



# AEME/RAEME ASSOCIATION OF SOUTH AUSTRALIA INC.

10 Oliver Street  
REYNELLA SA 5161  
Ph: (08) 7007 4470  
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## NOTICE OF ANNUAL GENERAL MEETING and ELECTION OF OFFICE BEARERS

**SATURDAY 30<sup>th</sup> NOVEMBER 2019**  
**Plympton Glenelg RSL**  
**464 Marion Road, PLYMPTON PARK**  
**(Limited parking available on site so street parking may be required)**

**Timings:**  
**4:00pm SHARP!**  
**Meeting followed by**  
**2019 Central Region RAEME Birthday All Ranks Family Function**  
**TO ALL MEMBERS**

In accordance with Rule 9 of this Association, the above notice is served to inform you of the date and venue of the 2019 Annual General Meeting.

This year the meeting will be held on **Saturday 30<sup>th</sup> November** in the **Plympton Glenelg RSL** at **4:00pm SHARP!**

You are reminded that you must be financial to vote at this meeting.

Please find attached to this notice

- 1) Agenda, set in accordance with Rule 11 of this Association
- 2) Copy of 2018 AGM Minutes
- 3) Appendix 1: "Nomination for Executive Officer or Officer of the Committee" form for use as prescribed in Rule 25 of this Association. Nominations must be received no later than **22nd November 2019**.
- 4) Appendix 2: "Form of Appointment of Proxy" for use as prescribed in Rule 16 of this Association

At the conclusion of the meeting you are invited to stay for the **2019 Central Region RAEME Birthday All Ranks Family Function** which starts after the AGM with a "Catered Meal"

(Maximum cost to be \$15.00 per head, Children's Meals FREE (12 years & under).

It will be held in the **Plympton Glenelg RSL** where the **2019 Central Region "RAEME Soldier of the Year" Awards**, (which are sponsored by the Association), will be announced and presented.

*MAJ Richard Moyses*  
President

### **PLEASE NOTE**

Copies of the 2019 Financial Statement will be available at the venue prior to the AGM.



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c/o 10 Oliver Street, REYNELLA SA 5161. Phone: 0412 021 411

## **AGENDA**

### **ANNUAL GENERAL MEETING**

#### **and**

### **ELECTION OF OFFICE BEARERS**

### **SATURDAY 30<sup>th</sup> November 2019**

- 1) Opening
- 2) Apologies
- 3) Confirm Minutes of 2018 Annual General Meeting
- 4) Business Arising:                                Key points from meeting and 2019 activities
  
- 5) Reports:    President's Report  
Secretary's Report  
Treasurer's Report  
Auditor's Report
  
- 6) Election of Office Bearers:                President  
Vice President  
Secretary  
Treasurer  
Committee members – at least six  
Auditors - one
  
- 7) General Business:                              2020 Anzac Function  
2020 Anzac Day Activities  
2020 Service Corps Dinner (all ranks & partners)  
2020 RAEME (SA) Corps Dinner (all ranks & partners)  
2020 AGM and RAEME Birthday All Ranks Family Function
  
- 8) Other Business:                                Dissemination of the Association newsletter (comments, issues)  
Combined Logistics & Health Corps Dinner feedback  
Need for a RAEME Corps Dinner  
Need for a casual All Ranks Dinner  
Continuing Sponsorship to 43 Army Cadet Unit  
Non-Agenda Items
  
- 9) Thank you's/Closure



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**MINUTES FOR ANNUAL GENERAL MEETING**

**1<sup>st</sup> December 2018**

**VENUE; Plympton Glenelg RSL 464 Marion Road Plympton Park**

**Meeting opened at: 1600**

**Welcomes and Acknowledgments**

President, MAJ Moyses welcomed members including visitors to the meeting.

