



Queenscliffe Historical Museum Inc

ABN 32 271 479 612

'Informing the future through a conversation with the past.'

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*Linda Dessau AM - Governor of Victoria and Garry Spry (President of QHM)
Presenting CJ LaTrobe statue*

ANNUAL REPORT

2015 - 2016

2015/2016 Office Bearers and Committees

Committee of Management:

| | |
|--------------------|---|
| Hon President | Garry Spry |
| Hon Vice President | Alistair Hope |
| Executive Member | Sandra Lee |
| Hon Treasurer | Robin Davies (resigned February 2016) Denis O'Reilly (appointed February 2016) |
| Hon Secretary | David Craven (resigned September 2016) Angela Gibbs (appointed September 2016) |
| Members | Diana Allen Lindsay Chatterton Diana Sawyer Gay Sinclair |

Hon Auditor: Terry Philp (Chartered Accountant)

Sub-committees:

| | |
|-------------------------------------|--|
| Executive & Finance | Garry Spry, Alistair Hope, Denis O'Reilly, Angela Gibbs, Sandra Lee |
| Buildings & Maintenance | Alistair Hope |
| Exhibitions & Temporary Displays | Sandra Lee, Rosemary Brown |
| Publicity | Lindsay Chatterton |
| Research & Archives | Diana Sawyer, Rhonda Tankard, Jocelyn Grant, Ron Hodgetts, Roger Higgins, Linda McGlynn |
| Special Projects & Fundraising | Diana Allen (assisted by John Johnson, Kevin Lyons, Peter Russell, Diane Reilly & John Drury for LaTrobe project), Dorothy Johnson |
| Volunteers | Gay Sinclair, Joan Maddocks, Jenny Ludeman, |

Other Portfolio Responsibilities:

| | |
|----------------------------|--|
| Administration Manager | Catherine Vidler |
| Banking | Peter Ley |
| Book Sales | Ronda Symon |
| Grant Applications Officer | Julie Edwards |
| I.T. | Geoff Hinch |
| Photographs | Margaret Evans, Anne Anderson and Kathy Lang |

PRESIDENT'S REPORT - GARRY SPRY

Dear Members,

Defining our role: It has been a year of change and refocussing at the Museum and as yet, the task is still very much a work in progress. After two 'Workshop' sessions in September 2015 and in February 2016, undertaken to address issues concerning our core functions and indeed our identity in relation to other similar institutions in the Borough, I feel we are beginning to develop a clearer understanding of our role. The QHM is essentially the custodian of the archival material of the Borough, with a particular focus on 'People and Places'. Our sister Museums, The Queenscliffe Maritime Museum and The Fort Queenscliff Museum are very much part of the total concept of 'Heritage Queenscliffe', but their focus is essentially on Maritime and Military history respectively. The QHM assumes a more all-encompassing perspective.

Our core function: Given that this our role, it is incumbent on the QHM to ensure that the material we hold is properly registered and preserved and above all, is readily retrievable by anyone with a basic understanding of how archival systems work. Currently, given our acknowledged SPACE issues, people wishing to access material for personal or research purposes, have very limited access to the files, most of which are hidden away in cupboards and a hard-to-access compactus unit. Ideally, all material would all be accessible through the QHM in-house computer storage system, 'Mosaic'. Volunteers working at the Museum are expected to have a basic understanding of how this system works and be able to assist visitors who are looking for specific information. Access of this nature is free unless users want Museum staff to carry out research for them, in which case a fee is charged.

Revenue raising: Meantime, the Museum collection is displayed according to predetermined themes which provides a year-round attraction to casual visitors, as does the Museum's rapidly developing 'Unique Heritage Movies' program. A very modest entry fee for access to these attractions is charged and this helps the Museum to meet its running costs. Special fundraising events are held from time. Together with members annual subscriptions, a developing 'merchandising' initiative and an active 'Grants Applications' program, these revenue raising activities are ensuring that the Museum continues to pay its way, with little or no direct Government assistance. As members would be aware, we are run entirely by volunteers.

Highlights of the year: There have been many highlights in this, the Museum's 50th year of continuous service to the public. Perhaps the most significant took place on the lawn forecourt of the Museum in March when Her Excellency, the Honorable Linda Dessau, 27th Governor of Victoria, honoured the Borough by unveiling a bust of Charles Joseph La Trobe, her long-ago predecessor and the first Lt Governor of the new Colony of Victoria. La Trobe gave Queenscliff its name and is regarded in some circles as a 'Father-figure' in the town.

