

NOTICE OF MEETING

Pursuant to the provisions of section 88 (1) of the
Local Government Act 1999

Adelaide Plains Council Historical Committee of the

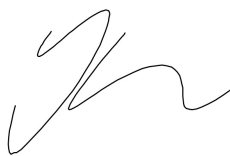


will be held at

**The School Room
Mallala Museum
1 Dublin Road Mallala**

On

**Tuesday 7 February 2023
at 11:30am**



.....
James Miller
Chief Executive Officer

AGENDA

- | | Page |
|--|------|
| 1. <u>ACKNOWLEDGEMENT OF COUNTRY</u> | |
| We acknowledge that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pay our respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today. | |
| 2. <u>ATTENDANCE</u> | |
| 2.1 Present | |
| 2.2 Apologies | |
| 2.3 Not Present/Leave of Absence | |
| 3. <u>CONFIRMATION OF MINUTES</u> | |
| 3.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 6 December 2022 be accepted.” | 5 |
| 4. <u>BUSINESS ARISING</u> | |
| 5. <u>DECLARATION OF MEMBERS INTEREST (material, actual, perceived)</u> | |
| 6. <u>ADJOURNED BUSINESS</u> | |
| 7. <u>REPORTS FOR INFORMATION</u> | |
| 7.1 Resolutions Actions Report – January 2023 | 11 |
| 7.2 Monthly Financial Report – January 2023 | 14 |
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| 7.4 Museums and Collections (MaC) Program Membership Renewal | 17 |
| 8. <u>REPORTS FOR DECISION</u> | |
| Nil | |
| 9. <u>QUESTIONS ON NOTICE</u> | |
| Nil | |

10. QUESTIONS WITHOUT NOTICE

11. MOTIONS ON NOTICE

Nil

12. MOTIONS WITHOUT NOTICE

13. URGENT BUSINESS


14. CONFIDENTIAL ITEMS

Nil

15. NEXT MEETING

Tuesday 7 March 2023

16. CLOSURE

 Adelaide Plains Council	3. CONFIRMATION OF MINUTES
Tuesday 7 February 2023	

Items:

- 3.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 6 December 2022 (**MB Folio 189 to 194 Inclusive**), be accepted as read and confirmed.”

MINUTES

of

Adelaide Plains Council Historical Committee Meeting of the



Pursuant to the provisions of section 88 (1) of the
Local Government Act 1999

HELD at

**The School Room
Mallala Museum
1 Dublin Road
Mallala**

on

**Tuesday 6 December 2022
at 11:30am**

The Presiding Member formally declared the meeting open at 11.31am.

1. ATTENDANCE

1.1 Present

Mrs C Young (Deputy Presiding Member)

Mr P Angus

Mr R Bevan

Mr V Chenoweth

Ms L Parsons

Also in Attendance:

Manager Library and Community

Ms A Sawtell

1.2 Apologies

Mr S M Strudwicke (Presiding Member)

Mr J Franks

Mr G Tucker

1.3 Not Present / Leave of Absence

Nil

2. CONFIRMATION OF MINUTES

2.1

Committee Resolution

2022/ 051

Moved Ms Parsons Seconded Mr Angus

“that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 4 October 2022 (MB Folio 184 to 188 Inclusive), be accepted as read and confirmed.”

CARRIED

3. BUSINESS ARISING

Nil

4. DECLARATION OF MEMBERS INTEREST (Material, actual, perceived)

Nil

5. ADJOURNED BUSINESS

Nil

6. REPORTS FOR INFORMATION

6.1 Resolutions Actions Report – November 2022

Committee Resolution	2022/ 052
Moved Mr Bevan Seconded Ms Parsons	
“that the Adelaide Plains Historical Committee, having considered Item 6.1 – Resolution Actions Report – November 2022, dated 6 December 2022, receives and notes the report.”	
	CARRIED

6.2 Monthly Financial Report – November 2022

Committee Resolution	2022/ 053
Moved Mr Bevan Seconded Ms Parsons	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – Monthly Financial Report – November 2022, dated 6 December 2022, receives and notes the report.”	
	CARRIED

6.3 Monthly Correspondence, School & Group Visits Report – November 2022

Committee Resolution	2022/ 054
Moved Ms Parsons Seconded Mr Angus	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – November 2022, dated 6 December 2022, receives and notes the report.”	
	CARRIED

7. **REPORTS FOR DECISION**

At 12.00pm, Deputy Presiding Member vacated the Chair whilst the Manager Library and Community called for nominations and conducted the elections of the Office Bearers for the Adelaide Plains Council Historical Committee.