**Members Present:** David Cocker HON COLCOMD and Patron, Robyn Cocker, MAJ Richard. Moyses CSM, Judy Moyses, WO2 (Retd) Grant Kuchel, Christine Kuchel, Brian Holmes, Doug Pammenter, Pauline Pammenter, Bob Killoran, Geoff Parker, Bob Matthew, Joe Dennis, John Howard, Richard Harvy, Graham Jaensch, Michael Thompson, Janet Thompson.

**Apologies:** LTCOL (Retd) Greg Rosser, Bev Rosser, Don Harvy, Major Dave Rogers, Mike Culley, Marg Culley, Wayne Birch.

**Agenda 2018**

As presented to meeting.

**Minutes of 2017 AGM – (Dispatched to all members with notice of AGM).**

Motion: President – Noted there were two errors in the minutes relating to attendees and apologies for the 2017 AGM. These did not form material errors therefore proposed that the Minutes of the 2017 AGM then be accepted as a true and correct record of the meeting.

Moved: R. Moyses Seconded: Joe Dennis. Carried.

**BUSINESS ARISING FROM MINUTES**

**1. Feedback on 2016 Activities** - President stated that the normal functions of the Association were well attended in 2017, stated that ongoing issues will be discussed in General Business if required.

**President's Report**

Welcome to this years AGM and thank you all for your attendance.

In my report I will mention the highlights of our association activities for 2018 and in particular talk about some items of interest that have developed as the year went on.

I believe it has been another successful year for the association. We have been active in areas we are capable of being active in and that means we have done things we can do with the time and money we have along with the time that is volunteered from the committee and membership.

In regard to functions we held our normal events, our ANZAC reunion, participated in the march on ANZAC Day with excellent numbers boosted by the addition of about 60 trainees from ASEME and held the all ranks dinner and today obviously the AGM followed by the Birthday function. In addition to that there were also a couple of lunches at the Avoca hotel for those who could attend.

While I see no change to the event calendar for next year we welcome ideas for any new functions, particularly those type of events that may encourage new members to attend. There is some exciting news regarding a combined association's dinner which I will talk about in more detail a bit later.

The Bunnings BBQs fundraisers continue to be the major source of income for the association and these play a very important part of maintaining the financial position of the association (more in the treasurer report).

Unfortunately we have not had the same quantity of BBQs in the past 12 months but for those we did have the

results were very good. The reliance of at least 4 people to assist on the day means we cannot sometimes say yes when they are offered at short notice.

The information regarding the CFN Borlace gravesite has been covered in other business and as mentioned I am really pleased with the progress to date and the overall plan to improve the site.

I want to acknowledge the efforts of all the committee members.

Don, Greg, Bob, Bob, Mike and Marg, John, Brian, Geoff, and Judy all play significant parts in sustaining the association.

Also particular acknowledgement to Colonel Cocker for his oversight as Colonel Commandant SA/WA/NT. Colonel Cocker attends all meetings and has been also attended all association functions and some unit functions not only in Adelaide but also in WA.

Unfortunately this will most likely be the last function that Colonel Cocker attends in his capacity of Colonel Commandant. After three years in the role HOC has decided to appoint a new person into the role.

Over the past three year Colonel Cocker has been very proactive and supportive of the association and all things to do with the Corps in SA, WA and NT. His availability, participation and support for the committee has been excellent and appreciated at all times. Whenever possible Colonel Cocker has attended Corps functions and just yesterday presented numerous awards at Woodside where the Birthday celebrations were held once again.

The minutes will record a vote of thanks and appreciation for the efforts and dedication Colonel Cocker has committed in the role.

The incoming COLCOMDT is Colonel Andrew Herbert. Colonel Herbert resides in Tasmania and is a serving Army Reserve Colonel posted to HQ 9 Bde.

Obviously there will be challenges with his ability to attend meetings and functions but I am sure he will do what is possible remotely and try to be in town at the right time for some functions.

I mentioned last year that I do see the committee as being the only risk to the association, again the same names appear as the members of the committee. This is common in small associations however we do need to somehow create some interest from younger members who may bring fresh ideas and suggestions that ensure the ongoing success of the association.

