

MAITLAND REGIONAL MUSEUM INC.

ANNUAL REPORT

2014-2015



Annual General Meeting to be held Wednesday 5th August 2015.

5.00 pm Maitland & District Historical Society Rooms,

3 Cathedral Street, Maitland

Vision

A museum and cultural precinct, being a fundamental part of Maitland, used regularly and supported by the whole community.

Mission

To develop within the community an understanding and pride in the history of Maitland and its people by providing a space and infrastructure to collect, preserve and interpret objects, stories, audiovisual and written material for and about Maitland and district in such a way as to, create awareness, educate and inspire.

MRM DETAILS

INCORPORATION No INC1301376 October 2013

ABN 57 595 573 328

ACNC registration (NSW)

PUBLIC LIABILITY –Arthur J Gallagher General and Products Liability Insurance policy OMP -LIA 136374

VOLUNTEERS INSURANCE – OAMPS (Museums Australia)

SOLICITORS: Sparke Helmore Lawyers, Honeysuckle

CONTACT DETAILS

PO Box 92 East Maitland 2323

maitlandmuseum@gmail.com

OFFICE-BEARERS:

President – Janece McDonald
Vice-President – Frank Oakes
Secretary – Maree Farrelly
Treasurer – David Atkinson
Public Officer – Sandra Earle

Maitland Regional Museum Inc. wishes to thank our sponsors, donors and supporters for their ongoing encouragement and support:

Sparke Helmore Lawyers
East Maitland RSL-Sub Branch
Maitland RSL Sub-Branch
East Maitland Rotary
Friends of Grossmann
Maitland & District Historical Society
Maitland Embroiderers Inc.
Australian Museum of Clothing
Bill Alexander
Maree Farrelly
John Partridge, McDonald Book Sellers
Alan McLean
David Sciffer, Digital Services
Maitland Mercury
Anonymous donors

COOPERATIVE ORGANISATIONS, AFFILIATIONS & MEMBERSHIPS

Friends of Grossmann (NT NSW)
Maitland & District Historical Society
Australian Museum of Clothing
Maitland Embroiderers Inc.
Maitland Genealogical Society
Museums Australia –membership No 196627
Museums and Galleries, Hunter Chapter

PRESIDENT’S REPORT

2014-2015 has been another interesting period in the quest to establish a Museum in Maitland by the Maitland Regional Museum committee (MRM). The MRM logo was launched and received good newspaper coverage. Thank you to Sandy Earle for using her contacts to facilitate this. Sparke Helmore Lawyers have been essential in facilitating our Constitution change to satisfy charity and DGR status. MRM acquired Charity Status (ACNC) in March 2015. However, at this stage until we have “bricks and mortar” and are open to the public we are not eligible for DGR status.

2015 saw the MRM’s first “pop up” display in McDonalds Booksellers-thank you John Partridge, to the Clothing Museum for the loan of Kitty McDonald’s magnificent gown, and to our members who set up this display. MRM is negotiating with businesses and clubs for display space to present more such pop up displays to create awareness.

Our first Exhibition – in partnership with the Australian War Memorial, Friends of Grossmann and Maitland Embroiderers-was held in April/May and opened by Hon Joel Fitzgibbon, Federal Member for Hunter. Sixty five people attended the opening evening, with catering by Friends of Grossmann. I’d like to thank everyone who donated items for display.Two business workshops were held, and each highlighted the challenges ahead. At the second workshop (May 2015) we were pleased to have Julie Baird, Manager Newcastle

Museum as speaker. Her experiences in setting up the “new” Newcastle Museum were very instructive as were her comments as to how we could proceed and the pitfalls to be aware of.

2015 also saw the first successful grant awarded, being conference and transport cost for 2 members to attend the Remote and Regional Day at the Annual Museums Australia Conference at the Australian Maritime Museum in Sydney. A very worthwhile and enjoyable day where several networks were established and many ideas exchanged.

