



ANNUAL REPORT

2018 – 2019

This document outlines the Museum's vision and long term goals and the progress made in FY2018-2019 in achieving those goals. The Annual Report and the Auditor's Financial Statement together meet the reporting requirements of the Australian Charities and Not-for-Profits Commission (ACNC).

Front Cover

**Three of the many volunteers at Redland Museum Inc.
L to R: Kevin Lucas, Arthur (Artie) Rentoul, and Ray Funston.**

Compiled by:

Sylvia McGarry, Museum volunteer.

**Thank you to people who have provided articles and photographs
and those who have assisted with editing.**

Thank you also to Sharon Vassallo for printing and distribution.

Redland Museum Inc

ABN 78 257 513 502

60 Smith Street

Cleveland, Qld 4163

Telephone: 07 3286 3494

Email: admin@redlandmuseum.org.au

www.redlandmuseum.org.au





CONTENTS

03 *President's Welcome and Priorities*

04 *Acknowledgments*

05 *Treasurer's Report*

06 *Develop our Significant Collection*

14 *Engage our People and our Community*

30 *Manage our Museum to a high standard*

32 *Develop our facilities*



OUR VISION

To be a dynamic inclusive social history museum recognised as the living heart of our community.



President's Welcome by Tony Spinks

It is with great pride that I present this Annual Report to Redland Museum members and to all Museum stakeholders.

As we read this report and see the diverse nature of the collection, displays, exhibitions and events conducted at the Museum, it becomes obvious that Redland Museum is definitely a thriving community hub. Before anything happens for the public to enjoy, much activity takes place behind the scenes on computers, in the workshop, sorting through donated items, at meetings and discussions either face to face, via email or on the phone. Positive feedback received gives us confidence that we are providing visitors with an enjoyable experience.

Our success this year is due to the combined efforts of the Museum members, volunteers, staff, the Redland City Council, the Museum benefactors and supporters. On behalf of the Management Committee, I say thank you very much to all of you for your support and dedication.

Enjoy reading this report as we reflect on what the Redland Museum community has achieved during the past year. I look forward with confidence to the year ahead.

Our Priorities

The *Redland Museum Inc Business Plan 2017-2021* outlines the Museum's strategic objectives for the period 2016-2017 to 2020-2021. The connectedness of the Museum's Constitution with its vision, mission, goals and unifying principles are shown at **Attachment A**.

During FY2018-2019, the Management Committee, in consultation with members, reviewed and updated its Business Plan. Key outcomes from the review included:

- maintaining the focus of the Museum through its stated vision, mission and goals;
- updating information and data with current conditions in 2019;
- updating financial estimates for the three projected years of 2019 to 2021 and including actual financial data for years 2017 and 2018;
- recording progress of actions leading to the achievement of goals; and
- amending the wording of some actions to better reflect changed circumstances.

The Museum's four goals are:

- **develop our significant collection;**
- **engage our people and our community;**
- **manage our Museum to a high standard; and**
- **develop our facilities.**

This Annual Report describes the progress made during FY2018-2019 in achieving these goals.

FY2018-2019 KEY OUTCOMES

19,900 objects
25,270 visitors
15,614 event visitors
945 School visitors
374 members
160 volunteers
7 exhibitions
1 work experience student

Right: Performers with the Nunukul Yuggera Dance Company at the Redland Museum Heritage and Harmony Fiesta on 24 March 2019.



ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Members of Redland Museum would like to respectfully acknowledge the Quandamooka People, the Traditional Custodians of the lands, waters and seas of what is now Redland City. We pay our respects to Elders, past, present and future.



ACKNOWLEDGMENT OF OUR SUPPORTERS

We are appreciative of the continuous support of **Redland City Council (RCC)**. The Council provides support through funding, event equipment loans, and promotional opportunities. We thank Mayor Karen Williams and all Councillors in particular Lance Hewlett, Wendy Boglary, Paul Gollè, Tracey (and Mark) Huges, Peter Mitchell and Paul Bishop who have always supported us.

The Rotary Club of Cleveland has supported the museum for 49 years from its inception as a Rotary project in April 1970 to the establishment of the Rotary Heritage Library in 2018. During the past year, they have held their annual change-over dinner at the Museum and provided flags of nearly all nations for our Heritage and Harmony Fiesta in March 2019.

The Museum again partnered with Mates Theatre Genesis whose actors presented the play *Christmas Day* for the Museum's annual Australia Day Play and Dinner in January and February 2019. The Museum has partnered with Mates Theatre Genesis (and its former iteration Theatre Genesis) for 11 years to bring entertaining plays for its members and visitors. It has been an extremely successful partnership.

We are also grateful to many individuals and organisations that have provided funding and/or other support during the year. These include the Cleveland Rotary Club, Rotary Sunrise, Redlands Model Railway Group, Redlands Easter Family Festival Inc, Robot Productions, Australian Events, International Foods (BBQ and Beer and Sweet as Dessert), WeR1 Multicultural group, Redland City Bulletin, and the many performers at various events including the Heritage and Harmony Fiesta and our musical showcases. We also thank the many other people (too many to name) who have made monetary and object donations.

Treasurer's Report by Jan Spinks, Treasurer

During FY2018-2019 we continued to build on our past success. UHY Haines Norton Chartered Accountants were engaged by the RMI Management Committee to ensure our financial statements meet Australian Accounting Standards. Their audit report will give Museum members and stakeholders the assurance that the financial affairs of the Museum are being maintained to a high standard. The auditors provided their report to the Management Committee on 29 August 2019.



Income

In accordance with our Funding Agreement with the Redland City Council, the Museum received \$235,745 in FY2018-2019 towards operational expenses. All members of the Museum are very appreciative of this support from our council. We received a grant of \$500 from *Volunteering Queensland* which was used to fund a lunch at Cleveland RSL to say thank you to volunteers during Volunteering Week in May 2019. A second grant application was partially successful, receiving a Councillors Small Grant of \$800 for the Heritage and Harmony Fiesta in March 2019.

As a result of many hours of work by volunteers and staff, 36% of our total income was self-generated. To achieve this excellent result, we have welcomed many visitors to enjoy our displays, exhibitions, events and performances. Visitors support the Museum by enjoying our catering, buying raffle tickets and merchandise from the shop and exhibitions, or by giving us a donation. The strong partnerships formed with event organisers at the showgrounds have continued to grow. During FY2018-19, we participated in eight showground events which gave us the opportunity to showcase all aspects of the Museum and also the ability to fundraise during these occasions. Thank you, Redland City Council (RCC), for bringing these events to the showgrounds. The Museum's relationship with fellow community groups has continued to grow and prove financially beneficial for all concerned. Special thanks to our very generous benefactors both individual and groups. Your ongoing support is very much appreciated.

Expenditure

An underlying cash surplus earned in FY2018-19, excluding depreciation, was \$37,153. The depreciation of assets, as calculated by the auditors, was \$156,197 and is included in property expenses. An overall deficit of \$119,044 resulted. Operational expenditure exceeded the RCC grant by \$78,276 and capital expenditure was \$69,700. These two items were funded by self-generated funds earned over the years.

Conclusion

The FY2018-19 was another excellent year financially for the Museum and gives us a solid base to continue with planned improvements and renovations. It is obvious from this financial success that staff and volunteers have been very busy. While we are working/volunteering we do enjoy ourselves, make new friends, learn new skills and enjoy plenty of sustenance provided by the catering crew. Thank you volunteers who have helped with all aspects of the Museum's operation. Thank you also to the Museum staff who are the first point of contact for most people when they visit the Museum.

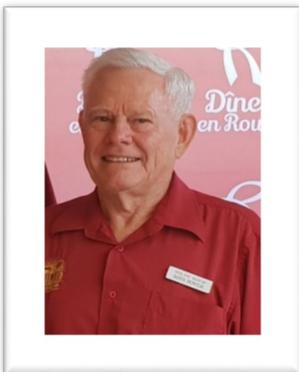
DEVELOP OUR SIGNIFICANT COLLECTION

To be achieved by:

In line with changing community demographics, continuing to acquire, research, document, and conserve our Museum collection through the implementation of sound collection management policies and procedures, rigorous assessments of significance, auditing, digitisation, and accessibility by the community.

OUR COLLECTION

by Ross Bower OAM, Collection Manager



A quality collection will always be the core of our Museum. We currently have three collection areas. The library collection, which has 3,117 current objects, and the photograph collection, which has 1,758 objects, are housed in the new Rotary Heritage Library. The main object collection has 15,025 current objects, including 2,981 textile objects, and of these 7,797 are on display. The remainder are in store either in the textile conservation room or in the main collection store.

Although the number of current objects, and the number on display, appear to be reduced from previous years, this is an anomaly of our new collection management software which assigns only one number to a multi-part object, such as a dinner set. Our previous system assigned a number to each piece of the set.

The library collection, photograph collection and textile collection are reported elsewhere in this report.

The Main Object Collection Team

Thank you to the dedicated team of volunteers who work on researching, documenting, storing and maintaining the collection. The team includes Ross Bower OAM, Kath



McNeilly OAM (far left), Helen McKenna (left), Gordon Davidson (right), Deirdre Hargreaves OAM



(far right) as well as Peter Robertson, Andrew Walker, Audrey Warner, Dennis Hall, and the Museum's manager, Hein Olivier.

New Object Accessions

In the past year, we have accessioned 152 new objects. The more interesting of these are:



Left: R17154 Cyclops canvas and wood stroller, donated by Elizabeth McInnes. This is a very rare and early example of the folding baby stroller, popular because it could be folded and put in car or on a bus or train. This was restored by the Museum's workshop team (see their report).

