



Timeline Festival Committee Minutes.

Saturday July 6th 2013.

The meeting convened at 2.15 p.m. at Kryal Castle, Ballarat, VIC

Present: Committee members Keith Day, Chase Day, Sandy Sempel and Mark Haviland.

Apologies received from Freda Ackroyd

- The minutes of the previous meeting were read and **proposed as accepted as correct by Chase Day and seconded by Sandy Sempel.**
- New member applications were received from Fiona Anderson, Rose Payton, Sharon Campbel, Jonathon Lyons, Emmaleen Sheerin, Michael Kearney, Robert Powell and Mark Pourtney **Keith proposed that these were all accepted, seconded by Mark Haviland,** carried unanimously.
- **Keith proposed extending the committee structure** by adding two new members to make seven in all, four office holders and three non-office holders. **Seconded by Chase Day.** The proposal was unanimously accepted.
- The issue of voting by new members at the SGM / AGM was raised. The rules state that members who have joined in the past ten days are unable to vote. **Keith proposed that this proviso be waived for this AGM** as members were advised they could join on the day. **Seconded by Sandy Sempel** and the proposal was unanimously accepted.
- **Keith asked that Freda's nomination for a committee position was accepted without the necessary paperwork being to hand,** due to her mitigating circumstances. Freda had planned to bring her nomination form with her but had been involved in a car accident. **Seconded by Chase and carried unanimously.**
- The tender process for the festival was discussed and will be reviewed in full at the next meeting.
- The meeting was closed at 2.25 p.m.

Action points from the meeting

Action	Who
Add Tender process to agenda for August meeting	Mark



Timeline Festival Committee

Special General Meeting.

Saturday July 6th 2013.

The meeting was convened at 2.25 p.m. at Kryal Castle, Ballarat, VIC.

Present were Keith Day, Chase Day, Mark Haviland, Sandy Sempel, Fiona Anderson, Sharon Campbell, Jonathon Lyons, Emmaleen Sheerin, Michael Kearney, Robert Powell and Mark Pournney

Apologies – Freda Ackroyd and Rose Payton

- The committee is looking to adopt the new model rules distributed by the Department of Justice and the Department of Consumer Affairs, as per section 46 of the Associations Incorporation Reform Act of 2012, without seeking to vary them in any way. **Keith proposed the motion, Sandy seconded it**, and the motion was carried unanimously.
- **Keith proposed the introduction of a new class of membership**, the life member, to be added. **Chase seconded the motion, and it was carried unanimously.**
- The meeting was closed at 2.35 p.m.



Timeline Festival Committee Meeting.

Annual General Meeting.

Saturday July 6th 2013.

The meeting was convened at 2.35 p.m. at Kryal Castle, Ballarat, VIC.

Present were Keith Day, Chase Day, Mark Haviland, Sandy Sempel, Fiona Anderson, Sharon Campbell, Jonathon Lyons, Emmaleen Sheerin, Michael Kearney, Robert Powell and Mark Pourtney

Apologies – Freda Ackroyd and Rose Payton

- Keith read the minutes of the previous AGM. **Chase proposed that they be accepted, and Mark seconded.**
- Keith read the president's report (see appendix). In general, the processes of the committee were to be made more transparent. **Chase moved to endorse the report, and Mark seconded.**
- The vice-president reported that he had been in discussion with individual clubs explaining the tender process and the funding available from Kryal to support the event. He was stressing to them that Timeline would be Victoria's only showcase event for re-enactors and that this year should be viewed as an audition.
- The secretary reported that correspondence was limited to tenders received.
- The treasurer reported that it had been necessary to rebuild the organisation's accounts from scratch. She said that from here on, accounts would be kept in a much more orderly fashion. Thus far, the finances have been in stasis, with no funds moving either in or out, but this would change in the near future. Sandy endorsed the financial report and Mark seconded. It was accepted unanimously, with the exception of Keith who abstained due to a potential or perceived conflict of interest with Keith being married to the treasurer.
- There was no report from Freda.
- With no further business, the current committee stood down making all positions vacant. Jonathon Lyons appointed the returning officer for the election of office holders.

- Nominations were received from:
 - Keith Day for President who was appointed unopposed
 - Sandy Sempel for Vice-President who was appointed unopposed
 - Mark Haviland for Secretary who was appointed unopposed
 - Chase Day for Secretary who was appointed unopposed
 - And Freda Ackroyd, Emmeline Sheerin and Fiona Anderson for ordinary committee positions, all of who were all appointed

- **Keith Day** re-took the Chair as president and **proposed that the annual joining fee and membership fee for the association remained at zero. Sandy seconded**, and the motion was carried unanimously.

- Sharon queried the qualification criteria for life membership. Chase explained that it required some involvement other than simply time-serving on the committee. When a candidate was proposed, it would be up to the committee of the day to consider his or her merits.

- **Keith proposed a life membership for Sandy Sempel** on the basis of his many years of involvement with the organisation of previous Timeline events and the re-enactment movement. **Chase seconded the motion**, and it was carried unanimously.

- AOB. The question was raised as to whether Timeline needs to be a member of the Australian Living History Foundation (ALHF). Currently, all members of Timeline Festival Inc. are members of groups which belong to the ALHF, but there may be actors taking part in the Timeline Festival, who present a different situation. **ACTION: Keith will investigate and report back to the members**

- It was declared that each group participating in the festival would need to obtain its own Performance in Public Places (PPP) permit.

- The next meeting was set for August 3rd at 2 p.m. at Kryal Castle.

- The meeting closed at 3.25.



Presidents Report

2013 AGM – Keith Day

The second quarter of this year leading up to this AGM has been centered on tidying up the governance of the association. Timeline was set up by a previous committee as an association. This means that although there are some upsides, such as being able to obtain funding via grants and being able to enter into commercial contracts with commercial entities such as Kryal etc. the downside is that this comes with a stack of rules that regulations that we must comply with or as individual committee members, we may be open to penalties and fines. I also believe we have a duty to our members and the wider re-enactment community to ensure that the association conducts its business in a professional and ethical manner.

Some examples of the challenges we have had to face include a review of the bank account highlighting that none of the current committee were actually authorized on the account. The model rules that we were using were not being followed which was creating some confusion on matters of process and the accounts, membership and governance as a whole needed to be reviewed and sorted out.

The committee have all done a great job in reviewing the governance of the association and making the necessary changes needed to tidy up the association so that we can move forward more effectively.

Another area that the committee have been focused on is making the association more transparent, not only to its members, but also to the wider re-enactment community. It has been very difficult at times having to deal with negativity and distrust from the re-enactment community and this has been due in part to the re-enactors feeling that they have been excluded in the past from Timeline, not allowed to be involved in the decision making process and that the committee have been running as a secret society.

Since March, we have been publishing the minutes from our committee meetings on-line so that everyone has access to the decisions being made. Committee meeting dates and the location are published well in advance so that anyone from the re-enactment community can attend and find out first-hand what is being discussed and provide input if they wish and we have opened up the communication between the committee and the re-enactment community via the Timeline Facebook group.

We have also recently launched the new website to provide information about the event to both the re-enactment community and general public.

And finally, the negotiations with Kryal have been progressing well and we are confident that the event is still on track.

There are still some logistical issues to overcome with the council, such as the use of black powder and camping, although Kryal still believe this will be acceptable to the council and the event will be as originally planned.

The focus for the new committee will now be on making the event happen. There is only 4 months to go and much to be done.

Keith Day

President

Timeline Festival Inc.