

REDLAND MUSEUM INC
ANNUAL GENERAL MEETING 1 SEPTEMBER 2020
MINUTES



Chair: Tony Spinks

The President welcomed and thanked everyone for attending the 2020 Annual General Meeting of the Redland Museum. He apologized to those who were in the back stalls in the Toy Hall of Fame because of social distancing rules.

He acknowledged the Quandamooka People, the Traditional Owners of the lands, winds and waters we call Redlands. He paid his respects to Elders, past, present and emerging.

On behalf of all members of the Museum he extended a warm welcome to the following official guests:

- State Member of Parliament Mark Robinson
- Redland City Mayor Karen Williams
- Councillors
 - Adelia Berridge
 - Paul Bishop
 - Wendy Boglary
 - Lance Hewlett and
 - Rowanne McKenzie
- The President of North Stradbroke Island Museum, Paul Cameron and
- Angela Puata from Redland City Library.

He thanked them very much for beginning their day at Redland Museum.

He reminded everyone to sign the attendance book and include any apologies they have been given.

The Minutes of the last AGM on 3 September 2019 were confirmed at the General Meeting on 1 October 2019.

Attendance and Apologies: as per roll

Minutes of previous Annual General Meeting held on 3 September 2019

The minutes of this meeting were confirmed at the General Meeting on 1 October 2019.

President's Report: Tony Spinks

It is with great pleasure that I present the 2020 Redland Museum Annual Report. As she has done for the past three years, Sylvia McGarry has compiled another fantastic document. On behalf of all museum members, thank you very much Sylvia. Thank you Volunteer Team Leaders, photographers, report writers, staff and proof readers for your contribution towards the making of this Annual Report. We will use this report with pride during the coming year for promotion, member and volunteer recruitment and grant applications. This report contains stories and photographs which give an insight into what occurs during the thousands of hours contributed by volunteers and staff towards the operation of the museum. For the past forty eight plus years, it is this dedication which has helped make the Redland Museum such a wonderful location to visit and work.

It is an understatement to say that this year was different from any other. From July 2019 to February 2020 the museum was running hot and we were exceeding all expectations. Then the world changed, we were hit with the Coronavirus and the museum closed. As you will read in the Annual Report our resourceful staff and volunteers continued working from home. So this time certainly wasn't wasted. Many of us learnt new skills which we have continued to perfect now the museum has re-opened.

The AGM is a time for thank yous. The success of the museum is due to the combined efforts of members, volunteers, staff, the Redland City Council, Museum benefactors and supporters. On behalf of the Management Committee, I say thank you very much to all for your support and dedication. It is also the end of my three year term as President. I can honestly say that much to my surprise I have enjoyed the experience. During this time the support of the Management Committee members, volunteers and staff has been very generous. Thank you to all the past Presidents for their helpful, quiet words of wisdom. I would especially like to thank Liz, Sylvia, Bruce and Russell and of course Jan for all of their assistance.

On behalf of museum members I take this opportunity to send our very best wishes to Hein who is convalescing at home and hopefully feeling stronger every day.

I can guarantee everyone will enjoy reading the Annual Report which is like a trip down memory lane as we remember everything that has occurred at the museum during the past year. So take the time to relax, put your feet up and enjoy a good read. I think we have all earned it.

I move the Annual Report and my report be accepted. Seconded by John Burt Carried

Treasurer's Report: Doug Alexander

The Treasurer commented that it is hard to dissect as the audited financial documents as they have just been provided. He would be happy to answer questions at the end of the meeting or at a future date. The auditor is also contactable this morning if required.

Introduction

1. This summary is sourced from Financial Statements for year ended 30 June 2020 and audited by UHY Haines Norton Chartered Accountants, the Auditors for FY2020 and
2. Page 8 'Treasurer's report' and page 43 ('management financial breakdown') of the Redland Museum Annual Report.

Fiscal transparency.

- Some audit report figures differ from those in the unaudited management report because of certain revenues and expenses not recognized in the Museum MYOB reports in FY2020. The auditor adjusted these in their report.

What do you as members and interested stakeholders want to know?

- Firstly, the Museum is fully solvent and capable of paying its bills. As at 30 June 2020 the Museum held restricted and unrestricted current cash assets of \$423,305. Restricted reserves remained at \$282,000 in FY2020.
- Donations were generously given by Friends of Peel Island \$7,545.32, Wellington Point Rotary \$1,640 and RCC Mayor and Councillors grant of \$2,245.
- Total liabilities at the same date were \$66,942. This includes contingency for employee benefits including long service leave and accumulated holiday leave.
- Our net asset position including all property assets (excluding collection) at 30 June was \$2,283,261.

How has the Covid-19 virus affected us?

