

Australasian Motor Museums Association Incorporated

Meeting Minutes

30th September 2013 - 10am

National Motor Museum, Shannon St, Birdwood, SA, 5234.

2013 Annual General Meeting

I. Call to order & welcome: 10:15am

II. **Attendance:** Marianne Norman - Director NMM Birdwood, Mr Newton Williams - Curator of Technology - Swan Hill Pioneer Settlement Village, Hugh Davis (National Military Museum SA), Ian Bone (Qld Motor Sport Museum), Peter Gault (President), Matt Lombard (National Motor Museum SA), Daryl Meek (RACV – Manager Motoring Interests), Ron West (West Coast Motor Museum), Bob & Beth Ridley (Ridleys Motor Museum - WA), Kelvin Ferris (Motor Museum of WA), Reg Wilkins (National Transport Museum), David Peck (The Motorist Collection VIC), Ian Spooner (Peterborough Motorcycle Museum SA), George Christie (Chrysties Museum NSW), Peter Quennell (Gippsland Vehicle Collection VIC)

III. **Apologies:** Phil Costello (National Automobile Museum of Tasmania), Paul Taylor (Australian War Memorial), Kelvin Moar (Kaniva Car Museum), Richard Fewster (Rustons Roses), Lorraine Smith (Aust Motorcycle Museum), Bernie Kelly (Harrow Transport Museum), N. Nixon (Fire Museum of Qld), P. Donoghoe (ACT Fire Brigade Historical Association), Glen Campe (Campe's Motor Museum), Peta Wheadon (Fox Classic Car Collection Trust), Andrew Grant (Powerhouse Museum), Barry Garment (Parkes Antique Vehicle Club), Dr Rob Pilgrim (Swan Hill Pioneer Settlement Village), Karen Barrett (Transport & Main Roads Heritage Centre), Les Woodruff (House of Buick), Bob Trevan (Trevan Collection), George Hetrel (Como Gardens)

IV. **Approval of the minutes of the last meeting:** Moved: Kelvin Ferris, Seconded: Ron West, Carried

V. **Business arising from the Minutes:** Nil

VI. **Chairman's Report:** - attachment 1

Motion: "That the Chairman's Report be received". Moved: Peter Gault, Seconded: Ian Bone, Carried.

VII. **Financial Report:** - attachment 2

Motion: "That the financial report be received". Moved: Ron West, Seconded: Reg Wilkins, Carried

It was reported that the following members have not renewed their membership:

Auz Muscle Car - Vic
National Road Transport Hall of Fame - NT
Ford Discovery Centre - Vic
House of Buick - WA
Jon Chittleborough - WA
Kaniva Motor Museum

VIII. **Publications Report:** attachment 3

Webmaster, Peter Gault tabled a document outlining our most impressive web stats. A motion of appreciation was agreed by all to express the great efforts of Peter Gault "above and beyond normal duties".

IX. **Delegates Reports:** attachment 4

ACT - Nil
NSW – Reg Wilkins
NT - Nil
NZ - Matthew Lombard
QLD - Ian Bone
SA - Matthew Lombard
Tas - Phillip Costello
Vic - David Peck
WA - Kelvin Ferris

X. **Election of Officers** (Chair will stand down & Marianne Norman will take the chair, declare all positions vacant & call for nominations held for each position. If a previously standing or nominated candidate is unwilling to take on a particular position the chair may call for nominations from the floor. If more than one nomination is received for any position the chair will allow each to briefly address the members and then call on members for a show of voting cards to determine the winning candidate)

Executive:

• Chairman -	Proposed: Peter Gault	by: Ron West	Accepted: Elected: Unanimous
• Vice Chairman -	Proposed: Kelvin Ferris	by: Ron West	Accepted: Elected: Unanimous
• Secretary -	Proposed: Matt Lombard	by: Andrew Grant	Declined
• Secretary -	Proposed: Peter Quennell	by: Kelvin Ferris	Accepted: Elected: Unanimous
• Treasurer -	Proposed: Ron West	by: Kelvin Ferris	Accepted: Elected: Unanimous

Delegates:

• ACT -	Proposed: NIL	by:	
• NSW -	Proposed: Reg Wilkins	by: Peter Quennell	Accepted: Elected: Unanimous
• NT -	Proposed: abeyance	by:	
• Qld -	Proposed: Ian Bone	by: Peter Gault	Accepted: Elected: Unanimous

- SA - Proposed: Matt Lombard by: Hugh Davis Accepted: Elected: Unanimous
- Tas - Proposed: NIL by:
- Vic - Proposed: David Peck by: Peter Quennell Accepted: Elected: Unanimous
- WA - Proposed: Kelvin Ferris by: Peter Gault Accepted: Elected: Unanimous
- NZ - Proposed: Vacant by:

Portfolio Positions:

- World Forum Delegate - Proposed: Matt Lombard stepped aside
- World Forum Delegate - Proposed: Kelvin Ferris by: Peter Gault Accepted: Elected: Unanimous
- Meeting Co-ordinator - Lapsed
- Public Officer - Proposed: Chris Bennett by: Kelvin Ferris Accepted: Elected:

(Interim Chair will hand meeting to elected chair)

XI. Special Business: Attachment 5 - To consider the adoption of a new Constitution for the Australasian Motor Museums Association Inc.

