



Air Force Association (NSW Division) - RADAR Branch

Minutes of the 2021 Annual General Meeting

Held at the Eastern Region Operations Centre, RAAF Base WILLIAMTOWN, NSW
on Friday 16 April 2021

Members Present

Ray O'Donoghue	Acting President and Membership Officer	Chair
Ian Gibson	Secretary	
Jim Stewart	Branch Historian/Editor The Bulletin	
Narelle Owen	Events Officer	
John King	Committee member	
Diane Taylor	Committee member	
Terry Withers	Member	
GPCAPT Brett Risstrom	.OC 41WG	
WGCDR Peter Mole	XO 41WG	
WOFF Paul Argus	WOFF 41WG	
WGCDR Andrew Tatnell	SO1 LOGENG 41WG	
WOFF Helmut Sturm		

Apologies

Tony Rogers	Treasurer
Ingrid Clark	

ITEM 1: Meeting Open and Introduction

The Chair declared the meeting open at 1104, and called for one minutes silence for deceased comrades.

GPCAPT Risstrom welcomed the Branch members to EASTROC and had kindly provided a 41WG Centenary of Air Force coin, a copy of the Air Force Strategy booklet and a 'Supporting our Air Force Team' badge.

ITEM 2: The names of those attending and apologies received are recorded above.

ITEM 3: Acting President's Welcome address

Ray O'Donoghue welcomed all those attending the meeting and thanked GPCAPT Risstrom for hosting the Branch AGM at EASTROC. Ray then noted the Branch had suffered early this year with the losses of Howard Campbell, Bruce Niblett and Kel Campbell. He then stated that all but four of last year's members had renewed their membership as well as some new 'pickups'. He spoke about the support shown by 41WG at our February meeting, considering it to be a major boost to Branch morale. He also commented that our relationship with New Lambton Public School remains strong, and thanked everyone for attending the AGM.

ITEM 4: Minutes of the previous Annual General Meeting

The minutes from the 2020 AGM had been distributed following that meeting, and were again emailed out with the Agenda and Finance Report for this year's AGM. All in attendance had reviewed the previous minutes and there were no questions or comments.

Motion: That the minutes of the 2020 AGM be accepted.

Moved: Ian Gibson

Seconded: Jim Stewart

Motion Carried

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ITEM 5: Business arising from the minutes of the 2020 AGM

- a. **Action AGM 17/2:** Branch Charter - **Closed** at February 2021 meeting.
- b. **Action AGM 20/1:** Funds investments - **Closed** at February 2021 meeting.
- c. **Action AGM 20/2:** Ray O'Donoghue to contact New Lambton Public School and arrange an appropriate time for presentation of commemoration books. Ray had contacted the school and made arrangements for presentation. **Closed**
- d. **Action AGM 20/3:** 41WG Policy on Awards Presentations - **Closed** at February 2021 meeting.

It was advised that WOFF Paul Argus has the lead for 41WG on the 2020 Branch awards. In addition, the 2021 award winners will be announced later this year, aligned to the normal annual reporting cycle in order for the winners' reports to include recognition of the awards.

Ray O'Donoghue advised that the books for the awards have been purchased; we now need the names of the winners for the inscriptions in each book and the plaques. GPCAPT Risstrom advised that he had spoken to OC 44WG and confirmed that they will work together to align the 41WG and 44WG award presentations.

Diane Taylor commented that we need the plaques for the 2021 awards. Ian Gibson said he would check with Tony Rogers as he (Ian) thinks that Tony has this year's plaques. (Tony's Treasurer's Report notes the advance purchase of 2021 awards, but Ian wasn't sure if this related to books and plaques or just the books).

New Action AGM 21/1: Ian Gibson to confirm with Tony Rogers that award plaques for 2021 have already been purchased.

