



## **The AusIMM Illawarra Branch Committee Meeting**

**Room 124, Building 4, University of Wollongong  
Tuesday, 22 September 2009, commencing at 5.30 pm**

### *Minutes*

#### **Item 1:**

##### **Attendance and Apologies**

##### **Present**

Chris Harvey (Chairperson), Ray Tolhurst, Ernest Baafi, Kevin Marston, Colin Seaborn, Kate Lennox, Suzie Blom and Roderick Haselden.

##### **Apologies**

Ross Seedsman.

#### **Item 2:**

##### **Minutes:**

The minutes from the previous monthly meeting on Tuesday 26 August 2009 were moved to be accepted by K Marston, and seconded by C Seaborn, carried.

#### **Item 3: Business Arising**

##### **3.1 Monograph 12**

Cover design for the Monograph 12 has been chosen. E Baafi has also had final files backed up. The final version has been sent to Central Services and accepted.

##### **3.2 Business Plan**

R Tolhurst circulated the proposed business plan to the committee, which was accepted.

##### **3.3 Beneath Black Skies DVD**

**ACTION:** - K Marston to purchase 6 copies of Beneath Black Skies DVD for the branch from Central Services.

### **3.4 Business Plan**

R Tolhurst contacted AusIMM publications, AIW and the Blackwater Coal Centre regarding marketing of the DVD.

#### **Item 4: Treasurer's Report**

The current balance is \$27,392.48 as of the 22<sup>th</sup> September 2009, including the latest refund for Monograph 12

Currently \$5,000.00 is outstanding for word processing from Wollongong TAFE, and \$268.00 for publishing for Monograph 12.

Coal 2009 is finalizing accounts – \$9,000.00 - \$11,000.00 expected revenue for the branch.

Central Services has requested payment for final preparation costs of Monograph 12. It was agreed by the committee to meet payment of bills and allocations as a priority.

**ACTION:** - R Tolhurst to prepare a letter and to circulate to the committee before sending it to Central Services.

The Treasurer's Report was moved to be accepted by E Baafi, and seconded by C Seaborn, carried.

#### **Item 5: Student Chapter Report**

Students participated in the thesis presentation night during the joint branch meeting with Canberra Central West Branch.

Football match with UNSW and UNQ will be going ahead 9 – 10 October.

K Lennox also thanked the committee of the Illawarra Branch contribution of \$4,000.00 for updating computers.

Student scholarships have now closed. E Baafi, C Harvey and R Tolhurst to be involved in interviews.

**ACTION:** - K Lennox/student chapter to prepare student budget required for business plan and student chapter teleconference.

#### **Item 6: Monograph 12 Report**

Agreement to the financial commitment from the endorsed Business Plan.

#### **Item 7: General Business**

### **7.1 Beneath Black Skies DVD/Heritage Sub-Committee arrangement**

The sponsorship received enabled the production of the DVD plus the production of a large number of copies. A business arrangement has been made between Why Documentaries and the Illawarra branch heritage Sub-Committee that they each receive half of the proceeds from sales. The price of the DVD's is \$30 plus postage and handling. For sales through Why documentaries half of the proceeds, after marketing expenses, will be paid into an account held by the Illawarra Heritage sub-committee. Concern has been expressed about the deductions for marketing. For sales through AusIMM, on a six monthly basis, half the money will be sent to Why Documentaries and half deposited into the Illawarra AusIMM account.

### **7.2 Joint meeting with Canberra-Central West, 1 September**

Successful evening, 5 members and 10 students from Wollongong. Kevin Marston, and Ernest Baafi judges, Roderick Haselden timekeeper, Ray Tolhurst MC. Thesis competition won by Nick Theodossiadis, Materials Engineering, Wollongong, topic "Phase evolution of high performance titanium alloys during heat treatment". The event was financed within the budget provided by Central Services.

### **7.3 Program for the remainder of the 2009**

Christmas function planned for Wednesday 2<sup>nd</sup> December

**ACTION:** - R Tolhurst and C Harvey to liaise with C Seaborn for menu, expected to be \$40 – 45 per person.

Gary Gibson and Longwall Mining talks.

**ACTION:** - E Baafi and C Harvey to organise for the remainder of the year.

### **7.4 Congress 2010**

To be held Friday 14 to Sunday 16 May 2010 at the Northbeach Novotel. Central Services have been requested to agree to have the welcoming function at the Science centre on Friday evening, 14 May, acknowledging Illawarra Coal, the heritage Sub-Committee and the Monograph 12 Editorial team. It has been requested that Noel Cornish is invited to be the after dinner speaker for the Conference Dinner on the Saturday evening.

### **7.5 Business Leaders Lunch 2010**

Resulting from the August Presidential Dinner, Greg Chalmers is keen for AusIMM to host an Industry Leaders dinner in Wollongong early in 2010. This will need to be planned in conjunction with the other Branch events proposed for early 2010.

### **7.6 Business Plan/Budget for 2010**

Due 22 November.

**ACTION:** - K Marston to circulate template.  
Committee members to prepare suggestions for the next meeting.  
K Marston to circulate last years report.  
Short reports required for funding received from central services.

#### **7.7 Key Note Speaker with Coal 2010**

Peter Coates has been suggested as the key note speaker. To be held at the Novotel.

**7.8 Next Meeting** –Tuesday 20 October at Room 124, Building 4, University of Wollongong commencing at 5.30pm

#### **ACTIONS LIST**

1. K Marston to purchase 6 copies of Beneath Black Skies DVD for the branch from Central Services.
2. R Tolhurst to prepare a letter on final preparation costs for Monograph 12 and to circulate to the committee before sending it to Central Services.
3. K Lennox/student chapter to prepare student budget required for business plan and student chapter teleconference.
4. R Tolhurst and C Harvey to liaise with C Seaborn for menu, expected to be \$40 – 45 per person.
5. E Baafi and C Harvey to organise technical presentations for the remainder of the year.
6. K Marston to circulate template for business plan.
7. K Marston to circulate last years report.
8. Short reports required for funding received from central services.
9. Committee members to prepare suggestions for the business for the next meeting.

Minute Secretary – R Haselden  
22/9/09