



**AUSTRALIAN ARMY APPRENTICES ASSOCIATION INCORPORATED**  
ACT Incorporation No A04404  
GPO Box 2072, CANBERRA, ACT, 2601 [www.austarmyapprentice.org](http://www.austarmyapprentice.org)

**Patron:** Lieutenant General Ken Gillespie, AO, DSC, CSM, Chief of Army

**MINUTES OF THE ORDINARY MEETING OF THE COMMITTEE HELD  
AT BANDIANA ON SATURDAY 7<sup>th</sup> AUGUST 2010**

The meeting was held at the Army Museum at Latchford Barracks and was opened by the President at 2pm.

**Present**

Frank Poole	President
Lucas McGann	Secretary
Ian Morris	Webmaster and SPAASSM Chair
Geoff Martin	Heritage officer
Craig Malcolm	Membership Secretary
Jock McWhinney	Benzene Project
Phil Craig	Army Museum Bandiana
Stan Whitwell	Assoc. member

**Welcome**

The President opened the meeting and thanked those attending for doing so.

**Apologies**

LtGen Ken Gillespie  
Jack Westernhagen  
Frank Maloney  
Bill Merton  
Owen Reynolds  
Greg Mulcahy  
Russell Evans  
Gary Byard  
Jeff Heron  
Michael Farrar

**Special Business**

Ian Morris, the Chair of the SPAASSM committee, spoke briefly regarding the formation of SPAASSM and of the amount of work that has gone into the project and the enormous amount of material discovered then catalogued. Ian then officially handed over to the manager of the Army Museum Bandiana Captain Phil Craig a computer disc containing a directory of the material and a manual on its use and content.

Captain Phil Craig accepted and thanked Ian for his efforts.

The Chief of Army, LtGen Gillespie thanked Ian Morris and Bill Merton for their efforts via the President.

The President congratulated Phil Craig on his appointment as Manager of the Army Museum Bandiana and thanked him for accepting a position on the Apprentice Subcommittee.

### **Minutes of previous meeting**

The minutes of the previous meeting held in Melbourne on the 28<sup>th</sup> April 2010 and posted on the AAAA Inc website were accepted as posted.

Mov. Frank Poole

Sec. Geoff Martin

### **Reports**

Accepted as presented

### **Business arising from reports**

Presidents Report

This last quarter I have been absent travelling northern and central Australia so have not been as active as I would normally be. During my absence the Association was ably led by Jack Westernhagen and supported by committee members.

The Apprentice Memorial has been p of my list to get it finished with the Memorial (interment)Wall and the relocation of the intake and KIA plaques from the memorial drive at Latchford. The Committee will be looking at a suitable location within the Memorial for these items and Maj Graham Anderson has kindly agreed to assist with their relocation.

I am examining the legal ramifications of interment and the construction of a suitable wall with a number of cemetery managements and hope that construction can start this quarter. Thanks to the generosity of many members who donated to the memorial when paying membership fees I believe we will have the funds to go ahead and build the wall.

We now have an Apprentice Prayer which will be most suitable for interment and wall plaques placements.

The Balcombe Gates redevelopment is going ahead with Geoff Martin at the helm assisted by a sub-committee of all interested parties. I am concerned that the Association should not be financing this project as it is more an Army/Defence project coordinated by the Association. I will be speaking to Chief of Army regarding support from the History Unit and financial aid. I have attempted to contact the IUS 1<sup>st</sup> Marine Division Association but to date have had no response.

I have been assisting Frank Maloney with the organisation of Apprentices Together 2011 and we will be meeting in the next month to finalise all arrangements and the program. This will enable us to publish the registration brochure. It is gratifying to

see that we have three volunteers from Canberra to assist. This event promises to be a great intake and family gathering and will hopefully be the forerunner of future biannual events held in popular family locations around Australia.

Craig has been working on the Management system with Ian Branch and a report will be given at this Committee Meeting on progress to date.

