

# **Council of Tramway Museums of Australasia Inc.**

## **Minutes of the 15<sup>th</sup> Conference General Meeting**

Held at the Holiday Inn, Roma Street, Brisbane on Wednesday 31<sup>st</sup> July 2002.

The Chairman Bill Kingsley opened the meeting at 08.13 hours.

### **1. Preliminaries**

A) The Treasurer advised the meeting that both MOTAT and Christchurch City Tramways were un-financial. All the other Members were up to date.

B) The identity of the Representatives of financial Member Museums was confirmed.

### **C) Present**

**Executive** Bill Kingsley. (Chairman)  
Lindsay Richardson (Immediate Past Chairman)  
Craig Tooke (Executive Officer)  
Carolyn Dean (Treasurer)  
Rod Atkins (Assistant Executive Officer)

**Representatives** Peter Hyde (BTMS)  
John Phillips (BTM)  
Craig Tooke (MTPA)  
David Verrier (TTMS)  
Robert Pearce (PETS)  
Barry Ollerenshaw (WTM)  
Dennis Sheehan (APSTM)  
Bob Merchant (STM)  
Ron White (AETM)  
Bruce Dale (THS)  
Gus Weir (Omnibus Society)

### **Apologies from Representatives**

Peter Stock (STRPS)  
Ralph Proctor (LTM)  
Bruce Gamble (MOTAT)

### **Apologies from Affiliates**

Portland Cable Tramway  
Victor Harbor Horse Drawn Tramway

### **Personal Apologies**

John Shanks  
Henry Brittain  
John Radcliffe  
Lewis Nyman  
Keith Kings  
Warren Doubleday

2. **Minutes of the 14<sup>th</sup> Conference General Meeting Held at Ballarat 21<sup>st</sup> November 2000**

A) The minutes of the previous Conference General Meeting were taken as read.

Merchant/Pearce Carried

B) Amendments (none)

The minutes were confirmed as true and correct.

Ollerenshaw/Dale Carried

3. **Business Arising From The Minutes**

A) **B Van – Bungaree Storage** – This matter has seen the transfer of ownership of the B van to the TMSV. Work has begun on the Bungaree storage facilities.

B) **Internet Site** – Museum links are the next stage of developing this site further.

C) **COTMA Descriptive Handout** – An initial descriptive handout about COTMA has been produced thanks to the assistance of Russell Jones. It is intended to use this handout regarding the activities of COTMA and our member museums. Craig Tooke is co-ordinating this project but requires the support of any museum who has ideas and can help with the layout of such a work. Photographs are required from museums.

D) **Dept. of Cultural Affairs / Communication and the Arts** –The update on this subject was that Trams were now covered under the Protection Heritage Act. A letter has been forwarded to them advising them of the existence of COTMA and our expertise in the preservation of tramway heritage matters.

E) **Videos – Christchurch and Ballarat** –All Sold Out.

F) **Constitution - Definitions** –Confirmed to allow to lapse and not to proceed any further.

G) **21E Trucks** –After discussion and update on where the project was at, it was put to the meeting in a formal motion to place this project on hold until some new situation developed where a resumption was possible.

Tooke / White Carried

4. **Business Arising From The 8<sup>th</sup> Annual General Meeting Windsor, Vic. 15<sup>th</sup> June 2002.**

A) **Standards Australia** – We now have membership. A ten percent discount on some products is now available. Cost 300.00 dollars per year. It was pointed out that this is the organisation that develops and maintains the Railway Accreditation Standard (AS4292). It was resolved to review our continued membership in Auckland at the 2004 Conference

