



1ST ARMoured
REGIMENT
ASSOCIATION INC.

1st Armoured Regiment Association Incorporated

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Minutes for Management Committee Meeting Held Using Zoom Technology on 8 October 2022

The meeting was opened by the President, Mel Meloncelli, at 1903 hrs. The President thanked all those in attendance for their time and effort.

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

Mel Meloncelli, Dean Martin, Russ James, Werner Golla, Graeme Walker, Bob Kennard, Chris Fenton, Pat Deeker, Mark Reid, Iain Reynolds, Mick Payne and Brian Hatfield. John Brooker attended as a visitor and Member of a Subcommittee to discuss Cambrai Day 2022 at the Regiment.
2. **Apologies – (Secretary)** – Russ James advised that apologies had been received from Jim Semmens, Dick Stanios and Graeme Unmack.
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 (27 Mar 22) – outstanding issues
 - a. **Item 52/21** – Vacancy filled (**President**) – Thanks to Richard Stanios for stepping up to the plate as our Recruitment/Membership Manager
 - b. **Item 53/21** - Newsletter – (**President**) – Graeme (Wol) Walker is to be congratulated for producing another high-quality newsletter
 - c. **Item 54/21** - Academic and Athletic Scholarships - (**Secretary**) – no applications have been received
 - d. **Item 55/21** - Honour boards at School of Armour (**Secretary**) – awaiting on info from School
 - e. **Item 56/21** - Website – (**President**) – thanks to Bob Kennard for publishing comprehensive set of photos from the Port Macquarie Reunion
 - f. **Item 57/21** - Credit Card Facility – Swipe – (**Secretary**) – to be discussed in General Business
 - g. **Item 58/21** - Port Macquarie Reunion Update (**Secretary**) – surplus of \$2,860 plus a further \$714 in donations.
5. **Item 59/21 – Minute 23 of 2021/22 - Minutes from Previous Meeting (19 Aug 22)** – it was moved Mick Payne, seconded Werner Golla that the Minutes of the previous meeting be accepted. **CARRIED**
6. **Item 60/21 – Minute 24 of 2021/22 - Decisions Made via email (Secretary)** - it was moved Russ James, seconded Mar Reid that the membership decisions for Peter Jamieson 25 August, Scott Jones 6 September, Andrew Walker 19 September, Warwick Dent 29 September, Andrew Hill 2 October and Damien Graham 5 October 22 previously made over the internet be ratified.

CARRIED

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 61/21 – Minute 25 of 2021/22 - Correspondence In and Out (Secretary)** – advised that correspondence inwards included 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, etc

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 Pat Deeker that the Correspondence Report be accepted.

CARRIED

9. **Item 62/21 – Minute No 26 of 2021/22 - Membership Report (Secretary)** advised:

- a. Current Membership = 499 (5 Oct 22) increase of 122 since July 2018
- b. Membership renewals 1 Feb 2022 – 213 renewal notices sent by email and snail mail. As at 4 Oct 22, 198 members have renewed (92.93%) for periods from 1 to 5 years (average = 3.28 years). 15 members have yet to renew. Significant issues with email rejections – Spam! All members due for renewal were contacted by State Representatives.
- c. Membership – Chasing lapsed members - Secretary – continue to ring and email lapsed members with the off chance that some may renew.

It was moved Werner Golla, seconded Iain Reynolds that the Membership Report be accepted.

CARRIED

10. **Item 63/21 – Minute No 27 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 64/21 – Minute No 28 of 2021/22 – Cambrai Day (Adelaide) update (Secretary)** – advised that:

- i. Registered with the Association = 86
- ii. Registered for Meet and Greet = 120 + 10 guests
- iii. Registered for Recovery Brunch = 109 + 4 guests
- iv. Polo Shirt orders = 51
- v. Bus Bookings = 49
- vi. Bus Cost of approximately \$470 to be funded from Health and Welfare fund.

Questions – the President John Brooker if there was a cut-off date for Registrations with the Regiment (EventBrite) as well as with the Association. John advised that Association documents indicated that Registrations should be completed by mid-October. He thought that the cut-off for EventBrite would

be about two weeks beforehand. The Secretary advised that it would be possible to take a small number of additional members at the Meet and Greet and the Recovery Brunch at the door subject to those members having cash to pay the Association.