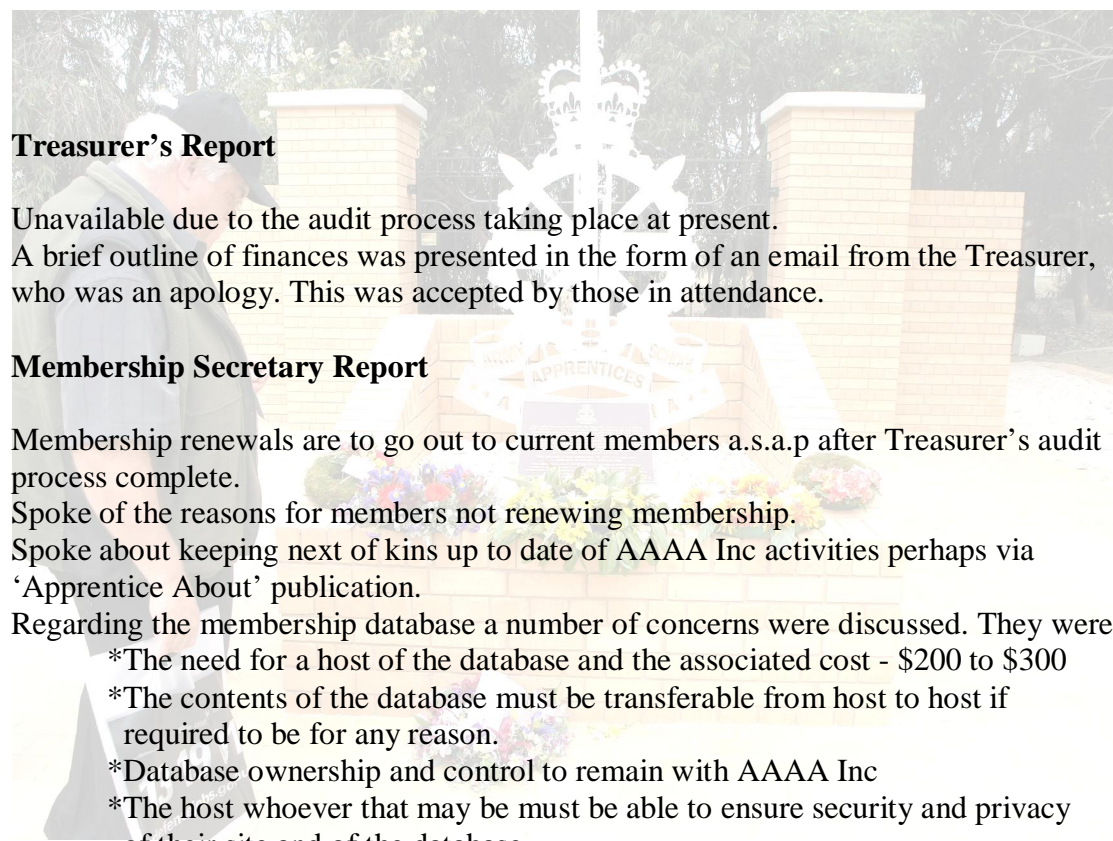
Our web site continues to expand under the mastership of Ian Morris.

I was successful in having Kevin Bailey awarded the Army Combat Badge. The Army now recognises this Association as an endorsing Association for awards.

Finally, we have a newsletter, The Apprentice About, about to be issued. This will replace my old President's Updates and will enable a wider range of topics to be included. Thanks Craig for the effort.

Frank Poole

President



### **Treasurer's Report**

Unavailable due to the audit process taking place at present.

A brief outline of finances was presented in the form of an email from the Treasurer, who was an apology. This was accepted by those in attendance.

### **Membership Secretary Report**

Membership renewals are to go out to current members a.s.a.p after Treasurer's audit process complete.

Spoke of the reasons for members not renewing membership.

Spoke about keeping next of kins up to date of AAAA Inc activities perhaps via 'Apprentice About' publication.

Regarding the membership database a number of concerns were discussed. They were

- \*The need for a host of the database and the associated cost - \$200 to \$300
- \*The contents of the database must be transferable from host to host if required to be for any reason.
- \*Database ownership and control to remain with AAAA Inc
- \*The host whoever that may be must be able to ensure security and privacy of their site and of the database.
- \*Only select members of the committee of the AAAA Inc to have access to contents of the database and be protected by log on and password.

### **Webmaster Report**

Discussion on the desire for more use of the forum page of the website, the need for traffic to be directed to the forum page, possible inclusion of instructions on 'how to use' and the need to keep the page contents relevant and up to date. The webmaster to consider the suggestion made by Frank Maloney

Ian Morris and Jeff Heron to look at the possible use of facebook as a medium of communication and report back at the next committee meeting.

### **SPAASSM Report**

The SPAASSM page on the website to be updated to reflect recent events and handover of material to the Museum.

Work to continue on the best method of placing SPAASSM images on the webpage allowing members to caption the images.

### **Heritage Report**

An informal meeting was held prior to this committee meeting at the Apprentice memorial with Frank Poole, Ian Morris, Lucas McGann, Craig Malcolm, Jock McWhinney, Geoff Martin and Maj. Graeme Anderson in attendance.

