

PORT MACQUARIE ASTRONOMICAL ASSOCIATION INC. (Y2878531)
THE OBSERVATORY 1A STEWART STREET PORT MACQUARIE
MINUTES OF THE AGM HELD ON SATURDAY 14 SEPTEMBER 2019

PRESENT: President: David Edgerley, Vice President: Jim Daniel, Treasurer: Grace Connor, Secretary: Françoise Coffre
Pod Co-Ordinators: Robert Brangwin, Mike Jamison, Chris Ireland, Alice Totonjian
Members: Chris Francis, Kevin McFarlane, Joy Woods, Jim Huxley, Dianne Edgerley, Marion Vanderveer, Bruce Dawson, Alex Shavikin, Vic Pisani, Meredith Pisani.

APOLOGIES: Paul Lloyd, Colleen Carmody, Alastair Fournel, Julie Huxley, George Mills, Emilie Cooper

Meeting commenced at 10.30am

1. WELCOME

David welcomed the members and thanked them for attending the AGM.

2. REVIEW OF THE 2018 AGM MINUTES

Minutes were reviewed by David. There was no business arising from last year's minutes.

MOTION: That the Minutes from the AGM held on the 15th September 2018 be accepted
David – Chris F – All in favour, motion approved.

3. PRESIDENT'S REPORT: David reviewed his report.

David announced that as our Constitution stipulates that Committee Members cannot hold a position for more than 3 years, he is therefore stepping down from his position as President.

David said that the last 3 years as President were busy, but it had been a pleasure to run the Association with such a dedicated, hard work team of Committee Members and Members.

David reviewed the key highlights of his term as President:

- The Planning proposal for our new building: *"We are now well into the process of applying for a development Application with Council"*. This has required time and money, but we now have an excellent design ready to go to DA.
- Growth in Membership and Activities: We have grown our membership from 30 members when I started my term to over 60. This has been achieved by reaching out to other institutions and associations, but also by catering to members' interests, such as lessons in astronomy, Café Astronomy and visits to other astronomy clubs.

We are now receiving more requests from school groups, day care centres and Oosh groups. Those activities are mostly held during the day. We recently had a visit of 80 children from Glenn Innes who left very happy.

During the last Christmas holidays, we ran Astronomy for Kids which proved to be successful and fun for the kids. I hope to develop this program more before the next Christmas holidays so we can run it again.

David thanked all the volunteers who helped with those extra activities. A special thank you to all the presenters who David said are our secret weapons being not only presenters, but show people, entertainers and performers.

- We organised a Strategy Workshop earlier this year which gave us a platform for the Association to develop itself in the future.
- We are organising a fundraising event in November and will have a special guest speaker: Ass. Prof. John O'Byrne from the Sydney University.

At the last Committee Meeting, it was agreed to establish a Planning, Construction and Funding Committee to oversee the development of the new building. The Chair of that committee will be a member of the Management Committee.

Some other projects are in the pipeline for PMAA:

- Setting up on-line booking: Trybooking has already been set up for the John O'Byrne's event in November. We will seek to organise such major events more often.
- Setting up a record keeping in the Cloud of Association documents, with access for all Committee members.
- Developing a more structured program for our activities (open nights and special bookings) and make sure we have the resources and the equipment to support those activities.

David said that what we do at PMAA depends on the involvement of its members. David then said a huge thank you to all the Committee Members and the dedicated volunteers for their work.

MOTION: That the President's Report circulated prior to the meeting be accepted
David – Chris I - All in favour, motion approved

Motion: From Chris I to thank David for his work as President over the last 3 years
Chris I – Grace – All in favour, motion approved

4. TREASURER REPORT AS AT 30 JUNE 2019: The Treasurer report was reviewed.

The sale of our merchandise has improved.

Our Open Night admissions topped \$20,000

Our term deposits were consolidated in order to pay for our DA

Our total income as at 30 June 2019 was \$24,895.

