

HMAS Sydney II Memorial Advisory Committee

Meeting Agenda

Meeting Name	HMAS Sydney II Memorial Advisory Committee	Meeting No.	1/2020
Meeting Date	Monday, 10 February 2020	Meeting Time:	4.00pm to 5.00pm
Venue	City of Greater Geraldton Civic Centre, Committee Meeting Room		
Committee Members:	Cr Natasha Colliver Councillor Cr Sally Elphick Councillor Cr Simon Keemink Councillor Don Rolston Warden Chris Lee Director Infrastructure Services Ebony Enright City of Greater Geraldton Support Staff Representative (x1) from each of the following organisations: Naval Association of Australia Geraldton Voluntary Tour guides Rotary Club of Geraldton Returned and Services League		
By Invitation	David Emery Manager City Precinct Team	Apologies:	Cr Bob Hall

- 1. WELCOME & APOLOGIES**
- 2. APPOINTMENT OF CHAIR PERSON**
- 3. REVIEW TERMS OF REFERENCE**
- 4. MINUTES OF PREVIOUS MEETING**
- 5. REVIEW AND UPDATE ACTION REGISTER**
- 6. CORRESPONDENCE**
 - 6.1. Incoming / Outgoing Correspondence
- 7. MEMORIAL COMMUNITY MANAGEMENT, MARKETING & PLANNING (ToR Item D)**
 - 7.1. Warden's Update
 - 7.2. 2020 Memorial Service
 - 7.3. 2021 (80th Anniversary) Memorial Service
- 8. CONSTRUCTION OF ADDITIONAL FACILITIES AT THE MEMORIAL**
 - 8.1. Updated from City Officers – Construction of Ablution Facilities
 - 8.2. Update from Rotary – Funding for Visitor Facilities
- 9. GENERAL BUSINESS**
- 10. DATE OF NEXT MEETING**
- 11. CLOSE**

HMAS Sydney II Memorial Advisory Committee - Action Register

Log #	Meeting Date	Agenda Item #	Action	Resp. Person	Status (Ongoing / Complete / Next Agenda)
HMAS-037	14-Mar-17	6. General Business	<p>Committee would like to honour the group 'Corvettes' request to develop and install a plaque at the HMAS Sydney II Memorial Site, this plaque would be placed next to existing plaque. SB to liaise with group.</p> <p>16/05/2019 - Steve Butler was requested to chase up the status of this item and provide the Chair with a progress updated so the matter can be finalised as soon as possible.</p> <p>09/09/2019 - S. Butler is no longer President of the RSL. RSL representative to investigate and locate initial correspondence received from the Corvettes. Warden, Don Rolston advised copy of advice received from Corvettes will be required to progress this Action.</p>	RSL	Ongoing
HMAS-037a	9-Sep-19	3. Review and Update Action Register	<p>Supplementary action to HMAS-037.</p> <p>Correspondence to be sent from the Committee to the RSL explaining the requirements to finalise this Action Item.</p>	Chairman	Ongoing
HMAS-061	16-May-19	3. Review and Update Action Register	<p>City officers to approach the museum regarding a reciprocal arrangement for signage referring visitors to the Memorial.</p>	David Emery	Complete