Right: R17155 A tapestry from World War 1, depicting pyramids and camels, brought back as a souvenir from Egypt.



Left: R17183 Yellow silk "Recognition Scarf" worn by airmen parachuting out of planes during WW2. The scarf, which is a trapezium shape with ties at the waist and top, was used for identification by allied troops.

Improving the Collection Quality

A major focus continues to be the improvement of the overall quality of our collection. This is a multi-faceted task, including de-accessioning objects

with little relevance to our collection aims, sourcing quality objects to fill gaps in our collection, and conserving objects to prepare them for display. Validating the collection documentation is part of this process, to check and ensure that every object is correctly and adequately described, and its location is recorded correctly. This is important now that our collection object descriptions are accessible by the public on the Internet.

Loans and Presentations

We continue to make objects in our collection available for short-term loan to other museums, schools, and community organisations. Members of the collection team also visit organisations on request, to give talks about our collection.

ROTARY HERITAGE LIBRARY

by Liz Blumson, Secretary and Honorary Librarian

The Rotary Heritage Library houses the print material, photographs and audio-visual material held by the Museum. Two paintings by Richard Randall are on display in the Library. Other paintings are exhibited in the Library foyer.

Blinds were installed to block out sunlight to preserve the print material and make working conditions more comfortable. A lateral filing cabinet was purchased to store rare and flimsy documents. Unfortunately, the external box gutter on the eastern side of the Library developed a leak, resulting in water entering the room and damaging the paintwork. No items were damaged and, as the shelves are on wheels, they were easily moved so that repairs could be carried out.



Library Team

The library has been fortunate to have the services of volunteers Dale Andrew, Cathy Beadley, Liz Blumson, Jenny Burke, Ryan Caitlin, Sandy Campbell, Fiona Eastwood, Sussan Jacobs, Shirley Mahon, Stephanie Meggitt, Bruce Smith, Sylvia Vassallo, and Betty Walker. Thank you to all team members for your very valuable contribution. During the year the Library hosted a number of school work-experience students.

Collection

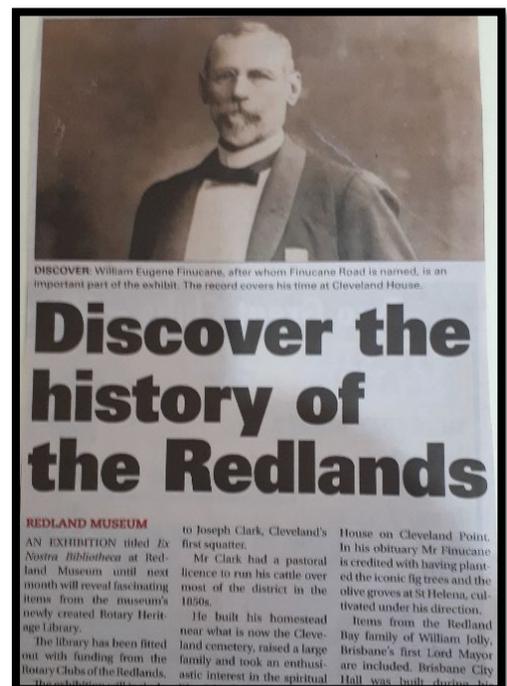
Throughout the year, community members donated items relating to the Redlands. Fairfax Media donated back issues of *The Redland City Bulletin* and the *Bayside Bulletin*. Work commenced, and continues, on moving print material to the Library from the main collection storage and updating all records.

Exhibitions

The Library supplied many documents for inclusion in the Strawberry Festival anniversary celebrations in September 2018. In addition, the Exhibitions Officer mounted a wonderful exhibition from January to March 2019, entitled “Ex Nostra Bibliotheca” (translated as “from our library”), featuring unusual books and documents from the Library depicting the history of the Redlands. An article in the *Redland City Bulletin* on 2nd January 2019 (right) publicized the exhibition. Visitors commented very favourably on the items displayed.

Displays

Library volunteers continue to mount displays in glass cabinets in the foyer, in the Toy Hall of Fame and throughout the Museum to complement exhibitions and activities. In March 2019, they also established a *Find Your Forbears* trail for young visitors to follow.



Outreach

The Library team, led by Fiona Eastwood (pictured right) and with the help of the main Collections team, initiated a drive to encourage more schools to make use of the resources of the Museum to support the school curriculum. Early in the year they held an information session for primary school teachers and have developed curriculum kits that schools can borrow.



Photographs

Following significant work by volunteers, the details of a majority of photographs held in the Museum collection have now been entered into the online eHive catalogue system. In addition, most of these photographs are now stored within proper archival albums and acid-free materials to assist in the long-term preservation of these valuable assets. A large amount of work remains to be undertaken to complete research to ensure that the interesting and important stories behind our photographs are preserved for the future.

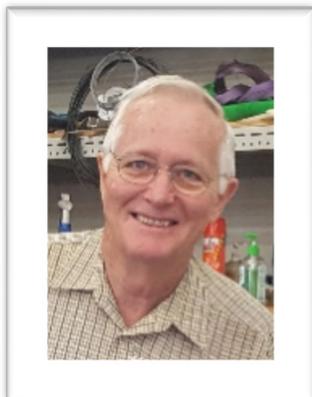


Below: A selection of photographs from the First Strawberry Festival in 1958 including the First Strawberry Queen, Fay Cressey, and Charity Queen, Wendy Watts. The then Premier of Queensland, Mr Frank Nicklin (shown) opened the Festival.



AGRICULTURAL PAVILION AND WORKSHOP

by Ken Hanson



This team consists of Ken Hanson, Keith Fidler, Rex Smith, Ian Munday, and Brian Rutherford. We lost three good workers this year – Chris Johns, Brian Rutherford, and Rex Smith – who have moved on to other adventures.

Many small items from the collection were restored to their former glory. These included an oil lamp, navigation lights, hand tools, a generator set and toys. Of note was an early child stroller made by Cyclops (pictured on page 7) which was restored to new condition. It consisted of a wooden frame, wire spoked wheels and a canvas top and seat. The stroller's old paint was stripped, and any bent parts were straightened. It was repainted and new canvas was attached. The result was incredible. Also restored was a child's bouncing chair again made by Cyclops, with a horse head with handles for a child to hold.

Right: Chris Johns did a magnificent job of restoring the Cyclops child desk circ 1960s. Keith Fidler sand-blasted it first to get rid of old paint and rust.



New smaller items were added to the display, including a section for farm tools with the wall covered with spanners and such for ploughs, fencing strainers, pliers, hammers etc. On the floor nearby welders, an anvil and other interesting items are located.



The usual maintenance is required all year on most items in the pavilion. We had several days of running machinery, including the steam engine and other engines and equipment (some privately owned) to add variety to the working display.

A big thank you to all who have participated in the Agricultural Pavilion and Workshop. We look forward to a bright future.

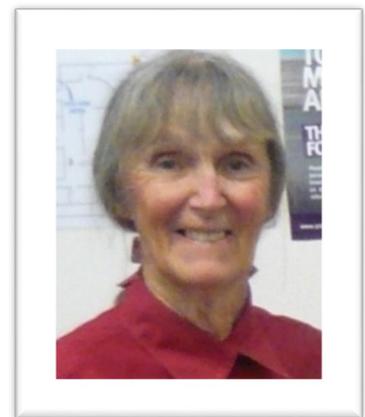
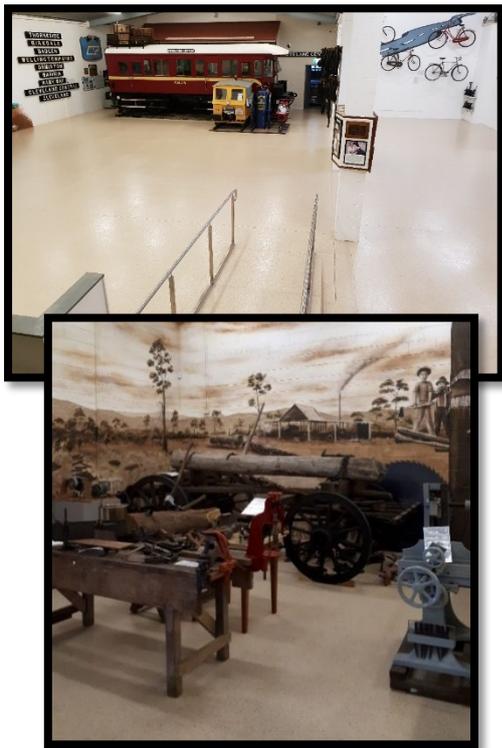
Left: Keith Fidler with restored soldering irons, fruit-fly traps, and a carbide bicycle lamp.

TRANSPORT

by Tony Spinks, President

The transport, timber and garage areas are looking ultra-smart, thanks to a donation from a very generous benefactor. This wonderful donation has enabled the Museum to cover this 500 square-metres space with epoxy flooring (see photo below). All vehicles and displays were moved before this process.

With Hein Olivier’s guidance and after much discussion the display lay out has changed. The Rail Motor and Cobb & Co Coach have been given more visibility. The shotgun driver of the Cobb & Co Coach has had a promotion and is now the driver in charge of the Fruit Wagon. The Timber section display is in the process of having a facelift.



RESEARCH

By Sandra Davis

Several minor research projects were carried out relating to the new Museum souvenir tea towel, our blacksmith’s shop, the Tommy Doll (pictured above right) and the railway line from Cleveland to Manly. The last three were in response to enquiries from visitors. The major project related to the original German immigrants into the Redlands between 1855 and 1899. This research took over 5 months and was in connection with a talk given to the Genealogical Society of Queensland on 28 July 2019. It covered the history of nine families, many of whose descendants still reside in the Redlands.

