



Timeline Festival Committee Minutes.

Sunday July 9th 2017

The meeting convened at 2.15 pm

Present were Keith Day, Chase Day, Mark Haviland, Rob Powell, Jarrah Stinchcombe-Wighton and Chris Tosh.

Apologies were received from Mark Pountney.

Previous Minutes and action points from previous meeting:

Minutes of the previous meeting were read. Motion to accept given by Rob and seconded by Keith.

Action points had been successfully dealt with.

Financial / Account Status

The finances currently stand at \$2,049.81

New Member Applications

No new membership applications were received.

Correspondence

- Keith received an email from one of the merchants regarding the notification of non-inclusion at this year's event. The merchant provided additional information that the committee considered and based upon this additional information, the committee voted to allow the merchant to attend this year's event.

2017 Event / General Business

- A discussion took place regarding a member of a WW2 group who had caused some issues at last year's event. He was enquiring on Facebook about attending this year's event. It wasn't clear whether he was planning to attend as a member of public or with another group. Keith said he would wait until individual registration commenced and if he applies to attend as part of another group, Keith will discuss the committee concerns with the President of the club in question.
- Chase said that there needed to be a clear plan of action for dealing with troublesome people. She added we don't necessarily want to ban people, unless it is as a last resort, but they have to know what sanctions there are and when they will be applied.
- Keith called for an expanded code of conduct to be included in the group guide.

- Chris said that complaints of aggressive or “offensive” behaviour would be dealt with by the committee.
- Chase proposed that intoxication be grounds for asking people to leave.
- Chris said he had spoken to the travelling entertainer, and that his pricing was too expensive for us. Chris explained to him that we are a not for profit organisation. Chris is still waiting for a response.
- It was felt to be important not to close off group registration until the end of August. Re-enactors to start registering at the beginning of August.
- There was a discussion about the use of canons in the castle. There were some concerns regarding the volume of noise around the horses. Keith said he would discuss this with the castle and seek guidance from them/.
- There was discussion of opening up Timeline membership, to engage people more than we do.
- Chase asked what people would get out of being a member of Timeline, and commented that people don’t come to meetings as it is.
- Jarrah asked what the context was in which we are asking people to join, and what is the membership process?
- It was observed that we have in the past actively sought new members.
- It was considered that in some quarters there is a perception that the committee has a ‘Napoleonic bias’. We have asked Vikings to join, but with no result.
- The committee concluded that the answer is no, we don’t need to open up the membership, but Keith said he would discuss the matter with Viking groups at the event. It may be possible to get new members in time for the AGM.
- Keith discussed the matter of tokens. He has talked the price down to \$1.20 a piece. They are pierced for use as pendants.
- He said the Timeline griffin had become a proprietary symbol. The year is stamped on the back. The tokens can be arranged honeycomb fashion.
- For wristbands, there are to be three colours, for general admission, metal weapons and firearms. The wristbands are dated. There will be 100 general, 150 arena bands, and 100 for firearms.
- All were in agreement that the website needed upgrading.
- We need volunteers to work the gate. There is a budget of \$140 x 2. It was suggested that an advertisement may be placed in ‘Ballarat Buy-Swap-Sell’.
- Chase asked about Lions Clubs and Scouts. Senior Scouts are in their late teens and early 20s. It was suggested we could make a donation to the relevant organisation.
- Chris said he would approach the Scouts.
- Chase asked if Kryal have been approached for a staff member, and what they would charge.
- Rob said that Kryal could rotate their people through the position.
- Keith noted that the position needs to be covered from 9.00 a.m. to 3.00 p.m.
- Chase said we could split the costs with Kryal.
- Keith commented that it was the busiest day of the year for them, and that they may not have spare people.
- Chase remarked that nevertheless we need to ask them for help, as we are responsible for maintaining their gate.
- Chris said he could ask a security guard, and Keith remarked that we just need someone to

check wristbands.

- We have been given two UHF radios, but we need more. We have a communications issue every year.
- Chris said we could hire the radios every year, that way we could be sure of getting good equipment.
- Keith answered that it is a question of cost. It costs more to hire them, but he will look at costings.
- Keith spoke about his upcoming meeting with Kryal management, where there would be discussion of rubbish bins, toilets and showers, firewood and the Saturday night meal, among other matters.
- There was discussion of the appropriate location for caravans. The rear of the car park was considered a possibility, but it is a long way from the toilets.
- Chase asked if the toilets were in a block or individual portaloos. If the latter, then the locations could be split. There was a need to put all the camping in one spot.
- Chase said we need to make straw available for the NVG. She asked if we could just get the name of the supplier.
- There was discussion of food vendors. Keith said he would chase up the rib people who were at Bannockburn.
- There was consideration of posters and fliers. Rob presented his work to the committee for consideration.
- Rob noted that the names of sponsors need to be included.
- Chase said we need to get the printing priced.
- Keith would discuss parking with Kryal management. He said there was a need to get more ropes to rope off the modern camping area. He commented that Bunnings have cheap rope.
- Keith said he would send Jarrah a list of participating groups.
- Keith said that at least 21 groups have applied, and that it could be the biggest Timeline Festival yet.

Meeting Closed

The meeting closed at 4.15 p.m.

Next Meeting

The next meeting will be held at Jarrah's house on August 19th at 2.00 pm

Action Points

Task	Who
List event on on-line tourism / event directories	Rob
Keith to get quote on radios	Keith
Order tokens and wristbands	Keith
Finalise brochures / posters for consideration.	Rob
Create draft video	Keith
Investigate options for event token	All

Talk to Kryal re: putting on an evening meal for Saturday / cost	Keith
Talk to Kryal re: Happy hour on Saturday after castle closes	Keith
Talk to Kryal re: Bins at top of encampment	Keith
Talk to Kryal re: plans for reenactor gate management	Keith
Purchase some metal files	TBC