Motion: That the members of the Australasian Motor Museums Association Inc. support the adoption of the proposed new Constitution Version 04c of April 2013, and request the committee submit the said document and any necessary payment to the South Australian - Office of Consumer & Business Affairs, making any amendment required by that office to ensure the document is compliant under the Associations Incorporation Act 1985 or any subsequent legislation.

Moved: Ian Bone Seconded: David Peck

Carried (with the addition of several votes and proxies upon the secretary's arrival at home, bringing an un-opposed vote of 85% in favour of the resolution).

XII. New business (any business raised from the floor)

XIII. Next Meeting:

Location & Date Unresolved.

XIV. Meeting Closed: 11:30am

(Chair then outlined further activities, NMM Tour, Presentation - Conservation v Restoration, Forum, Committee meeting, Barossa Junction Tour & Dinner and Military Museum/Goolwa Tour tomorrow.)

Attachment 1

Australasian Motor Museums Association - 2013 - Chairman's Report
National Motor Museum, Birdwood, South Australia
30th September 2013

2013 has been a year of consolidation and achievement for the Australasian Motor Museums Association (AMMA). We have 3 new members this year, including our first NZ member the "Geraldine Vintage Car & Machinery Museum", "Koorda Motor Museum & Military Collection" WA & "Como Gardens" VIC, and have unfortunately lost five members, mainly through retirement or sale of collections. The late payment of sub's is an ongoing issue for us and does create a lot of unnecessary work for our voluntary treasurer.

Financially we operate on a very limited budget, but we are in a sound position and have adequate reserves to meet our currently projected expenditure needs.

This year your committee have delivered on several projects which have been under development for some time. Projects such as our Contact Card, the Newsletter following each committee meeting & the first AMMA National Brochure. Ten thousand copies were printed and distributed to our member establishments. The brochure is a quality production, targeted at visitors to member facilities and aimed at promoting similar member facilities across Australasia to the visitor. This publication has been well received and further copies are now being distributed as members request them.

We have also updated our web site making it fully accessible to mobile & tablet users, who now make up nearly 30% of our 'hits'. We have updated the Gallery to make it more attractive and recently brought our Forum and Fact Files section online. We anticipate the Forum will allow members to ask operational & management questions and seek answers from peers across the country. We have all faced the same questions over time and if one of us has solved a problem there should be no need to "re-invent the wheel".

Our Regional Delegates have been much more active visiting or communicating with members and potential members, listening to your current issues and bringing these back to committee to see how AMMA might help. Today the committee will be considering a proposal which might lead to a specific & discounted Motor Museum Insurance offer for AMMA members. The committee have also spent a considerable amount of time and effort reviewing our constitution. We have been aware for several years that while our objectives have not changed, our original constitution required amendment to make it more practical & workable for a committee which is made up of members from such a broad geographic area as Australasia. The draft was circulated to all members, as required under the SA Act, and the committee have resolved to recommend it for the members consideration at this 2013 Annual General Meeting.

Thinking ahead the committee still need to develop Promotional Materials to send prospective members and a New Member Pack of relevant information. A Business Plan, which would help guide the committee over time, and importantly can be used by the organisation to facilitate appropriate partnerships, sponsorship or funding to increase the benefits while minimising the cost to be a member of this association.

Finally I would like to thank all the committee members for their support and input over the last year. Without our volunteer committee members substantial commitment to the organisation, we would not be here today. We have faced some challenges over the last 12 months but we have also achieved some significant milestones. I thank the members for the opportunity to lead the association this year, and I confidently look forward to seeing the founding members vision for the AMMA grow, and provide even greater benefit in future years.

Peter Gault - Chairman 2012/13

AUSTRALASIAN MOTOR MUSEUMS ASSOCIATION

227 WOODLAND Pde
STAKEHILL
WA 6181
0418935613

Profit & Loss Statement

July 2012 through June 2013

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Income		
Sales		
MEMBERSHIP FEES	\$7,250.00	
INTEREST EARNED		\$174.59
Total Income		<u>\$7,424.59</u>
Cost of Sales		
Gross Profit		<u>\$7,424.59</u>
Expenses		
Advertising		\$115.86
Printing		\$2,850.00
Membership Fees		\$121.00
Internet Maintenance		\$225.00
Meeting Venue Expenses		\$200.00
Total Expenses		<u>\$3,511.86</u>
Net Profit / (Loss)		<u>\$3,912.73</u>

AUSTRALASIAN MOTOR MUSEUMS ASSOCIATION

227 WOODLAND Pde
STAKEHILL
WA 6181
0418935613

Trial Balance

June 2013

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Account	Debit	Credit	YTD Debit	YTD Credit
Cheque Account	\$3,000.00		\$5,096.20	
Term Deposit Account #1	\$0.00		\$7,173.16	
Trade Debtors	\$2,100.00		\$2,400.00	
Retained Earnings		\$0.00		\$10,756.63
MEMBERSHIP FEES		\$5,100.00		\$7,250.00
INTEREST EARNED		\$0.00		\$174.59
Advertising	\$0.00		\$115.86	
Printing	\$0.00		\$2,850.00	
Membership Fees	\$0.00		\$121.00	
Internet Maintenance	\$0.00		\$225.00	
Meeting Venue Expenses	\$0.00		\$200.00	
Total:	\$5,100.00	\$5,100.00	\$18,181.22	\$18,181.22