In closing I thank you again and look forward to the next 12 months being equally as successful.

#### **Secretary's Report –**

The Secretary was an apology for the meeting however he had provided the President with comments on the following;

#### **Incoming Correspondence included:**

- a. Signal Magazine (RSL)
- b. Dept of Vet Affairs Newsletters and Correspondence
- c. Invitation for Presidents and Secretaries from Associations to attend ANZAC DAY and Remembrance Day dawn services/services.
- d. Liaison with the OC 43 Army Cadet Unit, CAPT (AAC) Alister McCallum re ongoing sponsorship from the Association.
- e. Office of Consumer and Business Affairs regarding notification of Association Public Officer.
- f. Correspondence WRT manufacture of RAEME Assoc of SA Flag.
- g. Letter from REME Association requesting support from RAEME Assoc of SA for a Catafalque Party on Remembrance Day 2018 at Smithfield.
- h. Various letters and emails regarding the CFN Doug Borlace memorial upgrade.

#### **Outgoing Correspondence included:**

- a. Returns to RSL SA regarding ANZAC Day March requests regarding guides and POC.
- b. Letters to Bunnings Warehouse at Noarlunga and Marion requesting dates for use of facilities for fundraising sausage sizzles for 2017.
- c. Response letters and emails regarding the manufacture of RAEME Assoc of SA Flag

- d. Thank you letter from REME Association for support WRT a Catafalque Party on Remembrance Day 2018.
- e. Various letters and emails regarding the CFN Doug Borlace memorial.

**Apologies for AGM:** See Minutes

All correspondence was available to the general membership at the AGM if desired.

**Other Secretarial Business:**

- a. Responses to AGM from members for the AGM along with apologies..
- b. Banking of monies from the fundraising activities at Bunnings Warehouse Noarlunga and other Association functions.
- c. Changes to signatories for the Association Accounts.
- d. The recipient of the AEME/RAEME Assoc of SA Inc Perpetual Trophy from 43 Army Cadet Unit. The award in 2018 is being presented to CDT SGT Ethan back. This cadet intends to seek a career in RAEME after completing his Australian Army Cadet Service. The trophy was presented 1<sup>st</sup> December 2018 at the unit's End of Year parade. OC 43 ACU CAPT (AAC) McAlister will forward a photo and bio of the cadet and the presentation in early 2019 for inclusion in the Association Newsletter.
- e. The Association Committee members for 2018 have been most diligent throughout the year in attendance at Association Meetings and, venues and other commitments. The committee as a whole have been very supportive of Association activities throughout 2018. Committee meetings are held five times per year including the AGM and that on all occasions during 2018 the Assoc was able to meet its quorum.
- f. The Secretary acknowledges the support that Mrs Judy Moyses has given to the Association generally and to the duties as Assistant Secretary with the taking of minutes at meetings of the Association.
- g. The Secretary also acknowledges the exemplary support from Bob Matthew, Richard Moyses, Bob Killoran and Greg Rosser in assisting the Secretary with Association functions and applications for Bunnings Sausage Sizzle fundraising events throughout 2018. The Secretary also acknowledge s the support given at these events by his wife, Raelene Harvy, his daughter Renee Groffen and his sister, Cecily Martin. Without the support of all these people the fundraising events would not happen.

**Treasurers Report**

**Auditor situation;** Prior to the Treasurer providing his report, President explained that the report is technically unaudited at this time. In previous years Mr Gary Nicolescu had performed the duties of Auditor. During 2018 Gary had retired from civilian work and had not been able to be contacted. As a result of this Treasurer Bob Matthew had his wife, Dawn Williams review the financial records in order to have a report prepared by someone other than the Treasurer.

