

St John



St John Ambulance Historical Society of Australia

10th Annual General Meeting

St John

Sydney - May 2012



St John

10th ANNUAL GENERAL MEETING
THE ST JOHN AMBULANCE HISTORICAL SOCIETY OF AUSTRALIA
Saturday 19 May 2012

3.00pm Commencement

4.20pm End

Agenda Attached

NOTE: Chapter Meeting follows at 4.45pm

NOTE: Please invite members to complete attendance and apology forms to expedite proceedings

NOTE: Chair may like to acknowledge award of Dr Harry Oxer being made a Member of the Order of Australia (AM) during Life Member Certificate presentation

Known General Business Items

- **Dr Brian Fotheringham – Information about ‘The Order Booklet’**
 - Provision of one copy for each state/territory
 - Brief introduction and highlighting of existence
- **Mrs Beth Dawson – Presentation of Historical Papers**
 - The Dorothy Davidson Collection
 - Formal presentation of papers
- **Chair to Remind Members of Papers available on National Website**
 - All previous journals now on website
 - Papers of significance to also go on site
 - If unsure of location please ask Secretary for advice



St John

10th Annual General Meeting of The St John Ambulance Historical Society of Australia

Sydney Masonic Centre Conference & Function Centre

Saturday 19 May 2012

3.00pm	Opening and Welcome	Allan Mawdsley, President
3.05pm	Attendance and Apologies	Allan Mawdsley, President
3.07pm	Minutes of the 9 th Annual General Meeting Hobart, Tasmania, Thursday 24 June 2010	James Cheshire, Secretary
3.10pm	Matters arising from the minutes of last AGM	Allan Mawdsley, President
3.15pm	President's annual report, discussion and adoption	Allan Mawdsley, President
3.20pm	Treasurer's annual report, discussion and adoption	Gary Harris, Treasurer
3.25pm	Publications: journal, quarterly newsletter, website	Ian Howie-Willis, Editor-in-Chief
3.30pm	Reports from States/Territories: reports to be tabled for noting; highlights only commented upon: <ul style="list-style-type: none">• NSW - Loredana Napoli;• VIC - Shirley Moon;• QLD - Beth Dawson;• SA - Brian Fotheringham;• WA - Edith Khangure• TAS - Roxy Cowie;• NT - Dawn Bat; and• ACT & The Priory - Ian Howie-Willis;	Allan Mawdsley, President
3.55pm	Presentation of Life Membership Certificates <ul style="list-style-type: none">• Harry Oxe – Immediate Past President• Ian Howie-Willis – Editor-in-Chief, Past Secretary	Allan Mawdsley, President
4.05pm	Other Business	Allan Mawdsley, President
4.15pm	Closing comments and closure	Allan Mawdsley, President

NOTE: Chapter Meeting will commence at 4.45pm

2012 SJHS President's Report

This Annual General Meeting marks twelve months since my election as your President. It has been an eventful year and I am honoured to have had the opportunity to serve in this role. It is particularly fortunate that this Annual Meeting coincides with the first meeting in Australia of the Grand Council of the Order of St John, and that some of our Historical Society activities will be shared by representatives of overseas Priories.

Our Immediate Past President, Dr Harry Oxe, received the Medal of the Order of Australia in the recent Australia Day Awards, and we congratulate him for the well-deserved recognition of his years of outstanding service to the community.

Our erstwhile Honorary Secretary and Priory Librarian, Dr Ian Howie-Willis, has moved on from both of those positions and is now the official Priory Historian. He handed the secretaryship to his former assistant, James Cheshire, and the Priory Librarian role to Professor John Pearn. Not only has Ian disposed of two onerous roles but in two of the roles he kept he will be assisted by professionals on Priory staff. The Priory Publications Officer assists him in producing "*St John History*" and the Priory Archivist assists him in his work as Priory Historian. He is on the lookout for assistants for "*Pro Utilitate*".

Shortly after my election to the role of President I circulated the majority of office-bearers in the State and Territory Branches to invite participation in a discussion forum by email. I outlined a vision of the future of St John Historical Society being based in the broad membership at Branch level actively involved in preserving our archival records, reporting our history and promoting awareness of the important aspects of our heritage. How can we achieve a broad membership that is actively involved?

