



## Confirmed MINUTES

### MHSA INC. ANNUAL GENERAL MEETING – MONDAY 4 DECEMBER 2023

**Location of Meeting:** Via Zoom Pro videoconferencing.

**Present:** Nigel Webster (Chairperson), Richard Bernasconi, Justin Chadwick, Ian Curtis, Terry Dinneen, Ian Foster, Mike Gahan, John Howard, Katrina Kittel, Duncan McConnell, Russell Paten, Ian Stagoll, Leigh Ryan, Russell Linwood (Minutes Secretary).

**Welcome by Federal President.** The AGM commenced at 6.30 pm AEDST, with *Nigel Webster* welcoming the meeting attendees.

1. **Apologies received:** *Elizabeth Hobbs, Barbara Orchard* and *Chris Yardley*.

One proxy vote assigned by *Elizabeth Hobbs* were exercised by *Justin Chadwick*.

2. **Confirmation of preceding AGM (5 Dec 2022) minutes.** Following the request to list *Mike Galen* as present at the AGM in 2022, it was then moved that the Provisional 2022 AGM minutes be accepted as a true and accurate record.

Moved: *Russell Linwood*                      Seconded: *Ian Curtis*                      CARRIED.

The 2022 official confirmed AGM minutes may now be placed on the MHS Inc. Website.

3. **President's Report.** *Nigel Webster* spoke to his pre-circulated President's Report, highlighting a range of positive developments during 2023. These are addressed in *Attachment 1*. He also thanked several members of the Federal Council for tasks that they undertook in 2022-2023. Acceptance of his report was called for.

Moved: *Russell Paten*                      Seconded: *Katrina Kittel*                      CARRIED.

4. **Treasurer's Report.** *Justin Chadwick* addressed a pre-circulated Federal Account Interim Financial Report. This document (and the full audited Financial Statement for 2022-2023) is at *Attachment 2*. His verbal report referred to the full audited Financial Statement which had been considered at an earlier Federal Council meeting. He highlighted a healthy cash flow and encouraged measures to reduce costs where possible, especially with *Sabretache*. This can be assisted by greater take up of soft copy of the journal in the future by new members who should only be offered that option. Acceptance of his report was then called for.

Moved: **Nigel Webster**

Seconded: **Ian Curtis**

CARRIED.

5. **General Business.** Two items were addressed as recorded in following paragraphs.
6. **Member categorisation nomenclature.** Following out-of-session debate and consideration by the Federal Council in response to a member proposal, a vote was called for to change the existing membership category of ‘Corresponding members’ to ‘Non-branch members’ in the 2021 Constitution.

Section 12. Membership:

(c) “Corresponding members” who elect not to become a member of a Branch. They may not hold Branch committee positions or vote at Branch meetings.

That this be now amended to read “non branch member” instead of corresponding member.

Moved: **Nigel Webster**

Seconded: **Katrina Kittel**

CARRIED

An administrative adjustment will be made to the Constitution in due course to reflect this decision. Adoption of the term takes immediate effect.

**Ian Curtis** spoke to the benefits of such non-branch members joining a branch which is not necessarily one matching their geographical location. It was agreed that such members could be advised of this option both now, and during all future Membership Applications. Branches will manage this process and the website information will be adjusted accordingly.

**Election of Federal Councillors.** The Constitution provides for up to seven elected federal councillors. **Leigh Ryan** officiated as the Independent Returning Officer.

The elected terms for **Justin Chadwick, Ian Curtis, and Terry Dineen** had expired at the 2023 AGM. Ian Curtis declined to re-stand for personal reasons.

As the number of nominations received was equal to the number of vacancies to be filled, the persons nominated was deemed to be elected under Section 11A (b) of the 2021 Constitution.