- July 2019 to Feb 2020 – At this stage revenue was 7% greater compared to the same period in the previous year.
- During this 'normal' time, the excellent ongoing financial support from the RCC continued to help cover some of our operating costs. Our own self-generated revenue created from volunteers and staff holding fund raising events provided the balance of funds to cover the remaining operating costs and any extra to continued development of the Museum.
- March to June 2020. Closed 23 March reopened 15 June. We lost approximately \$37,000 in self-generated revenue during that period compared to the same period 2019. This was a reduction of 33.6%

What did we do about this lost income?

- All we could! Some action we took is listed below:

- We prepared financial projections that included the assumption that our self-generated revenue for at least the next twelve months will be substantially reduced.
- Staff hour reductions of 20% or asked our staff to take holidays.
- It is important to note that our staff have been exceptionally co-operative whilst we work through this difficult time and the Management Committee thanks them for their understanding and flexibility.
- Working within the restrictions we planned for future fund-raising events by establishing a Covid-19 safe plan so we can have events and visitors.
- We applied for and received Federal Government subsidies from the JobKeeper Scheme and Cash Flow bonus Scheme. These subsidies have provided financial support of almost \$66,000 in the FY2020.

Where to from here?

- The Museum has planned several events for the next six months. These events are anticipated to be considerably restricted. We expect attendance of less than 50% of normal because of social distancing. This is the current reality.
- Regrettably, it is unlikely that we will receive any further federal government assistance past 28 September 2020. I have asked our accountants to confirm my calculations and I look forward to being proven incorrect.
- The Museum has sufficient cash reserves to continue but if our future self-generated funds are diminished the Museum will have to examine closely our current costs and proceed into FY21 with considerable caution and consider re-structuring.

Having said that on a more optimistic note, the Museum is:

- almost 50 years old
- a Redland Community and probably an Australian institution
- built on the backs of many volunteers including those present
- supported by many generous benefactors and donors as well as RCC
- We are here to stay and will continue to grow and develop will community support.

In response to a question from Councillor Paul Bishop the Treasurer stated that the Museum employed 2 full time staff – the Manager and the Administration Coordinator – and 2 part time staff – the Events Coordinator and the Receptionist.

The Treasurer moved that the Treasurer's and Auditor's reports be adopted Seconded: Kath McNeilly Carried

The President then invited Mayor Karen Williams to chair the meeting for the election of Office Bearers.

Election of Members of the Museum's Management Committee

Mayor Karen Williams declared all positions vacant and presided over the election of members to the Museum's Management Committee. She read the nominations as follows:

President: Bruce Smith

Vice President: Ben Shields

Honorary Treasurer: Doug Alexander

Secretary: Liz Blumson

Immediate Past President: Tony Spinks

Committee Members:

Russell Dinte

Suzana Petrovic

Jan Spinks

Rick Thomason

Mayor Karen Williams acknowledged the traditional owners of the Redlands and the Councillors who were in attendance. She thanked the Management Committee and members for the Museum's contribution to the community. She congratulated the Museum on the excellent financial position it was in despite the Covid-19 pandemic and on the fact that the Museum was able to keep staff employed. She noted the challenge this was when losing one third of revenue and with restrictions changing daily. Redfest had been cancelled, but at this stage the Caravan and Camping event was still on. The amount of money the Council had available for grants had had to be reduced by 50%. However the Council could continue to assist as money had been set aside for relief from the effects of the pandemic and the Museum can keep an eye out for opportunities to keep the Redlands on the map. She announced that in response to requests from Artie Rentoul, Council funds had been set aside for replacement of the Lych Gate at Cleveland Cemetery. The Redland City Council and the community thanked the Museum for preserving the history of the Redlands and the community could not do without the input of the Museum into the preservation of Willard's Farm and the Commonwealth land. She acknowledged the contribution of Tony Spinks, the retiring President, and all Management Committee members and declared all positions filled. Councillor Paul Bishop reported overwhelming support demonstrated for the Committee through the vote.

The new President, Bruce Smith, took the Chair and thanked the Mayor and Councillors and all Museum members for taking part in the election. He paid tribute to Tony Spinks, the President for the last three years, who has always supported him and mentored him as Vice-President. He affirmed that the new Management Committee contained members with both experience and fresh ideas. The Museum is facing challenging times but not will stand still and will remain flexible with events like *Women of their Word* and *Halloween* being put on by Theatre Redlands which should reach new audiences. The Museum also needs increased research to be undertaken so that the stories behind the objects in the Museum can be made available online through eHive. He thanked the members for trusting him with this most important task and reminded them the Committee is always open to new ideas.

Appointment of Auditors

Doug Alexander proposed a motion that UHY Haines and Norton Accountants be re-appointed as the museum's auditors. Seconded by Sylvia McGarry. Carried.

Consultants

John Burt moved that Peter Robertson be reappointed as Licenced Armourer. Seconded by Jan Banks. Carried.

Paul Bishop confirmed that he will act as Redland City Council representative for the Museum. Adelia Berridge will act as his proxy.

Close of meeting

The President thanked everyone for attending the meeting and announced that morning tea will be served followed by the September General Meeting.

Meeting closed at 9.00 am.



Bruce Smith
President
Redland Museum Inc.