A memorable 50th anniversary dinner followed in June, on the anniversary of the very evening on which the Borough Council held a public meeting to initiate the Queenscliffe Historical Society, the forerunner of the Museum.

And finally, in late October, the Queenscliffe Historical Museum took the initiative in staging a number of highly successful events in the Borough in celebration of 'History Week', a program auspiced by the Royal Historical Society of Victoria and designed to draw attention to Victoria's rich Heritage. The Maritime Museum and The Fort Queenscliff Museum were our partners in this venture.

The people who make all this happen: Little has been said so far about the volunteers who are responsible for all this activity.

As can be seen on the inside cover of the Annual report, the Committee of Management of the QHM functions along traditional business lines, with an Executive consisting of the President, two Vice-Presidents, a Secretary and a Treasurer. In addition, in accordance with the provisions of the constitution, there are five more members of the CoM. Each of these has a specific portfolio, namely 'Events', 'Publicity', 'Research and Archives' and 'Volunteer Coordination'. The two Vice-Presidents are responsible for 'Buildings' and 'Exhibitions' respectively. Each of these committee members has provided a summary of their portfolios in the body of the Annual Report. On your behalf I wish to thank each one for the enormous effort they have put in to their respective tasks. It has been a privilege to work with them!

Three members of the CoM retired during the course of the year for one reason or another. On your behalf I wish to thank former Treasurer Robin Davies, former Secretary David Craven as well as John Bugg for the time and effort they have given to the Museum; their contribution has been very much appreciated.

In the interim, the two key portfolios of Secretary and Treasurer have been filled with great distinction. The assistance they receive from the permanent, part-time voluntary office staff is also worthy of particular mention; their time and effort especially appreciated.

In addition to elected office bearers, there are of course, a host of other volunteers who have been co-opted to assist. All have given willingly and generously of their time and talents; without their commitment this organization would not be able to continue to be of service to this community. They are too numerous to name individually but I ask you to acknowledge them collectively.

I also wish to acknowledge the generous support of the charitable institutions, local sponsors and individuals who have contributed to the Museum over the past twelve months.

In addition, our monthly 'Guest Speakers', mentioned individually in Diana Allen's 'Events' report, have continued to add another outstanding dimension to the public profile of the Museum; to those speakers we are also deeply indebted.

Focus on the future: There is one particular issue which successive Committees of management have been pursuing for far too long now and that is the issue of archival and office space. For nearly ten years your CoM has been pleading with our landlord, the Borough Council, to address this issue. We have silently watched as other organizations in the Borough have time and again received generous State and Federal Government grants to meet their needs. We are repeatedly advised that Federal and State governments' funding allocations are totally dependent on priorities set by Local Government, in this case the Borough Council.

Unless and until this issue is addressed and overcome, the disruption caused by overcrowding will continue to overshadow our performance as a key service organization in the Borough.

We have a vision: We believe that we have a compelling vision for the Museum which will ensure that we continue to play an integral part in ensuring that the Borough is recognized as an enlightened, progressive community which understands its destiny through recognition of the foundations on which it has been built. In doing so, we believe that the Borough will continue to attract visitors as a unique destination where people can seek to understand and reinforce their identity and be inspired by the rich heritage which the Museum seeks to highlight.

How members can help: For an organization such as the QHM, regular and dependable visiting hours are an imperative. Ideally we would be open from 11.00 am to 4.00 pm every day of the year with perhaps Christmas Day and Good Friday the only exceptions. Sadly there are gaps in this program because we don't have enough volunteers to 'man the pumps'. If you, the members who aren't already volunteering could perhaps offer to assist for one of either the morning (11.00 am to 1.30 pm) or afternoon (1.30 pm to 4.00 pm) shifts, once or twice a month, it would be very much

appreciated. Just let 'Volunteers' coordinator Gay Sinclair know and we'll welcome you with open arms!

In closing: Not everyone is able to put the time and energy into the task of being a volunteer I know, but may I offer my thanks to all of those who have supported the Museum in so many ways over the past twelve months. Whether it is by helping in the Museum or merely attending one or more of the many functions which we put on over the year, your involvement is very much appreciated. So thank you one and all; your presence here this morning is testament to your support.

