



1ST ARMoured
REGIMENT
ASSOCIATION INC.

1st Armoured Regiment Association Incorporated

ABN 16930055791
PO Box 301, Mentone. VIC 3194
secretary@paratus.org.au

Minutes for Management Committee Meeting Held Using Zoom Technology on 2 December 2022

The meeting was opened by the President, Mel Meloncelli, at 1902 hrs. The President thanked all those in attendance for their time and effort.

1. **Attendees:** The following members were in attendance:

Mel Meloncelli, Russ James, Werner Golla, Graeme Walker, Chris Fenton, Pat Deeker, Mark Reid, Iain Reynolds, Graeme Unmack, Dick Stanios and Brian Hatfield.

2. **Apologies – (Secretary)** – Russ James advised that apologies had been received from Jim Semmens, Bob Kennard and Dean Martin.

3. **Distribution of Information:** Copies of all documents tabled and/or discussed at the Management Committee meeting were electronically distributed to all Management Committee members prior to the meeting.

4. Minutes from Previous Meeting (8 Oct 22) – outstanding issues

- a. **Item 67/21** – Vacancy filled (**Secretary**) – advised that Charlie Dearing had volunteered to be the Association's Representative for the ACT
- b. **Item 68/21** – NSW Representative (**Secretary**) – advised that preliminary discussions had been held with a potential volunteer for the NSW State Representative which is currently vacant
- c. **Item 69/21** - Academic and Athletic Scholarships - (**Secretary**) – no applications have been received
- d. **Item 70/21** - Honour boards at School of Armour (**Secretary**) – still awaiting on info from School of Armour
- e. **Item 71/21** - Credit Card Facility – Swipe – (**Secretary**) – to be discussed in General Business
- f. **Item 72/21** – Cambrai Day update/report, final figures (**Secretary**)
 - i. Registered with Association = 92 including 5 non-members
 - ii. Registered for Meet and Greet = 132 + 13 guests
 - iii. Registered for Recovery Brunch = 113 + 4 guests
 - iv. Polo Shirt orders = 53
 - v. Bus bookings = 52
 - vi. Bus was provided by Defence
 - vii. Tea Tree Gully RSL – donation made by the Association of \$150 to offset cost of food, etc for approximately 70 Association members who attended Memorial Service on 11 November
 - viii. Donation of \$100 plus \$55 in Bus Refunds to Milo Bill (Sally Man) at Armd Regt to offset cost of water, cordials, etc provided for Veterans

ix. Final costs to the Association – see Expenditure, Receipts and Ancillaries (Annex B)

- g. Cambrai Day Report (President) – advised that the Cambrai Day events at Adelaide had been an outstanding success. There was considerable interaction between the veterans and currently serving soldiers who appeared to be very supportive of the veterans. Thanks to the Cambrai Day Sub-Committee for their efforts in organising all events and a special thanks to Mark Reid for arranging the Association’s involvement in the Tea Tree Gully Remembrance Day memorial service.
- Chris Fenton enquired if anything had come of the offer by the Association to help with the maintenance of the Leopard in the Mick Rainey Club. President advised that this would be addressed in the new year. Mark Reid advised that he was having discussions with the History Room curator about volunteering.

5. **Item 73/21 – Minute 31 of 2021/22 - Minutes from Previous Meeting (8 Oct 22)** – it was moved Brian Hatfield, seconded Graeme Walker that the Minutes of the previous meeting be accepted. **CARRIED**

6. **Item 74/21 – Minute 32 of 2021/22 - Decisions Made via email (Secretary)** - it was moved Russ James, seconded Mark Reid that membership decisions made via email be ratified for John Crozier 25 Oct 22, Lindsay Burke 27 Oct 22, Dennis Crowe 6 Nov 22, Ian Kilgour 13 Nov 22, Stephen Haynes 15 Nov 22, Gavin McMahon 25 Nov 22 and Andrew Dennett 1 Dec 22. We have also had two renewals, one from 2015 and we think the other is from 2005.

It should also be noted that there has been a significant increase in requests for Membership of the 1st Armoured Regiment Social face book page – prior to approval, all are sent messages asking if they have considered joining the Association. Some limited success.

7. **Item 75/21 – Minute 33 of 2021/22 - Correspondence In and Out (Secretary)** – advised that correspondence inwards included emails relating to membership renewals, advice of deaths and illnesses, Cambrai Day 22 Expressions of Interest, Orders for Special Edition Polo Shirts, Quotes for Bus for trip from Mawson Lakes and return, Mawson Lakes Hotel Booking for Meet and Greet and Recovery Brunch, and emails to and from the Regiment concerning all events around Cambrai Day.

8. **Correspondence Out (Secretary)** – advised that correspondence outwards included membership renewal emails and letters, invoices, Cambrai Day 2022 arrangements, newsletters and copies of Minutes to snail mail recipients, Mawson Lakes Hotel Booking for Meet and Greet and Recovery Brunch, Orders for Special Edition Polo Shirts, Condolence cards. No other significant outwards correspondence.

It was moved Russ James, seconded Mark Reid that the Correspondence Report be accepted.

CARRIED

9. **Item 76/21 – Minute No 34 of 2021/22 - Membership Report (Secretary)** advised:

- a. Current Membership = 507 (29 Nov 22) increase of 130 since July 2018
- b. Membership renewals 1 Feb 2022 – 213 renewal notices sent by email and snail mail. As at 4 Oct 22, 197 members have renewed (92.93%) for periods from 1 to 5 years (average = 3.28 years). 16 members have yet to renew. Significant issues with email rejections – Spam! State Representatives attempted to contact all members due for renewal. Not all of these were successful.
- c. 16 members that had failed to renew have been classified as ‘Inactive – Resigned wef 1 August 2022.
- d. Membership – Chasing lapsed members - Secretary – continue to ring and email lapsed members with the off chance that some may renew. Recently Dick Stanios had emailed all ‘lapsed members’ back to 2017.

