



AFC & RAAFA ACT Division Inc
(Air Force Association, ACT Division)

**Minutes of the Annual General Meeting held on
Thursday 3 April 2025 at 11.30 am at
Ainslie Football Club, 52 Wakefield Avenue, Ainslie ACT 2602**

1. **Opening.** The President opened the meeting at 11.35 am.
2. **Remembrance.** The President requested the meeting observed a minute of silence to remember departed friends.
3. **Attendance & Apologies.** Eighteen members were present at the meeting, which exceeded the minimum of ten required for a quorum. 22 members provided their apologies ahead of the meeting and the remaining members did not respond to the meeting invitation. The members in attendance were:
 - Dave Appleby
 - Ron Bartier
 - Warren Bishop
 - James Caesar-Thwaytes
 - Mac Cottrell
 - Sue Elsbury
 - Allan George
 - Tim Griffith
 - Rob Kerby
 - Mark Lax
 - Peter McDermott
 - Jim Noble
 - Robbie Robertson
 - Ian Taylor
 - Ernie Walsh
4. **Confirmation of Previous Minutes.** The minutes of the previous AGM held on 24 March 2023 had been distributed to members before the meeting. It was **moved by Ernie Walsh and seconded by Mark Lax** that the minutes be accepted as a true record of the meeting. The motion was **carried unanimously**.
5. **Business Arising from Previous Minutes.** There was no business arising from the previous minutes.
6. **President's Report.** The President's Report (Enclosure 1.) had been distributed to members before the meeting. It was **moved by Ernie Walsh, seconded Robbie Robertson** by that the President's Report at Enclosure 1 be accepted. **Carried unanimously.**
7. **Treasurer's Report and Statement of Accounts.** The Treasurer's Report and Statement of Accounts (Enclosure 2.) had been distributed to members before the meeting. It was **moved by Dave Appleby, seconded by Peter McDermott** that the Treasurer's Report and Statement of Accounts be accepted. **Carried unanimously.**

8. **2026 Membership Fee.** It was moved by Dave Appleby, seconded by Robbie Robertson that the ACT Division membership fee remain unchanged at \$40.00. Carried unanimously.

10. **Election of Committee.** The President advised that nominations had been received for the four Office Bearers and four ordinary Committee members. Allan George, in his Public Officer role, moved and seconded by Peter McDermott that all committee positions be declared vacant and called for the election of a new committee. The motion was carried unanimously. As the number of nominations received did not exceed the vacancies, the candidates nominated were taken to be elected in accordance with clause 4.3(2) of the ACT Division constitution. The committee is as follows:

- President – Ernie Walsh
- Vice President – Gus Garside
- Secretary – Mac Cottrell
- Treasurer – Dave Appleby
- Ordinary members – Sue Elsbury, Warren Bishop, Allan George, Mark Lax and Robbie Robertson.

12. **Appointments.** It was moved by Ernie Walsh, seconded by Dave Appleby and carried unanimously that the following nominations for Public Officer and Auditor be accepted:

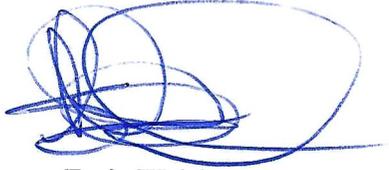
- Public Officer – Allan George
- Auditor – Jodi George

13. **General business.**

- **Donation to ACTSMS ScaleACT25.** For several years, this division has supported the ACT Scale Modellers' Society at its Annual Competition and, more recently, provided prize money for the Best RAAF Model Senior and Junior categories. It was moved by Ernie Walsh and seconded Dave Appleby that \$100 and \$50 be allocated for the prizes at ScaleACT-24. Carried unanimously.
- **Memorial Grove.** Allan George presented a report on the Memorial Grove and is presented at Enclosure 3.
- **ADSO.** Peter McDermott informed the AGM that ADSO was re-invigorating their lobbying program, the 'Fair Go Campaign'. All 15 members of ADSO, including AFA (a founding member of ADSO) were advised of the campaign and were asked to follow-up ADSO's writing to all political parties with representations to the candidates standing in the coming Federal Election though canvassing by members of AFA and others in ADSO.

