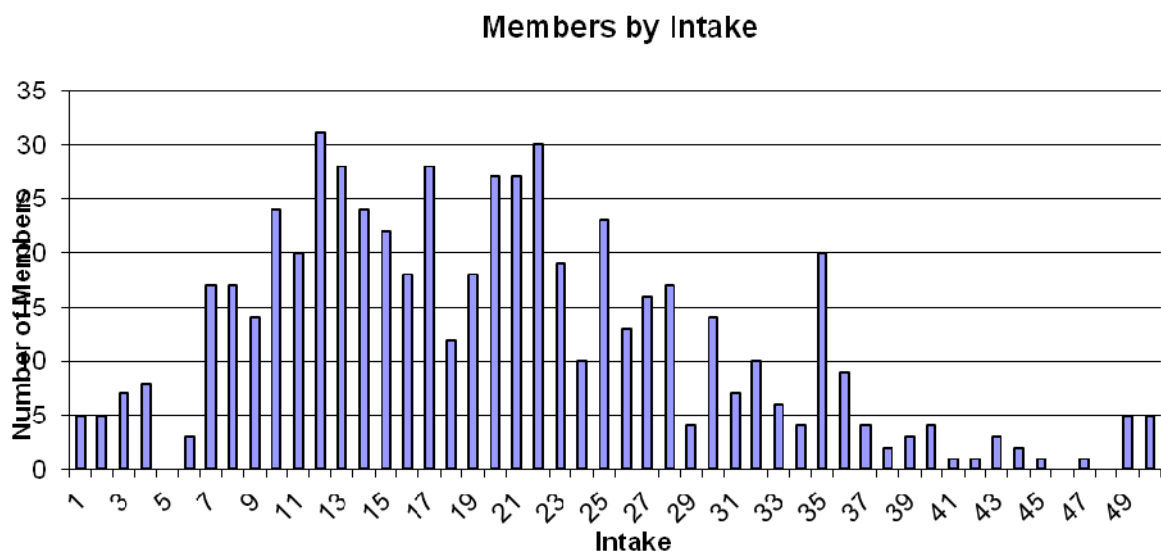
An analysis of the membership is as follows:

By Intake

The majority of members are from the 7th to the 25th intakes.

Intake	Number	Intake	Number	Intake	Number
1	5	18	12	35	20
2	5	19	18	36	9
3	7	20	27	37	4
4	8	21	27	38	2
5	0	22	30	39	3
6	3	23	19	40	4
7	17	24	10	41	1
8	17	25	23	42	1
9	14	26	13	43	3
10	24	27	16	44	2
11	20	28	17	45	1
12	31	29	4	46	0
13	28	30	14	47	1
14	24	31	7	48	0
15	22	32	10	49	5
16	18	33	6	Associate	5
17	28	34	4		

Table 2 - Membership by Intake





Membership Expiry

Membership expiry is on 1 Mar and 1 Sep of each year with members now having the opportunity to pay for one, two or a three year membership. An increasing number of members have taken the three year option. The following table shows the current membership expiry dates:

Expiry Date	Number
Mar-12	177
Sep-12	133
Mar-13	155
Sep-13	53
Mar-14	42
Sep-14	17
Mar-16	2

Table 3 - Membership Expiry Dates

New Members and Membership Renewals

Over the period from October 2010, 71 new members have joined the association (up from 41 the previous year) with 39 lapsed members renewing their membership. There are currently 82 lapsed members with 21 of these due in September 2011. Renewals are still coming in from the September renewal campaign, so this number will reduce. Lapsed members will continue to be invited to renew their memberships with each membership renewal mail out. It is hoped that the revamped newsletter as well as the promotion of the extra activities will attract them to renew their membership. A breakdown of lapsed members' expiry is as follows:

Expiry Date	Number
Mar 08	16
Mar 09	28
Mar 10	7
Sep 10	3
Mar 11	7
Sep 11	21

Table 7 – Lapsed membership expiry dates

The Renewal Process has improved. Unfortunately a low number of members are not still complying with the instructions about returning their Renewal Forms (and bank receipt) to the Treasurer which are detailed in the covering letter sent with their renewal, and repeated on the Renewal Form. The current renewal system relies on this form being used as a tracking document for the renewal process - especially as the Treasurer is in Canberra and the Membership Secretary in Melbourne.