AUSTRALASIAN MOTOR MUSEUMS ASSOCIATION

227 WOODLAND Pde
STAKEHILL
WA 6181
0418935613

Balance Sheet

As of June 2013

26/09/2013
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Assets		
Current Assets		
Cash On Hand		
Cheque Account	\$5,096.20	
Term Deposit Account #1	\$7,173.16	
Total Cash On Hand	\$12,269.36	
Trade Debtors	\$2,400.00	
Total Current Assets		\$14,669.36
Other Assets		
Total Assets		\$14,669.36
Liabilities		
Net Assets		
		\$14,669.36
Equity		
Retained Earnings	\$10,756.63	
Current Year Earnings	\$3,912.73	
Total Equity		\$14,669.36

AUSTRALASIAN MOTOR MUSEUMS ASSOCIATION

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Accounts List [Summary]

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Account	Current Balance
Assets	\$14,064.79
Current Assets	\$14,064.79
Cash On Hand	\$13,764.79
Cheque Account	\$3,516.20
Payroll Cheque Account	\$0.00
Petty Cash	\$0.00
Term Deposit Account #1	\$5,248.59
Term Deposit Account #2	\$5,000.00
Undeposited Funds	\$0.00
Electronic Clearing Account	\$0.00
Trade Debtors	\$300.00
Inventory	\$0.00
Withholding Credits	\$0.00
Voluntary Withholding Credits	\$0.00
ABN Withholding Credits	\$0.00
Other Assets	\$0.00
Liabilities	\$0.00
Current Liabilities	\$0.00
Trade Creditors	\$0.00
Loan West Coast Motor Museum	\$0.00
GST Paid	\$0.00
WET Payable	\$0.00
Import Duty Payable	\$0.00
Voluntary Withholdings Payable	\$0.00
ABN Withholdings Payable	\$0.00
Luxury Car Tax Payable	\$0.00
Payroll Accruals Payable	\$0.00
Equity	\$14,064.79
Retained Earnings	\$10,756.63
Current Year Earnings	\$3,308.16
Historical Balancing	\$0.00
Income	\$7,650.02
Sales	\$7,400.00
MEMBERSHIP FEES	\$7,400.00
Miscellaneous Income	\$0.00
INTEREST EARNED	\$250.02
Cost of Sales	\$0.00
	\$0.00
Expenses	\$4,341.86
Accounting Fees	\$0.00
Advertising	\$115.86
Printing	\$2,850.00
Membership Fees	\$121.00
Insurance	\$0.00
Legal Fees	\$0.00
Office Supplies	\$0.00
Wages & Salaries	\$0.00
Other Employer Expenses	\$0.00
Postage & Shipping	\$0.00
Telephone	\$0.00
Internet Maintenance	\$1,055.00
Meeting Venue Expenses	\$200.00
Other Income	\$0.00
Other Expenses	\$0.00



AMMA CASHFLOW BUDGET

YEAR ENDING Jun-14

CARRY FORWARD BALANCE 12269.36

<u>INCOME</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>TOTAL</u>	<u>BALANCE</u>
Membership Fees	1200	700	400									3300	5600	
Interest	75.43			96.07			48				96		315.5	
Advertising														
Donations														0
<u>Totals</u>	<u>1275.43</u>	<u>700</u>	<u>400</u>	<u>96.07</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>0</u>	<u>0</u>	<u>96</u>	<u>0</u>	<u>3300</u>	<u>5915.5</u>	

TOTAL CASH 18184.86

EXPENDITURE

Printing				300										3300
Postage				50										50
Website	830			530			300							1660
Meeting venue			200						200					400
Membership fees												121		0
Other														0
<u>Totals</u>	<u>830</u>	<u>0</u>	<u>200</u>	<u>880</u>	<u>0</u>	<u>0</u>	<u>3000</u>	<u>300</u>	<u>0</u>	<u>200</u>	<u>121</u>	<u>0</u>	<u>5410</u>	<u>5410</u>
													<u>TOTAL EXPENSES</u>	

PROFIT/LOSS

	445.43	700	200	-783.93	0	0	-2952	-300	0	-104	-121	3300	505.5
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CASH SURPLUS 12774.86