14. **2026 AGM.** The President advised that the 2026 AGM would be held at about the same time next year, on a date to be confirmed in early 2026.

15. **Closure.** The meeting was closed at 12.04 pm.



Ernie Walsh
President
ACT Division
Air Force Association

Date: 23 Feb 26

3



Macaulay Cottrell
Secretary
ACT Division
Air Force Association

Date: 23 FEB 26

Enclosure 1. 2024 - President's Report.

Enclosure 2. 2024 - Treasurer's Report and Statement of Accounts.

Enclosure 3. 2024 - Memorial Grove report

ENCLOSURE 1 TO
MINUTES OF AGM
HELD ON 3 APR 25



AFC & RAAFA ACT Division Inc
(Air Force Association, ACT Division)

**President's Report to 2025 Annual General Meeting held on
Thursday 3 April 2025 at 11.30 am at
Ainslie Football Club, 52 Wakefield Avenue Ainslie ACT 2602**

Introduction

1. This report expands upon the brief verbal report delivered during the 2025 AGM.

Lunches

2. We held three lunches at the Ainslie Football Club throughout 2024. Attendance has remained low, but it's important that we provide our members with opportunities to meet throughout the year. As I said last year, and the year before, I would welcome suggestions on what we could do differently to attract more members to our lunches, and what other events members would be interested in attending.

Commemorations

3. During 2024, ACT Division was represented at diverse commemorative events, including the following:
 - Air Force Anniversary Service at the Air Force Memorial on ANZAC Parade
 - Australian War Widows 29th Field of Remembrance Dedication and ANZAC service
 - ANZAC Day march at the Australian War Memorial
 - Battle of Crete and mainland Greece wreath-laying ceremony at the Australian Hellenic Memorial
 - HMAS Canberra Commemorative Service at the HMAS Canberra Memorial
 - Battle for Australia Commemorative Service at the Australian War Memorial
 - Remembrance Day at the Australian War Memorial
 - Almost every Last Post Ceremony at the Australian War Memorial which honoured an RAAF or AFC casualty.

ADF Transition Seminars

4. ACT Division committee members crewed a stall at both ADF Transition Seminars (formerly known as Resettlement Seminars) held in Canberra in 2024 to ensure that transitioning personnel are aware of and are encouraged to join the Air Force Association. We also plan to attend the two ADF Transition Seminars being held in Canberra in 2025.

AFA Ltd

5. AFA Ltd continues to operate with a skills-based board of directors instead of directors representing each Division. Divisions continue to be members of AFA Ltd, vote at AFA Ltd annual general meetings, and continue to influence the operation of AFA Ltd between AGMs through the Air Force Association Federation Council. The AFA Ltd Board of Directors is currently comprised of the following directors:

- AVM Joe Iervasi (Retd), AM, CSC, President of AFA Ltd, and Chair of the board of directors
- WGCDR Deanna Nott, Vice President & Director of Communications AFA Ltd

- Peter Colliver, OAM, Honorary Secretary/Treasurer of AFA Ltd
- Mel Hupfeld, AO, DSC
- Greg Hood, AO
- James (Jim) Campbell, AM

6. Divisions will work with AFA Ltd throughout 2025 to ensure we operate as a united and useful association working towards the common goal of commemoration, connection and support to retired and serving Air Force personnel. We will also work with Air Force to ensure members are well supported as they transition from full time service to civilian life or the Reserves.



Ernie Walsh
President AFA(ACT)

10 June 2025



AFC & RAAFA ACT Division Inc

ABN 32 480 137 432
Known As AFA ACT Division Inc
Trading name: RAAF ASSOCIATION ACT

ENCLOSURE 2 TO
MINUTES OF AGM
HELD ON 3 APR 25

Treasurer's Report & Statement of Accounts

Annual General Meeting of 3 April 2025

TRANSACTIONS DURING 2024 - See Profit & Loss Report below.