We have had discussions with Hon. Jenny Aitchison with regards to becoming tenants/trustees of the East Maitland Court House should it become available. These premises would be ideal in the short-term, with several sized rooms available, availability to transport and adequate parking. Letters of support have been received from The Clothing Museum, Maitland & District Historical Society and the Blackbird Artisan Bakery.

We have negotiated the use of an exhibition room in the Lieut. Governor’s Residence, John St, East Maitland-courtesy the Clothing Muse, to be reviewed in June 2016. We hope this move will be successful and beneficial to both MRM and the Clothing Museum. Currently MRM members are researching and designing displays based on *Things you didn’t know about Maitland*, which is planned to open in August, 2015. Once this exhibition is opened MRM should be eligible to re-apply for DGR status. Once DGR status is obtained and the business plan (now underway) is completed MRM will be in the position to apply for grants and substantial fundraising towards a significant Museum building and infrastructure. Our business plan/risk and management strategy currently is being undertaken and 2015-2016 should be a pivotal year in the history of Maitland Regional Museum.

I’d like to give a Special thank you to all those people and groups who have supported and donated to MRM. Thankyou to the Maitland Mercury for continued support, especially Emma Swain, Cath Bowan, Maddeline Parkes and Perry Duffin. Not in the least, thank you to MRM executive and members of MRM for your support, ideas and enthusiasm. We are all volunteers-busy with families and life in general, and progress is not always as fast as we would like but I know that together we can achieve our goal-an outstanding Museum for Maitland.

Janece McDonald July 2015

TREASURER’S REPORT

The attached Financial Statements (Annex A and B) set out the financial position of the Association as at 30th June 2015.

Summary

The following summary provides an overview for members’ consideration.

Balance carried forward from

2013 – 2014 Financial year \$ 388.70

Total Income: \$3,710.76

Expenditure: \$2,372.19

Current Assets: \$1,727.27*

Total Assets: \$1,727.27

Liabilities: nil

Balance at Bank 30th June 2015 \$1,627.27

For greater detail see Annex A and Annex B.

*Includes \$100 outstanding membership fees

Donations constituted the major source of funds this year (\$2504.20) followed by Grants (\$615.05 + GST) and membership fees (\$530.00).

As can be seen from these figures the Association will need to develop and implement a sound budget and strategic financial development plan if we are to succeed in achieving our plans.

BUDGET

The executive will present a draft budget for review at the meeting following the AGM together with an outline of the Risk Assessment for the Museum. These documents will have clearly defined assumptions and will be open to members input. The budget has been prepared using historical data from the Associations previous records together with a “best case”, “worst case” and “median case” scenarios. Underlying assumptions will be shown and open for discussion.

Risk Management

The Risk Management Plan is presented as an “initial Draft” and will be the subject of ongoing management actions as needed. The major risks identified cover our ability to attract funding and to acquisition of facilities and artefacts.

David Atkinson July 2015

MAITLAND REGIONAL MUSEUM MILESTONES 2014-2015

- Launch of MRM logo – newspaper coverage
- Constitution change to satisfy charity and DGR status
- Acquisition of Charity Status (ACNC)
- First Exhibition – in partnership with the Australian War Memorial, Friends of Grossmann and Maitland Embroiderers- opened by Hon Joel Fitzgibbon, Federal Member for Hunter
- Room for Museum at Lieut. Governor’s Residence, John St, East Maitland-courtesy the Clothing Museum
- First successful grant.

ACTIVITIES & EVENTS

Visit to Closebourne Close November 2014-Fundraiser (\$500)

Business Planning Workshop 1 – 14/10/14 - 15 participants

Business Planning Workshop 2 - 10/5/15. -13 participants -Julie Baird, Manager Newcastle Museum attended

Risk Management analysis for operation of the Museum has been commenced.

Budget development for the Museum has been commenced.

