

Treasurer – Peter Crofts
 Boatshed Report- Ian Doherty
 Collection Management Report- John Micallef
 Collection Management Copy of Operational Plan

Motion: That the reports for July be received.

Moved: Andrew Scorgie Seconded: Martin Warneke Carried

3. Correspondence

3.1 Inwards Correspondence

July

- Robert De Vries Bellarine Vintage Machinery Group – confirming QMM participation at Father’s Day Rally, 5 September
- Mrs E Hu re the Jubilee Yacht Freelance, acknowledging Committee decision to retain in collection and providing history and information links
- Andrew Scorgie – Invoice from Lighthouse Electrical
- Borough of Queenscliffe – advising Event Sponsorship Grants Round 2 open
- Nicole Dahlberg, ANMM – to M. Warneke, advising exhibition delivery details for *Remarkable Stories, Australians and Their Boats*
- David O’Sullivan, ANMM – Draft 1 Vessel Management Plan Mavis III
- Lesley Alway to J. Negri requesting assistance to contribute story from QMM to Queenscliff Historical Museum exhibition for The Hub

August

- Carly Douglas, Borough of Queenscliffe – request for a photo and short sentence on QMM working with the Borough to use in BOQ annual report.
- Victorian Commission for Gambling and Liquor Regulation – notifying expiry of Declared Status as a Community or Charitable Organisation for fundraising events and raffles. To be renewed online.
- Melissa Gunter, Museums Victoria to M. Warneke – proposed visit of Nell Ustandag and Sarah Babister to review model vessels Weeroona, Hygeia and Duntroon on loan to QMM
- Martin Warneke – invoice from First Aid Accident and Emergency for defibrillator equipment
- AMAGA Members Bulletin

3.2 Outwards Correspondence

July

- Thank you letter to Andrew Kidd, Camp Wyuna for use of meeting facility
- David O’Sullivan ANMM – Vessel Management Plan Mavis III, Committee feedback on interpretation aspects of draft
- Carly Douglas BOQ – photo of volunteers Jessica Groat and Mary Micallef for inclusion in BOQ Annual Report
- Press Release Queenscliffe Herald – boatshed equipment

August

- Liam Petrie-Allbutt – confirming his cancelling of wedding at QMM Boat Shed

Motion: That the inwards correspondence be received, and the outwards correspondence be endorsed.

Moved: Rodney Nicholson Seconded: Dean Zanoni Carried

3.3 **Business arising from the correspondence**

4. **Office Bearers Reports**

President – June Negri

Steam Rally Marquee and Outboard motors-circulated

Request to display of 2 outboard motors at the BVMC Steam Rally on 5 September. J Negri to oversee the display and safe return of the artefacts (ref: President's report).

Treasurer – Peter Crofts reports circulated:

August 2021 Treasurer's Report

QMM Inc Profit and Loss Report July 2021

Report on Museum Fire Suppression System Aug 2021

Treasurer Copy of July 2021 QMM (version 1) admissions and takings spreadsheet

Secretary – Carolyn McKinnon

Events Guidelines - Covid Restrictions, circulated

Motion: That the Office Bearers Reports be received

Moved: Rodney Nicholson Seconded: Les Irving Dusting Carried

5. **Administration Co-ordinator's Report** – John Sisley

I am currently working on the volunteer files to ensure that they are accurate and up to date. I'm having difficulty staffing Saturdays with volunteers

VISITATION

There was no report for July 2020 due to COVID shut down. I have compared 2019 to current.

JULY 2021	ADULT	CONCESSION	CHILD	EXEMPT
	184	88	125	18
JULY 2019	154	105	99	

Motion: That the Administration Co-ordinator's Report be received.