- e. **Action AGM 20/4:** Ian Gibson to contact William Forsbey to confirm his willingness to remain as Branch Advocacy Officer - **Closed**. Ian emailed William on 19 October 20 to confirm, and received a reply in the affirmative the same day. Ian also noted that he had asked William if he was willing to act as Branch Advocate for 2021, and William confirmed that he was willing to continue in that role.

ITEM 6: President's Annual Report

Ray read his report, a copy of which is at Annex A. Some of the comments made in his opening address were re-iterated and Ray also acknowledged the contribution of our late President, Bruce 'Knocker' Niblett. GPCAPT Risstrom stated that he would start to 'advertise' Branch membership to the serving radar community and Jim Stewart commented that WGCDR Tim Main is now XO 42WG and he might have some luck in promoting Branch membership - although it was acknowledged that most members of 42WG seem to prefer to join the 2SQN Association, rather than the Radar Branch.

ITEM 7: Treasurer's Annual Report

Ian Gibson had distributed Tony Rogers financial statement and Report (attached as Annex B) prior to the meeting.

In Tony's absence, Ian briefly noted that the Branch has had a loss of \$740.00 compared to the last financial year (Ian clarified for the 41WG attendees that the AFA financial year is based on the calendar year, not July to June). The Branch subscriptions received had increased since last year and as most 2020 commemoration events had been cancelled, usual costs associated with wreaths etc were nil. These gains were offset by greater postage costs for posting of 2019 awards due to COVID-19 restrictions and the pre-purchase of awards for presentation this year.

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Motion: That the Treasurer's Financial Statement be accepted:

Moved: Ian Gibson **Seconded:** Ray O'Donoghue

Motion Carried.

ITEM 8: Membership Officer's Annual Report

Ray O'Donoghue tabled his Membership Officer's Report which is attached at Annex C. Ray explained that there had been confusion again during the membership renewal process as Division had sent out reminders just prior to Ray doing the same. Ray then explained the concept of self-administering branches for the benefit of the 41WG personnel, noting that because we are a self-administering branch, Division should not play any part in the renewal process. Ian Gibson noted that this issue has now been resolved after Tony Rogers contacted Division, whereupon they had changed their records to ensure duplication of renewals will not occur again. As well as those members who had renewed, Ray maintained contact with a pool of people who are considered non-current but still show some interest.

Ray has purchased sufficient award books for 2020 and 2021 winners for both 41 and 44 Wings. Ray further noted that he had met with Mr Dave McGaw (Asst Principal) at New Lambton Public School as a follow up to John King's contact regarding getting a plaque to commemorate the school's history as No 2 Fighter Sector during WWII. Ray noted that next year will be the 80th anniversary of No 2 FS at the school, and the school is very receptive to our plan of erecting a memorial plaque on a plinth and possibly a flagpole on school grounds. WOFF Argus stated that he wanted to get 41WG involved and perhaps hold a small parade each year and would also help with funds and provision of a RAAF Ensign and Australian National Flag if more than one flagpole can be erected. Jim Stewart noted that there is a direct link between SACTU and NLPs as the school was where radar training started for the WWII radar personnel. John King made the comment that grants are available to fund these type of commemorative activities and that we might need to include a third flagpole for the Aboriginal Flag.

Ray then discussed the school's plan for an ANZAC Day service this year; it seems this will depend on the new principal (yet to arrive), but Dave McGaw expects a date of around 23 April; to be confirmed. WOFF Argus noted that 41WG had been in contact with the school regarding ANZAC Day as well. With next February being the 80th anniversary of the establishment of No 2 FS at the school, that would be a good time to aim to have the plaque and plinth project completed. John King then asked about the plaque bearing the new AFA badge. GPCAPT Risstrom asked if from a protocol perspective, we should use any existing stocks rather than waste them.

New Action AGM 21/2: John King to take the lead on researching and securing a suitable grant to facilitate the completion of a 'memorial grove' at New Lambton Public School, to include a memorial plaque mounted on a plinth and three flag poles.

ITEM 9: Election of New Committee

Vacating of Committee positions. Ray O'Donoghue declared all committee positions vacant and called for nominations for new office bearers.