Attachment 3

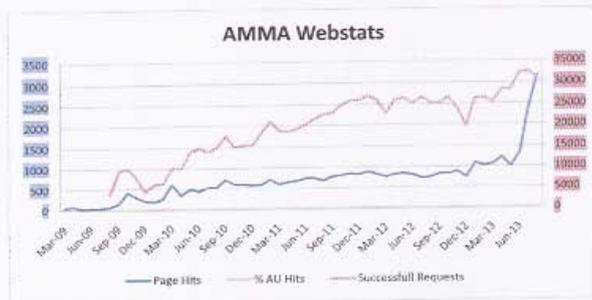
AMMA Web Statistics to August 2012

Week ending 11th	Successful Requests	Page Hits	% AU Hits	
Mar-09		53		
Apr-09		82		
May-09		25		
Jun-09		37		
Jul-09		37		
Aug-09	3848	73	58	
Sep-09	9474	156	65	
Oct-09	10132	431	56	
Nov-09	7857	317	59	2
Dec-09	4379	216	53	0
Jan-10	6199	203	44	1
Feb-10	6416	287	49	0
Mar-10	10101	605	55	
Apr-10	10070	350	53	
May-10	14201	489	55	
Jun-10	14850	436	46	
Jul-10	13910	524	49	
Aug-10	14974	540	46	
Sep-10	17707	716	48	
Oct-10	15007	604	50	2
Nov-10	15548	601	49	0
Dec-10	15533	585	45	1
Jan-11	18508	597	49	1
Feb-11	20963	717	48	1
Mar-11	18872	601	51	
Apr-11	18687	656	47	
May-11	19302	683	51	
Jun-11	20391	741	51	
Jul-11	21516	744	51	
Aug-11	22791	689	46	
Sep-11	23000	779	47	
Oct-11	25000	803	47	2
Nov-11	26000	846	47	0
Dec-11	26000	826	47	1
Jan-12	27000	892	47	2
Feb-12	26000	827	47	
Mar-12	22903	763	48	
Apr-12	26122	827	48	
May-12	26530	849	49	
Jun-12	25292	812	47	
Jul-12	26683	730	47	
Aug-12	25375	747	46	
Sep-12	25288	830	49	
Oct-12	26679	828	47	2
Nov-12	24074	890	42	0
Dec-12	19733	742	39	1
Jan-13	26319	1091	45	3
Feb-13	26502	1025	43	
Mar-13	25543	1070	38	
Apr-13	28584	1226	31	
May-13	28383	1001	35	
Jun-13	32226	1331	46	
Jul-13	32586	2409	40	New server
Aug-13	30897	3156	34	

All figures in red are estimates as actuals are not available

Monthly Average	Successful Requests	Page Hits	% AU Hits
Monthly Average 2009	49	300	54 %
Monthly Average 2010	8848	630	49 %
Monthly Average 2011	17450	805	48 %
Monthly Average 2012	24846	959	42 %
Monthly Average 2013	26282	2783	37 %
Monthly Average 2014	31742		

Total	Successful Requests	Page Hits
Total 2010	97327	3600
Total 2011	209402	7565
Total 2012	278154	9657
Total 2013	315383	11511
Total 2014	65483	5565



Delegate Reports

NSW

During the past 6 months I have managed to visit 10 Member Museums in NSW and ACT.

The response was varied but in general were expecting more out of the organization.

The rising cost of Insurance is a burden to all and on investigating this issue the Brokers have indicated if the information regarding claims over the past five years from all the member organizations is presented they would be able to ascertain the cost structure of the AMMA and possibly give a reasonable benefit to member museums.

This suggestion was put to me by several clubs and I believe we could benefit.

I also visited The Temora Air Museum ,Max's Shed Cobram ,Bobs Shed Quirindi and the Bennelong Museum .They seemed positive at the time but my emails thanking them have not been answered yet. I will follow up again.

Also a Museum is starting up in Coffs Harbour and they are keen to join.

The Museum at Inverell is on the move again ,I hope for the last time.

We are expecting to transfer to the new building April or May next year .Council is loaning us the Dollars to build a 4000sq meter building. The foundation is down and the Committee are exploring all avenues to find the dollars to pay back. A big risk for a small Town.

QLD

Introduction

With an aging population who have personally fostered the collection and preservation of our motoring history, comes a tragic reality that we are losing both the human knowledge bank and the breakup of many collections.

This has become very apparent in researching my new (retirement) business venture, as I collate the presence and location of many museum and personal collections both nationally and internationally.

Membership Status

There has been no movement in membership numbers this year.

However, there are high expectations of an increase into 2014 with visitor number on the increase as indicated through attendance as significant public events such as the RACQ Motorfest and All British Days with numbers in the vicinity of 5000 in attendance.

I have identified a number of small private collectors and enthusiast clubs with considerable resources (collections) that need to be encouraged to become members – we need to think of how to gather these groups together nationally albeit I am starting the Qld process through my QMM Tours & Information Centre (a reinvention of The Qld Motorsport Museum in a push to get funding to open the doors of my own museum)..

I am expecting to receive 2 new member applications in the near future.

The Year Gone By In Observation

- Slow development of the Clive Palmer Museum – probably sidetracked by Dinosaurs and Australian political aspirations
- The Brock Museum has closed and is not re-opening as indicated by Peter Champion last year – it is for sale as a complete collection or broken up –many \$millions involved in the acquisition.
- The Australian Motorcycle Museum is currently on the market for approx. \$1.9million
- The importation of vehicles due to the high \$A has meant loss of significant vehicles overseas has been minimised but the increase in imports, specifically USA, has seen a reduction in value of many vehicles. The reverse trend is now occurring and we are very much in danger of losing significant and historically relevant vehicles.

Strategy for Growth

Discussions are under way to review the funding model for museums along the same lines as the new Shepparton Motor Museum (which I visited in February) supplemented by commercial sponsorship. Approaches to the automotive industry continue to provide positive feedback and additionally, free advertising opportunities through industry associations such as the Australian Automotive Aftermarket Association.

What is being targeted going forward?

1. To significantly increase the membership and awareness of AMMA through direct contact and broader distribution of AMMA information.
2. Many more visitations will be facilitated through my own business venture and industry association.
3. Links to specialist suppliers such as Glen Smith's Vintage and Classic Reproductions.

Growth Opportunities

- Transport Museums (Motor Centric – Road based and agricultural Heritage links with air and rail would not be unwarranted.
- Promotion through expanded publicity – Hospitality & Tourism Industry
- Use of existing Brochure across a broader spectrum of representation – hotel chains and motoring outlets.

Expectations

Greater visibility of AMMA and significant effort on my behalf by leveraging increased visitations and contact with museums, car club as and collectors over the next 12 months.