It was moved Russ James, seconded Iain Reynolds that the Membership Report be accepted.

CARRIED

10. **Item 77/21 – Minute No 35 of 2021/22 - Treasurer’s Report (Treasurer)** – presented the Financial Report (previously distributed by email) and asked for any questions. As there were no questions, it was moved Werner Golla and seconded Mark Reid that the Treasurer’s Report be accepted. **CARRIED**

11. **General Business**

- a. **Item 78/21 – SWOT Analysis Meeting (President)** – advised that a SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis Meeting had been held on 4 November with Ted Acutt, Mel Meloncelli, Russ James, Werner Golla, Graeme Walker, Bob Kennard and Mark Reid in attendance. Dean Martin and Chris Fenton were unable to attend but had submitted written comments prior to the meeting. The Secretary had subsequently provided a comprehensive paper detailing the discussions/conversations as well as an analysis of such discussions. These documents had been distributed to members of the SWOT Team for critical review. The President requested that the documents be sent to all other Management Committee members. It is anticipated that further meetings will be held in 2023 to determine priorities for identified issues.
- b. **Item 79/21 – Minute No 36 of 2021/22 – Annual General Meeting for 2022 (Secretary)** – advised that the AGM for 2022 was planned for Saturday 28 January 2023 at the Broadford RSL. To commence at approximately 1030 hours and followed by a light lunch at 1230 hours. The Secretary moved that a budget not to exceed \$550 be allocated for the hire of the RSL Rooms and catering. Seconded Chris Fenton. **CARRIED**
- c. **Item 80/21 – Minute No 37 of 2021/22 – Credit Card Facility (Secretary)** – advised that use of the credit card facility had been accepted by a considerable number of members and particularly younger members who had been able to pay for invoices online using their phones. The Secretary also advised that a test had been successfully completed for the payment of Membership fees for a new member. The Secretary moved that the credit card trial be extended for a further three (3) months until the end of February 2023. Seconded Iain Reynolds. **CARRIED**
- d. **Item 81/21 – Email from a Member Concerning Afghanistan Decoration (President)** – advised that an email had been received from a member who was concerned over the suggestion that Afghan veterans should be required to justify their decorations or return such decorations. The President indicated that the Association would continue to support all veterans, regardless of time or location, and that as a matter of principle, any decorations or awards must be retained until such time as an individual member was found guilty of a specific offence related to the awarding of the decoration/award. There was general agreement from all members present.
- e. **Item 82/21 – Use of Health/Welfare funds (Secretary)** – advised that some funds may be required in the short term to assist a member who may require some assistance for the installation of mobility devices at his home.
- f. **Item 83/21 – DVA Advocates** – there was some general discussion about the use of Advocates to assist members in lodging and pursuing claims through DVA. The Secretary advised that the Association has a number of Advocates (certified by DVA) and any requests for assistance/contact with an Advocate should be directed to the Secretary initially by email.

There being no further business the President closed the meeting at 2032 hours with a thanks to all in attendance.

Russ James

R.F. James
Secretary

Annex A – Treasurer’s Report
Annex B - Reconciliation of Receipts and Expenditure for Cambrai Day Reunion 2022

Profit and Loss

1st Armoured Regiment Association Inc For the 5 months ended 30 November 2022

JUL-NOV 2022

Trading Income

Interest Income	182.53
Membership Income	483.45
Merchandise Sales	7,169.74
Total Trading Income	7,835.72

Cost of Sales

Cost of Merchandise Sold	915.00
Purchases	5,075.68
Total Cost of Sales	5,990.68

Gross Profit

1,845.04

Other Income

CD22 Bus	145.00
Donations Received	444.75
Donations to the Association for Cambrai Day 2022	100.00
Stock Adjustment - Increase	12.15
Total Other Income	701.90

Operating Expenses

Bank Fees	15.57
Communications	563.18
Consulting & Accounting	280.00
Donations Paid by the Association	2,305.00
Event Outlays	2,707.30
Flowers/Wreaths/Donations in Lieu	305.00
Health and Safety	16.96
Insurance	311.46
Office Expenses	219.03
Postage	389.89
Presentations/Prizes 1st Armoured Regiment	224.30
Printing & Stationery	295.55
RAAC Corp Fees	200.00
Stock Write Off	62.56
Stripe Fees	68.01
Total Operating Expenses	7,963.81

Net Profit

(5,416.87)

Reconciliation of Receipts and Expenditure for Cambrai Day Reunion 2022

Expenditure

Deposit paid to Mawson Lakes Hotel	\$500.00	
Final Payment to Mawson Lakes Hotel	\$9195.00	
Refund from Mawson Lakes (Bar tab)	<u>\$410.20</u>	
Total Expenditure		\$9284.80

Income

Meet and Greet	\$4,597.50	
Recovery Brunch	\$2,250.00	
Bus Transport	<u>\$145.00</u>	
Total Income		\$6,847.50

Total Event Outlay **\$2,292.30**

Ancillary Expenditure

1 st Armd Regt Sally Man donation	\$100.00	
1 st Armd Regt Sally Man (bus refunds)	\$55.00	
Tea Tree Gully RSL (Memorial Service)	\$150.00	
Aerogard	<u>\$24.00</u>	
Total Ancillary Expenditure		\$329.00

Total Weekend Outlay **\$2,621.30**

Other Issues

Donations received over the weekend	\$304.55	
New Members since 1 Aug 2022	14	
Renewals – 2005 and 2015	2	