7.1 Annual General Meeting – Election of Office Bearers

Committee Resolution	2022/ 055
Moved Mr Bevan	Seconded Mr Angus
<p>“that the Adelaide Plains Council Historical Committee, having considered Item 7.1 – <i>Annual General Meeting – election of Office Bearers</i>, dated 6 December 2022, receives and notes the report and in doing so makes</p> <p>1. Recommends to Council that Councillor S M Strudwicke is appointed as Presiding Member and Mrs C Young as Deputy Presiding Member for a period of two years, expiring on 30 December 2024.</p> <p>2. Appoints Ms L Parsons as Secretary and Mr J Franks as Treasurer for a period of two years, expiring on 30 December 2024.</p>	
CARRIED	

At 12.10pm on the conclusion of the elections, Deputy Presiding Member resumed the Chair.

8. **QUESTIONS ON NOTICE**

Nil

9. **QUESTIONS WITHOUT NOTICE**

Nil

10. **MOTIONS ON NOTICE**

Nil

11. MOTIONS WITHOUT NOTICE**11.1 Glenn Dix Interview recording****Committee Resolution****2022/ 056**

Moved Mr Bevan

Seconded Mr Chenoweth

“that the Adelaide Plains Historical Committee, instructs the Manager Library and Community to seek the services of a professional editor to ‘cut’ the original Glenn Dix interview tape and for the quote to be considered by Members at the February 2023 APCHC meeting.”

CARRIED**11.2 Mallala Museum – increase admission charges****Committee Resolution****2022/ 057**

Moved Mr Angus

Seconded Mr Chenoweth

“that the Adelaide Plains Historical Committee, increase adult admission charges to the Mallala Museum from \$4.00 to \$5.00 and children’s admission charges (under 18 years of age) from \$1.00 to \$2.00 as from 1 January 2023.”

CARRIED**11.3 Adelaide Plains Council Historical Committee –meeting schedule 2023****Committee Resolution****2022/ 058**

Moved Mr Chenoweth

Seconded Mr Bevan

“that the Adelaide Plains Historical Committee monthly meetings are held on the first Tuesday of the month, commencing at 11.30 am as from 7 February 2023.”

CARRIED**12. URGENT BUSINESS**

Nil

13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

Tuesday 7 February 2023


15. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 12.23 pm.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____

 Adelaide Plains Council	7.1	Resolution Actions Report – January 2023
	Department: Report Author:	Development and Community Manager Library and Community
Date: 7 February 2023	Document Ref:	D23/2868

OVERVIEW

The purpose of this report is to update members regarding the status of ongoing Committee resolutions, which have been recorded since November 2020. Each month, the Manager Library and Community updates the status of all outstanding resolutions.

If Members have been endorsed by the Committee to be responsible for undertaking a resolution, it would be greatly appreciated if they can advise the Manager Library and Community (preferably by email) when the action has been successfully completed. This will ensure that the Resolution Register (**Attachment 1**) is kept up to date when tabled at Committee meetings.

At each Committee meeting, Chairperson Strudwicke will continue to review the progress of ongoing Committee decisions.

RECOMMENDATION

“that the Adelaide Plains Historical Committee, having considered Item 7.1 – Resolution Actions Report – January 2023, dated 7 February 2023, receives and notes the report.”