Close contact and pressure on Government to support our passion through my own contacts and politically connected parties.

SA

I have tried to visit most of South Australia's five members over the course of the year and hosting the Annual Meeting should enable members to raise any pressing issues with the executive committee while they are here.

I am also hopeful that we might gain a new member from the Mt Gambier/Nelson area in the near future.

Tas

Tasmania's four members of the Association, The Ransley Veteran Car Collection, The Bicheno Motorcycle Museum, Richardsons Harley - Davidson and The National Automobile

Museum of Tasmania are all looking towards Tasmania's peak period for tourist numbers after experiencing the usual downturn over the Winter months.

All members continue to be pro-active in enhancing their visitors experience. The attractions that have an admission charge, namely The Ransley Veteran Car Collection, The Bicheno Motorcycle Museum and The National Automobile Museum of Tasmania continue to do collaborative advertising under the brand Tasmania's Iconic Motoring Collections. All four attractions continue to actively promote one another.

Vic

As Victorian State delegate to the AMMA I attended the AGM at Birdwood S.A. on Monday 30 Sept 2013. Quite convenient as I was a participant in the excellent Bay To Birdwood rally the day before. During the weeks prior to the AGM I sought contact with a number of members on two matters:

1. Support for me to continue as the State delegate for another 1 year term. This was received and as a result was endorsed at the meeting.
2. Support in the form of a nominated proxy vote in favour of the changes to the rules as previously circulated. It was noted that there had been minimal response across the country to this process and numbers were needed for it to be passed at the AGM. In spite of some last minute rallying of numbers there was insufficient votes for it to pass at the AGM. However there were no objections to the proposed changes. I was a participant in the Subcommittee which formulated the proposed rule changes and therefore participated in a discussion to secure the passing of these rules so that it need not be revisited next year. The meeting resolved to approach the S.A. Corporate Affairs to seek a mechanism for this to occur.

During the past year I have travelled a little and when possible have called in or contacted members. During these travels I have come across other worthy collections but have had minimal success in attracting new members. I ask that any existing members that have direct inroads to non-members assist me to encourage them to join us. The proposed "Membership Kit" could be beneficial to this process but not a substitute for a personal approach..

On a personal note my own museum/collection at The Motorist- Gembrook has been generally "Closed " to the passing public this year. A function of my dependency on tenants of my building to open the museum during my absence. I have been seeking suitable tenants for two shopfronts without success. I am in the process of restructuring my affairs so that I might relocate my home to the museum premises and be open more reliably. I do however continue to open for groups and interested individuals by appointment.

As previously reported the initial distribution of the AMMA brochure was completed some time ago. I still hold a box of spares which are available to "Top Up " any members who contact me on tel. 0411- 465098

WA

Our Members generally have reported a slight increase in Visitors over the past year and are confident of a continuing increase in 2014, official Tourist numbers have had a significant increase over the past year to Western Australia.

We meet twice a year to discuss Museum matters and include promotions, problems, brochure top ups and ways we can assist each other with special displays (eg.65 years of Landrover and 100 Years of Morris etc). The 108 Motoring Clubs in WA support our Museums with regular visits and are an excellent low cost way of promoting our different collections. We are all delighted with the AMMA Newsletter and the excellent response of the AMMA Brochure/Web site as we are all experiencing an increase of interstate/overseas visitors. At our meeting on the 21st September 2013 we unanimously endorsed the revised Constitution and thank those who diligently toiled over the document. As no nominations

were offered Kelvin Ferris will continue as the WA Representative to the AMMA. Community organisations.. Members present agreed to continue to allow Carers free entry when accompanying a disabled person, senior groups and Teachers with School visits. Ron West and or I have visited each of our Members over the past year and most members have combined with each other to support various Motoring events/Shows/Race meetings/Local events, handing out our AMMA Brochures to promote Collections throughout Australasia. Three of our Members combined recently for the successful Koorda Agricultural & Car Show with an excellent array of interesting vehicles. The major event for the year was the Annual Classic Car Show in April, a display of 1,100+ Cars/Buses/Trucks/Tractors/Motorcycles plus Traders and attracting 19,000 visitors, although hosted by the Council of Motoring Clubs several of our members also exhibited and assisted on the Show Committee. Education... Schools, Technical Colleges, UWA visits are steady, in WA a Working with Children clearance is usually required. Two members were involved with "Discovering Automotive" hosted by Engineering & Automotive Training Council, Worldskills and Motor Industry Training Association to promote careers in the Automotive Industry. The Motor Museum of WA have a University student working 1 day per week assisting in the recording etc of our 13,000 item library. His internship includes the history of the GM plant in Mosman Park up until its closure in 1972, the HQ Holden being the last model to be assembled. Kelvin Ferris

New Zealand

While I struggle to get back to New Zealand as often as I would like I did have an opportunity to visit several Museums while on my last visit and Geraldine Vintage Car & Machinery's application for membership has seen them become our first NZ member.

I received a positive response from Yaldhurst & Southwards Museums and hope that MOTAT & Richardsons Truck Museum may also consider membership in the future.

I would urge anyone visiting NZ to take in the Burt Munro Indian Motorbikes display housed in a hardware store in Invercargill.

Australasian Motor Museums Association Incorporated

- A39742 -

Constitution

April 2013

Draft Revision .04c

As required by section 23a of the Associations Incorporation Act 1985, as administered by the Office of Consumer and Business Affairs,
for the Government of South Australia.