Our profit has taken a hit due to the cost of King & Campbell: \$44,938

Overall, our financial position is half of what it was last year, but we are now in a position to lodge a DA.

Grace said she was stepping down as Treasurer.

Joy and Jim D thanked Grace for her work.

MOTION: That the Treasurer's report be accepted

Joy – Chris F – All in favour, motion approved

5. EDUCATION CO-ORDINATOR REPORT: Robert reviewed his report.

We had about 104 presentations on Open Nights this year without counting the extra sessions. This put a big load on the volunteers.

We also had several special bookings: Probus Clubs and recently the Glenn Innes Primary School.

Side Walk Astronomy being held on Rotary Park is moderately successful. The current location is more convenient as we do not have to carry the equipment, but not as popular as Town Green. The parking restrictions on Town Green make it more difficult to set up for SWA. It is therefore essential to promote this activity a lot more.

Cafe Astronomy is going well.

Our visit to the Tamworth Astronomical Club was successful. It was interesting to meet with the other Club's members and see what they're doing. Robert said that the help they receive from Council make a big difference.

The Coonabarabran trip is being organised.

Skystories at Sancrox was popular.

The "Introduction to Astronomy" lessons prepared by Vic Pisani were very well received.

Robert ended his report by saying: the involvement of members makes a club what it is. It is great to be part of such team.

MOTION: That the Education Co-Ordinator's report be accepted.

Robert – Jim D – All in favour, motion accepted

6. ASSET MANAGEMENT - PLANNING CO-ORDINATOR REPORT: Chris I reviewed his report

At last year AGM, we announced that we would be going to DA towards the end of the year; however, it became evident that the dome was wrongly positioned. This required K&C to redesign the front section of the building and relocate the dome to a North-West position. The new design was accepted by the Committee and we should go to DA by the end of September 2019.

Chris said that the building is much more interesting. It will be a function center where PMAA will be the primary user but will also be used by other entities. The auditorium will be able to accommodate 85 visitors.

Council has announced that they will not be paying for the outside toilet block.

Joy asked if Council will pay for the sewage. Chris replied that Council will pay for some of it.

Joy asked if all the reports had been done? Chris: This is in progress. K&C are supervising the completion of the Lands Department and Archaeological/Historical reports.

Meredith asked if there would be an awning at the front. Chris: There will be a small one (4m) at the front. Mike added that in order to roll the telescopes out onto the deck and use them, the deck cannot be covered.

Joy asked how much more money is required to go to DA. David replied around \$15,000

Chris pointed out that the previous Council waived the DA fees.

Meredith asked how long after the DA is approved do we have to start building? Chris replied 5 years. The construction will be by stages, starting with the dome.

Chris pointed out that after the DA is approved, we will need \$200,000 to cover the Architects' and Engineers' costs and for the completion of all the other drawings.

Marion asked what the price will be to build. Chris replied: \$2.5M to built and \$1.5M to fit out.

Chris said that if we were to receive a grant, we would have to build within those 12 months.

Joy asked if George Mills could help.

David pointed out that at our last Committee Meeting it was approved to create a Planning, Construction, Funding Committee. This committee will operate outside to the Management Committee and will be chaired by Chris I.

David said that without the enormous help and work from Chris I, we wouldn't be in this position today with our building and thanked him for his work.

The Strategy Planning requires further input. Max and Anna Underhill of Maxumise are happy to come back.

MOTION: That the Asset Management, Planning Pod Co-Ordinator's report be accepted.

David - Bruce – All in favour, motion accepted

7. MARKETING REPORT: Alice reviewed her report

Alice said that she conducted a survey early this year asking how visitors knew about us. 90% said they saw the building, which is a good reason she said to have a new building.

Our Facebook page has grown from 238 followers to 910. Good interaction on Facebook and on our Website.

Alice said that she would have loved to set up a YouTube channel.
The John O'Byrne's event is new to what we did before but has been a good practice run.