The first step has been taken through the establishment of a Constitution which has national office-bearers and provision for replication of this at State and Territory level. We want to encourage State and Territory Branches to follow this pattern wherever possible so that the membership at the local level is responsible for having office-bearers who will be active in the development of the Society in their region. The democratic method is not always possible because some States have appointed committees rather than elected committees, but this does not matter as long as the appointed committees take the necessary steps to involve the broader membership in the work.

Membership of the Historical Society will gradually increase because of the improving quality of presentations at the annual Priory Conference, the high quality of publication of "*St John History*" and the valuable informativeness of the quarterly "*Pro Utilitate*". However, increased membership does not necessarily mean increased involvement. For this to happen we must provide opportunity and encouragement. Experience has shown that the best way of doing this is to enable members to share in Historical Society tasks at the local level, such as recording and reporting the achievements of St John people in the region. As a step in this direction I proposed that in every State and Territory Branch there should be a 'Roll of Honour' listing the names of every person in that region who has ever been honoured by the Order of St John. This would provide a platform for reporting the St John history related to the region.

At the time of the initial email forum discussion there seemed to be an enthusiasm for the ideas. Now, about a year down the track, it is time to see whether or not there really has been any change. Concurrently with this President's report I am seeking the reports of State and Territory Branches to inform the Society at large about four specific issues. First, who are the office-bearers in the Branch. Second, whether there has been a Branch Annual General Meeting and/or any other meetings at which historical presentations have been made. Third, the current status of any local 'Roll of Honour'. Fourth, any events or achievements of historical importance in the region.

Archivists and historians know the importance of informative annual reports. Although '*St John History*' has been faithful in recording the Branch reports as well as the progress of the Society as a whole, it is not always easy to track the progress of the local Branches. It is my hope that future historians will find it easier if Branches adopt this approach. This is not meant to make the reports as dry as dust, but to ensure that within the colourful accounts there will also be an archivist's goldmine.

At the end of my year as President I would like to thank everyone who has taken the time and trouble to give their opinions and suggestions, and I hope that you will share my optimism that St John Historical Society will continue to go from strength to strength.

Dr Allan Mawdsley KStJ

President,

St John Historical Society.

March 2012.

Memo to Branch Office-Bearers

Attached is the President's Report for the Annual General Meeting and for publication in "*St John History*". In it there is a request for your State/Territory Report to address four specific items of information in addition to anything else you may wish to report.

I need your report before 14th April 2012 in order for the material to be included in the April edition of "*Pro Utilitate*" to be mailed out to members leading up to the Priory Conference. The deadline is very tight and I would be very sad if your report missed out.

Yours in St John,

Allan Mawdsley, President.

The St John Ambulance Historical Society of Australia

TREASURER'S REPORT, 2011

to be tabled at the 11th Annual General Meeting of the Historical Society,
in the Sydney Masonic Conference Centre, Sydney, NSW, on Sunday 20 May 2012

I am pleased to table the Historical Society's tenth Treasurer's Report, and my first as Treasurer, at this our 11th Annual General Meeting in the Masonic Conference Centre, Sydney, New South Wales, on Sunday 20 May 2012.

I refer you all to the balance sheet that follows on the next page, which sets out our financial situation at the end of calendar year 2011.

The balance sheet indicates, after a credit balance of \$6,965.90 was carried over from 2010, income of \$4,380.00 was received from subscriptions & donations and \$16.04 from bank interest. Total credits at the end of 2011 were therefore \$11,361.94.

[NB: of the income of \$4,380.00 from subscriptions & donations, \$4,205 was from subscriptions and \$175 was from donations. These figures are not separately listed on the attached balance sheet, however, because the balance sheet is based on bank statements, which do not distinguish between subscriptions and donations. The disaggregated amounts for subscriptions and donations are taken from the State/Territory membership secretary's tally sheets of monies received.]

Expenditure totaled \$2,775.49, comprising payments to the Australian Office of St John Ambulance Australia for production of Volumes 10 of the annual journal *St John History* (\$2,145.00) and the Secretary's expenditure on the purchase of gift vouchers and certificate display frames for the Cadets' "Knowledge of the Order" prizes (\$630.49).