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Name & Location

The name of the association shall be the **Australasian Motor Museums Association Incorporated**, as registered with the Office of Consumer & Business Affairs, South Australia (SA - A39743) referred to herein as **'the association'** or **AMMA**.

The office for the association shall be located in Birdwood South Australia for the purpose of registration.

The name of the association is to be printed on documents including:

- a. Every Notice
- b. Advertisements
- c. Receipts
- d. Bills of Exchange
- e. Other documents given, published or issued by the association.

Definitions

'Annual General Meeting' means a general meeting of the members of the AMMA convened in accordance with these Rules of Association (Constitution).

'Committee' means the committee of management of the AMMA.

'Communication' will include the use of both paper and electronic media.

'Constitution' shall be the Rules of Association

'Member' means a financial member of the AMMA.

'Month' shall mean a calendar month.

'Rules' shall be the Rules of Association

'Special resolution' means a special resolution defined by the Act.

'The Act' means the Associations Incorporation Act 1985 as amended

'Prescribed Association' as defined in section 3(1) of the Act, the amount prescribed is \$500,000 and defined Associations Incorporation Regulations 2008

Objects or Purposes of the association

- a. The AMMA has been formed with the objective of promoting the common interest of persons engaged in or who support the collection, preservation and promotion of motor vehicles and related memorabilia for public display, educational and research purposes.
- b. To act as a public voice on behalf of members.
- c. Promote specific displays, exhibitions and events presented by members.
- d. Develop and deliver operational cost efficiencies for members.
- e. Advise members on Government related issues, regulations, grants and assistance.
- f. To procure and provide information and establish an information sharing network for the benefit of the members.
- g. To establish, engage and promote tourism strategies in conjunction with members and, other tourism industry bodies.
- h. To act on any other matter considered by the members to be mutually beneficial.

Powers of the association

The association shall have all the powers in accordance with section 25 of 'the Act'.

Membership

Application and Acceptance for Membership

Application for membership of the AMMA shall be by writing to the committee and signed by the applicant.

Upon acceptance by the committee and upon payment of the first annual subscription, the applicant shall become a member of the AMMA.

At any General Meeting of the AMMA, members present may decide not to accept or continue the membership of any member or applicant, the member or applicant shall be notified of such decision and its reason and given 14 days notice of the next executive committee meeting with opportunity to speak to the given reason at that meeting.

Membership Fees

The prescribed annual membership fees shall be payable annually on 1 July or at such other time as the committee may decide. The sum and date payable (due date) will be determined at each Annual General Meeting of the AMMA.

Members of the AMMA who have not paid or renewed their membership within 3 months of the due date shall cease to be members and will be ineligible to vote at meetings, stand for any office or use the official logo of the AMMA.

Categories of membership

- a. **Associate**... individual person who is indirectly involved. Without voting rights.
- b. **Individual**... an individual person who is directly involved within the sector and who brings specific knowledge or skills of benefit to the AMMA. [1] Vote per member.
- c. **Institutional**... Museums, private collections, car clubs and other AMMA recognised institutions who shall nominate a natural person as their representative entitled to one [1] vote per institution.
- d. **Corporate**... Vehicle Manufacturers, Motor Insurance Companies and other acceptable entities who shall nominate a natural person as their representative entitled to one [1] vote per Corporate Entity.

It is expected that all Members will actively promote the AMMA and its membership through the display of the Logo on all media including website, brochures and other public facing publications.

Expulsion of a member

- a. Subject to giving a member an opportunity to be heard or to make a written submission, the committee may resolve to expel a member upon a charge of misconduct detrimental to the interests of the association.
- b. Particulars of the charge shall be communicated to the member at least one month before the meeting of the committee at which the matter will be determined.
- c. The determination of the committee shall be communicated to the member, and in the event of an adverse determination the member shall, (subject to 5.4d below), cease to be a member 14 days after the committee has communicated its determination to the member.
- d. It shall be open to a member to appeal the expulsion to the association at a general meeting. The intention to appeal shall be communicated to the secretary or public officer of the association within 14 days after the determination of the committee has been communicated to the member.
- e. In the event of an appeal under 5.4d above, the appellant's membership

of the association shall not be terminated unless the determination of the committee to expel the member is upheld by the members of the association in general meeting after the appellant has been heard by the members of the association, and in such event membership will be terminated at the date of the general meeting at which the determination of the committee is upheld.

Resignation of membership

A member may resign from membership of the association by giving written notice to the secretary or public officer. Any resigning member shall be liable for any outstanding subscriptions.

Register of Members

A register of members must be kept and contain:

- a. The name and address of each member;
- b. The date on which each member was admitted to the association and,
- c. Where it is applicable, the date and reason(s) for termination.

The Committee

Powers and duties of the Committee

- a. The affairs of the association shall be managed and controlled by a committee which in addition to any powers and authorities conferred by these rules may exercise all such powers and do all such things as are within the objects of the association, and are not by the Act or by these rules required to be done by the association in general meeting.
- b. The Committee shall have authority to interpret the meaning of these rules and any other matter relating to the affairs of the association on which these rules are silent.
- c. The Committee shall appoint a Public Officer as required by the Act.