TEXTILES

by Jan Banks

The dedicated textile team started the year with members Anne Tully, Nola McCullagh, and Anne Fermer and Jan Banks. Unfortunately, in 2019 Anne Fermer broke her arm and later Anne Tully broke her wrist limiting their ability to assist in textiles. Dennis Hall kindly offered to help with photographing textile items being processed. We also welcomed a new member – Robin Matfin - to our team.



Right: Back – Anne Tully, Jan Banks, Robin Matfin.
In front - Nola McCullagh, Anne Fermer.

Collection

Two of the many items we have included in our collection during the year are:

- an unusual item which brings with it the reality of what our Forces faced in WW11. It is a “Recognition Scarf” - a large square of yellow silk with ties attached (see photo on page 7). It was tied to the person so that it covered their chest and was worn so that when they parachuted from a plane they would be recognised and not shot by the Allies; and
- a beautiful antique sterling silver mesh miniature purse known as a “wristlet” from the early 1900s.

Exhibitions

The exhibition “Festivals and Shows” in September 2018 linked with the 60th anniversary of the Redlands Strawberry Festival and the Strawberry Queen Quests. The Festival was



renamed “The Redfest Strawberry Festival”. Displayed in the Museum were gowns and dresses which had been worn by ladies on the parade floats and to the celebratory balls, plus many other items

relating to the Festival. The floats in the parade had been used to carry the Strawberry Queen entrants and their assistants to the showgrounds where, in the early years, the judging would take place and the winners announced. An excellent photo and article of the exhibition appeared in the Senior Lifestyle magazine.

The following exhibition “*Sports – Howzat*” displayed many items used by sporting personalities in the Redlands. The catalyst for this exhibition was the donation of blazers, caps and other cricket memorabilia by former Mayor of Redlands, Don Seccombe. Don was a very talented cricketer in his early days, playing in the Sheffield Shield and representing Queensland including playing against India. On display are many items depicting other sports such as photos, trophies and clothing, including a very rare set of “Ring Bowls” plus a photograph of some of those who played the game in the early 1900s. Photos and articles of the exhibition appeared in the Senior Lifestyles magazine and the Redland City Bulletin.

Knitted Toys and Craft Items

Since 2012 the textile team and other people have knitted or created toys and other items for sale in the Museum shop. A big thank you for a significant effort in raising over \$3,000 for the Museum during this time.

Displays

Some of the displays during the year included:

- **Greazefest Festival:** Two manikins dressed in Rock N Roll outfits;
- **Rockabilly Festival:** Two manikins dressed in Rock N Roll outfits;
- **Melbourne Cup Luncheon:** A display of beautiful hats in a glass cabinet;
- **Heritage and Harmony Day Fiesta:** A glass cabinet display of dolls dressed in International costumes and a model dressed in the national costume of Brunei;
- **Mother’s Day Luncheon:** A display of beautiful items which might have been given as Mother’s Day gifts in the early days – pink petticoats, embossed clutch bags, early 1900s embroidered cushions handkerchief sachets.
- **Chapel:** The vestments on the model in the Chapel were changed to coincide with the religious event for that time of the year.



Conservation

The team removed all the dolls from the large glass cabinets near the wooden doors, cleaned the cabinets and checked and repaired the dolls where needed, before replacing.

Student Work Experience

A student from Sheldon College undertook work experience including with the textile team. She learned how the textiles were processed and maintained and was given tasks to increase her understanding of the area.

Thank you

Thank you to the textile team and those people who assisted throughout the year particularly Ross Bower OAM, Hein Olivier, Rick Thomason OAM, Bruce Smith, Tony and Jan Spinks, Peter Robertson, Russell Dinte, Liz Blumson and the library team, Dennis Hall, Ken Hanson and the men in the workshop, Audrey Warner, Sharron Vassallo and Luisa Stevens. Your assistance was much appreciated. Special thanks to those wonderful people who have kindly loaned personal items for our exhibitions.

Engage our people and our community

To be achieved by:

Enhancing the visitor experience, including collaboration with other organisations, through:

- *interesting and stimulating displays,*
- *exhibitions, stories and activities,*
- *events and other programs;*

that provide knowledge, memories, education and fun.

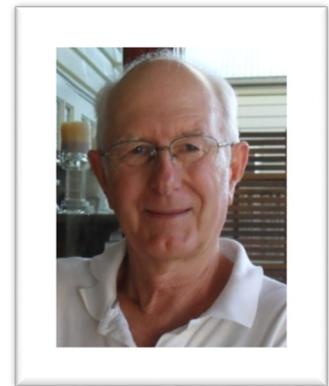
OUR PEOPLE

MEMBERS AND VOLUNTEERS

by Peter Adam, Membership Coordinator

Members

We started FY2018-2019 with 371 members and ended the year with 374 members. Whilst this appears to be a very small increase, the number of members increased to 405 at December 2018. However, membership renewals declined after that. We therefore did not meet our annual 3% increase target outlined in our Business Plan.



It is with sadness that we mention those members who have passed away this year, including Ben Spencer, Chris Smith, Kay Faulkner, and Life Members Ernie Goleby and Robert Nash. We thank them for their support of the Museum.

Volunteers

At 30 June 2019, there were 160 volunteers (43% of members) compared to 145 volunteers (39% of members) in the previous year. Volunteers are involved in all aspects of the Museum including recording the collection, arranging displays and exhibitions, catering, guiding, property maintenance and more. A list of volunteers who assisted during FY2018-2019 is at **Attachment B**. Thank you to everyone for your contributions. Volunteer hours for the year were 20,775 including 526 hours at Southern Moreton Bay Islands Museum (SMBIM). This is an increase of 5.5% over FY2017-2018.

Greg Cook Volunteering Recognition Award

The Museum attracts dedicated and excellent volunteers. The Management Committee nominates volunteers every year for the prestigious *Greg Cook Volunteering Recognition Awards* organised by *Volunteering Redlands*. Ross Bower OAM was the first of Museum volunteers to win this award. He was followed by Peter Robertson in 2016, and Paul Jones in 2017. In 2018, Sandra Davis and Gordon Davidson were nominated. Sandra Davis was the fourth Museum volunteer to win this award.



L to R: Sandra Davis, Bruce Smith, Tony Spinks, Gordon Davidson, Liz Blumson, Kath McNeilly OAM, and Ross Bower OAM.

Volunteer Induction and Training

All new members receive a welcome letter and a New Member's Kit in digital format with key Museum documents. They also receive the Volunteer Handbook and a name badge.



A Members and Volunteers Training and Information Day was held on 23 February 2019 covering topics such as the volunteer agreement and code of conduct, workplace health and safety, guiding, the collection and understanding money.

Thank you to the speakers including Liz Blumson and Peter Adam (the organisers of the event), Ross Bower OAM, Ian Munday, Rick Thomason OAM, Tara Young, Fiona Eastwood, Sylvia McGarry, Sharon Vassallo, Gordon Davidson and Hein Olivier.

Other regular training provided for volunteers during the year included first aid and cardiopulmonary resuscitation, workplace health and safety, collection database, and weekend reception.

Volunteer Rewards

Rewards to our volunteers included a visit, in October 2018, to the Gold Coast Historical Museum followed by lunch at the Southport RSL, a Christmas party in December, and a lunch at Cleveland RSL in May 2019.



Photos show volunteers at the Cleveland RSL.



WORK EXPERIENCE STUDENT

by Sandra Davis

The Museum hosted one female work experience student from St Augustine's College during the year. The student performed a variety of tasks to give her comprehensive knowledge of the work involved in the running of a successful Museum. She worked in administration, collections, the library, gardens and displays. She was a competent pleasant young lady. Thank you to the volunteers who spent time with her.

EMPLOYEES

by Bruce Smith, Vice President

A Human Resources sub-committee, consisting of three Management Committee members, was established in FY2017-2018 to manage employee matters including contracts, performance reviews etc. In FY2018-2019 the sub-committee consisted of Bruce Smith, Mauveen McAloon and Jan Spinks. The Management Committee engaged Human Outsource Pty Ltd as an adviser on employee contracts, pay and conditions.

Employees remained at four - Hein Olivier (Manager), Tara Young (Event Coordinator), Sharon Vassallo (Administration Coordinator) and Luisa Stevens (Receptionist). Delene Keyser (Administration Officer) (pictured at right) left the Museum during the year and we wish her well in her new pursuits.



They all are professional and contribute significantly to the success of the Museum and we thank them for their efforts. Staff meetings are held monthly and give employees the opportunity to contribute their ideas and to clarify policies and procedures. These meetings are attended by a different member of the Human Resources sub-committee on a rotational basis to maintain two-way communication between employees and the Management Committee.

From left: Sharon Vassallo, Hein Olivier, Tara Young, Luisa Stevens.



OUR COMMUNITY

by Sylvia McGarry

As our mission states, a key function of the Museum is a “safe-keeping place” for significant artefacts that record the social history of the diverse people who lived in the Redlands. But the Museum is also a “meeting place” – a place where people congregate, converse, sometimes over refreshments, and are amazed and amused.



People visit the Museum for many reasons. Some are looking for entertainment and fun. Others like to know how things work and have an educational focus. And some are just in awe of the stories of ordinary people told through the objects they used. Stories that tell of peoples’ courage, ingenuity, fortitude, determination and the sombre reality of wars and conflict.

The Museum had over 25,000 visitors during the year from individuals, families, seniors, children, school visits, people attending our many exhibitions, events and activities and people attending events at the Cleveland Showgrounds. We like to think that all visitors leave our Museum having had a memorable experience. Many provide comments to this effect. Whilst a lot has been done to enhance this experience, there is much more to do. We strive to meet the needs of an increasing number of visitors.

