

# HMAS Sydney II Memorial Advisory Committee Meeting Minutes

<b>Meeting Name</b>	HMAS Sydney II Memorial Advisory Committee	<b>Meeting No.</b>	4/2020
<b>Meeting Date</b>	Monday, 7 September 2020	<b>Meeting Time:</b>	4.00pm
<b>Venue</b>	City of Greater Geraldton Civic Centre, Committee Meeting Room		
<b>Committee Members:</b>	Cr Natasha Colliver      Councillor Cr Sally Elphick          Councillor Don Rolston                Warden (via phone) Trevor Ralph               Geraldton Voluntary Tour Guides Spike Jones                Naval Association Chris Lee                    Director Infrastructure Services Ebony Enright              City of Greater Geraldton Support Staff		
<b>Apologies:</b>	Cr Bob Hall                 Councillor Cr Simon Keemink        Councillor Trevor Beaver              Rotary Di Gilleland                Rotary (Proxy) April Herbert               RSL David l'anson               Geraldton Voluntary Tour Guides (Proxy) Ian Holthouse              Naval Association (Proxy)		
<b>By Invitation</b>	David Emery                Manager City Precinct Team Fiona Norling               Manger Community and Cultural Development Chris Edwards              Project Manager, Ablution Block Construction		

## 1. WELCOME & APOLOGIES

Meeting opened at 4pm. Cr Colliver welcomed all present and noted apologies as above.  
Minutes secretary confirmed a quorum was present.

## 2. MINUTES OF PREVIOUS MEETING

RECOMMENDED that the minutes of the HMAS Sydney II Memorial Advisory Committee meeting held on 6 July be adopted as a true and correct record of proceedings.

**MOVED T Ralph    SECONDED S Jones  
CARRIED UNANIMOUSLY BY CONSENSUS**

## 3. REVIEW AND UPDATE OF ACTION REGISTER

HMAS-037 – regarding plaque for the Corvettes.

D Rolston is in contact with President of the Corvettes Association. Will obtain relevant information to progress installation of a plaque on behalf of the Corvettes. Remains ongoing.

HMAS-062 – regarding discussion of the 2021 Memorial Service at a future Concept Forum. Presentation is scheduled for November 2020 Concept Forum.



#### 4. 2020 MEMORIAL SERVICE – with Fiona Norling.

##### 4.1. 2020 Memorial Service

- Service will be an online event, with a format similar to online ANZAC service held this year.
- Most segments will be pre-recorded with wreath laying between 5pm and 6pm.
- TS Morrow Cadets cannot be involved in this years' service to comply with Government instruction.
- The City is investigating additional media clips that can be incorporated such as interviews with relatives, footage from Finding Sydney, etc.
- Warden has sent requests to the Chief of Navy, CO of Sydney V and Commander Greg Swindon to record presentations.

##### 4.2. 2021 Memorial Service – 80th Anniversary Service

- City met with Adrian Burns in August. Guest List has been developed and is with the Mayor for review. 'Save the Date'; will be sent to proposed guests.
- Looking at grant opportunities to fund events associated with the anniversary. Applying for a Saluting the Service grant. Also looking at Tourism Australia funding opportunities.

#### 5. CONSTRUCTION OF NEW ABLUTION BLOCK – with Chris Edwards

Contract awarded to GBSC; construction commenced 24 August. Hoping construction will be complete in early 2021.

The City is working with Charles Smith to obtain moulds for the pre-cast walls. Don to provide information to Chris Edwards regarding colouring of pre-cast walls.

#### 6. CORRESPONDENCE

No incoming or outgoing correspondence.

#### 7. CONSTRUCTION OF ADDITIONAL VISITOR FACILITIES AT THE MEMORIAL

Progress Report from Rotary on Funding for Visitor Facilities

- LotteryWest has a new set of guidelines for allocation of funding. They have requested Rotary submit an EOI be submitted for consideration.
- Applied for Saluting Their Service grant; contribution is dependent on outcome of other funding applications.

#### 8. GENERAL BUSINESS

##### 8.1. Appointment of Warden for term November 2020 to November 2022.

Proposed timeline for Appointment of Warden:

Committee Meeting to obtain a recommendation to advertise the role of Warden:	7 September
Advertisement in Guardian:	11 September
Nominations Close (two weeks):	25 September
Committee Meeting to review nomination and make recommendation:	29 September
Council endorsement of Warden's appointment	27 October

Noted the advertisement must include reference to appointing a Deputy Warden, as agreed by the Committee on 6 July 2020.