MOTION – moved Mel Meloncelli, seconded Iain Reynolds that the report relating to the Cambrai Day Events in Adelaide presented by the Secretary be accepted. All those in favour. **CARRIED**

b. **Item 65/21 – Minute No 29/21 of 2021/22 - Assistance to the Regiment (President)** - due to stringent economic controls within Defence, the Regiment would like us to assist with catering for the after-Parade event. I propose that we assist the Regiment to the extent of a donation of \$2,000 to be used for catering purposes. Some figures provided by our financial team (Treasurer and Secretary) are as follows:

- i. Current bank balance = \$77,872
- ii. Excess funds from PM 22 Reunion = \$2,860
- iii. Donations received for PM 22 Reunion = \$714
- iv. Outstanding Accounts/Commitment for future payments include:
 1. Commitment to Meet and Greet and Recovery Brunch - \$2,000
 2. Hunter Products - \$850 (polo shirts)
 3. Bus hire - \$470
 4. Australia Post - \$250 (estimate)
 5. Lukus Productions - \$60 for Name Tags
 6. Honour Boards for SOA – around \$1,300 (rough estimate)

Mick Payne (NSW State Representative) asked if the money (surplus) from the Port Macquarie Reunion was to be used as the donation to the Regiment. The Secretary indicated that the surplus funds from the Port Macquarie Reunion would be retained within the Association accounts and had not been earmarked for any specific purpose.

As there were no further questions, it was moved Mel Meloncelli, seconded Chris Fenton, that the sum of \$2,000 be donated to the Regiment for catering purposes for the Cambrai Day after parade activity on 11 November 2022. 10 Members voted for the proposal and one member voted against. **CARRIED**

c. **Item 66/21 – Minute No 30/21 of 2021/22 - Credit Card facility (Secretary)** – explained that Xero (the Association’s Accounting software) has a link with a Credit Card Facility (Stripe). Initial investigations reveal that each transaction costs 1.75% of the total value of the transaction plus 30c for each transaction. A membership renewal of \$95, paid by credit card, would cost the Association \$1.96. It has been integrated with Xero and appears to be relatively seamless. The advantage of Stripe is that the Association will not have access to any credit card numbers or any other information relating to individual credit cards.

The President asked if it was intended that the Credit Card facility be used for all Association income transactions. The Secretary indicated that at this stage it would be limited to Q Store orders as well as Cambrai Day activities (events., polo shirts and bus fares). It was not

envisaged that it could be used for Membership payments as the facility could only be used for invoices. Invoices are not prepared for Membership renewals.

MOTION – moved Russ James, seconded Iain Reynolds that the Stripe application be implemented for a period of three months to assess its suitability. **CARRIED**

Immediately prior to the closure of the meeting, Mick Payne asked if he could meet privately with the President and Secretary after the meeting closed.

There being no further business the President closed the meeting at 1942 hours with a thanks to all in attendance.

After all Management Committee Members had left the Zoom Meeting, there was a brief discussion between the President, Secretary, and NSW State Representative (Mick Payne) concerning the disbursement of the surplus funds from the Port Macquarie 2022 Reunion. Mick was of the view that the decision on the disbursement of the funds was the prerogative of the Port Macquarie Reunion Team. The Secretary indicated that any decision concerning the disbursement of funds could only be made by the Management Committee. The Secretary also indicated that previous surpluses had always been returned to consolidated revenue and in some cases had been earmarked for future reunions.

At the end of this discussion, Mick Payne resigned from his position as the NSW State Representative of the Association.

The President would like to extend his thanks to Mick for his efforts over the last several years.

Russ James

R.F. James
Secretary

Annex A – Treasurer's Report

Profit and Loss

1st Armoured Regiment Association Inc
For the period 1 July 2022 to 5 October 2022

	1 Jul-5 Oct 2022
Trading Income	
Interest Income	138.78
Membership Income	344.30
Merchandise Sales	4,834.24
Total Trading Income	5,317.32
Cost of Sales	
Cost of Merchandise Sold	21.80
Purchases	2,451.77
Total Cost of Sales	2,473.57
Gross Profit	2,843.75
Other Income	
CD22 Bus	245.00
CD22 Meet and Greet	4,010.00
CD22 Recovery Brunch	2,070.00
Donations Received	348.50
Total Other Income	6,673.50
Operating Expenses	
Bank Fees	4.90
Communications	230.89
Consulting & Accounting	162.00
Event Outlays	640.00
Flowers/Wreaths/Donations in Lieu	230.00
Health and Safety	16.96
Office Expenses	174.68
Postage	63.03
Presentations/Prizes 1st Armoured Regiment	194.30
Printing & Stationery	220.77
Stock Write Off	27.78
Total Operating Expenses	1,965.31
Net Profit	7,551.94