As an “inclusive” organisation, we acknowledge the diverse people of our community. In particular, we acknowledge the traditional owners of the land on which the Museum stands by flying the Aboriginal Flag during National Aborigines and Islanders Day Observance Committee (NAIDOC) Week in July 2018 and during **National Reconciliation Week** in May/June 2019. We held our second **Heritage and Harmony Fiesta** in March 2019 highlighting the link between our history and the multicultural communities of the Redlands. We are appreciative of a small grant from Councillors’ funds to stage this celebration.

Our volunteer **catering team** continued their magic during the year providing Devonshire Teas, light lunches, sandwiches and barbeques for non-event visitors, mainly senior groups from the Redlands, Brisbane, Logan, Gold Coast and Toowoomba. Team leader, volunteer Barbara Matthews, ensures very high standards in food and beverage quality, presentation



Above: Ray Funston, Barbara Matthews and Nina Lewis



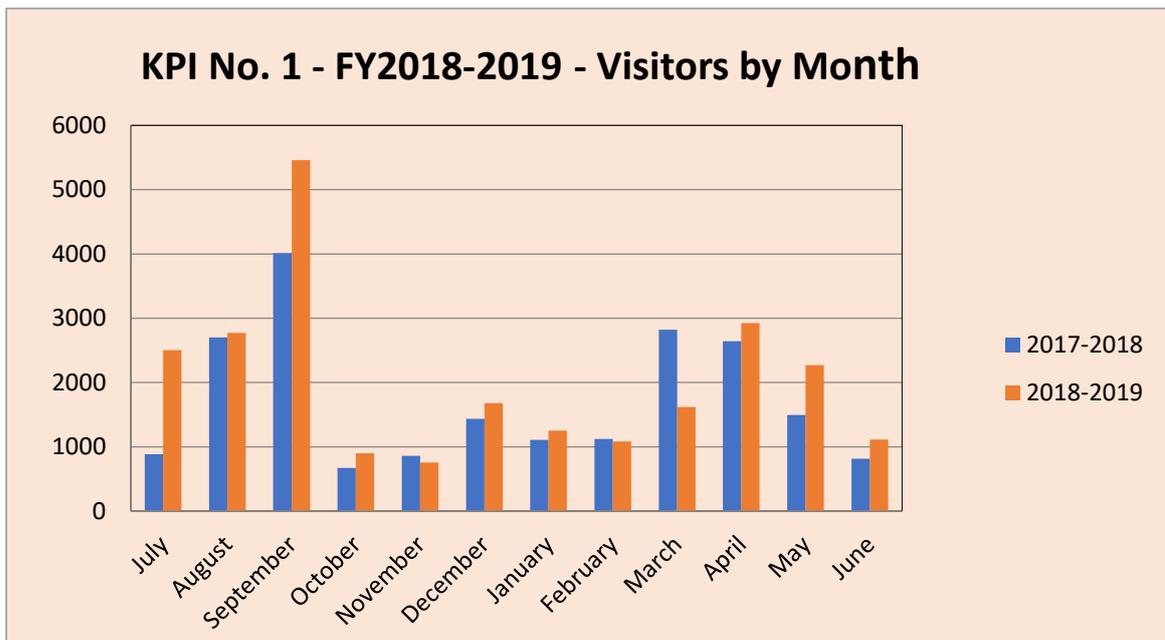
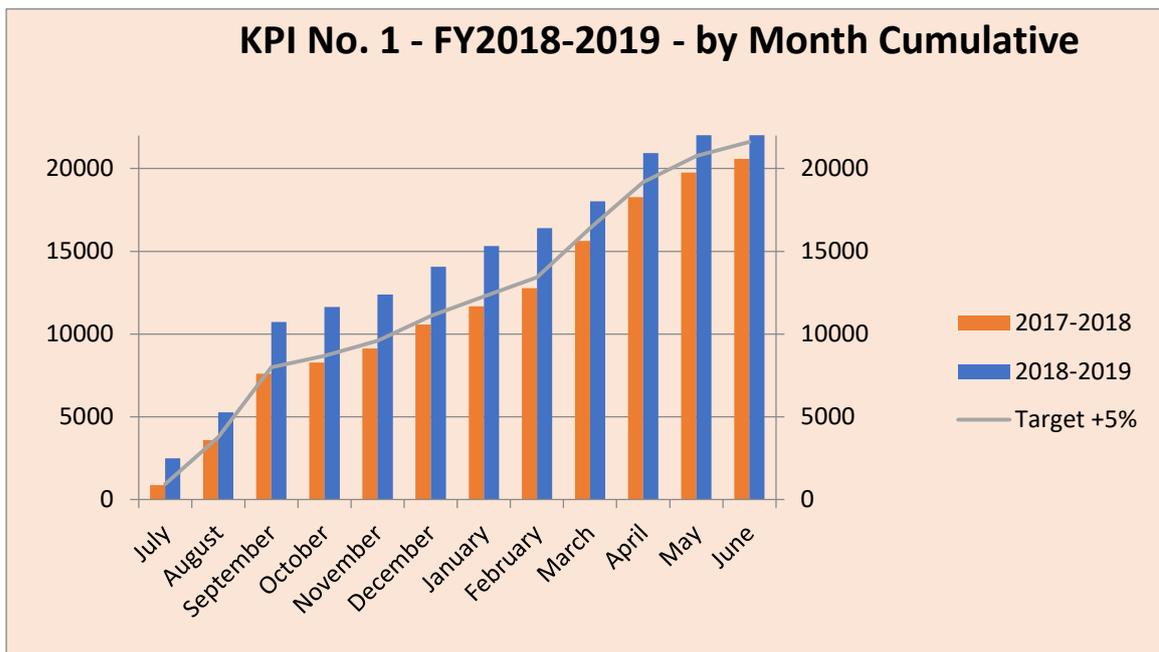
and serving. Her regular assistant is Nina Lewis. Other helpers include Nola McCullagh, Adel Lee, Beryl Neveldsen, and Sylvia Vassallo. Not forgetting the men – Ray Funston, Owen Friar and Ian Munday - often on washing-up duties. When the occasion warranted it, other volunteers were also involved. Thank you to a team that is invaluable.

Left: Adel Lee

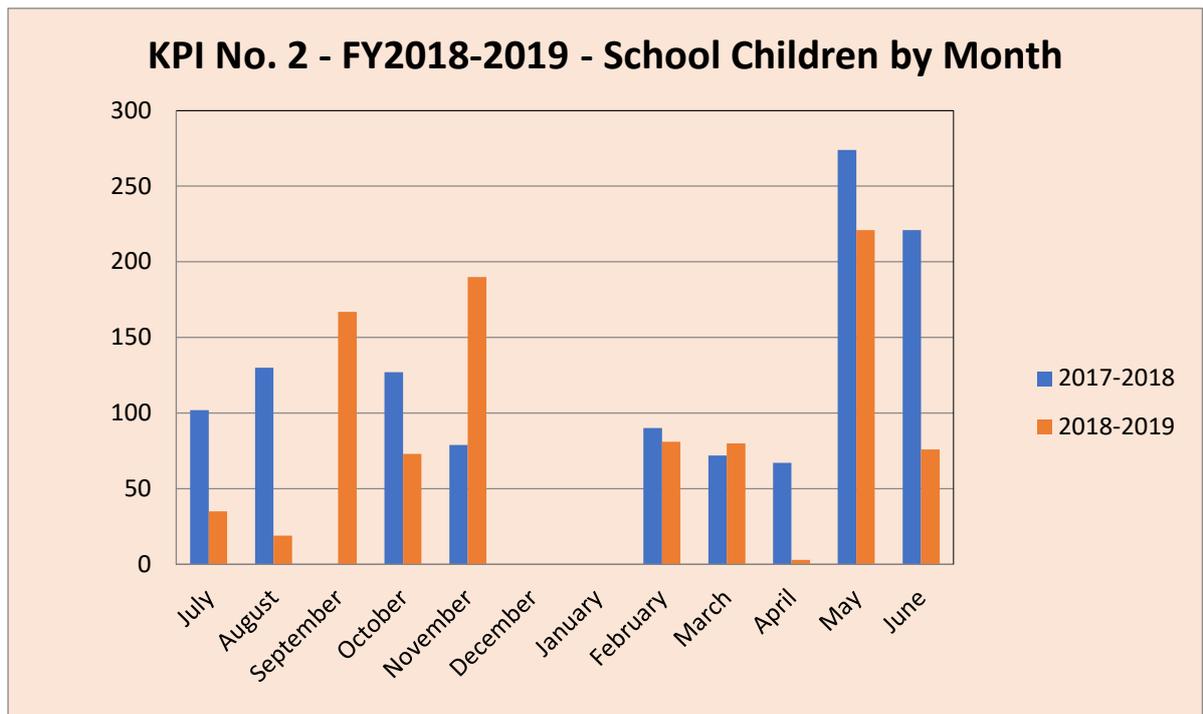
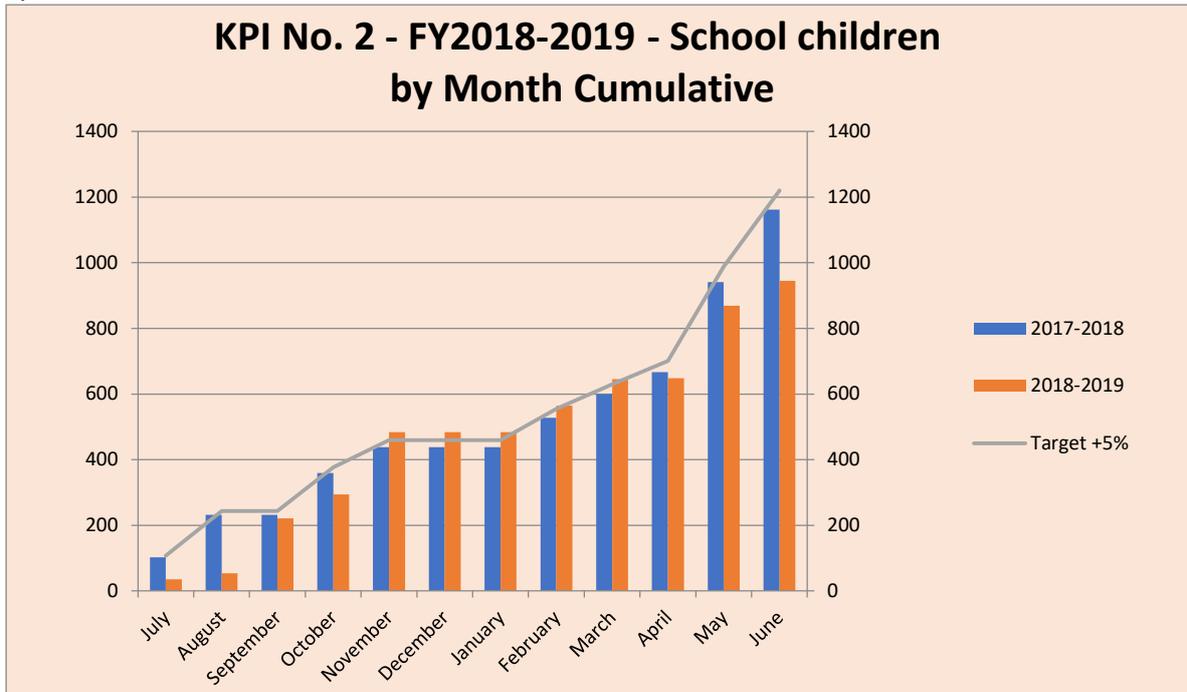
VISITORS