President also advised that due to the low turnover, from a legal perspective, there is no requirement to have the books audited. He added despite this the committee believes it is appropriate an audit is conducted and asked if there were any concerns if Dawn Williams did conduct future audits/reviews. There was no objection from the floor and Grant Kuchel offered to assist if required.

President did make it clear that there could be a suggested conflict by having Dawn conduct the review, however, given the electronic banking processes he considered any possibility of fraud to be a very low and unlikely risk.

President proposed that future review/audit of books of account is conducted by Dawn Williams with support of Grant Kuchel.

Seconded – Grant Kuchel – **carried**

The Treasurer provided the following information as his report. Copies were provided for those members in attendance;

## FINANCIAL SUMMARY 2018

### Income

Flowers/Obituary	\$213.00
RAEME Birthday Function	\$814.20
All Ranks Dinner	\$2,160.00
ANZAC Day Function	\$351.00
Bunnings BBQ	\$1,317.35
Merchandise	\$634.00
Subscriptions	\$340.00
Name Tags	\$10.00

**Total Income**

**\$5,839.55**

### Expenditure

Bunning BBQ	\$440.19
RAEME Birthday	\$739.40
RAEME Dinner	\$2,470.00
ANZAC Day Function	\$374.60
Donations	\$500.00
Flowers/Obituary	\$426.00
Insurance	\$1,031.97
Name Tags	\$37.50
RAEME Port	\$303.60
Postage/Printing/Stamps	\$165.49
Merchandise	\$467.95
Miscellaneous	\$126.30
CORP Fund Returned	\$588.50
Bank Charges	\$2.50

**Total Expenditure**

**\$7,674.00**

**2017 Operating Costs**

**Deficit**

**\$1,834.45**

**Bank Balance as at 13 Nov18**

**\$9,714.45**

**Less 7 RAR Funds held in account**

**\$2,678.64**

**Operating funds available**

**\$7,035.81**

**Plus**

**Term Deposit at Defence Bank**

**\$3,460.61**

**Merchandise on hand**

**\$2,991.00**

**TOTAL Net Position**

**\$13,487.42**

Treasurer proposed the report be accepted;  
Seconded Bob Killoran - **Carried**

There was discussion on the monies belonging to 7 RAR and it was decided the President should contact OC Wksp 7 RAR and remind them of the monies.

**Action** – President to contact RAEME element at 7 RAR

### **Election of Office Bearers**

The President thanked the committee for their efforts in 2018.

All positions were declared vacant. Nominations for the Office Bearers positions for 2018 were received by the secretary prior to the AGM. Office Bearers for 2018 were elected unopposed.

#### **The committee for 2018 consists of:**

##### **President:**

Nominee: MAJ Richard Moyses. Re-elected unopposed. - Accepted.

##### **Vice President:**

Nominee: Geoff Parker.

Elected unopposed - Accepted

##### **Secretary:**

Nominee: Don Harvy.

Re-elected unopposed. - Accepted.

##### **Treasurer:**

Nominee: Robert Matthew.

Elected unopposed - Accepted.

##### **Assistant Treasurer and Editor**

Nominee: LTCOL (Retd) Greg Rosser

Elected unopposed – Accepted.

##### **Assistant Secretary**

Nominee: Judy Moyses

Elected unopposed – Accepted

There will be no changes to the bank signatories required.

### **Ordinary Members:**

The following members were elected unopposed to the Ordinary Membership positions on the Committee of Management for the Association. President welcomed WO2 (Retd) Doug Pammenter to the committee:

- a. Mike Culley
- b. Brian Holmes
- c. Bob Killoran
- d. John Howard
- e. Doug Pammenter

**Auditor:** Dawn Matthew & Grant Kuchel.

**Merchandising Member:** B Killoran – Elected unopposed

**Association Historian:** J Howard – Elected unopposed

**Advertising Member:** Grant Kuchel

**Membership Member:** Bob. Matthew - Elected unopposed.

**RNN Member** Richard Moyses – Elected unopposed.

### **GENERAL BUSINESS**

Congratulations were extended by the President, MAJ Moyses to the elected committee members.

