

Minutes of the Annual General Meeting [AGM] of SAHANZ

in Building 8, Level 11, Room 68, Royal Melbourne Institute of Technology, Melbourne, Australia
Wednesday, 29 September, 2004 at 8.15am- 9.30am

Present

Harriet Edquist [HE_Chair]	Brent Allpress	Gill Matthewson
Kevin Green [KG]	Hamish Angas	Bill McKay
John Macarthur [JMc]	Steve Basson	Antony Moulis
Christine McCarthy [CMc]	Matthew Bradbury	Emina Petrovic
Naomi Stead [NS]	Deidre Brown [DB]	Peter Scriver
Igea Troiani [IT]	Doug Evans	Michael Tawa
	Julia Gatley	Jeremy Treadwell
	Gevork Hartoonian	Sarah Treadwell
	Douglas Lloyd Jenkins	Julie Willis
	Harry Margalit	

Meeting opened 8.15am

1. Apologies

Maryam Gusheh [MG]
Andrew Leach

2. Minutes of 2003 Annual General Meeting [5 October 2003]

Minutes of 2003 AGM tabled. No discussion.

Motion to accept 2003 AGM minutes.

C McCarthy; N Stead *carried unanimously*

3. Matters arising

HE_Offering Mike Austin Honorary membership.

Motion to accept.

C McCarthy; J Willis *carried unanimously*

4. Reports

Secretary's Report [IT]

IT's report covered issues relating to SAHANZ membership and actions of the Executive committee at the four meetings which have taken place since previous AGM.

SAHANZ membership

Membership numbers

IT announced at this time we have to date, 72 paid up SAHANZ members. Of those, 9 are student subscriptions. This figure is on a par to our numbers for the previous financial year, which by the end of last year reached 122. Additional to this, we already have 15 paid memberships for next financial year, 5 of which are student subscriptions.

Letter to members

To avoid members not being aware of information relating to SAHANZ, IT explained that she has prepared a letter which welcomes members, confirms the duration of their membership, directs them to our website, explains how they can access and post information on the sahanz-list etc and points out the benefits of being a member in regards to conference discounts and receipt of issues of *Fabrications*. She emails this to members as confirmation of their membership.

Membership drive outside Australia

In an effort to increase SAHANZ's research network, IT has begun a membership drive outside Australia. To date she has approached Jonathan Hale from the British architectural historians group [AHRA] in late August and Nicholas Curotto, the membership secretary of the American Society of Architectural Historians [SAH] in early September by email in regards to the potential of inviting their members to join SAHANZ. Her hope is that our members also join their organisations so as to develop a broader research network.

Membership fees

IT explained the committee had discussed the issue of increasing SAHANZ membership fees but decided to defer increasing fees until after the newly formatted issue of *Fabrications* is released.

Actions of SAHANZ committee

The committee has met for discussion on three occasions since our last AGM. We undertook

- An Executive committee meeting on 5 October, 2003
- A teleconference on 8 December, 2003
- A meeting in Brisbane on the 8 April, 2004 and
- A teleconference on 30 July, 2004.

At these meetings each of the committee members have taken on certain responsibilities relating to SAHANZ:

- Outside her duties as President, HE has actively pursued the redesign of *Fabrications* and provided us with updates from the SAHANZ 2004 Conference organising committee;
- As treasurer KG has kept us up to date with the status of our budget as well as the changing over of signatories for SAHANZ accounts;
- JM has provided representation on the establishment and activities of the SAHANZ Editorial Board;
- CMc has explored the issue of changing the incorporated society status of SAHANZ versus obtaining Directors and Officers Liability for the committee members as well as provided previously omitted information on our publications list to our website;
- NS and MG have coordinated changes to the SAHANZ website.

Changes to Constitution and Rules

IT notified members that at the committee's April meeting, the following changes were made to SAHANZ's Constitution and Rules:

- To "The Rules of the operation of the Committee. Date issued 22 April 2004" Under "5.0 Officers and Committee" we have added
"5.8 The new incoming Executive committee will ensure that all bank accounts and signatory authorities be signed over to the new committee's President and Treasurer within 2 months of being appointed." and
- Under "Committee Meetings" the following has been changed:
"2. Of the seven members, the quorum of the meeting is four including two office bearers."
- To "The Rules of the operation of the Editorial board. Date issued: 22 April 2004" under "Role of the Editorial Board" the following has been deleted:
"5. The Editorial Board will keep financial records of all expenditure and income and, when required report to the Treasurer."
- Under "Role of the Editorial Board" the following has been deleted:
"4. The Editorial Board will take charge of the distribution of the publications."