There were approximately **25,270 visitors** to the Museum in FY2018-2019. This represented an increase of 16% compared to 21,740 visitors in the previous year, exceeding our target of a 5% increase.

Key Performance Indicators (KPI) are provided to Redland City Council on a quarterly basis as a condition for funding. These include KPI No. 1 - Number of visitors less children visiting as part of a school group educational program. This was 24,325 in FY2018-2019 compared to 20,578 in FY2017-2018 and is shown in the graphs below.



Key Performance Indicator No. 2 is the number of children visiting the Museum as part of a school group educational program. In FY2018-2019 this was **945 children** compared to 1,052 children in FY2017-2018. This represents a 18% decline. This category has been declining over the last three years. The reason for this may be varied but we are aware that the cost of buses to transport children to the Museum appears to be a contributing factor. So that we can continue to support the school curriculum, the Museum library team developed “Curriculum Kits” that schools can borrow. More information on this initiative is in the Library report.



Categories of Visitors

In FY2018-2019:

- 42% of our visitors (10,470) came from the nearby Showground events, an increase of 1230 or 13% over FY2017-2018;
- 20% of visitors (5,144) came to Museum-initiated events and exhibitions, a huge increase of 2,360 or 85% over FY2017-2018;
- 20% of visitors (5,134) were members or volunteers, an increase of 274 or 6% over FY2017-2018;
- 11% of visitors (2,760) were Walk-in's, which was about the same as the previous year;
- 4% of visitors (945) were children visiting as part of a school group educational program (see previous paragraphs);
- 3% of visitors (817) were senior groups of which about two-thirds were from outside Redlands City including Brisbane, Gold Coast and Toowoomba, and was a decline of 15% over FY2017-2018.



Volunteer Guides

Volunteers assist groups of seniors and school visitors explaining or demonstrating artefacts. Thank you to volunteers Anne and Alan Tully, Barbara Matthews, Ian Munday, Irene Davey, Kevin Lucas, Mauveen McAloon, Owen Friar, Tracey Mann, Peter Adam, Bev Shields, Fiona Eastwood, Mal Kasper, Ray Funston and everyone else who contributed.

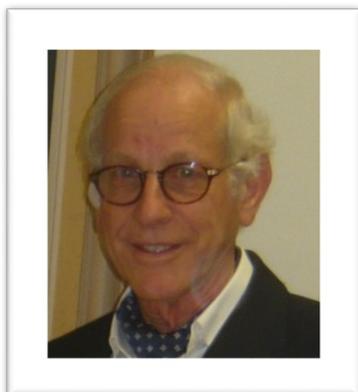
Reviews

Visitor satisfaction with the Museum is shown by comments in the visitors' book, Trip Advisor, and Facebook. Examples include:

- *"This place is a hidden gem. The Museum has some awesome info on the area & bay. Will be bringing friends to here on the next visit. Definitely a must do."*
- *"This is a wonderful Museum and so much local history is available and some fabulous displays. Really worth a visit if coming to the Redlands."*
- *"Top marks for the staff and volunteers."*
- *"Could be improved with a few more interactive features otherwise a most enjoyable visit."*

EXHIBITIONS

by Richard Thomason OAM, Exhibitions Officer



The program of exhibitions for FY2018-2019 began with Clare Loveband's exhibition of botanical art, *Mangroves of Moreton Bay*, opened by Past President of the Queensland Botanical Artists Society, Kristen Bain. In her address, Kristen said the Redland Museum is to be commended for supporting this local artist's exhibition as the theme resonates with the current contentious issues. These fragile Ramsar wetlands that are designated of

international importance by UNESCO, are under stress from the encroaching threat of development projects, pollution and oil spills. An article on the exhibition appeared in the Redland City Bulletin.

For Redfest in September 2018, together with the Textile group, we mounted displays of Strawberry Festival memorabilia, reusing the lovely hangings created for previous Strawberry Festival exhibitions by Calligrapher, Ruth Venner.



"Real Cost of War" exhibition commemorated the anniversary of World War 1 and included Remembrance Day in November. Artist Beverley Teske created an installation (see left) comprised of 61,555 beer bottle caps representing the number of Australian soldiers who died in WW1. Beverley also created a triptych *'Lost at Gallipoli'* comprised of layers of crosses

representing the crosses washed in the blood of the fallen and a diptych *Under Clear Blue Skies They Came to Die* 45,843 crosses representing the Australian soldiers killed on the Western Front 1916-18.

The Redland's Creative Alliance exhibition *Redlands Coast – Naturally Wonderful*, curated by May Sheppard, brought together abstract and realistic works by local artists, epitomizing their interpretations of how they view our coastal community. The exhibition was opened on 17 November 2018 by Ms Kim Richards MP and featured an array of materials including jewellery, sculpture, pottery, paintings, photography and 2D work.

The exhibition *Ex Nostra Bibliotheca*, held from January to March 2019, created awareness of the vast archive of documents, photographs and publications in the newly opened Rotary Heritage Library. The exhibition was dedicated to the late Heather Smith, a valued member of the Museum, who had done much in the creation of the Museum library.

On 7 April 2019, Redland City Councillor Tracey Huges opened *Creative Tapestry*, an exhibition of tapestries by a group dedicated to this craft. The exhibition contained a collection of over 50 works, both completed and in progress. Kay Faulkner, designer and hand weaver, spoke about the history of tapestries. Sadly, Kay passed away shortly afterwards. Visitors were able to see a demonstration of how the tapestries are made.



The Bayside Vehicle Restorers Club mounted an exhibition *Vehicles – Veteran, Vintage, Classic* displaying several vehicles on loan from club members together with club memorabilia and the members' collections of model vehicles.

Below: In the vehicle exhibition was this beautifully restored 1926 Vauxhall.



Thank you to Liz Blumson and Sandy Campbell from the Rotary Heritage Library for their continuing displays from the Library collection, cleverly complementing the theme of the exhibitions.

Thank you also to the exhibitors for their amazing works and to Museum employees and volunteers for their assistance with this series of exhibitions.

EVENTS

by Tara Young, Event Coordinator

Visitors to the Museum through an event were approximately 15,614 or 62% of our total visitors of 25,270 in FY2018-2019. The holding of events is important in attracting visitors.

Showground Events

Of these, around 10,470 visitors to the nearby Cleveland Showground events visited the Museum. These events raise the profile of the Museum among local, state, inter-state, and international visitors. It also gives us the opportunity to raise funds through the selling of food, drinks and raffles tickets. These events included GreazeFest (August 2018), Caravan Camping Boating and 4x4 Expo (September 2018), Redfest including the Parade (September 2018), Christmas by Starlight and Mayor's VIP function (December 2018), Rockabilly (March 2019), Easter Festival (April 2019), BBQs and Beer Roadshow (May 2019) and Sweet as Dessert (May 2019). Thank you to Redland City Council for bringing these events to Cleveland.



Left: Volunteers Bruce Smith and Ian Munday in the Redfest Parade.



Left: Volunteers Sylvia Vassallo, Adel Lee, Beverley Shields, and Beryl Neveldsen serving delicious platters at the Mayor's VIP function.

Museum-initiated Events

Museum-initiated events and exhibitions account for some 5,144 visitors or 20% of total visitors for FY2018-2019. This was an increase of 85% over FY2017-2018. Events raise funds for the Museum, showcase local talent and contribute to the Museum's vision of being a hub for our community. Thank you to the many volunteers who have contributed to the success of these events.

Celebrating 100 Years (25 July 2018)

Over 100 guests attended an afternoon tea to acknowledge the birth of the Museum's founder, Norm Dean OAM. Norm's wife, Alison, and their children Cecily, Edwin and Veronica (pictured right) attended with families, friends and Museum members.