Appointment

- a. The Committee shall consist of a minimum of seven (7) but not more than 10, natural persons duly nominated and elected as State, Territory and/or Country delegates from the financial membership of the association.
- b. The Executive positions of Chairperson, Vice Chairperson, Secretary and Treasurer shall be elected or appointed by the current members of the Committee at the Annual General Meeting.
- c. The Secretary shall call for Committee nominations from the financial membership of the association at least 28 days prior to the Annual General Meeting.
- d. The elected Committee shall hold office until the next annual general meeting at which time all positions become vacant and members of the Committee shall be eligible to stand for re-election without nomination. No person shall be eligible to stand for election unless a member of the association has nominated that person at least 14 days before the meeting by delivering that nomination to the Secretary of the association. Nomination for any vacancy may be accepted from the floor at an AGM if notice of retirement has been received from a committee member and no written applications have been received by the secretary or public officer of the association for the specific position.
- e. Notice of all persons seeking election to the committee shall be given to all members of the association with the notice calling the meeting at which the election is to take place.

- f. The Committee may appoint a person to fill a casual vacancy and such a Committee member shall hold office until the next annual general meeting of the association and shall be eligible for election to the Committee without nomination.
- g. The Committee shall have the power to create from time to time additional support roles within the association to assist in the coordination and administration of the association's objectives. These roles when approved and occupied will be published to the members. Each role will have an initial tenure of the current financial year in which they are approved. Occupancy and ongoing activity will require ratification at the first Committee meeting post the Annual General Meeting.

Proceedings of Committee

- a. The Committee shall convene on a minimum of two (2) occasions within a 12 month period for the despatch of business.
- b. Draft Minutes of meetings shall be communicated to all committee members within 28 days of each meeting.
- c. Questions arising from any meeting of the Committee shall be decided by a majority of votes, and in the event of equality of votes the Chairperson shall have a casting vote.
- d. A quorum for a meeting of the Committee shall be one half of the members of the Committee, plus one.
- e. A member of the Committee having a direct or indirect pecuniary interest in a contract or proposed contract with the association must disclose the nature and extent of that interest to the Committee as required by the Act, and shall not vote with respect to that contract or proposed contract. The member of the Committee must disclose the nature and extent of their interest at the next AGM of the association.
- f. The Committee, may resolve by electronic communication on matters deemed urgent by the Chairperson.

Disqualification of Committee members

The office of a Committee member shall become vacant if a Committee member is:

- a. Disqualified from being a committee member by the Act;
- b. Permanently incapacitated by ill health;
- c. Absent without an apology from both committee meetings within a 12 month period;
- d. No longer a member, or the duly appointed representative of a current member organization or corporate member.

The Seal

The association shall have a common seal [rubber stamp] upon which its corporate name shall appear in legible characters.

The seal shall not be used without the express authorisation of the committee and every use of the seal shall be recorded in the minute book of the association. The affixing of the seal shall be witnessed by the chairperson and the Public Officer.

General Meetings

Annual General Meetings

- a. The Committee shall call an Annual General Meeting in accordance with the Act and this constitution.
- b. The AGM shall be held within five months after the end of its financial year.

- c. The order of business at the meeting shall be:
 - i. The confirmation of the minutes of the previous AGM and of any special general meeting held since that meeting.
 - ii. The consideration of the accounts and reports of the committee and the auditors report if required.
 - iii. The election of State Delegate Committee members.
 - iv. The election of Executive Committee members.
 - v. The appointment of auditors if required in accordance with section 9.5 (of the Act).
 - vi. The prescription of Annual Membership Fees and Due Date.
 - vii. Any other business requiring consideration by the association in general meeting.

Special General Meetings

- a. The Committee may call a special general meeting of the association at any time.
- b. Upon a requisition in writing of not less than 25% of all AMMA members, the Committee shall within one month of receipt of the requisition, convene a special general meeting, with no less than 21 days notification, for the purposes specified in the requisition
- c. Every requisition for a special general meeting shall be signed by the relevant members and shall state the purpose of the meeting.
- d. If a special general meeting is not convened within one month, as required 8.2b above, the requisitionists, or at least 50% of their number may convene a special general meeting. Such a meeting shall be convened in the same manner as nearly as practical as a meeting convened by the committee, and for this purpose the committee shall ensure that the requisitionists are supplied free of charge with particulars of the members entitled to receive a notice of meeting.

Notice of General Meetings

- a. Shall be given to members in writing at least 21 days prior to the meeting and would be convened by the committee.
- b. A notice may be given to the member personally, by post to the address appearing in the register of members, or electronically if an electronic address is held in the register of members.

i. Procedures at General Meetings

- a. A quorum for a meeting shall be a minimum 7 members present personally, or by proxy. If a quorum is not present at the meeting then it shall be adjourned for one hour at which time those present will be deemed a quorum.
- b. The Chairperson, Vice Chairperson or a member elected in their absence will preside over the meeting.

ii. Voting at General Meetings

- a. Subject to these rules, every member of the association has one vote [with the exception of those Members classed as associate] at a meeting of the association.
- b. Subject to these rules, a question for decision at a general meeting must be determined by a majority of members who vote in person or by proxy.
- c. Unless a poll is demanded by at least five members, a question for decision must be determined by a show of hands.
- d. Corporate members shall be entitled to appoint one person, who shall not be a member of the association, to represent it at particular or at all general meetings of the association. Such a person shall be deemed to be a member of the association for all purposes until the authority is revoked in writing by the corporate member.

iii. Poll at General Meetings

- a. If a poll is demanded by at least five members, it must be conducted in a manner specified by the person presiding and the result of the poll is the resolution of the meeting on that question.
- b. A poll demanded for the election of a person presiding or on a question of Adjournment must be taken immediately, but any other poll may be conducted at any time before the close of the meeting.

iv. Special and Ordinary Resolutions

- a. A special resolution is as defined in the Act.
- b. An ordinary resolution is a resolution passed by a simple majority at a General Meeting.

v. Proxies

A member shall be entitled to appoint in writing a natural person who is also a member of the association to be their proxy and attend and vote at any general meeting of the association.