### **2019 ANZAC Function**

The proposed date is Saturday 13<sup>th</sup> April. This is a week earlier than usual due to Easter being just prior to Anzac day and it is considered wise to not hold the event during Easter.

### **2019 ANZAC Day March**

President stated that he saw no changes to the ANZAC day march and all details will be provided when they are available. President also advised that the RAEME Trainees posted to South Australia will be joining the Association group for the march.

### **2019 Service Corps Association Dinner – All ranks and partners**

President advised that good progress on arrangements for the dinner had been made. The date has been confirmed as Friday 25<sup>th</sup> October and the venue is the West Lakes Golf Club. It is planned to have a function that recognises the formality of the occasion without making the event too formal. A high profile guest speaker is being sourced (hopefully) and more details will be advertised as the planning progresses.

### **2019 Officers, RAEME Central Region Dinner all ranks dinner**

Dates and venue along with timings TBC in 2019

### **AGM and RAEME Birthday Function 2019**

President stated that the 2019 AGM and function will be held on Saturday 30<sup>th</sup> November at the Plympton Glenelg RSL.

### **Special Business - Proposal to amend Rules of the Association to include a “short title”**

President explained that the Association name does cause some confusion due to the AEME component being dated. In recent years it had become quite common to refer to the Association as the RAEME Association of SA. This has been done in emails, some correspondence and certainly in conversation. President also advised that the other state associations are all named the RAEME Association of Qld, NSW, Vic etc.

With this in mind it is recommended that the constitution be amended to include a “short title” that being The RAEME Association of South Australia.

President advised that acceptance of this proposal in no way alter the corporate identity of the Association, but it will allow use of the short title in formal correspondence and discussions. He also advised there is a cost of \$67.00 to Business and Consumer Affairs to formalise this change if accepted.

Proposal - the constitution be amended to include a “short title” *The RAEME Association of South Australia*.

Proposed by President Seconded Joe Dennis –**Carried**

### **OTHER BUSINESS**

#### **Association Newsletter**

President advised that the Association newsletter will continue to be sent via electronic format and in hard copy for those who continue to pay. Cost remain at \$10 per person which is borne by the recipient. The newsletter in hard copy is in black and white print only.

#### **Need for a casual all ranks dinner**

For Committee Review

#### **Support to 43 Army Cadet Unit**

On behalf of the Secretary, the President reported that 43 Army Cadet Unit are very grateful for the ongoing sponsorship to the unit and would appreciate the commitment to continue for 2019.

President proposed a \$200 donation. Seconded: Bob Killoran. **Carried**.

### **NON AGENDA ITEMS**

#### **Association Flag**

President informed the meeting that in recent months the committee had agreed it worthwhile to look into purchasing a suitably made RAEME flag the association could use at events and functions. Secretary Don Harvy had investigated the options in detail and reported during the October Committee meeting that costs could be quite expensive to have the flag made in Australia and as a result he would look at options overseas. This has been done and the design decided.

President passed around a photo of the flag design and announced the flag had been ordered and it was hoped it would have been received in time for the AGM Unfortunately it is yet to arrive but is not far away.

President then informed the meeting that the flag will be donated to the Association by himself and the Secretary Don Harvy.

Joe Dennis moved a vote of thanks to President and Secretary

Seconded Colonel Cocker



**Flag Stand**

President thanked the meeting for the vote of thanks and went on to explain now the flag was coming there is a requirement to purchase a suitable flag stand.

President proposed that an amount of not more than \$200 be allocated to purchase a suitable flag stand  
Seconded Grant Kuchel – **Carried**

President then suggested that if any members felt it appropriate, they may wish to make a donation toward the cost of the flag stand in order to reduce the cost to the Association.