CASH AT BANK AS AT 31 DECEMBER 2024 - See Balance Sheet below for complete details.

S70 Smallbiz Account	7,929.90
INV -3 Month Capitalise Investment Account	9,750.90
Total cash at bank	\$17,680.08

INCOME

Income during the year 1 January to 31 December 24 has been:

- a. interest earned,
- b. 64 membership subscription,
- c. monies received for the luncheons held on 11 April, 24 July and 5 December 2024,
- d. donations from members, and
- e. DVA Grant for No 1 SQN Plaque installation at Memorial Grove.

EXPENDITURE

Expenditure during the year 1 January to 31 December 24 has been:

- a. bank charges,
- b. donations to:
 - i. Vietnam veterans Day Book, and
 - ii. ACT Scale Modellers for prizes,
- c. installation of 1 SQN Plaque at Memorial Grove,
- d. cost of the April, July and December luncheons,
- e. AFA National capitation fees,
- f. office expenses:
 - i. ACT Government fees,
 - ii. pull-up display banner,
 - iii. renewal of Microsoft 365 licence, and
 - iv. Post Office box rental,
- g. website expenses
 - i. wordpress software, and
 - ii. site hosting.

AUDITOR'S REPORT AND STATEMENT OF ACCOUNTS

The Auditor's signed statements report is enclosed.

MEMBERSHIP

Since the previous AGM our total membership has decreased by four (two deaths -Newlyn and Selkirk, one member did not renew and one member transferred to WA).

Current membership:

Paid to Dec 24	6
Paid to Dec 25	49
Paid to Dec 29	1
Life Members	6
Honorary	1
TOTAL	63

2025 BUDGET

The proposed budget to cover association running costs, which appears below, was endorsed by the Committee at the February 2025 meeting. It has been drafted based on 2024 income and expenditure.

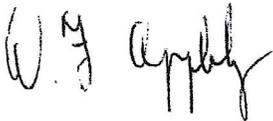
DETAIL	TOTAL
Income	
Membership fees (Qty 56 @ \$40)	\$2,240.00
Interest earned	
Investment account	\$412.00
Small Biz account	\$0.96
Donations (non-specific)	\$0.00
Total Income	\$2,652.96
Expenditure	
Website	
URL Registration	\$26.00
Web hosting (WordPress Starter)	\$240.00
AFA Ltd Capitation (\$20/member)	\$1,120.00
Bank charges (averaged from 2024)	\$7.20
Guest speaker lunch cost (incl gift) - 3 events	\$240.00
AV Hire at lunches	\$150.00
Transition seminar parking (2 off)	\$120.00
Stationery/Printing/Software Licences (MS365)	\$139.00
PO Box rent	\$174.00
Memorial Grove	\$0.00
Charitable Donations	\$0.00
Total Expenditure	\$2,216.20
Surplus / (Loss)	\$436.76

MEMBERSHIP FEE RECOMMENDATION

I believe the membership fee should be set to cover the cost of running the association and should not include charitable donations, Memorial Grove costs, etc.

Our luncheon activities are essentially break-even, except for the cost of the lunch for the guest speaker and AV hire charge. Note that the Ainslie Club donates the charge for room hire (a donation to us).

Consequently, considering the proposed budget, your committee recommends that the membership fee be maintained at \$40 per annum.



Dave Appleby
Hon Treasurer

6 Mar 24

AFC & RAAFA ACT Division Inc
 Known As AFA ACT Division Inc
 ABN 32 480 137 432

**BALANCE SHEET
 AS OF 31 DECEMBER 24**

31 DEC 24

2023

ASSETS

Current Assets

Current/Savings		
S70 Smallbiz Account	7,929.90	7,407.62
INV -3 Month Capitalise Investment Account	9,750.18	9,337.38
Total Current Assets (Cash at Bank)	\$17,680.08	\$16,745.00
Total Current Assets	\$17,680.08	\$16,745.00
TOTAL ASSETS	\$17,680.08	\$16,745.00