TREASURER'S REPORT - DENIS O'REILLY

In the capacity of Treasurer, I would like to present the Audited reports of the Museum for the year ending the 30th September 2016. The Audit process checks that the reports reflect a true & fair view of the museum's operations. The museum would like to thank Local Tax Accountant, Terry Philp who has done the audit work pro bono for a number of years.

The financial management process includes the approval and countersigning of all cheques and the analysis of the monthly reports by a finance subcommittee of five that sits monthly. In addition a summarized report is presented monthly to the general committee. This report includes a list of all cheques including the payee, the amount and a summary of the YTD financial performance.

The Reports:

Profit & Loss: The Museum has historically operated around the break even level throughout its life and this year is no different; making a small operating profit of \$1461 on a turnover of approx \$30,000. The \$40,000 extraordinary amount shown at the bottom of the report reflects the transfer of ownership of the La Trobe bust from the museum to the borough. Astute observers might remember that the bust was commissioned for a price of \$50,000. The \$10,000 difference arose because the amount in question was taken up on the 2014 -15 reports.

You may find the pie charts overleaf easier to comprehend than the legally required formal presentation.

Note that Grants and Door receipts are the major sources of revenue. The acquisition of grants is largely a responsibility of the museum's admin staff and the committee wish to thank them for their efforts.

The nature of formal accounting reports hides the work undertaken in fundraising largely by Ms Diana Allen. Approx \$55,000 was raised for the Latrobe memorial, approx \$5000 in this year, and in addition approx \$4000 was raised to support the publication of a book on the museum's artifacts.

The miscellaneous revenue includes \$1,000 assistance in the provision of advertising material by Kerlys Real estate and we thank them for this.

The major expense is the project expenditure and depreciation of the fixed assets held by the museum.

The project expenditure includes \$4670 on landscaping and \$1393 for peripherals both associated with the Latrobe Bust.

The miscellaneous expense includes a \$2000 payment for expenses associated with fundraising late in the 2014 -15 year.

The Balance Sheet

The Museum holds assets of approx \$76,000 of which cash reserves make up approx \$32,000. The reserves could fund a years operation in the absence of any revenue. This suggests the museum's financial health is very secure.

The liabilities displayed include Accruals and the "Book fund Balance". The "Book Fund Balance" are the reserves associated with the book publication. Accounting practice suggests that both the revenue and the expenses associated with the book publication be presented in one report rather than by "drip feed". As a result both the total costs and the associated fundraising for the book will be presented in a future report.

The Accruals are expenses recognized in the Profit & Loss but not paid as at 30th September, 2016. They include a quarterly electricity bill and a monthly Telstra bill.

The Future

We have updated our display of merchandise exhibits and expect it to play a larger role in revenue generation this year.

In addition we have an excellent research facility under the stewardship of Ms Diana Sawyer that can provide background on subjects including family, architectural and community history. In the past this has largely been provided free of charge however, in the future larger projects, that can sometimes take many hours of investigation, will be recompensed.

The museum is in the process of registration to be a participant in the Federal Government initiative the "Cultural Gifts Program". The program enables a philanthropist to receive a tax deduction equal to the sale price, of an artifact donated to the museum. The process includes a requirement to obtain two valuations from authorized art historians who charge a market fee of approximately \$200 each. As a result, the artifact would have to be worth approx fifteen hundred dollars to make the process financially worthwhile. The deduction is not available to deceased estates. Details of the program can be obtained from the museum or through the Dept of the Arts website.



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NOTES TO BE READ IN CONJUNCTION WITH THE STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 30 SEPTEMBER 2016

STATUTORY INFORMATION PURSUANT TO SECTION 94 (2) (b) ASSOCIATIONS INCORPORATION REFORM ACT 2012

*No mortgages, charges or securities of any
description affected the property of the Museum.
The Museum was not the trustee of any trust.*

QUEENSLIFFE HISTORICAL MUSEUM INCORPORATED ABN32 271479612 COMMITTEE REPORT TO MEMBERS FOR THE YEAR ENDED 30 SEPTEMBER 2016

To the best of our knowledge and belief the attached financial statements are drawn up so as to show a true and fair view of the state of the Queenscliffe Historical Museum Incorporated affairs at the 30 September 2016 together with the statement of income and expenditure for the year ended 30 September 2016.

*G Spry
Honorary President
November 2016*

*D O'Reilly
Honorary Treasurer
November 2016*

BUILDING & MAINTENANCE REPORT REPORT - ALISTAIR HOPE

It has been another very disappointing year with no progress on the Borough's Hub development, to increase space for the Library, Information Centre and our Museum.