Winter Showcase "Deconstructed" (29 July 2018)

Very little could be better than relaxing on a Sunday afternoon enjoying a wonderful program of music by Redland Sinfonia while indulging in a glass of wine or a devonshire tea. Over 100 visitors thought it was a delight.



Dames and Daredevils for Democracy (17-19 August 2018). A musical play, presented by Magda Community Artz Inc, written by Phyl Lobl, about passionate and determined women fighting for the right of Australian women to vote.

Melbourne Cup (6 November 2018)

November cannot pass without celebrating the Melbourne Cup. Guests enjoyed a scrumptious lunch and watched “the” race – not just in Melbourne – but the first Museum Maiden Handicap. This was won by Russell Dinte riding *Blacksmith Bandit*. Second came jockey Bruce Smith riding *Library Larrikin* and bringing up the rear with a gallant effort was Tony Spinks on *Management Mongrel*. Win Collins won the *Fashions on the Field Hat Competition* and Owen Friar, “the bookie”, organised the sweeps with his jovial banter creating a fun atmosphere.



Rotary Dinner (30 October 2018)

The Rotary Club of Cleveland has had a long association with the Museum and held their annual *Dinner at the Museum*.

Left: Rotary Cleveland President Jan Kilbourne, Terence Hendricks, David Cameron, Shirley Mahon and Liz Blumson.



Australia Day Play and Dinner

Mates Theatre Genesis (including our own Sharon Vassallo and Tracey Mann) presented the play “Christmas Day”, written by Clare Haywood, for our annual Australia Day play and dinner held over several performances in January and February 2019. Stage Manager was talented museum volunteer, Ian Munday.

Heritage and Harmony Fiesta (24 March 2019)

Our second Fiesta brought the museum to life with a diverse range of entertainers, displays, food and beverage, with people dressing in period costume or national dress. Jim Gilbert (right) was compere. A highlight included John Burt and Norm Dean, from the 40th Regiment of Foot – *The Rendezvous and Re-enactment Section of the Sporting Shooters Association of Australia*, firing a 15th century cannon and Brown Bess muskets which were used c1720-1840.



Mothers' Day (9 May 2019) A high tea was held for Mothers' Day. Jan Banks (left) again did her magic with raffles.

National Heritage Week (May 2019)

To celebrate this week, the Museum held a *Trio of Talks*. Peter Ludlow spoke on “History Behind the Horseshoe” about Peel Island, Rick Thomason OAM informed us of “Bohemia – A Family Odyssey” about the Agnew family, and we learned about post war “Migration to the Redlands” by Jessica Stroja. Visitors were also entertained by the musical “A Bonnet for Eliza”, written by Margaret Dakin, and performed by Perchance Players. It was about an Irish woman transported to Van Diemen’s Land in 1845. This was a sell-out with over 200 people attending.

Diner en Rouge (May 2019)

The Museum was a secret venue for cocktails for the Mayor Karen William’s fund raiser event for people affected by domestic violence.

Children’s Activities

We continued to hold activities for children during school holidays in July and September 2018 and in April 2019. Volunteers Mauveen McAloon (pictured below), Jan Banks and Owen



Friar were among the many volunteers who assisted. Children enjoyed squishy obi balls, First5Forever storytelling, train rides, and craft. Everyone loved making damper (above right).



In addition, children embraced the National Science Week Theme, *Game Changers and Change Makers* in August 2018. Children and adults alike experimented, explored, observed, and discovered more than twenty different activities. Visitors used ‘old school technology’ in the form of tin can telephones and experienced good vibrations using coat hangers and cutlery. Observing celestial objects through an impressive telescope was a highlight. Thank you to Peter Adam for the loan of the telescope. Thank you to Tracey Mann and other volunteers who organised and assisted.

MARKETING

by Jan Spinks, Treasurer

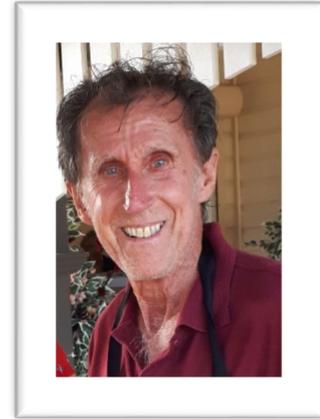
We placed advertisements for our exhibitions and events in the *Redland City Bulletin*, *Seniors Lifestyle* and *South East Weekly*. A range of articles written by volunteers inform readers about items in the collection, exhibitions and events at the Museum. Thank you to the marketing team of Tara Young, Jan Spinks, Liz Blumson, Jann Harridge and Mauveen McAloon. The Museum is a designated **Redlands Visitor Information Centre** (termed a White “i”). This means that we display brochures and maps on Redland City for tourists and other visitors. We have a sign at the front entrance displaying the white “i”.



BLACKSMITHS

by Russell Dinte

This past year has been one of growth for membership of the Blacksmith shop. Rather than being a dying art, interest in learning these skills is increasing. Currently there are fifteen (15) members “on the books”, that is, they receive weekly text communication advising them of numbers attending on the Saturday morning, and any relevant information concerning their blacksmithing involvement in events held in the showgrounds. Blacksmith participation in major showground events is very good, and the visitors keep the members “on their toes” with insightful questions and anecdotes from their own experiences.



The major, and current blacksmith project is the security grille which will be fitted to the north wall facing the kitchen. This long-running job has required the special skills that only Paul Jones possesses, with minimal, but important work being done by other members. Tidying-up of the grille is currently occurring in preparation for sand blasting and hot dip galvanising. Completion of the grille and installation should occur by the end of this year.

Below Left to right: John Gam, Gideon Steyl, Mark Wyrebiak, David Shield, Paul Jones, Rod Morcom, John Hargreaves



Members have been involved in making various items for the Museum during the year, but the majority of their time has been spent in creating a mixture of items to assist them in learning the trade. Forging their own hammers, punches, tongs etc is an ideal method of accumulating the skills, as well as creating useful tools for the purpose.

Right: A sneak preview of the security screen taken during set-up and attachment of the fixing lugs

Our current team are a happy lot who are very keen to learn the art of blacksmithing, whilst also enjoying the social aspects of their involvement with the Museum.



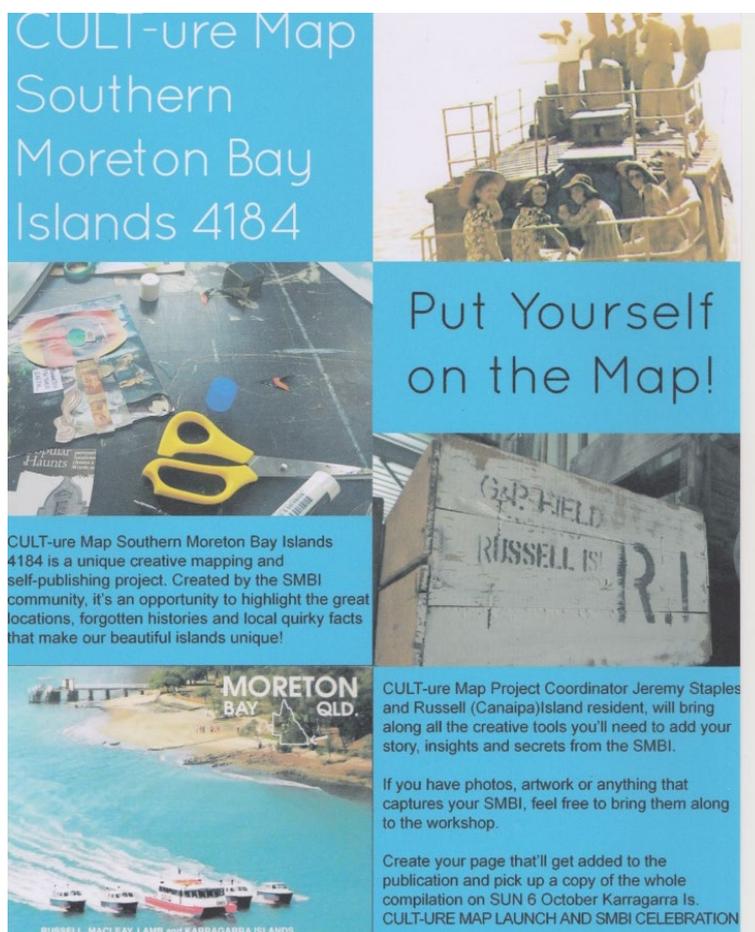
SOUTHERN MORETON BAY ISLANDS MUSEUM (SMBIM)

by Kay Ross

It has been a quiet year with no bus tours so far and not too many visitors through the doors, but those that did come spend quite a bit of time with us and often revisited. Recently, we were busy all morning with visitors perusing our photos and chatting with us while looking at the exhibits.

At these times it becomes very evident just how important museums are in keeping up the knowledge of the past. Where once this island was a thriving farming community complete with all the trappings of a small rural town, it is now heading toward suburbia and all that comes with that. It is also obvious that misinformation abounds here, and in that aspect not much has changed from the old days when people were told just about anything to get them to buy land.

Our booklets are becoming popular with visitors and locals alike and we are now being requested for copies of the full set. As well, the local advertisers are asking for input from us to enhance their publications. We are involved in a new project – The CULT-ure Map of Southern Moreton Bay Islands – a creative and self-publishing project. This will give us another avenue for publicity. It is gratifying that the advertising poster (above) features three photos from the Museum.



We have been lucky this year in getting some work done around the building such as drainage



and beautification and all without charge. It is a credit to islanders that this is possible. A gift of some posters from the "Op Shop" has enabled us to add pictures to our collection of saws and axes and one is shown below.