After meeting expenditure, the Society therefore ended the year with a total credit balance of \$8,586.45 in its Bendigo Bank and Commonwealth Bank accounts.

The attached financial statement emphasises the continuing importance of membership subscriptions—96% of our income in 2011—in sustaining the Society. Without our members and their subscriptions there could be no Historical Society. In previous years we have had an income from the sale of Priory ties and scarves; however, as expected, that fell away quickly as demand tailed off, and so in 2011 there was no income from that source. I therefore urge all members who have not yet done so to renew their subscriptions for 2012.

Other recent developments relevant to our financial efficiency have been as follows:

1. At the end of 2011 we changed our membership subscription payment methods, shifting to a centralized record keeping system with subscription payments being made to a National Membership Officer in the Australian Office of St John Ambulance Australia rather than through eight separate State/Territory-based membership officers. Although the new system has taken some time to become bedded in, it will eventually make greater efficiency in the management and banking of subscriptions while also making our annual audit simpler and less time-consuming.
2. In March this year our Bendigo Bank account was closed because we were experiencing difficulty in the on-line management of the account, operating which required the use of an electronic access key and frequently updated passwords. Continually sending the key backwards & forwards between the National Membership Officer in Canberra and the Treasurer in Melbourne was impractical and so we simplified banking procedures by closing the Bendigo Bank account and transferring its funds into the Commonwealth Bank account. Members wishing to pay their subscriptions electronically into the bank may still do so

A point highly relevant to this report is that the Australian Office of St John Ambulance Australia makes a substantial contribution to our finances us by meeting our photocopying and postage costs in respect of our annual journal, *St John History*, and our quarterly newsletter, *Pro Utilitate*, as well as

by allowing us to undertake much of our conference photocopying gratis. Photocopying and postage are therefore a subsidy, and as such an important though uncosted factor in the positive balance of our income over expenditure. I accordingly thank the Priory Secretary and CEO of St John Ambulance Australia, Mr Peter Le Cornu, and his staff for their generous support of the Historical Society in all its endeavours.

At this point I also wish to record my appreciation of the work of our auditor, Ms Amanda Power, National Finance Officer of the Australian Office of St John Ambulance Australia. In her fifth audit of our books Ms Power has performed her duties both promptly and with thoroughness. I also record my appreciation of the part played by our Secretary and our State/Territory membership officers, who collectively assembled the tabulated financial data on which this report is based.

I also thank our National Membership Manager, Ms Justine Black, who is the accounts officer in the St John Australian Office and has been managing our membership subscription system since the beginning of the year. Ms Black has now settled into the routine of receiving subscriptions, issuing receipts and maintaining the membership database.

Finally, I must also acknowledge the generosity of our donors. During 2010 they were principally Mr Kevin Young and Professor John Pearn.

Mr President, I have much pleasure in moving the adoption of the attached financial statement.

Gary Harris
Treasurer
20 May 2012

The St John Ambulance Historical Society of Australia
Statement of income & expenditure for period 1 January to 31 December 2011

CREDITS

Credit balance in Bendigo & Commonwealth Bank accounts brought forward from 31 December 2010

Bendigo Bank	\$4,317.76
Commonwealth Bank	\$2,648.14

Total credits	\$6,965.90
----------------------	-------------------

INCOME

Membership subscriptions & donations paid into Bendigo Bank

\$2,830.00

Membership subscriptions & donations paid into Commonwealth Bank

\$1,550.00

Sub-total	\$4,380.00
-----------	------------

Interest from Commonwealth Bank account

\$16.04

Total income	\$4,396.04
---------------------	-------------------

TOTAL CREDITS & INCOME

\$11,361.94

EXPENDITURE

Secretary's invoiced expenses

\$630.49

Printing & production costs *St John History*
Vol. 10, paid to Australian Office of St John

\$2,145.00

Total expenditure	\$2,775.49
--------------------------	-------------------

\$2,775.49

**BALANCE OF CREDITS & INCOME
OVER EXPENDITURE**

\$8,586.45

STATEMENT BY AUDITOR

I have examined the accounts of the St John Ambulance Historical Society of Australia and confirm that this Statement of Income and Expenditure is a true and accurate summary of the Society's financial affairs for the period 1 January to 31 December 2011.