LIABILITIES & EQUITY

Liabilities

Current Liabilities		
Accounts Payable		
Nil	<u>0.00</u>	0.00
Total Current Liabilities	0.00	0.00
Long Term liabilities		
Nil	<u>0.00</u>	0.00
Total Long Term Liabilities	<u>0.00</u>	<u>0.00</u>
Total Liabilities	0.00	0.00

Equity

Retained Earnings	(5,532.77)	(5,798.87)
Current Year Earnings	935.08	266.10
Historical Balancing	22,277.77	22,277.77
Total Equity	\$17,680.08	\$16,745.00
Total Liabilities & Equity	<u>\$17,680.08</u>	<u>\$16,745.00</u>

AAFC & RAAFA ACT Division Inc N/A AFAACT
c/- P.O. Box 111

Profit & Loss Statement

January 2024 To December 2024

Income		
Bank Interest	\$413.77	
Luncheons	\$3,385.00	
Membership Fees	\$2,560.00	
Donations - Members	\$210.00	
DVA Grants	\$4,320.00	
Total Income		\$10,888.77
Gross Profit		\$10,888.77
Expenses		
Bank Charges	\$7.20	
Donations	\$190.50	
Luncheons	\$3,505.00	
AFA National Capitation	\$1,080.00	
Postage & Post Box	\$174.00	
Governance	\$47.00	
Stationery/Printing	\$242.00	
The Memorial Grove	\$4,334.99	
Website	\$234.00	
Software Licence	\$139.00	
Total Expenses		\$9,953.69
Operating Profit		\$935.08
Net Profit/(Loss)		\$935.08

Jodi George

Jodi George.

CAANZ: 227 005

Date: 17/3/25

AAFC & RAAFA ACT Division Inc N/A AFAACT
c/- P.O. Box 111

Balance Sheet
As of December 2024

Assets			
Beyond Bank Smallbiz A/C		\$7,929.90	
Beyond Bank Term Deposit		\$9,750.18	
Total Assets			\$17,680.08
Liabilities			
Net Assets			
Equity			\$17,680.08
Retained Earnings		(\$5,532.77)	
Current Year Earnings		\$935.08	
Historical Balancing		\$22,277.77	
Total Equity			\$17,680.08

Jodi George

Jodi George

CAANZ: 227 005

Date: 17/3/25

ACT AFA Annual General Meeting 2025

Memorial Grove Report.

PLAQUES

1 Squadron

The 1 SQN plaque was installed in October and dedicated in a small ceremony attended by 8 squadron members lead by the CO. CAF and several ex-1 Squadron personnel from AFHQ also attended. AFA (ACT) obtained funding for this plaque through the DVA Saluting Their Service Grants scheme.

6 Squadron

The 6 SQN plaque was installed on the 17th of May 2024 and the Squadron plans to dedicate their plaque on the 15th of June 2025.

2 Squadron

No. 2 Squadron and their Association are planning to install a plaque at the Memorial Grove

450 Sqn Association Plaque

The 450 Squadron Association plaque will be installed in the near future and a dedication is planned for 15th February 2026.

35 Squadron Plaque

The President of the Wallaby Airlines 35 Squadron Association is working with 35 Squadron to develop and install a plaque at the Memorial Grove.

37 Squadron Association

The 37 Squadron Association will install a plaque shortly to commemorate the 50th anniversary of "Operation Baby Lift". The plaque will be dedicated on the 23rd of July 2025.

Australian Armourers Association (AAA)

The AAA plan to install a plaque this year with a dedication ceremony on the Saint Barbara's Day on the 4th of December 2025.

CEREMONY

Anniversary of the Warsaw Uprising

On the 1st of August 2024 the Embassy of Poland conducted a 'Wreath Laying Ceremony in observance of the 80th Anniversary of the Warsaw Uprising and in recognition of Australian Airmen who came to the aid of the Warsaw Uprising' The AFA (ACT) President attended and laid a wreath.

GROUNDS

The Memorial Grove grounds are well-maintained, and our liaison with the ACT Parks and Gardens staff is ongoing.

Allan George