The Library failed to receive State Government funding, at the end of last year, for their share of the project and we also failed to receive a promise of funding from the Federal Government after detailed briefing to the two candidates for the Federal seat of Corangamite. This is also despite the Borough Council endorsing the Community Hub as one of the Council's two priorities for their 2016 Federal election campaign.

For some inexplicable reason the Federal Government prioritised the Ocean View precinct development over the Council's Hub project.

As the Museum's collection keeps increasing the display area and the Basement are grossly overcrowded. In addition the working conditions for our volunteers are at crisis point.

It has been suggested that we support the staging of the Hub project and endeavour to have the Museum enlargement started before the major Hub development commences, however this is not supported by the Borough Council.

We will continue to press for a positive outcome.

FUNDRAISING, SPECIAL EVENTS & MUSEUM TALKS REPORT - DIANA ALLEN

This our 50th Anniversary year has been a busy one in all three portfolios as follows:

Special Events

January: Launch of 50th Anniversary year of QHM with a fund raising BYO Dinner/Dance at the Queenscliffe Town Hall for the new 50th Anniversary Book.

March: The Governor of Victoria Her Excellency the Honourable Linda Dessau unveiled the magnificent Peter Corlett Bronze Bust of Lt. Governor Charles Joseph La Trobe in the QHM grounds Field Park. President Garry Spry then presented the La Trobe Bust to the community of Queenscliff.

April: Coach trip with a full complement to Melbourne to visit 'Villa Alba' Museum and the Melbourne Costume Collection. Very successful day in every respect.

June: 50th Anniversary Celebratory Dinner for the Queenscliffe Historical Museum at the Vue Grand Hotel attended by 80 people with guest speaker Professor Weston Bate.

October : *History Week* with an action packed well attended program over two weekends

Fund Raising: Disappointing attendances at three of the four Fund Raising events held during 2016 resulted in accordingly disappointing results for 2016.

Dinner Dance in January yielded \$3000 for the 50th Anniversary Book [\$6000 projected].

Villa Alba Coach Trip yielded \$1,080

Coach Trip to Potter Gallery to Quilt Exhibition cancelled due to lack of interest.

An Evening with Ian Zierk yielded \$265 [\$1000 projected].

Monthly Museum Talks - 10 well attended events as follows:

Feb: Dr Dianne Reilly – Governor La Trobe in Queenscliff;

March: Maggie Stowers – In the Footsteps of Violet Duddy;

April: Barry Barton, Socialisation of Central Australia & Charles Sturt;

May: Alistair McArthur – ‘Ice, Dogs & Men’ – Antarctic Exploration in the ‘60s.

June: Dr. Carole Hamilton-Barwick – History of St. Georges Church, Queenscliff & St. James Church, Point Lonsdale;

July: Carmen Bell – Fishermens’ Flat;

August: Sister Nola Morrissey- History of Santa Casa;

September: Commissioner John Johnson – His Career as a Police Commissioner;

October: Dr. Joan Hunt – Results of Coroners’ Enquires in Queenscliffe;

EXHIBITIONS REPORT - Sandra Lee

The Exhibitions and Display team has presented a number of temporary displays throughout the year:

- Dr David John Williams, Queenscliffe’s first Mayor
- Homage to the Dressmaker
- Anzac Day and the soldiers of the Borough
- Charles Joseph La Trobe
- Toys from the Thirties
- The Trousseau

In November 2015 we were successful in receiving grants which enabled us to purchase two more display cabinets. These arrived in February. These have enhanced the permanent display of Borough items and our glassware and china in the Pioneers area.

There has been ongoing work in displaying and labelling in all the cabinets.

Our beautiful Elizabeth Keen quilt left us in February to be part of a major exhibition at the National Gallery of Victoria, The Making of the Australian Quilt. It will return this month. How fortunate we are to have such a valued piece of Australian history held in our Museum.

Two major acquisitions have come to us this year. One is a collection of lead toys from the 1930s donated by Pepita Grant and the other is a William Dargie portrait of Nan Allbutt (Golightly) donated by her family.

We acknowledge ongoing support from Maggie Stowers, Kathy Lang, Anne Anderson, Katherine Thyer and Vicki Green who have all worked in different ways to assist us.

We were sorry to lose the services of Madeline Smith who worked with us until August but has left to work in Melbourne.