Moved: Martin Warneke Seconded: Andrew Scorgie Carried

6. **Team Leaders' Reports**

6.1 **Marketing, Promotion and Fundraising** –Andrew Scorgie

- a. Reported on the success of Fisherman's Friday on Facebook

- b. Camaro Club Museum visit/show and shine. Andrew to liaise with John Sisley to facilitate this groups visit.
- c. Paul Caffyn's Round Australia Kayak Adventure celebrates its 40th Anniversary on 28 December. Proposed re-enactment at Shortland's Bluff attended by local Scout groups and the Victorian Sea Kayak Club (VSKC). A display of Museum artefacts and Pauls Kayak in the Museum. The scouts will be contacted, a draft a letter to the VSKC inviting their participation and Martin and his Display team will assist Andrew with the event – The committee endorsed this event for 28.12.2021 (Covid willing).
- d. A test flight with a drone over the grounds of the Museum as a pre-cursor to preparing video footage for a social media post.
- e. The Jack and Mary Videos: Andrew to contact the Rotary Club of Ocean Grove as they had recently interviewed Jack and Mary and we do not need to repeat a story already told.

6.2 Collection Management – John Micallef Team Leader

Collection Management Status Report @ 11 August 2021

Copy of Operational Plan & Dashboard 20210811

The President spoke to the Committee about the excellent results John and his team were achieving to correct problems with the Collection storage and identify the storage position of all items in the Collection.

6.3 Display and Education Report- Martin Warneke

Highlights of report:

ANMM Exhibition - Remarkable Stories of Australians and their boats – Pull up banners depicting the stories of Local Fisherman Harry Mouchemore, and two other banners are being designed to compliment the ANMM Exhibition. Other great Museum stories will also be featured in the Exhibition.

A banner is being made to advertise the QMM at Events

Development of the display area around the Wharf Crane - the Committee will discuss this project on site following the meeting.

6.4 Infrastructure, Boatshed and Maintenance Ian Doherty

The relocation of the workshop has been completed. New steps for bathing box finished, paving carried out in the boatyard, boats have been moved and boatshed display space is being refurbished.

There has been one response so far to the request for tools which was advertised in the Queenscliff Herald.

6.5 Maritime History, Sea Pilots – Les Irving Dusting

Collating information for Lighthouse Reserve Classification Team.

Fog Horn shed being painted

Discussion on possible sponsorship of Fog Horn plant and equipment refurbishment.

6.6 Dean Zanoni

Offshore Specialist Ships Australia Ltd (OSSA) – information circulated by Dean

Find out more on their website <https://offshorespecialistships.com/>

Dean to invite OSSA board to the QMM for Tour and Tea

Lighthouse Tours are still on hold.

6.7 **Rodney Nicholson** -report circulated

Reported on the paving carried out in the boatyard. And the final installation of the Gil Allbutt Boat Shed sign.

Comment was made by Rodney on the excellent work volunteer Philip Leslie was doing with the Museum's Facebook page – this was endorsed by all present.

Rodney has also made contact with some of the new Queenscliff Herald staff.

Motion: That the Team Leaders' and Committee members reports be received

Moved: Les Irving-Dusting

Seconded:

Rodney Nicholson

Carried

7. General Business

7.1 AGM Review Sub-Committee

The draft AGM Review document, a draft Conflict of Interest Policy and draft proposed changes to the Statement of Purposes and Statement of Rules has been completed. Once proof-reading is complete these documents will be circulated to the COM for comment before the next meeting

7.2 Assistant Treasurer position vacant – There were no volunteers for this position

Any other business:

- Carmen Bell to be asked if she would be interested in contributing some of her Couta Boat Tales to our social media page.
- The appointment of a Museum Patron was discussed.
- John Gleeson – short letter requesting committee to join a discussion on items in the boatyard following the meeting.
- Signal Flagpole – great attraction flying of QMM Flag, red ensign, signal flags, sponsor flags every day to attract more attention – agreed
- Vic Govt, Living Heritage Grants open in February 2022. Grant Project Officer has put the QMM onto their notification list.
- Discussion on an OPEN sign above the Museum sign in front yard.
- Queenscliff Harbour - new Corporate Membership for 2021-22 and preliminary discussions for sponsorship of events and on-going support.
- June Negri commented on the excellent way that our new Bookkeeper, Ian Sharrock was working with Peter Crofts and John Sisley to simplify and streamline the accounting and statistic systems.
- Spring Newsletter due out at end of August – all contributions to Admin Officer before the end of the month.
- Some members still not financial for 2021-22 - a reminder to be sent.

Meeting closed at: 11.10am

Next meeting at 9.00am on Monday 20 September 2021 (TBC)

Signed as a true and accurate record of the meeting

Dean Zaroni – Vice President
(for) June Negri - President