Any member wishing to appoint a proxy shall notify the secretary in writing, no less than 7 days prior to the start of the meeting.

vi. Minutes.

- a. Proper minutes of all proceedings of General Meetings of the association and of meetings of the committee, shall be entered within one month after the relevant meeting in minute books kept for the purpose and copies of the minutes posted on the associations web site and distributed to all committee members within 28 days of the meeting.
- b. The minutes kept pursuant to this rule must be confirmed by the members of the association or the members of the committee [as relevant] at a subsequent meeting.
- c. The minutes kept pursuant to this rule shall be signed by the chairperson of the meeting at which the proceedings took place or by the chairperson of the next succeeding meeting at which the minutes are confirmed.
- d. Where minutes are entered and signed, they shall until the contrary is proved, be evidence that the meeting was convened and duly held, that all proceedings held at the meeting shall be deemed to have been duly held, and that all appointments made at a meeting shall be deemed to be valid.

vii. Dispute Resolution

This clause applies to disputes between –

- a. a member and another member, or
- b. a member and the Committee, or
- c. a Committee member and another Committee member

Within 14 days after the dispute comes to the attention of the parties to the dispute, they must meet and discuss the matter in dispute, and , if possible, resolve the dispute.

If the parties are unable to resolve the dispute at the meeting or, if a party fails to attend that meeting, then the parties must, within ten [10] days after the meeting, hold another meeting in the presence of a mediator.

The mediator must be –

- a. a person chosen by agreement between the parties, or
- b. in the absence of agreement –
 - i. for a dispute between a member and another member – a person appointed by the Committee, or

- ii. for a dispute between a member and the Committee, or between a Committee member and another Committee member – a person chosen by ballot from a list of five [5] other members agreed to by both parties in dispute

A member of the AMMA can be a mediator.

The mediator cannot be a party to the dispute.

The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.

The mediator, in conducting the mediation, must -

- a. give the parties to the mediation process every opportunity to be heard;
- b. allow due consideration by all parties of any written statement submitted by any party, and
- c. ensure natural justice is accorded to parties to the dispute throughout the mediation process.

The mediator must not determine the dispute.

If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute at law.

Financial Accounts and Reporting

Financial Year

The financial year of the association shall be the period commencing on 1 July and ending on 30 June each year.

Accounts

The association shall keep and retain such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the association in accordance with the Act.

Accounts are to be presented by the Treasurer and ratified for payment by a majority of the committee at a General Meeting or approval by the committee via electronic communication and resolution in the majority to make such payments.

Quotations are required for any expenditure greater than \$500 or for any capital acquisition. Quotations are to be communicated to and accepted by the majority of the committee prior to acceptance to proceed with the acquisition.

Accounts and Reports to be laid before Members

This rule applies to 'prescribed' associations being those with gross receipts in excess of \$500,000 per year as per the Association Incorporation Regulations 2008.

Annual Return

As in 9.3 above this is required only of 'prescribed' associations.

Appointment of Auditor

This rule is intended for adoption as a 'prescribed association' but may be adopted for the association at the discretion and agreement of the Committee, preceding an AGM;

- a. At each AGM the members shall appoint a person to be auditor of the association.
- b. The auditor shall hold office until the next AGM and is eligible for reappointment.
- c. If an appointment is not made at an AGM, the committee shall appoint an auditor for the current financial year.

Funds of the Association

Distribution of any surplus assets upon Winding Up

In the event of the organisation being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to an organisation that has identical or similar aims and objectives or who facilitates the retention of significant items of Australasian motor transport history within Australasia.

Non Profit Clause

The income and property of the Association whatsoever derived shall be applied towards the objects of the Association as herein set forth. No portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the Members. Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Association or other person in return for any services actually rendered to the Association, or actual expenses incurred, nor prevent payment of interest on any monies borrowed from any Member of the Association.

Financial Transactions

a. All monies received by or on behalf of the Club shall be paid into the Association's Banking Account with such other Bank or Banks as the Committee shall from time to time decide.

b. All cheques, Bills of Exchange, withdrawal forms and postal notes drawn on the said Association's Bank Account or Accounts shall be signed by any two of the following:

- (i) The Chairperson
- (ii) The Vice Chairperson
- (ii) The Secretary
- (iv) The Treasurer.

c. All cheques drawn shall be marked "Not Negotiable" and shall be drawn to the order of the person in whose favour the cheque is made.

The Manner in which the Rules may be Changed

These rules may be altered [including an alteration to the association's name] by special resolution of the members of the association. This includes rescission or replacement by substitute rules.

The alteration shall be registered with the Government of South Australia, Office of Consumer and Business Affairs, Corporate Affairs and Compliance Branch, or its successor, as required by the Act.

The registered rules shall bind the association and every member to the same extent as if they had respectively signed and sealed them, and agreed to be bound by all of the provisions thereof.