An article reminding members of the definitions of Ordinary and Retired Memberships was published in the last newsletter

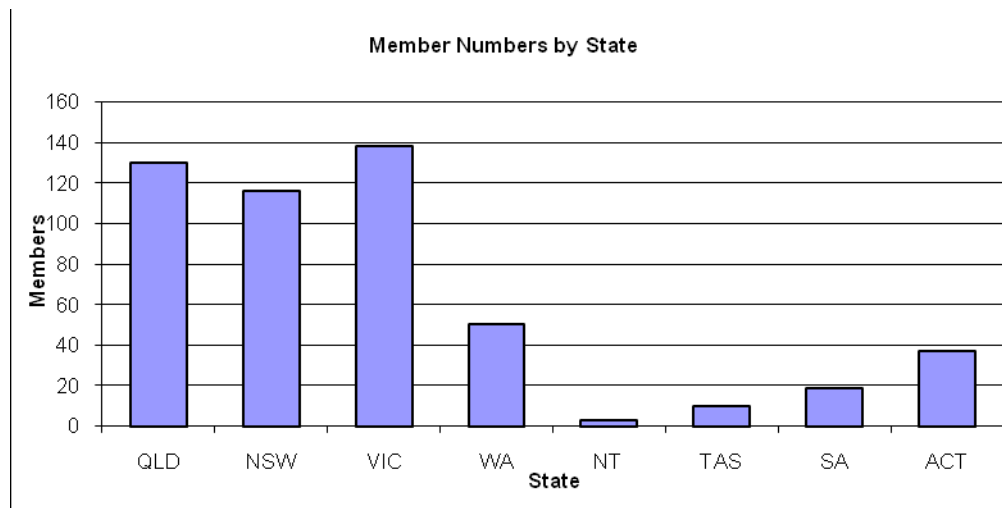


By State:

The membership is currently evenly distributed throughout the eastern states.

State	Number
QLD	164
NSW	131
VIC	156
WA	54
NT	5
TAS	11
SA	22
ACT	44
Overseas	3

Table 4 - Membership by State



By Trade

Members Trades are recorded by the Trade they indicate on their Membership Application (or Renewal Form) and some trades have had a number of name changes, especially the electronic trades. The majority trade of the membership is Vehicle Mechanic.

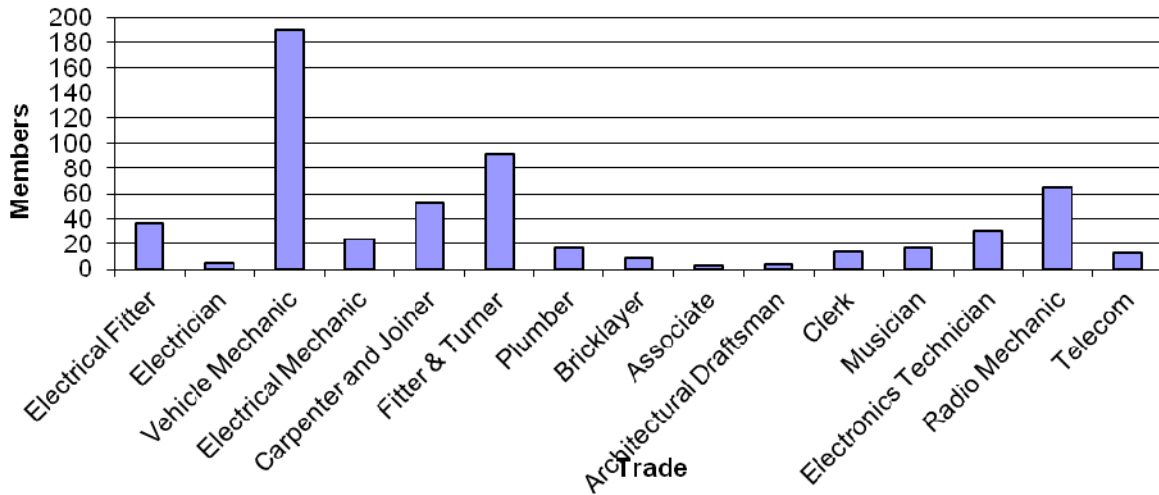
Trade	Number
Electrical Fitter	36
Electrician	5
Vehicle Mechanic	190
Electrical Mechanic	24
Carpenter and Joiner	52
Fitter & Turner	91
Plumber	17

Trade	Number
Bricklayer	9
Architectural Draftsman	4
Clerk	14
Musician	17
Electronics Technician	31
Radio Mechanic	65
Telecom	13