Amanda Power
National Finance Manager
Australian Office
St John Ambulance Australia

23 April 2012

NB: SEE THE AUDITOR'S REPORT BELOW



23rd April 2012

S J A A Historical Society
49 Gaunson Crescent
Wanniassa ACT 2903

I confirm that I have reviewed the accounts of the St John Ambulance Australia Historical Society for the period 1 January 2011 through to December 2011 for audit purposes.

The audit comprised of

- 1- verifying the bank balance against the statement of income and expenditure
- 2- checking the tally sheets provided against the income in the statement of income
- 3- Checking details of expenditure.

Although I have not viewed original receipts as they are kept by the individual states and territories, I am delighted to report that there was only a very small discrepancy of \$5 in the accounts this year between the amounts banked and the amounts recorded in the state and territory tally sheets.

In my opinion, except for the effects of the financial effect of the matters referred to in the above paragraph, the Statement of Income and Expenditure is a true and accurate summary of the Society's financial affairs for the audit period.

Yours faithfully

Amanda Power
Finance Manager

St John Ambulance Australia Inc | ABN 83 373 110 633
Australian Office | PO Box 3895 Manuka ACT 2603 | Tel 02 6239 9211 | Fax 02 6239 6321
Email finance@stjohn.org.au | www.stjohn.org.au | ARBN 061 844 380

Dr Harry F Oxer AM, ASM, KStJ

MA, MB BChir, (Cantab), MRCS LRCP, DA,
FFARCS, FRCA, FFARACS, FANZCA, FACAP, DipDHM

Anaesthesia and Intensive Care

Aviation Medicine

Hyperbaric Medicine

Ambulance and Pre-Hospital Care

331 Riverton Drive,
Shelley, PERTH
Western Australia 6148
61 (0)8 9457 0499
hoxer@westnet.com.au

James Cheshire MStJ, JP

Secretary, St John Historical Society of Australia.

16/02/2012

Dear James,

Thank you very much for your kind congratulations, from yourself, and on behalf of the President and members of the Historical Society, on my being appointed a Member in the Order Of Australia.

I am very honoured and delighted. It is wonderful to receive such recognition for doing all the things that give me such pleasure! St John, Ambulance, and the Hyperbaric Unit have occupied much of my life here in Australia, and been so very rewarding, working with wonderful people. In particular the opportunities to work still with the country volunteers are an added joy.

Your letter was particularly pleasing, and very much appreciated. One does not work for recognition, but it is humbling and a real honour for me, recognising so often the work of a team.

Kind regards as ever; see you at the meeting!

Harry

Kevin Young
9398 1263
4/46 Stalker Rd
Gosnells WA 6110



St John Ambulance Australia
The Commandery in WA

- ① UNIT 4, NO 46, STALKER RD, ② Would you be kind
GOSNELLS, W.A. - 6110. ENOUGH to convey to

Dear James,

Please note

I HAVE CHANGED MY ADDRESS,
WE ARE NOW LIVING IN A RETIREMENT
VILLAGE, WITH 24 HOUR ASSISTANCE.

2 Please convey my APOLOGIES
FOR MY NON-ATTENDANCE AT
THE A.G.M. AND MY NON-
ATTENDANCE AT THE HISTORICAL
SOCIETY'S TWO DAY SEMINAR /
CONFERENCE. I CONGRATULATE

YOU AND YOUR COMMITTEE ON
THE PREPARATION OF WHAT I
CONSIDER A OUTSTANDING PROGRAMME.
UNFORTUNATELY MY REQUIRES MY
24 HOUR CARE, AND AT THE
PRESENT TIME I AM UNABLE
TO ORGANISE RESPIRE CARE.

All my esteemed
colleagues belonging to
The Historical Society
my very best wishes
and kind regards &
good health to all.

Sorry unable to be
with you on this
momentous occasion

Yours sincerely,
Kevin Young.