Ancillary items

- IT announced that in November, 2003 Peter Bell, the Public Officer for SAHANZ in South Australia sent us invoices for the successful lodgment of SAHANZ documents with the Office of Consumer and Business Affairs. In gratitude for Peter's work, the committee offered him free SAHANZ membership for this financial year.
- Julia Gatley has completed a history of SAHANZ and was thanked.

2004 David Saunders Grant recipient The 2004 David Saunders Grant was advertised on 23 July 2004 and closed early September. We received four applications. They were from

- Jeanette Budgett from Unitec Institute of Technology in Auckland. Her proposal is titled "Mission Period Architecture, Mangaia, Cook Islands";
- Kerry Francis from the Northland Polytechnic. Her proposal is titled " Modern Eyes: Alfred Morgan, Architect in Whangarei City 1923-1953";

- Rebecca Hawcroft from Godden Mackay Logan, Heritage Consultants. Project title: "Practising Modernism: The experience of migrant architects in Sydney 1930-1960";
- Nadia Watson from Biscoe Wilson Architects. Her project title is "The Colour of *Opposition*: White and Gray ideology and media representation of the 1970s architectural 'elite'."

Treasurer's Report [KG]

KG submitted for record the 'SAHANZ: Management Accounts for the Year ended 30th June 2004' prepared by SAHANZ's Auditor, Brian Tucker Accounting, 1/991 Stanley Street, East Brisbane Qld 4169. The report indicates that in the previous financial year the society made a net operating loss of \$4, 939.81 but this figure does not include any revenue made from the SAHANZ 2004 Conference. KG announced that currently SAHANZ's finances were in a holding pattern but recommended that the committee seriously consider the issue of funding production of publications by the SAHANZ Editorial board as this may affect this current stable status. KG also noted that signatories for SAHANZ accounts were still being finalised.

President's Report [HE]

HE thanked the committee for their work this year and outlined two areas she felt the committee needed to address in the forthcoming year. They were the issue of funding/producing publications; and increasing our membership.

Aside from this she announced that Jeanette Budgett has been chosen as recipient for the 2004 David Saunders Grant. [IT to advise Jeanette and send letters of thanks to unsuccessful applicants.]

SAHANZ Editorial Board Report [JM]

After discussions with Philip Goad, JM told SAHANZ members that

- The members of the SAHANZ Editorial board were Philip Goad [Chair], John Macarthur, Geoffrey London, Judith Brine, Peter Bell, Peter Kohane, Paul Walker;
- The SAHANZ Editorial board would like to review the commissioned changes to the design of *Fabrications*;
- All SAHANZ Editorial board members offered to act as referees for *Fabrications*;
- The Editorial board proposed making a \$5,000 publishing subsidy per year for the purpose of supporting the publication of a book or anthology of writings by members.
- SAHANZ members would be invited to submit a book/essay proposal with an interested publisher.
- The question of approaching publishers such as MUP or UNSW press was brought up.
- Regardless of who published the book, the Editorial board proposed that SAHANZ would be branded/acknowledged in the publication/s.

JM then opened up these items for discussion.

Julie Willis thought that branding was a good strategy in that it would encourage members to contribute.

Doug Evans supported the proposal of producing an anthology of writings.

Peter Scriver asked if the Editorial board was working on any previous precedence.

JM suggested

- It may be worthwhile striking up a relationship with an Australian University Press.
- The Editorial Board would make a public call to members; with the framework of publishing occasionally rather than enforce a certain number of publications per year. For instance, JM suggested a serial rather than series of publications.
- The issue of sales return was important to consider.

Michael Tawa suggested the \$5,000 could be used to contribute to larger grant proposals to publish.

On the issue that large publishing houses would not, on the main, publish for the Australian/ New Zealand market because adequate returns could not be guaranteed, Julie Willis noted that this was mainly as a consequence that 40% of the cover price went to Distribution fees. JW therefore suggested that the \$5,000 be offered without the expectation for financial return but rather consider the use of money as payment for kudos.

Brent Allpress proposed the issue of publishing on-line or supplementing publication in this way as it was less expensive.

JM responded that this may not be as financially viable with e-commerce site fees being up to \$10,000.

Fabrications Editor's Report [DB/HL]

DB presented a report which she and Hannah Lewi had prepared.

Fabrications vol.13 no.2 was out. This issue was edited by Hannah Lewi and Julie Willis.

Fabrications vol.14. no.1 was currently in production. This issue is being edited by DB and Hannah Lewi.

DB suggested that because of the large number of submissions received for vol. 14 that it be a double issue and opened this up for discussion.