The following election results are recorded:

- a. **Nigel Webster** re-elected as Federal President to 2024 AGM
- b. **Russell Paten** re-elected as Federal Vice-President to 2024 AGM
- c. **Russell Linwood** elected as Federal Secretary to 2024 AGM
- d. **Justin Chadwick** re-elected as Federal Treasurer to 2024 AGM
- e. **Terry Dineen** re-elected as Federal Councillor to AGM 2025
- f. **Duncan McConnell** elected as Federal Councillor to AGM 2025

g. ***Ian Foster*** elected as Federal Councillor to AGM 2025

7. **Meeting closure:** ***Nigel Webster*** thanked all present for their participation and closed the meeting at 7.28 pm AEDST.

The 2024 AGM will be conducted by Zoom Pro videoconferencing and is scheduled for Monday 02 December 2024.

These Minutes were drafted on 6 Dec 23 and cleared by Nigel Webster as the Chairperson on 7 Dec 2023 for distribution.



## **Federal President Military Historical Society of Australia (MHSA) Report for 2023**

The membership of the MHSA Inc. currently stands at 249 in 2023. This is a small but encouraging increase from 224 in 2022 which runs contrary to trends in many other boutique organisations.

The Military Historical Society of Australia (the Federal Body) is now incorporated in the Australian Capital Territory from 22 March 2023 onwards. I regarded this as a priority for the society. Incorporation is a system of State Government or Territory registration that gives an association or community groups certain legal advantages in return for accepting certain legal responsibilities such as lodging an annual return. An incorporated association is a registered legal entity usually for recreational, cultural or charitable purposes with at least five members and all profits applied to the purposes of the association.

The MHSA Inc. now has 'limited liability' and as such the entity protects the members from being personally liable for the society's debts. If something goes wrong and such an incorporated entity has to pay an amount that it cannot afford to pay, then normally the most the incorporated entity would have to pay is the amount of money and assets that it owns; and the people involved in our incorporated entity will not have to pay any of the amount that the incorporated association cannot pay.

On 30 June 2023 the society completed the registration of the Federal body for an Australian Business Number (ABN) with the Australian Securities and Investment Commission (ASIC). The possession of an ABN will make applying for and obtaining future federal or state/territory government grants easier from a governance perspective.

Another corporate governance document that is needed by MHSA Inc. is a Code of Conduct that applies to the national body. I have produced a draft of this document on 19 September 2023 and circulated to the members of the Federal Council for their consideration. By creating a Code of Conduct, MHSA Inc. will contribute to the overall reputation, success, and future sustainability of our organisation.

As military historians we all need to be very aware of Plagiarism. This is defined as the act of using someone else's work, ideas, or words without giving proper credit or acknowledgement to the original author. It is considered an academic or intellectual dishonesty and is frowned upon in various fields, such as writing, research, and academia. Plagiarism can take different forms, such as copying and pasting text, paraphrasing without proper citation, or not citing sources used in research. Therefore, it is important to always attribute the original source when using someone else's work to avoid plagiarism.

Such incidents pose a reputational risk to the MHSA Inc. I dealt with such an issue in October 2023 which was not in Sabretache. Accordingly, I sought pro bono legal advice on this issue and was told that a waiver and strengthening the editorial policy stated in Sabretache was the required approach. I drafted a revised Editorial Statement for Sabretache of Intent: Promoting Diverse Perspectives and Ensuring Ethical Standards and a Legal Waiver for authors submitting articles to Sabretache for future publication with expert advice from Dr. Justin Chadwick. This will be placed on the MHSA Inc. website in due course.

The digital delivery for the Sabretache journal from July 2021 onwards has been implemented for those members who have opted for this option. The acceptance of the digital delivery continues to be less than I expected considering that new members should only be



given the electronic delivery option (unless they do not have email). The production of printed copies places an economic burden on the MHSA Inc and it is expected that production costs will substantially increase in 2024. Paper prices have risen with inflation and another Australia Post mailing cost increase is likely.

I am extremely pleased by the quality articles and the production standards of Sabretache under the professional direction of Dr. Justin Chadwick. I regard the December 2023 issue as the benchmark to aspire to with a fascinating range of articles and a large number of book

The Sabretache Writers Prize is being reintroduced for 2024. This competition is advertised in the December 2023 edition of Sabretache. I am hopeful of attracting a talented field of new and established authors to the journal. The purpose of this literary prize is to encourage scholarship in the field of Australian military history.