It was decided at this gathering to leave the remaining live trees where they are and replace the dead trees with new ones, this was to be done at a cost of approximately \$2000.00

It was also agreed that access to the memorial avenue would be available to Apprentices upon prior notice being given to the RSM

#### **Motion**

Following discussions with Maj. Graeme Anderson, the AAAA Inc will contribute half the cost up to \$1000.00 to the purchase of new mature trees to replace the trees now dead as a result of drought conditions and that local units (AATC) will maintain these trees. Therefore the trees and plaques will stay at Latchford in existing location.

Mov. Craig Malcolm                      Sec. Geoff Martin                      Motion Carried

A letter of thanks to Maj. Graeme Anderson for his input and assistance to be forwarded by the President.

#### **Mornington Park**

The President has spoken to the C of A regarding funds for the panel and story board to be located at Balcombe and was advised that none were available. Frank Poole will write to the Army History Unit requesting assistance after a formal project plan and budget are finalised.

### **Event Manager Report**

#### Apprentices together 2011

The venues have been chosen and need to be confirmed.  
Registration form for individual intakes to be formalized  
The event now to be held over 4 days instead of 5 days.

A meeting of Event Manager and a local team will be held in Canberra in September 2010 and finalise details, determine a budget and draft an information booklet and registration form.

The committee noted the Event Managers most useful report and will deal with each point in general business.

## **General Business**

### Memorial wall.

Frank Poole to enquire about construction of memorial wall and the Regulations concerning interring ashes in said wall and will then consult with the memorial sub committee regarding its design, costing and construction.

Ex apprentices are to be made aware of opportunity of buying a plaque at the apprentice memorial.

President noted that 3.5 pallets of bricks and 0.5 pallet of pavers have been stored by the museum.

### Apprentice About Edition 1

General mood and feedback on first edition was good. Well done Craig.

It was agreed that circulation be extended the to Army Museum, Army newspaper and the Army schools.

Phil Craig of the Army Museum was invited to advertise the museum in following Editions.

### Membership

Discussion on the need for promotion of memberships and renewal of existing memberships. It was noted that membership was increasing.

### President Elect

Frank Poole, the current President, spoke of the concept of a President elect so as to promote a smooth change over of office when the current President is up for re-election in October 2011. All in attendance agreed that the concept had merit and no one opposed the idea or implementation of it, while understanding that whoever was to be the President elect still had to be nominated, seconded and voted in at the appropriate time.

### Patron

Lt Gen Gillespie's contract as C of A expires as of 4<sup>th</sup> July 2011 and has expressed to the President the possibility of the need for the appointment of a new Patron as of this date.

Nothing was decided or put forward at this stage.

Insurance

Motion

The Secretary to organise Public Liability insurance for \$10mil cover with current insurer provided there is no significant cost increase. To be done before current policy expires.

Mov. Craig Malcolm            Sec. Frank Poole            Motion Carried

Apprentice success stories

Upon the suggestion of the Patron Frank Poole to approach Peter Thornton with a view to Peter doing research and reporting on apprentices who have excelled in life and/or career and if subject is agreeable to possibly publish these success stories in a suitable format.

A.G.M

To be held on Saturday 23<sup>rd</sup> October 2010 in Canberra, possibly at RMC.  
Reports to be called for 30 days prior to event and submission 14 days prior to event.  
The committee positions up for election at this meeting are Vice President, Treasurer, Membership Secretary, Public Officer and 3 x ordinary committee members – Michael Farrar, Glen Jones and Jeff Heron  
Incumbents to be contacted and intentions sought along with calling for nominations.

The day will begin with a BBQ lunch followed by the AGM followed by an ordinary committee meeting and finishing with a dinner at a location to be decided.

Frank Maloney's point regarding the Apprentice Prayer was noted as an agenda item.

Benzene Project

As a result of the response to the Benzene questionnaire form a change in procedure is in order to gain more information.  
The future of the project to be evaluated after assessing response to the newsletter.

Plaques

New wall plaques containing the Apprentice badge are available at a cost of \$45.00 each.  
To be purchased on a demand basis only.

It was agreed to present Maj. Graeme Docksey (R), Ray Wilson and Peter Thornton with a plaque each in recognition of services and work done for or on behalf of the AAAA Inc.

**Next meeting**

Saturday 23<sup>rd</sup> October 2010 in Canberra following AGM

**Meeting closed**

4.15pm