Promotional Talks: East Maitland Rotary
Maitland Rotary
Maitland Sunrise Rotary
Morpeth Probus

Camera on Gallipoli Exhibition – 16th April – 9th May (758 visitors)

Opening on 16/4/2013 by Hon Joel Fitzgibbon, Federal Member for Hunter.

CONFERENCES:

Museums Australia remote and Regional Museums and Galleries Day at National Maritime Museum, 21ST May 2015 – 3 attendees (M Farrelly, J McDonald, J Noble).

GRANTS:

- Arts NSW - \$696.55 an Arts NSW bursary, a devolved grant administered by Museums and Galleries of NSW on behalf of the NSW Government.
- Grant applications:
Club Grants (TBA)

FINANCIAL REPORTS:

Annex A Maitland Regional Museum Inc 2014 – 2015 Balance Sheet

Annex B Maitland Regional Museum Inc 2014 – 2015 Profit & Loss Statement.

THE YEAR IN PICTURES

Camera on Gallipoli Exhibition

Hon Joel Fitzgibbon opening the Camera on Gallipoli Exhibition



Welcome to the City of Maitland by Deputy Mayor, Loretta Baker



Vote of Thanks by Peter Bogan



MRM members Doug & Nell Pyle (OAM)



Exhibits



The MRM Display in

McDonalds (Booksellers) High St, Maitland created much interest and positive comments.



MRM logo launch -The committee campaigning to secure funding, support and a site for the Maitland Regional Museum has taken its first step

forward in 2015 with the release of its official logo and branding. President, Janece McDonald- (Maitland Mercury, February 1, 2015).



Annex A Maitland Regional Museum Inc .2014 – 2015 Balance Sheet

Maitland Regional Museum Inc

PO Box 92
East Maitland NSW 2323

Balance Sheet

As of June 2015

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Assets			
Current Assets			
Cash On Hand			
Cheque Account	\$1,627.27		
Total Cash On Hand		\$1,627.27	
Pledges Receivable		\$100.00	
Total Current Assets			\$1,727.27
Total Assets			\$1,727.27
Liabilities			
Current Liabilities			
GST Liabilities			
GST Collected	\$61.51		
GST Paid	-\$61.51		
Total GST Liabilities		\$0.00	
Total Current Liabilities			\$0.00
Total Liabilities			\$0.00
Net Assets			\$1,727.27
Equity			
Current Year Surplus/Deficit		\$1,338.57	
Historical Balancing		\$388.70	
Total Equity			\$1,727.27

Annex B Maitland Regional Museum Inc 2014 – 2015 Profit & Loss Statement.

Maitland Regional Museum Inc

PO Box 92
East Maitland NSW 2323

Profit & Loss [With Year to Date]

June 2015

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	Selected Period	% of Sales	Year to Date	% of YTD Sales
Income				
Donations	\$0.00	0.0%	\$2,504.20	68.6%
Membership fee Income	\$60.00	80.0%	\$505.00	13.8%
New member application fee	\$15.00	20.0%	\$25.00	0.7%
Grant Funding	\$0.00	0.0%	\$615.05	16.9%
Total Income	\$75.00	100.0%	\$3,649.25	100.0%
Cost of Sales				
Gross Profit	\$75.00	100.0%	\$3,649.25	100.0%
Expenses				
Supplies	\$0.00	0.0%	\$800.00	21.9%
Dues & Subscriptions	\$0.00	0.0%	\$143.00	3.9%
Insurance	\$0.00	0.0%	\$587.13	16.1%
Employment Expenses				
Workers' Compensation	\$0.00	0.0%	\$52.50	1.4%
Total Employment Expenses	\$0.00	0.0%	\$52.50	1.4%
Travel & Entertainment	\$676.56	902.1%	\$676.56	18.5%
Govt charges	\$0.00	0.0%	\$53.00	1.5%
Venue Hire	\$60.00	80.0%	\$60.00	1.6%
Total Expenses	\$736.56	982.1%	\$2,372.19	65.0%
Net Surplus / (Deficit)	-\$661.56	(882.1%)	\$1,277.06	35.0%