Alice announced that after 3 years in the Committee, she will be stepping down from her role. She thanked David and the Committee Members for their support.

MOTION: That the Marketing Co-Ordinator's report be accepted.
David – Chris F – All in favour, motion accepted

8. FUNDRAISING POD CO-ORDINATOR REPORT: In Emilie's absence, David reviewed her report.

We applied for 2 grants this year:

The first application was for a State Government Cultural Grant in September 2018 for the new building. We were unsuccessful in this application, but it was an very valuable exercise.

The second application was for a Port Macquarie-Hastings Council Grant in August 2019 for about \$10,000 to replace the existing telescope mount.

Emilie said that it is important to establish a fundraising committee, to improve our expertise in applying for grant and promote unique ways of fundraising.

Emilie would like to thank Mike for filling the roster each month and Jim D for stepping in whenever asked.

David and Chris had a meeting with CSU regarding partnership, seeking a relationship with their campus. CSU requires the partnership to be a sole partnership. David is wary of such an arrangement. He said that they will help with our grant applications.
We should have more talks with other organisations.

MOTION: That the Fundraising Co-Ordinator's report be accepted in absenteeism
David - Joy – All in favour, motion accepted

9. APPOINTING CHAIRMAN OF VOTING

Bruce accepted to Chair the Election of the Committee Members

10. ALL CURRENT POSITIONS DECLARED VACANT

11. NOMINATIONS FOR:

President: Robert Brangwin
Vice President: Chris Ireland
Secretary: Francoise Coffre
Treasurer: Alex Shavikin

Education/Astronomy/Environmental Co-ordinator: Vacant

Membership/Special Events Co-Ordinator: Mike Jamison
Marketing/Public Relation: Grace Connor
Fundraising/Finance Co-Ordinator: Emilie Cooper
Asset Management/Maintenance/Planning/Construction: David Edgerley

The Education/Astronomy/Environment pod was left vacant.

Joy nominated Vic Pisani who said he would like to know more about the position as he is already very busy. Mike nominated Chris F who said would like to know more about the position but accepted it. Bruce offered to assist Chris F in the education pod.

Joy thanked Chris F and Bruce

Education/Astronomy/Environmental pod Co-ordinator: Chris F.

Jim Daniel has been appointed Honorary Vice President.

There being no other nominations, all positions were filled as above.

MOTION: That the nominations be accepted

David– Mike – All in favour, motion accepted

Bruce congratulated the new Committee Members.

12. FURTHER BUSINESS:

Chris F asked if we had a password for the WIFI. Grace said yes.

He said that although we should have more Open Nights, it will be harder to fill up the roster.

The roster should be online in the cloud so members could update it more easily.

He suggested that instead of asking for a gold coin donation when it is full house, we ask for a donation towards our new building.

Grace said that instead of having more Open Nights, we should try to open Friday night instead of Sunday night.

Francoise supported the idea saying that many visitors to Port Macquarie return home on Sunday. Friday being the end of the week, people tend to be more relaxed.

Jim H suggested that the reception be open on SWA so we could make money selling merchandise.

Meredith suggested to have the building on display somewhere in the Observatory

Chris and Bruce suggested to have a 3D print of the building in a shopping centre.

Bruce and Jim H would like to be part of the Planning Committee.

Marion suggested to get in touch with the “Fun over 55” groups who travel along the coast and offer them a visit.

Grace said that also there is a Pod Co-ordinator, members are welcomed to be part and work in a pod of their choice.

David congratulated our new president Robert.

Robert thanked the members for attending the AGM and closed the meeting by saying that it is our duty to preserve this building and its members so the club can go on.

Meeting closed at 12.00pm.

The next AGM will be at a date determined by the committee.

Meeting adjourned for social gathering at Rivermark Café/Restaurant

ATTACHMENTS: President’s report - Treasurer’s report - Fundraising Co-ordinator’s report - Education Co-ordinator’s report – Planning Co-ordinator’s report – Marketing report.