Ron Hodgetts has continued to improve the audio-visual experience for all visitors. A larger screen and more films to watch has been a bonus and Ron has been supported ably by Lindsay Chatterton and Jim Thyer in preserving earlier recordings and visual records.

PROMOTIONS & PUBLICITY - LINDSAY CHATTERTON

Our online presence consisted of our website and our Facebook page. The active part of our website presence is managed via a link to the Volunteer Website. This website was regularly updated with Events news, the latest edition of Museum Matters and the Rosters. Postings were made to our Facebook page to highlight and celebrate some of our events such as the Museum Minglings, the History Course and History Week.

The promotion of the museum and our events was carried out online, in local newspapers and by distributing flyers locally. A monthly paid advertisement in Queenscliffe Herald, was used to promote our events locally. On occasions the Borough Website was also used. Our membership of Tourism Greater Geelong and the Bellarine gave us exposure on the websites “Visit Geelong and Bellarine” and “Visit Victoria”.

Where possible the monthly talks and other one off events were audio recorded and filmed by Ron Hodgetts and myself as a record, and a process of translating old audio tapes was commenced.

The Newsletter Team, led by Eva Millie, put out 3 substantial issues this year and Bill Brown ran an 8 week History Course for the museum. Computer and website assistance was provided by Jim Thyer on a number of occasions.

The History Week Group oversaw a large programme for History Week (15th – 23rd October 2016) and it was successful on a number of levels. Each event was well patronised, many volunteers were involved, one event involved a collaboration with the other two Museums in Queenscliff and as a result the profile of the Museum in the local community was raised.

RESEARCH & ARCHIVES - DIANA SAWYER

Research: We respond to constant research requests 90% of which come via email from within Victoria, interstate and overseas. Remaining enquiries come via telephone or letter. Most people visiting the museum can be provided with photos and answers to their family-history type questions on the spot.

People requiring in-depth research also want details about family links, many seeking the stories of old buildings, births and burials, old land titles, clarification of data for new publications and material for phone apps such as the Deakin University project looking at Sea Change where we provided historical data on many of the old buildings in Hesse Street.

One of the more unusual and recent requests involved not only links with Queen Victoria and Woburn Abbey but a bequest of rare items with connections to local families on the

Bellarine. This was very exciting and told to me by a 90 year-old person very keen to support our museum.

When time permits, our researchers are also involved in proactive research, do talks and regularly collaborate with local organisations, in particular the Fort and the Maritime Museum. Some of the team are responsible for sorting archival material and recent newspaper clippings, while others cross-reference local information from various historical journals, all of which is entered on to the museum data system. We liaise very closely with the data entry volunteers and those overseeing the library.

One major research project this year is our work towards the exciting new book to feature 50 of the most iconic items in our collection. As a follow-on to the 50th birthday celebrations, this first ever production will showcase some very rare books, early documents, significant paintings, special artefacts, beautiful textiles and fascinating images from original movies, old photographs and postcards.

Archives: This is ongoing, a huge task, and compounded by lack of space. When the storage room and compactus area are so full, where do we carefully locate large items like original maps according to Museums Australia guidelines? Where do the new folders go? Due to the immensity of this task there is often little time to pursue research topics of interest to the individual and of benefit to the museum.

We are appreciative of any assistance and would welcome more to this busy team.

VOLUNTEERS - Gay Sinclair

This has been another successful year for the Museum due to the time and commitment of all Volunteers. We were open 7 days a week apart from a short time in mid winter when we still managed to open for 6 days. Recruiting new Volunteers is an on-going process as some people move on and new people are settling in and finding their particular areas of interest. I am presently orientating 3 new Volunteers with another 2 lined up for next year. Hopefully roster cover will become more manageable in the future. It is heartening to see and hear of the support given to new Volunteers. Many Volunteers are able to be as regular as clockwork making the "backbone" of the roster easy to complete. I appreciate the flexibility of those who have allowed me to twist their arms to fill empty times. No one wants to work at weekends and yet these are often the best days for the Museum to be open. One weekend day a roster helps!

A special thank you to Jenny Ludeman for deputizing for me from time to time.

The MINGLINGS have proved to be an enjoyable way for everyone to meet each other. These 'bonding sessions' are held 4 times a year with the last one being our Christmas Mingling on Friday December 9th between 6 - 8.30.pm. I look forward to seeing many familiar faces then.