Julie Willis felt that for this year a double issue would be suitable but thought this should not occur every year with vol. 15 no.1 returning to an open issue.

DB asked about updates in regards to *Fabrications* on the SAHANZ website since the *Fabrications* committee wanted to appoint Louisa Trent as the new publications officer and proposed this be a paid appointment. Members of the society felt this still required discussion. [Committee to discuss further.]

DB noted that the cost of producing *Fabrications* had increased, mainly due to postage costs. This returned to the issue of increasing membership fees to support this increase.

2003 David Saunders Grant Report [KG]

Of the two 2003 David Saunders Grant recipients, KG explained that he had received an acquittal report from Igea Troiani but was still awaiting an acquittal report from Ellen Anderson.

Incorporated Society status of SAHANZ Australia or NZ [CMc]

Due to the issue of Directors liability, CMc explained that she was exploring on behalf of the SAHANZ Executive Committee the option of changing the incorporated society status of SAHANZ from Australia to New Zealand. CMc explained that if we were to make SAHANZ incorporated in NZ, there would be no problem with having members outside NZ but we would need a registered address in NZ. It would be okay to have AGMs etc outside NZ. The only possible issue with having AGMs outside NZ is that some countries deem that, regardless of whether the society/company is registered in the country, if an AGM is held in the country the society might have to file accounts, papers etc with that country. It would be necessary to check Australian Law in regards to this issue. There is no liability to members. The max liability for the society is \$1000 but in practice this is not usually done as it is too expensive to sue for \$1000. The process to incorporate a Society in NZ requires an application form, 2 copies of the rules of the Society, and a statutory declaration signed in front of a JP (all forms, info, etc. are on the website). CMc opened this up for discussion.

Julie Willis questioned what implications this would have on where SAHANZ's bank accounts were held.

Peter Scriver asked if we were clear on how to register with NZ and if this meant that we deregistered in Australia. How would this affect the transfer of monies held by the society presently?

HE brought up the issue of risk assessment to determine if the effort to change the status of the society from Australia to New Zealand was necessary?

JM felt there were significant risks to the Executive Committee members in regards to publication of material. [CMc to follow up on queries.]

SAHANZ website Report [NS]

NS presented a report which she and MG had prepared.

With the Executive Committee's consent, NS and MG had appointed Mitra Gusheh to undertake minor changes to the SAHANZ website but noted that the Executive Committee had deferred the decision to change the website in any major way. Various members then brought up other aspects of the website which required change. These included details of the date of submission of applications for the David Saunders Grant; Removal of Sandra Kaji-O'Grady's as Publications officer; outdated information relating to *Fabrications*; the suggestion that Julia Gatley's history of SAHANZ be included on the website; inclusion of past conference papers; inclusion of CMc's index of past papers. [NS to follow up.]

Outside of this are the issues of adding links to AHRA and SAH; the change of ownership of the SAHANZ.com domain from Sheona Thompson to SAHANZ; the question of allowing on-line payment.

SAHANZ 2004 conference committee Report [Harriet Edquist]

HE thanked the SAHANZ 2004 conference committee in particular H el ene Frichot.

The Conference committee would advise KG of their profit once finalised but HE warned that sponsorship support was essential in the organisation of future conferences. HE brought up the issue of publishing conference proceedings electronically.

SAHANZ 2005 conference committee Report [Douglas Lloyd Jenkins]

DLJ advised that the 2005 conference would take place around 30 September and would be a joint venture between Weltec [coordinating the publication] and Unitec [coordinating on site events]. The conference committee had sought co-partners and the Hawkes Bay Corp. Trust had agreed. DLJ explained there was great interest from the city of Napier and said that there were good facilities available for the conference. The theme of the conference was still to be finalised.

23rd SAHANZ conference bids

On behalf of Curtin University, Steve Basson made the only bid for the SAHANZ 2006 conference which will be held in Perth. Steve explained he has already begun to look for additional funding to support the conference.

5. Any other business

Storage of SAHANZ documents

Julia Gatley's history of SAHANZ was discussed which led to the issue of the storage of SAHANZ records in one location. The State Library of South Australia, the National Library of Australia and the National Library of New Zealand were three places proposed for this storage. [Committee to discuss further.]

Proposed times for forthcoming meetings

- Teleconference at 1pm [Brisbane time] on Thursday 9 December, 2004;
- In-person meeting at 3pm on Friday 15 April, 2005 at the University of Queensland;
- Teleconference at 12pm [Brisbane time] on Friday 22 July, 2005;
- AGM at 8.30am on Sunday 2 October, 2005 in Napier [to be confirmed]

Meeting closed 9.30am.