**CFN Borlace Grave Site Restoration**

At last years AGM, Geoff Parker had addressed the meeting and discussed the need for some ongoing maintenance of the CFN Borlace's gravesite at Stirling. July 2018 marked the 50th Anniversary of CFN Borlace's death in Vietnam. Geoff was tasked with reviewing the site and reporting on the level of work required. President thanked Geoff for his efforts as this has proven to be a large but rewarding and worthwhile exercise. As reported in newsletters through the year the Association has been successful in seeking a grant of over \$700 funds to pay the costs for an interpretive sign and restore the original plaque that was provided by the Association in early 2000s.

Geoff has negotiated regularly with the Adelaide Hills Council and also worked with suppliers of plaques and signs. Mike Culley has been another excellent contributor by dealing with the family of CFN Borlace and gaining their support for the work to proceed.

President thanked Geoff and Mike (in his absence) for their efforts and advised the meeting that updates on progress will be made via newsletters.

It is planned to have an appropriate ceremony when the work is completed. We would also be providing information to DVA, local press and HOC regarding the ceremony.

There being no other business the Meeting was closed.

Meeting closed 1615

SIGNED: \_\_\_\_\_

MAJ Richard Moses, President AEME/RAEME Association of SA

President: MAJ R Moyses  
Phone: 0427 716 728

Correspondence: Secretary:

Don Harvy  
10 Oliver Street  
REYNELLA SA 5161  
Ph: (08) 7007 4470  
Mob: 0412 021 411  
Email: harvy@adam.com.au

**NOMINATION FOR EXECUTIVE OFFICER OR OFFICER OF THE COMMITTEE**

I, ..... (Proposer)

(First Name) (Surname)

Address: ..... Post Code: .....

Signature: ..... Date: .../.../..... Phone No. ( ) .....

Hereby nominate:

(First name).....(Surname).....

Address: ..... Post Code .....

Phone No: ( )..... for Election as a \*Executive Officer or \*Officer of the Committee of the  
AME / RAEME ASSOCIATION OF SOUTH AUSTRALIA Inc. (\*Delete N/A)

I, ..... (Seconder)

(First Name) (Surname)

Address: ..... Post Code: .....

Phone No: ( ) .....Signature: .....Second the above nomination.

I,..... (Nominee)

(First name) (Surname)

Signature: ..... Date: .../.../..... accept the above nomination.

Please note: Each member being Nominated or Proposing this nomination,  
MUST BE financial at the time of submitting this form.

Signature of the Secretary: ..... Date: .../.../ .....

Nominations required by Secretary of the Association not less than 7 days before the date fixed for the holding of  
the Annual General Meeting.

(Note: Scanned nominations forwarded to Secretary by email are acceptable)

President: MAJ R Moyses  
Phone: 0427 716 728

Correspondence: Secretary:

Don Harvy  
10 Oliver Street  
REYNELLA SA 5161  
Ph: (08) 7007 4470  
Mob: 0412 021 411  
Email: harvy@adam.com.au

**FORM OF APPOINTMENT OF PROXY**

I, .....  
(Please Print - First Names) (Surname)

Address.....  
.....Post Code.....

Being a member of the AEME / RAEME ASSOCIATION OF SOUTH AUSTRALIA Inc.  
and in accordance with Association Rule 19 (1), hereby appoint:

.....  
(First Name) (Surname)

Address.....  
.....Post Code.....

being a member of that Incorporated Association, my Proxy to vote on my behalf at the General Meeting of the Association (Annual General Meeting or Special General Meeting, as the case may be), to be held on the .....day of .....20.....and at any adjournment of that meeting.

My Proxy is authorised to vote in \*favour of / \*against the resolution (insert details)

.....  
.....  
.....  
.....  
.....

Signature: ..... the ..... Day of ..... 20.....

\*Delete as applicable.

NOTE: Deliver to the Secretary no later than 24 hours before the time of the Meeting in respect of which the Proxy is appointed.

(Note: Scanned Proxy Forms forwarded to Secretary by email are acceptable)

# NOTES