Overall it has been a good year for us. Even though we are few in numbers, we make up for it with our enthusiasm, especially at morning tea time!

REDLANDS MODEL RAILWAY GROUP (RMRG)

by John Burt

The RMRG is an unincorporated “special interest” group that meet monthly at the Museum.

We have participated in various activities in the past year. These include:

- displayed U-Drive as part of the School Holiday program in July 2018 at the Redland Museum;
- Redlands Model Train Show, August 2018, in conjunction with the Redland Museum and the Cleveland State High School Performing Arts Department;
- Christmas by Starlight in December 2018 as part of the Redland Museum activity;
- Brisbane Model Train Show, May 2019, showcasing the hobby to the public;
- Gold Coast Model Train and Hobby Show, June 2019, displaying our layout to the public;
- preparation for the display at the Prins Willem Alexander Village, in August 2019, for the residents, especially those in the nursing home;
- preparation for the The Redlands Model Railway Show in August 2019.

The group is working on two new front modules and two rear modules to complement our “Barinia” layout so the layout can be displayed in a smaller area. Once the new modules are completed, planning and work will begin on a small layout suitable for displaying un-attended in the Museum, displaying a station on the Cleveland line in times past.

Our members include ordinary and volunteer Redland Museum members. To be a member of our group one has to be a member of the Redland Museum. We are building our membership and continue to enjoy running trains. We have over twenty members at present who are all members



of the Redland Museum. We are looking forward to another successful year.

Above: View of the main hall of the Seventh Redlands Model Railway Show, August 2018.

Below: Members Ray Dillon, Mark Williams, Eddie Stavleu, Roy Walsh, Alan Collingwood, and Bob Skinner at the Tickner Layout at Kate Flower’s place.

Manage our Museum to a High Standard

To be achieved by:

In accordance with best practices, maintain a high standard of governance through sound policies and procedures: financial accountability and viability; comprehensive records management; staff and volunteer management which enhances their engagement, productivity and job satisfaction; and the maintenance of a safe and healthy environment.

GOVERNANCE

by Management Committee

Redland Museum Incorporated (RMI) is a registered incorporated body under the *Associations Incorporation Act 1981*. The *Redland Museum Inc Constitution Amended 2017* is on the Museum's website www.redlandmuseum.org.au.

It is governed by a Management Committee (MC) of eight annually elected members plus (for one year only) the Immediate Past President. This Committee sets the strategic direction and is directly involved in the day-to-day management of the museum. The Committee members, elected at the Annual General Meeting (AGM) on 4 September 2018, were:

Tony Spinks (President)
Jan Spinks (Treasurer)
Mauveen McAloon
Deirdre Hargreaves OAM

Bruce Smith (Vice-President)
Liz Blumson (Secretary)
Richard Thomason OAM
Russell Dinte



Above: President Tony Spinks and Vice President Bruce Smith with Premier the Hon Anastacia Palaszczuk and Kim Richards MP at a function at Redland Bay Golf Club on 25 May 2019 to mark Queensland Day. On behalf of the Museum, Tony and Bruce accepted a certificate thanking volunteers for their contribution to the community.

Business Plan

The *Redland Museum Inc Business Plan 2016-2017 to 2020-2021* sets out a five-year plan outlining our vision and goals and provides direction to the current and future management committees. The Management Committee reviewed and updated this plan in FY2018-2019 in consultation with members. This resulted in the continuation of the strategic aims, goals and actions, some of which have been completed whilst others are in progress.

Funding Agreement with Redland City Council

Key Performance Indicators (KPIs) specified under this Agreement have been met and details have been provided to Council each quarter.

Organisation

Changes to employees provided the impetus to review the Museum's organization during the year. The revised Organisational Chart is at **Attachment C**.

Policies and Procedures

A comprehensive Policies and Procedures Manual continues to be developed. New policies were approved for collections, register of members, privacy, employee position descriptions and leave provisions. Policies that were updated included procedures for the RCC Funding Agreement, visitor service, and child and youth risk management. In addition, the Volunteer Handbook was updated.

Develop our Facilities

To be achieved by:

- *Extending the blacksmith's shop (completed in 2017);*
- *Efficient use of available spaces;*
- *Create a viable visitor refreshment outlet;*
- *Create attractive external displays, signage and landscaping (completed in 2018)*

PROPERTY

by Hein Olivier, Manager and Chair, Property Sub-Committee

Once again, the Museum has continued to improve its facilities and equipment, in order to further enhance visitor experience, but also improving the workplace for our dedicated volunteers and employees. Some of the highlights for FY2018-2019 were:

- A new floor surface was installed in the transport area. The previous floor of painted concrete was high in maintenance and not very durable. The result was flaking paint and unsightly damaged areas. A new covering of Epoxy resin was applied, similar to that used in other areas of the Museum.
- A similar floor will be installed in the kitchen, replacing the old vinyl, which was damaged in areas, creating a trip hazard.
- A new storage facility for tables and chairs was built on the eastern veranda. This has taken the pressure off the Events and Nook areas to provide storage as well as being used for functions. This arrangement has proven to be very functional.

Regular maintenance and repairs, including testing and tagging of electrical items, were also undertaken. This included fixing and replacing some of the high bay lights, continuing the ongoing painting program, weekly professional cleaning, monthly fire alarm checks, smoke alarm

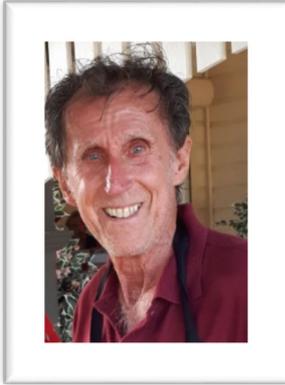
repair, pest control, fixing of the blocked storm and rain-water drain, and air-conditioners were serviced.



Left: Ian Munday and Mick Thwaite conducted monthly health and safety audits and (above) Rod Burke mowed the grass and maintained the gardens to an exceptional standard.

TECHNOLOGY

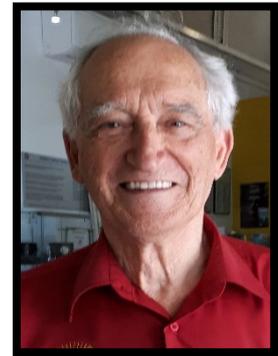
by Russell Dinte



Computer Room

Without a doubt the most significant task this last year was the moving of the computer and network equipment from the Manager's office to a dedicated air-conditioned room. The two main reasons for this change was to improve the Manager's working environment (the noise and distractions were becoming a problem), and most importantly, to prolong the lifespan of the equipment by eliminating the wild temperature fluctuations that were being experienced. The planning for this task began months in advance, necessitating the identification of ALL the cabling and connections. With the help of Owen Friar (pictured right), every cable coming out of the Manager's office had to be physically traced (many hours were spent crawling around in the ceiling) to its destination, labelled and recorded.

But before the equipment could be moved, the room had to be built. Allan Guldbaek (since moved down south) assisted me in walling-off a small section of the Event Coordinator's office for this purpose. After the room was painted, vinyl flooring laid, a new data rack installed and the air-conditioner operational, Owen and I were ready for the move. On 2nd December 2018, Owen and Russell relocated the total system, including the music and security components, in eleven hours. Fortunately, it all worked perfectly.



Capstone

The Capstone program run by Queensland University of Technology (QUT) is classed as a "WIL" (Work Integrated Learning) scheme – similar to work experience. Through the Redland City Council, we were successful in being part of this program. Coincidentally, this opportunity presented itself around the same time that the Management Committee was discussing various options on how to offer visitors to the Museum a technological approach to their viewing and learning experience.

Our first team of four IT students commenced work on our Information and Guidance System early 2018, completing in November. This team were able to have a basic system operational but the guidance feature, which is a critical feature of the system, was beyond their scope. The QUT IT Liaison Officer was unable to secure any students who were familiar with Real Time Location Technology at the beginning of this year, and so we missed out on any progress on our system for the first semester. Luckily, four suitable students were found to develop this next step in the project. They will be engaged in the design and programming for the second semester 2019 and semester one 2020.

Website Upgrade

What was thought to be a relatively quick job has now been in progress for over six months. Surprisingly, the main cause of the delay has been in getting the content of the current website updated. It is anticipated that this aspect of the upgrade will soon be completed, depending largely on the material being made available.