Election of new committee members. The following appointments were made:

President: Ray O'Donoghue; nominated Ian Gibson, seconded Jim Stewart.

Vice President: John King; nominated Diane Taylor, seconded Narelle Owen.

Treasurer: Ian Gibson advised that Tony Rogers had accepted his nomination to remain as Treasurer; seconded Ray O'Donoghue.

Secretary: Ian Gibson; nominated Jim Stewart, seconded Ray O'Donoghue.

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41WG Liaison/Events Officer: Diane Taylor; nominated Ian Gibson, seconded Ray O'Donoghue.

Branch Historian: Jim Stewart; nominated Diane Taylor, seconded Narelle Owen.

Advocacy Officer: William Forsbey; nominated Ian Gibson, seconded everyone.

Membership Officer: Ray O'Donoghue; nominated Ian Gibson, seconded Diane Taylor.

Welfare Officer: The Welfare Officer position remains vacant as the Branch has no-one qualified to assume this duty.

Senior Serving Member: GPCAPT Brett Ristrom (pending joining the Branch!); nominated Ian Gibson, seconded Ray O'Donoghue.

At this point, Ian Gibson suggested that due to Tony Rogers' ill-health, perhaps we should have an assistant treasurer to ease some of the burden from Tony. This suggestion was agreed, and Ian proposed that Narelle Owen would be ideal to fill this position. Narelle advised that she had previous experience as a treasurer and would accept a nomination.

Asst Treasurer: Narelle Owen; nominated Ian Gibson, seconded Diane Taylor.

Committee Member: Terry Withers.

New Action AGM 21/3: Ray O'Donoghue to email membership forms to 41WG (for distribution) and also to Terry Withers who stated that he would pass them around at 44WG.

Motion: That the committee positions as recorded be accepted.

Moved: Ian Gibson **Seconded:** Terry Withers

Motion Carried.

ITEM 10: General Business

- a. RADAR Branch Awards 2020 and 2021. WOFF Argus advised that in line with the revised timings for selection of award winners, the names of the 41WG award (Joe Ulett Memorial Trophy and the Pither Trophy) nominees for 2020 would be in next week, with the selection board sitting next Thursday, 22 April. Award winners for the 2021 awards will be announced around the October/November timeframe to align with the annual reporting cycle.

New Action AGM 21/4: WOFF Argus to provide 2020 award winners names to Diane Taylor when selection has been finalised.

- b. Ian Gibson reminded attendees that the NSW Division AGM will be held on the 12th and 13th of May at the Western Suburbs Leagues Club in Hobart Rd, New Lambton.

ITEM 11: Other Business

- a. Jim Stewart advised that he had received a thankyou from CDRSRG following his dispatch of the most recent issue of the Branch Bulletin. Jim commented that he ensures the Bulletin goes out to SRG and 41, 42 and 44WGs.
- b. Commenting on ANZAC Day arrangements, Jim Stewart opined that if the Wing is required to provide personnel, that the vets should march with the uniformed contingent. GPCAPT Ristrom said he would try to get Wing personnel to march with the Branch in future, but he is unable to guarantee anything.
- c. John King then asked about the new AFA badge, wondering if we would need to provide it to the supplier of plaques for award winners. If that is the case, John noted that it can be quite expensive to have a new mould made for future plaques.

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New Action AGM 21/5: Ian Gibson to contact Peter Ring at NSW Division to confirm if a new badge has been adopted. If this is the case, Ian will request funding assistance from Division for production of a new mould for future award plaques.

ITEM 12: Next Annual General Meeting

The next AGM was set down for Friday, 8 April 2022.

ITEM 13: Meeting Closure

The Chairman thanked everybody for their attendance and declared the meeting closed at 1237.