Table 5 - Membership by Trade



Members by Trade



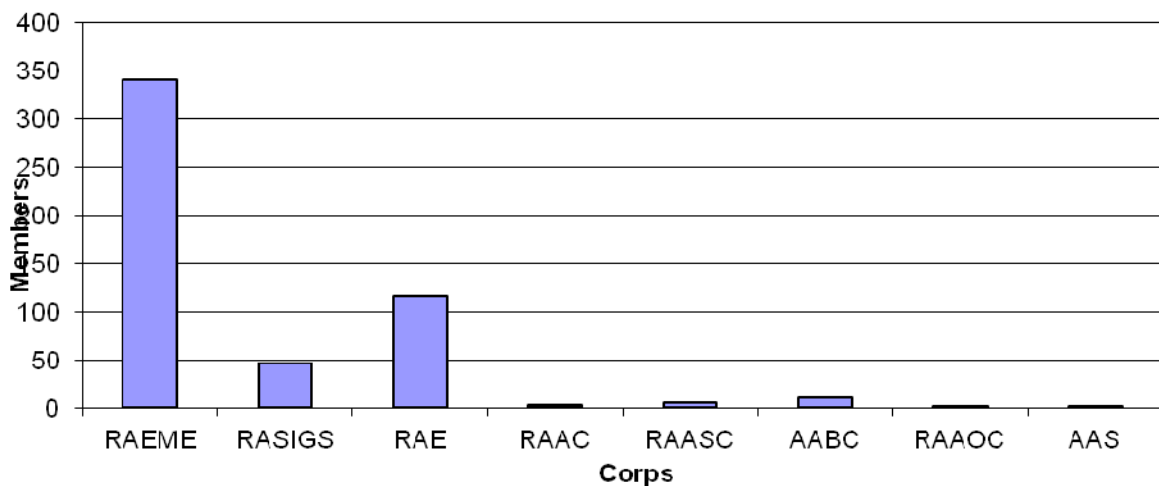
By Corps

RAEME is by far the dominant corps with nearly 50% of the membership. Members are recorded by the Corps they indicate on their Membership Application (or Renewal Form). Currently membership records do not have all members Corps recorded as many members have not indicated their corps on their Membership or Renewal Forms.

Corps	2011	2010	2009
RAEME	340	286	176
RASIGS	47	37	22
RAE	116	109	84
RAAC	3	3	3
RAASC	6	3	2
AABC	12	10	6
RAAOC	2	2	1
AAS	1	1	1

Table 6 - Membership by Corps

Members by Corps





E-Mail addresses

Of the 590 members, we have the e-mail addresses of 518 members. It is important that the Association has up to date e-mail addresses as this significantly reduces the mail out costs to the Association as most correspondence is suitable for delivery by e-mail.

Member Attraction and Retention

2011 has been a good year for membership attraction and retention with the 2011 reunion creating a lot of interest. It is critical, for the long term success of the association, that the association continue to provide value to members. Value can be perceived through many ways and the association is not going to be everything to everyone, however the association will need to provide a set of core values that are attractive to as wide an audience as possible. To achieve this, the Association will need to continue to address areas such as:

- Information to members – via the website and newsletter
- Links with Apprentice history – the Memorial and Balcombe gates project
- Comradeship – local and national reunions and events

The first two are currently happening; however there needs to be more local events, there are very few local events and activities taking place. The reunion in Canberra is a good source of new memberships, but this event is infrequent. There are regular lunches held in Canberra and an annual get together in Brisbane and a couple of individually organised intake reunions taking place, but little else. Lucas McGann ran a very successful get together in Melbourne earlier this year. This event was well attended and generated quite a bit of interest in the association, especially from the higher numbered intakes. This event saw a jump in new members to the association.

Membership Database

Due to a lack of time and resources the membership database project has been shelved. The membership system will continue to be run on an Excel Spreadsheet for the time being.

Newsletter – The Apprentice About

Three editions of the newsletter were sent out over the last year and the feedback has been very positive. A number of contributors have been regularly submitting (very good) material covering a number of subjects and new material and articles will be gratefully received. A new addition to the newsletter is the “Looking For” section, where members can submit names of apprentices they are seeking. Once an apprentice has been located, they will be informed that a member is looking for them and then they will have the option to respond.

Also, we are still on the lookout for an Editor for the newsletter.

Craig Malcolm (31st ET)
Membership Secretary
Australian Army Apprentices Association Inc
Telephone 03 9435 4857
Mobile 0438 808 455
membership@austarmyapprentice.org



THE AUSTRALIAN ARMY APPRENTICES ASSOCIATION (Inc)*

Patron: Lieutenant-General K.J. Gillespie AC.DSC.CSM.

GPO BOX 2072, Canberra. ACT. 2601.

www.austarmyapprentice.org.

TREASURER'S REPORT

YE 30 June 2011

The Committee to note attached Financial Report 1 July 2010 – 30 June 2011.

Membership expenses:

It appears that due to the volume of cash through the accounts this financial year, mainly due to the reunion, we will be required to undergo external audit. To this end, all expenses claimed must be covered by a receipt.

Balcombe Gates:

This is still an expensive operation, and needs tidying up. It would appear that a lot of the monies pledged by quite a number of organisations might possibly be only forthcoming when the project is complete. I think this needs some discussion at the General Meeting.

Current Financial Position:

Financially, we are in a relatively comfortable position, and we should consider finalizing outstanding work on the memorial. A copy of the audited report for the financial year ending 30 June 2011 is attached.

Owen Reynolds
Treasurer