The Prize will consist of \$500.00 in cash for the winning entry and a runner up prize of \$150.00, with a Certificate of Achievement awarded. Entries cannot have been published previously and will be assessed on the originality of content, the use of sources; and the written style.

The final guidelines for the Sabretache Writers Prize for 2024 were completed by Dr. Justin Chadwick and me and released on 22 October 2023. Valuable input was received from LTCOL Russell Linwood ASM (Retd), Ms. Katrina Kittel and Mr. Russell Paten among others.

I attended the 2023 Chief of Army History Conference 'In Brown and Green Waters : Australian Army Operations in the Littoral' held on Thursday 16 November 2023. I was particularly pleased to hear Dr. Bob Stevenson to make a reference to an article by Mr. Rohan Goyne in Sabretache in his lecture on "Rabaul and the Australian Naval Military Expeditionary Force (ANMEF)."

I also represented the society at the "New South Wales at War" Conference run by the Military Historical Society of New South Wales (MHS NSW) and held on Saturday, 07 October 2023. It was an insightful and thought-provoking conference and enabled me to meet with Mr. Robert Muscat, the MHS NSW President and their Patron MAJGEN Paul Brereton AM, RFD. I wrote formally to the MHS NSW express my thanks and my letter was shared with their membership and placed on their blog.

The MHSA website upgrade project is proceeding throughout 2023-2024. A project plan and scoping have been undertaken. The decision was recently made by the Federal Council to redevelop the site to ensure maximum benefit is received by MHSA Inc. members.

The objectives of MHSA are the pursuit of research and the promotion of public interest in military history with reference to the defence forces of Australia. The website is used to provide general and specific information to the public regarding the organisation and its aims and outcomes. It also provides links to the individual State branches, allowing interested persons to get in contact with representatives from the relevant State for research and membership purposes.

A social media policy is also required but this will be completed as a future initiative . I have done some preliminary work on creating a social media strategy with steps for a small

community group centred on Facebook in September 2023. This is based on my personal experience in Non-Government Organisations (NGOs).

From 2021 to 2023, Mr. Ian Curtis has been an efficient and professional Membership Officer. He has stood down from this position and as a member of Federal Council from the 2023 Annual General Meeting to pursue the “Grey Nomad” lifestyle on the open road. I greatly appreciated his efforts and wish him well on his new adventures.

Looking ahead, the Federal Council is excited about the opportunities and challenges that lie before us. MHSA Inc. will continue to expand its efforts and to engage with diverse audiences. By doing so, we aim to ensure that the Military Historical Society of Australia Inc. remains at the forefront of preserving and promoting Australia's military history.

*Nigel*

N.B. Webster

Federal President Military Historical Society of Australia Incorporated

**MHSA Inc. federal account Interim financial report at 1 December 2023**

Cash on hand \$9554.29

Term deposit \$28,115.41

Notes:

Term deposit rolled over in August for a further 8 months.

\$5,000 added to term deposit from COH.

No dispersals for December *Sabretache*.

**Military Historical Society of Australia Inc.**  
**Financial Statements**  
**For the Year ended 30 June 2023**



## Military Historical Society of Australia Inc. Overview

Military Historical Society of Australia Inc.  
ABN 11 756 29 195  
Principal address: PO Box 5030 Garratt ACT 2605  
Principal activity: Military history society  
Non-Reporting Entity

President  
Nigel Webster

Treasurer  
Justin Chadwick

### Financial Information

	2023	2022	2021	2020
	\$	\$	\$	\$
Operating Profit/(Loss)	2,191.08	(1,565.32)	1081.09	(326.92)
Sales	30.00	-	241.19	27.00
Cost of goods sold	-	-	82.21	80.00
Income	12,161.63	9,748.48	11,109.00	12,544.48
Cash at bank	32,277.60	27,378.55	32,694.58	31,164.22
Stock on Hand	10.00	900.00	900.00	940.00
Current assets	32,287.62	28,278.55	33,594.58	32,104.22