ATTACHMENT A



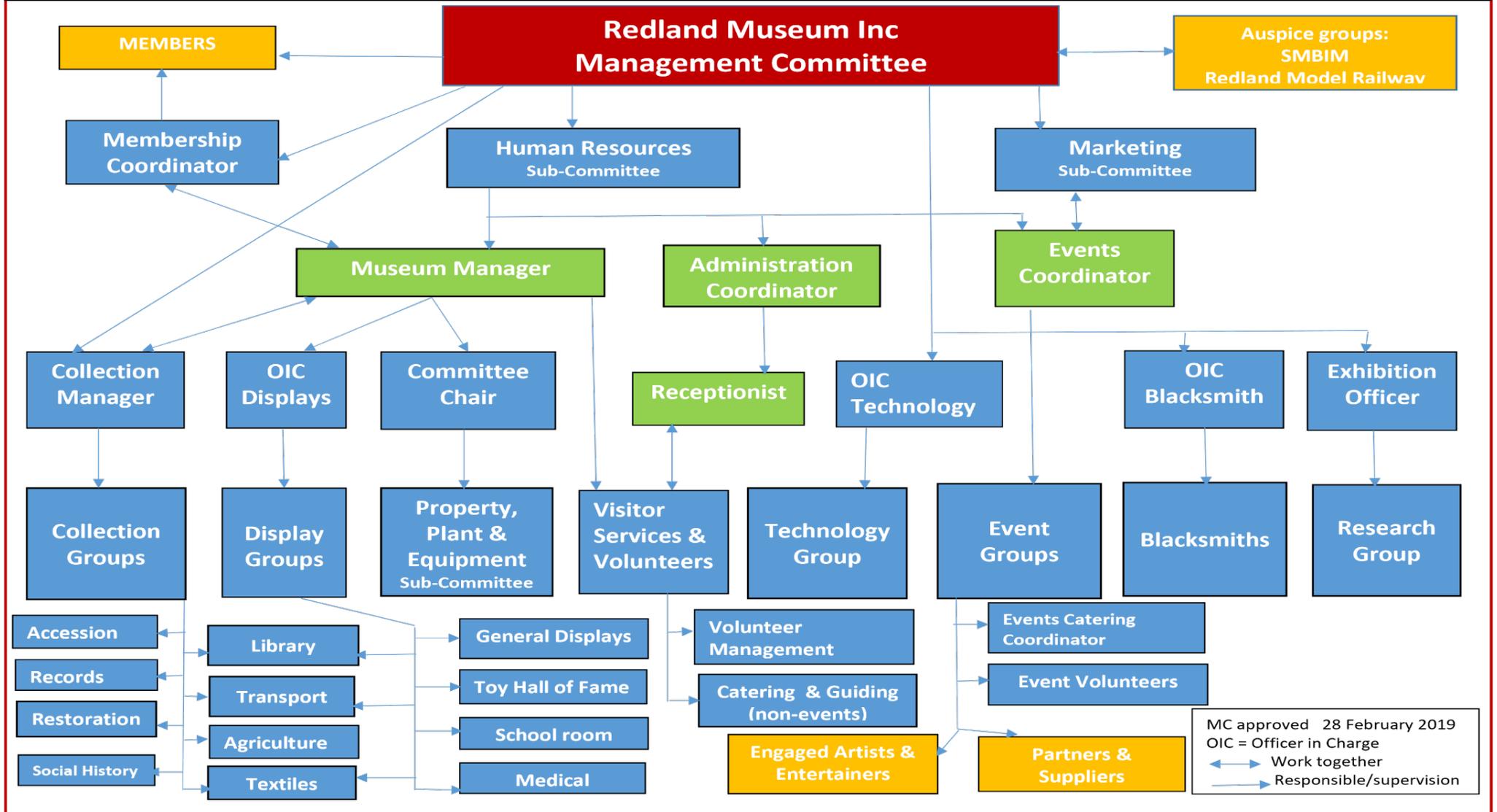
ATTACHMENT B

VOLUNTEER ASSISTANCE DURING FY2018-2019

Abrams, Mike	Dean, Norm J.	Jacobs, Sussan	Sheppard, May
Adam, Peter	Dillon, Ray	Jensen, Ken	Shield, David
Alexander, Annabelle	Dinte, Carole	Jewell, Sharon	Shield, Bev
Alexander, Douglas	Dinte, Russell	Johns, Chris	Shingles-Riley, Duncan
Andrew, Dale	Du Plessis, Cathy	Jones, Paul	Shorthose, Robin
Auld, James	Duggan, Helen	Kasper, Malcolm	Skandera, Milada
	Eastwood, Fiona	Keyser, Delene	Skinner, Bob
Banks, Jan	Ellem, Colleen		Smith, Bruce
Barker, John	Els, Fred	Lee, Adel	Smith, Chris
Barkway, Maureen		Lewis, Nina	Smith, Peter
Beadle, Cathy	Fermer, Anne	Lucas, Kev	Smith, Peter Samuel
Beresford, Rick	Fidler, Keith		Smith, Rex
Bishop, Catherine	Finter, Graham	Mahon, Shirley	Spinks, Jan
Bledsoe, David	Fletcher, Christine	Mann, Tracey	Spinks, Tony
Bledsoe, Debra	Flower, Kate	Matfin, Robin	Stavieu, Eddie
Blumson, Liz	Friar, Owen	Matthews, Barbara	Stevens, Christina
Bower, Ross	Funston, Ray	McAloon, Mauveen	Steyl, Gideon
Boyle, Kirstin		McCullagh, Nola	Teh, Kathleen
Bright, Mick	Gam, Callum	McGarry, Sylvia	Thomason, Rick
Bugden, Mel	Gam, John	McGinty, Patricia	Thwaite, Mick
Burke, Jenny	Geddes, Martin	McGinty, Ray	Tully, Allan
Burke, Rod	Gilbert, Jim	McKenna, Helen	Tully, Anne
Burt, John	Gilbert, Pam	McNeilly, Kath	Tunney, Janelle
Burt, Val	Giles, Glynn	Meggitt, Stephanie	
Byrne, Ann-Maree	Govan, Dave	Mitchell, Debra	Vassallo, Sharon
	Gray, Bob	Morcom, Rod	Vassallo, Sylvia
Cabrita, Teresa	Guldbaek, Allan	Muller, Linda	Vlasveld, Wieber
Campbell, Sandy	Guldbaek, Jane	Munday, Ian	
Cassidy, Lynne			Wain, Adelle
Catlin, Ryan	Haack, Lyn	Neeson, Joy	Walker, Andrew
Cole, Irene	Hall, Denis	Neil, Don	Walker, Betty
Collingwood, Alan	Hanson, Ken	Neveltsen, Beryl	Walsh, Roy
Collyer, Rob	Hargreaves, Deirdre	Noad, Maria	Warner, Audrey
Comer, Pat	Hargreaves, John		Warner, Ben
Corbett, Cathy	Harridge, Jann	Rentoul, Artie	Watson, Adrian
Cornford, Bevyn	Hatlow, Sheelagh	Roberts, Don	Watterson, Margaret
Grace, Gretal	Hendricks, Terence	Robertson, Carole	Weelen, Carla
Crews, Pam	Hill-Hartporter, Alan	Robertson, Peter	Wiggins, Mike
Crews, Roger	Holzapfel, Neil	Robinson, Phil	Williams, Bernie
	Hood, Tina	Rose, Jill	Williams, Mark
Davey, Irene	Huges, Mark	Rose, Keith	Woods, Therese
Davidson, Gordon	Huges, Tracey	Rowe, Ray	Worrell, Christine
Davis, Sandra	Hunt, Keryn	Rutherford, Brian	Wyrebiak, Mark

Organisational chart

ATTACHMENT C



REDLAND MUSEUM INC ORGANISATIONAL CHART – BRIEF EXPLANATION

Members

Redland Museum Inc is an incorporated not-for-profit organisation, registered as a deductible gift recipient, operating under the *Redland Museum Constitution Amended Edition 2017*. Its members are its “owners”.

Management Committee

The Management Committee comprises members who are nominated and elected by the membership at an Annual General Meeting. Positions include President, Vice-President, Treasurer, Secretary, Immediate Past President, and up to 4 members. “...the management committee has the general control and management of the administration of the affairs, property and funds of the Museum” (Constitution s.23.1).

Auspice Groups

The museum auspices two unincorporated groups – *Southern Moreton Bay Islands Museum* (SMBIM) and *Redlands Model Railway Group* (RMRG).

Membership Coordinator

Assists the Secretary with the *Members Register*, and member applications and orientation.

Human Resources Sub-Committee

Comprises three members of the Management Committee. Responsible for paid staff including recruitment, employment contracts, job descriptions, supervision, performance, and other employment related matters.

Marketing Sub-Committee

Comprises member/s of the Management Committee and/or other volunteers. Responsible for all promotions, advertising, brochures, flyers, newspaper/magazine articles, and the museum newsletter.

Museum Manager

Responsible for the day-to-day running of the museum and:

- *Visitor Services* such as guides and catering and assistance with Collection donations;
- *Property, Plant and Equipment* – chairing a volunteer group responsible for repairs and maintenance to the building and equipment, security and occupational health and safety;
- *Displays* – chairing a volunteer group responsible for the attractive display of objects; and
- *Volunteer Management* – Allocation of tasks, supervision, training, and rewards and recognition.

Administration Coordinator

Responsible for the training and supervision of the Receptionist, administration and accounting functions.

Event Coordinator

Responsible for initiating and implementing events and activities and overseeing volunteer event groups such as set up, rosters, catering, dismantling and sourcing artists and entertainers.

Exhibition Officer

Responsible for presenting an annual program of exhibitions assisted by a researcher of history and stories.

Collection Manager

Responsible for collection policies, procedures, data quality, stocktakes and overview of volunteer groups:

- Accession/Deaccession of objects and their safe storage;
- Records management using the collection’s database and labelling of objects;
- Restoration of objects;
- Social History ensures the museum is reflective of all Redlands’ communities, and collecting oral histories;
- Library management including records, restoration and display of books, photographs, maps etc;
- Transport, Engines & Farming Equipment management including maintenance, restoration and displays;
- Textiles management including records, restoration and displays.

Display Groups

Comprises volunteers with responsibility for all displays in terms of presentation, cleanliness, overall layout.

Technology Group

Comprises OIC Technology and other volunteers. Responsible for the procurement and operation of all technological equipment including computers, networks, audio-visual etc.

Blacksmiths

Comprises volunteer blacksmiths. Responsible for operation of the Blacksmiths’ shop, providing a visitor attraction, and making appropriate products.

Catering Group

Comprises Coordinator (Visitors) and Coordinator/s (Events) and other volunteers who provide catering services for visitors, exhibitions and events.

Redland Museum Inc
ABN 78 257 513 502
60 Smith Street
Cleveland, Qld 4163
Telephone: 07 3286 3494
Email: admin@redlandmuseum.org.au
www.redlandmuseum.org.au