R. O'Donoghue
President

Date: 17 MAY 21



I. Gibson
Secretary

Date: 17 MAY 2021

Annexes:

- A. President's Report
- B. Treasurer's Report/Financial Statement
- C. Membership Officer's Report

Acting President's Annual Report - 2021 RADAR Branch AGM

The past year or so has seen the lives of everyone around the country, and the world, turned upside down by the COVID pandemic. The RADAR Branch has not been immune to those upheavals and has endured significant impact to our activities. We were unable to socialise, Branch meetings were repeatedly cancelled and the 2020 AGM was postponed by six months.

Fortunately, thanks to the remarkable progress Australia and NSW made in containing, and minimising the impact of the virus, we were able to conduct our AGM in October and even hold a low key Christmas Lunch in December. Throughout the year, our Branch Historian ensured we did not miss out on our regular dose of RADAR news, through The Bulletin, our Treasurer ensured we stayed financially viable, and our Secretary held it all together with his meticulous communications, on top of his demanding day job of Editor of SITREP. Through the efforts of these members in particular, and the whole of the Committee, we were able to get through 2020 with an air of optimism for the future of the Branch.

Sadly, 2021 did not start happily for the Branch. In quick succession, we lost three Branch stalwarts – Kel Campbell, a long-time former Committee Member and Secretary; Howie Campbell, a former Secretary and Welfare Officer, and current Committee Member; and Bruce Niblett, our sitting President. These losses have dealt a heavy blow to the Branch and we will miss the witty and thoughtful contributions Howie and Bruce made to our Committee meetings. All three members contributed greatly to the life of the Branch and our condolences go out to their families.

On a happier note, our Membership renewal drive went quite well, although numbers have continued to decline slowly – the Membership Officer's report will have more detail. Nevertheless, the presence of the OC41WG and some of his staff at our February meeting was very positive and, along with our ongoing interaction with CO 114MCRU, bodes well for a renewed relationship with RAAF RADAR and the prospect of more serving members joining the Branch. Our other significant relationship, with New Lambton Public School, has also received a boost, which the Membership Officer will also address.

In closing, I want to thank everyone present, and those unable to attend, for their continued interest in the Branch. I trust that in the coming months and years we can work together to grow the Branch and deepen our relationships with RAAF RADAR and NLPS.

Ray O'Donoghue
Acting President, RADAR Branch

Financial Statement/Treasurer's Report

The Radar Branch
RAAF Association (NSW Division) Inc.
Statement of Receipts and Payments FY End 31'st December, 2020

<u>2019</u>		<u>2020</u>
800.82	Balance (Trading Account) 1'st January B/F	936.59
	<u>Receipts</u>	
300.00	Donations	100.00
970.00	Subscriptions	1090.00
.51	Interest	.51
	<u>Transfer From Reserve Account</u>	<u>1000.00</u>
2071.33		3127.10
	<u>Payments</u>	
442.00	Capitation NSW Division	390.00
41.00	Postage and Office Expense	85.45
200.11	Award books purchase (RAAF)	455.24
180.00	RAAFA Plaques & Engraving	180.00
	Anzac Day Awards (NLPS)	107.91
	Advance Purchase Award Books	459.38
157.68	Commemoration Expense	
113.95	<u>Radar Branch Website Fees</u>	<u>155.90</u>
1134.74		1833.88
936.59	Balance Receipts Less Payments As Per Bank Statement	1293.22
5289.10	Reserve Account Balance 31/12	4282.02
100.00	Petty Cash	100.00
6325.69	Total Funds	5675.24

Notes to Financial Statement FY2020:

- 1) The Finance Statement attached shows a loss of \$740.00 from funds available compared to FY 2019. This is partly due to authorised pre-purchase (\$459.38) of RAAF Awards in 2020. The awards will be available for presentation in 2021.
- 2) Postage was higher due to the posting of awards to RAAF in 2020, this due to COVID restrictions at the time.
- 3) The receipt of subscriptions was higher than 2019 prior to end financial year, contributing to available funds. A number of PIA members paid again as a result of Division

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duplicating the renewal procedure. As most Commemoration events were cancelled due to COVID, costs were nil.