**Military Historical Society of Australia Inc.**  
**Profit and Loss Statement**  
**For Year ended 30 June 2022**

	2023	2022	2021	2020
	\$	\$	\$	\$
<b>Income</b>				
Sales	30.00	-	241.19	27.00
<b>Less Cost of Goods Sold</b>				
Purchases	-	-	-	-
Closing Stock	<u>10.00</u>	<u>900.00</u>	<u>900.00</u>	<u>940.00</u>
<b>Gross Profit from Trading</b>	30.00	-	(82.21)	(53.00)
<b>Expenditure</b>				
Accounting fees	-	-	638.00	770.00
Bank charges	-	6.80	92.34	-
Conference costs	-	5,000.00	-	-
Entertainment expenses	-	-	-	-
Freight	-	-	-	-
Honorariums	2,000.00	1,200.00	1,600.00	1,900.00
Postage	1,641.50	1,531.20	2,563.76	3,489.42
Printing & Stationery	3,425.00	3,340.00	3,624.90	6,693.30
Rent	153.00	35.80	130.00	130.00
Storage fees	-	-	-	-
Subscriptions	-	-	-	-
Sundry Expenses	367.90	200.00	1055.51	6.80
Teleconference costs	-	-	-	513.06
Travel expenses	-	-	-	84.13
Website hosting	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	7,587.40	11,313.80	9,704.51	13,586.71
<b>Other income</b>				
Subscriptions	11,119.00	6,193.02	9,530.00	9,069.48
Government grants	-	-	-	-
Members receipts	-	-	-	-
Donations received	-	-	906.79	-
Interest received	337.87	94.24	206.02	410.18
Royalties	<u>982.63</u>	<u>61.22</u>	<u>225.00</u>	<u>228.13</u>
	12,439.50	10,867.81	9,707.79	20,610.88
<b>Profit/(Loss) before tax</b>	<u>4,852.10</u>	<u>(1,565.32)</u>	<u>1,081.09</u>	<u>(326.92)</u>

**Military Historical Society of Australia Inc.**  
**Balance Sheet**  
**As at 30 June 2023**

	2023	2022	2021	2020
	\$	\$	\$	
<b>Equity</b>				
Retained profits	32,287.62	28,278.55	33,594.58	32,104.22
<b>Total equity</b>	<u>32,287.62</u>	<u>28,278.55</u>	<u>33,594.58</u>	<u>32,104.22</u>
 Represented by:				
<b>Current Assets</b>				
Cash at bank	9,350.02	4,788.83	5,158.36	3,858.29
Term deposit	22,927.60	22,589.72	27,536.22	27,305.93
Stock on hand	<u>10.00</u>	<u>900.00</u>	<u>900.00</u>	<u>940.00</u>
	32,287.62	28,278.55	33,594.58	32,104.22
<b>Total assets</b>	<u>32,287.62</u>	<u>28,278.55</u>	<u>33,594.58</u>	<u>32,104.22</u>
<b>Net assets</b>	<u>32,287.62</u>	<u>28,278.55</u>	<u>33,594.58</u>	<u>32,104.22</u>



Notes:

Stock written down to \$10.00 (leaving an indicative amount to remind stock holdings).

Qld branch event loan:

\$3,400 membership payment withheld by Qld branch to fund Military History Spectacular by way of line of credit (unsecured loan) has been repaid and removed as an income line.

Honorariums:

Sabretache editor \$1600.00

Digital content manager \$400.00

Sundry expenses:

\$158.90 floral wreath for Meyers

\$209.00 ACT incorporation fee

*NB Webster*

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Federal President  
Nigel Webster

*Jst.*

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Federal Treasurer  
Justin Chadwick

To the members of the Military Historical Society of Australia.

I have audited the accompanying report of the MHSa, which comprise the statement of financial position as at 30 June 2023, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements.

In my opinion, the accompanying financial report of the MHSa gives a true and fair view of the Society's financial position as at 30 June 2023 and of its performance for the year ended.

I conducted the audit in accordance with Australian Auditing Standards and believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinion.



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24 July 2023

Strachan Lane,  
Paradise SA 5075