Merchant/Phillips Carried

- B) **Patterns and Drawings** – CDB have signed the agreement for the storage of the patterns, but at this point in time no material has moved. A formal lease between the DOI and CDB has been signed which must allow access to the patterns by COTMA Member Museums if requested. The collection of drawings were to be broken up into three categories.  
 In service – Will remain at Preston  
 Not in Service – Transfer to the Public Record Office.  
 Duplication – Transfer to COTMA  
 COTMA has actively sought out by a request in writing to have all of the drawings scanned and placed onto compact disc to allow them to made available to Member Museums. We are waiting further advice from the DOI. A Community Heritage Grant may be obtained to assist with this project.
- C) **DOI Forums – Melbourne Tramway Heritage Review** – (refer Workshop session)
- D) **COTMA Records and Archives** – All existing COTMA records and archives are now located at Craig Tooke’s residence for sorting. Craig is in need of some guidelines as to what to keep and what to abandon. An offer from Sydney to store material in Sydney was made and noted for future long-term storage solution.
- E) **Ballarat 2000 Conference Proceedings** – The book is now available and has been distributed. The CD is still to be completed. It is hoped all earlier conference proceedings would be available on CD once sponsorship is obtained.
- F) **Corporate Assistance** – Craig Tooke reported he needed assistance with this initiative to progress it further.
- G) **Membership Withdrawals by CDB and TMSV** – It was noted at the meeting that both CDB and TMSV had ceased Membership of COTMA.
- H) **Recent Acquisitions by COTMA for Museums** – “W” class brake parts have been obtained, also works trams 10W for TMSV, 11W for STM – presentation to Howard Clark of a copy of the agreement was made by Craig Tooke. No15 Trucks for 766 PETS. Presentation to Lindsay Richardson by Craig Tooke of the agreement. Bill Kingsley advised the meeting that progress was being made with the DOI due to our honesty, credibility and reliability.
- I) **W Class Tram Brake Components** – (covered under a workshop session with John Phillips)

5. **Business Arising From Executive Windsor, Vic. 15<sup>th</sup> June 2002.**

- a) **Conference Organisational Guidelines** – Considerable work was done by John Radcliffe on this project. Adopted from this meeting.

**Fee Levels** – Current membership fees are : Large Museum Aud 100.00 Small Museum Aud 70.00 Affiliate Museum Aud 20.00. Proposal was put to set the Affiliate Fee at Half the Large Museum Fee (Aud50.00). A lively discussion followed on the fee increase. Motion was put to set the Affiliate fee at half the Small Museum Fee (Aud 35.00). Bruce Dale proposed we revisit the definition of a Affiliate Member.

**Sheehan /Phillips Carried**

- b) **Quorum at Executive Meetings** – Currently stands at two (2). Proposed increase this to four (4).

**Ollerenshaw / Merchant carried**

6. **Reports**

- a) **Chairman** (as attached) **(Bill Kingsley)**
- b) **Executive Officer** (as attached) **(Craig Tooke)**
- c) **IATM** **(No Report)**
- d) **Trolley Wire** (as attached) **(Bob Merchant)**
- e) **Tramway Topics** **Report from Henry Brittain taken as read by Craig Tooke**
- f) **FRSNZ** **(No Report)**
- g) **New Zealand Tramway Heritage Trust** **(No Report)**

7. **Elections**

Conducted by Retiring Chairman Bill Kingsley

**Chairman** – Warren Doubleday nominated.

**Merchant / Pearce  
Chairman declared Elected**

**Deputy Chairman** – Henry Britain nominated.

**Ollerenshaw / Dale  
Chairman declared Elected**

**Executive Officer** – Craig Tooke nominated.

**Phillips / Sheehan  
Chairman declared Elected**

**Assistant Executive Officer** – Rod. Atkins nominated.

**Tooke / Ollerenshaw  
Chairman declared Elected**

**Treasurer** – Lindsay Richardson nominated.

**Pearce / Dale  
Chairman declared Elected**

**Australian Executive Member** – Ian Seymour was nominated.  
John Radcliffe was nominated

**White / Pearce  
Hyde / Phillips**

A Ballot was taken with Dennis Sheehan as appointed scrutineer.

**The scrutineer declared Ian Seymour Elected**

**New Zealand Executive Member** – (No nominations were received)

Proposed by Craig Tooke for the New Zealand Members to advise by 30/09/2002

**Carried**

**Immediate Past Chairman** – Automatically declared as Bill Kingsley

Bill Kingsley thanked John Radcliffe as Immediate Past Chairman for his work and efforts.

8. **Non Executive Appointments**

- a) **FRSNZ** **(not discussed)**
- b) **IATM** **John Radcliffe**
- c) **NTM** **(not discussed)**



- b) To Brisbane (Peter Hyde)
- c) To all on the organisational teams
- d) For Workshops (Ron White) and scribes.
- e) To the Chairman (Bill Kingsley) and the E.O. (Craig Tooke) for their stewardship over last two years.

**Phillips/Pearce      Carried**

**The Meeting closed at 11.24 a.m**