- 4) A Transfer of \$1000.00 from Reserve Account to Current Account was required to maintain a working balance in Current Account. The transfer mostly a result of 1-3 above and other minor increased costs.

The current available funds are adequate to maintain present level of expenditure, subject to income from subscriptions in the medium term.

C.A.(Tony)Rogers

Treasurer Radar Branch, RAAFA (NSW) Div.

Membership Officer's Report

Annual General Meeting 2021

1. **MEMBERSHIP OFFICER.** The role of the Membership Officer is to assist the Treasurer and Secretary with the task of managing memberships for the Branch. Functions performed by the Membership Officer over the last 12 months include:
- Updating the Branch's internal membership records, by way of a comprehensive Excel Spreadsheet;
 - Managing the Radar Branch elements of the Membership Management System (MMS) component of the updated RAAFA (NSW) website;
 - Administration of renewals;
 - Encouragement of past members to rejoin; and
 - Provision of regular membership reports to the Branch meetings.
2. As always, I wish to acknowledge the valuable assistance of both the Treasurer and Secretary in helping me to develop the role over the last two years. Without their help and cooperation, the task would have been considerably more difficult.
3. **MEMBERSHIP STATUS.** 2020 was a very difficult year for the Branch, with the loss of several members, including two key Committee Members. Membership numbers are down a little; however, given the circumstances, our situation is relatively stable.
4. There has been a small fall in net membership since the last AGM. To date, we have 40 active members, comprising 22 Ordinary Members who have renewed for 2021; two non-Financial Members from 2020, who have rejoined; one new Ordinary Member; and one new Service Member. Additionally, five of our Multiple Members have renewed and we have nine continuing Service Members.
5. One Ordinary Serving Member has decided to revert to Service Member status. Sadly, five members passed away during the last year, including three who had renewed for 2021.

Current membership numbers at the date of the AGM:

FULL FINANCIAL	MULTIPLE	SERVICE MEMBERS	TOTAL ACTIVE
25	5	10	40
NON-CURRENT ¹	NON-FINANCIAL (Incl 4 OS to SM) ²	TOTAL NON- ACTIVE	VALE SINCE LAST AGM
37	6	43	5

6. **RAAFA (NSW) WEBSITE.** The RAAFA (NSW Division) website continues to undergo improvements and is a very user-friendly place. As the Membership Officer, I manage our membership details for the Division, but members can also access their records and update many elements, such as their service dates and units, as well as current contact details.
7. **AWARDS.** As in past years, books for the Ulett, Pither and Stuchbury Awards were purchased and the titles selected from the CAF's Reading List. Also, a selection of

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ANZAC-related books were purchased for the New Lambton PS. By purchasing all the books online and well in advance of ANZAC Day, we have saved a considerable amount of money and avoided the late delivery dramas of past years.

8. Due to the vicissitudes of COVID, the books for NLPS were not presented in 2020. Discussions have been held with the acting Assistant principal of NLPS regarding the presentation of books for 2021. Pending discussions with the new Principal (taking office on 19 April), we may expect to be invited to participate in the school's ANZAC Day commemoration, which may be held on 23 or 26 Apr (TBD).

9. My meeting with the A/Principal also laid the groundwork for the installation of a plaque and flagpoles to commemorate the use of the school premises from 1942-44 by 102FS and other RADAR elements. As a bookmark, we agreed that aiming for Feb 2022, the 80th anniversary of the event, would be a good date for the unveiling of the plaque.

Ray O'Donoghue
Membership Officer

1. **Non-Current Members.** I maintain a list of members who have been non-financial for more than one calendar year, or who have resigned.

2. **Non-Financial Members.** Non-Financial members are those who were financial up to the end of the preceding calendar year. Included in this list are those currently serving members who had been previously financial (category Ordinary Serving – OS) but who have not renewed their financial status. As such, their category has been reverted to Service Member (SM).