Attachment

1. Resolution Register

References


Legislation

Local Government Act 1999 (SA)

Local Government (Procedures at meetings/ Regulations 2013 (SA)

Adelaide Plains Council Historical Committee - Resolutions from November 2020					
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Agenda, Completed')
05-May-21	11.1	Glenn Dix video – offer of professionally editing	“that the Adelaide Plains Historical Committee agrees to provide Mr Mark Warren, General Manager, The Bend Motorsport Park with its copy of the Glenn Dix recording for him to professionally edit and provide a free copy of the updated professional version of the interview back to the Mallala Museum.”	2021/32	Completed - refer to Resolution 22/056
05-May-21	11.4	Relocation of External fencing	“that the Adelaide Plains Historical Committee agrees to explore the costs of extending the Mallala Museum’s fence line to include the relocated Fire Engine Shed.”	2021/35	Ongoing
05-May-21	11.5	Mallala Museum - purchase of Compactus	“that the Adelaide Plains Historical Committee authorises Mr Strudwicke, Mrs Young and Mr Bevan to consider possible locations for a suitable sized compactus and investigate potential grant opportunities to assist with costs.”	2021/36	M Strudwicke confirmed dimensions, Manager Library and Community organising quotes
06-Oct-21	11.1	Fire Engine Truck – maintenance report	“that the Adelaide Plains Council Historical Committee asks Mr Keith Earl to conduct a preliminary inspection on the Fire Engine Truck and to provide a recommended maintenance report to the Committee for their consideration.”	2021/068	J Franks to follow up with Keith Earl
04-Oct-22	11.1	History Month - May 2023	“that the Adelaide Plains Council Historical Committee, supports being involved in the state wide History Month 2023 and that the theme’s focus is on the Transport Gallery which includes the official opening of this latest exhibition site during May 2023.”	2021/043	Ongoing
06-Dec-22	2.1	Confirmation of minutes	“that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 4 October 2022 (MB Folio 184 to 188 Inclusive), be accepted as read and confirmed.”	2021/051	Completed
06-Dec-22	6.1	Resolutions Actions Report – November 2022	“that the Adelaide Plains Historical Committee, having considered Item 6.1 – Resolution Actions Report – November 2022, dated 6 December 2022, receives and notes the report.”	2021/052	Completed
06-Dec-22	6.2	Monthly Financial Report – November 2022	“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – Monthly Financial Report – November 2022, dated 6 December 2022, receives and notes the report.”	2021/053	Completed
06-Dec-22	6.3	Monthly Correspondence, School & Group Visits Report – November 2022	“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – November 2022, dated 6 December 2022, receives and notes the report.”	2021/054	Completed

06-Dec-22	7.1	Annual General Meeting – Election of Office Bearers	“that the Adelaide Plains Council Historical Committee, having considered Item 7.1 – Annual General Meeting – election of Office Bearers, dated 6 December 2022, receives and notes the report and in doing so makes 1. Recommends to Council that Councillor S M Strudwicke is appointed as Presiding Member and Mrs C Young as Deputy Presiding Member for a period of two years, expiring on 30 December 2024. 2. Appoints Ms L Parsons as Secretary and Mr J Franks as Treasurer for a period of two years, expiring on 30 December 2024.”	2021/055	Presiding Member and Deputy Presiding Member endorsed by Council at its 18 December 2022 meeting - Completed
06-Dec-22	11.1	Glenn Dix Interview recording	“that the Adelaide Plains Historical Committee, instructs the Manager Library and Community to seek the services of a professional editor to ‘cut’ the original Glenn Dix interview tape and for the quote to be considered by Members at the February 2023 APCHC meeting.”	2021/056	Manager Library and Community has contacted History Trust - need transcript of interview before engaging editor
06-Dec-22	11.2	Mallala Museum – increase admission charges	“that the Adelaide Plains Historical Committee, increase adult admission charges to the Mallala Museum from \$4.00 to \$5.00 and children’s admission charges (under 18 years of age) from \$1.00 to \$2.00 as from 1 January 2023.”	2021/057	L Parsons to make sign
06-Dec-22	11.3	Adelaide Plains Council Historical Committee –meeting schedule 2023	“that the Adelaide Plains Historical Committee monthly meetings are held on the first Tuesday of the month, commencing at 11.30 am as from 7 February 2023.”	2021/058	Scheduled meeting dates for 2023 - Completed

 Adelaide Plains Council	7.2	Monthly Financial Report – January 2023
	Department: Report Author:	Development and Community Manager Library and Community
Date: 7 February 2023	Document Ref:	D23/3536

OVERVIEW

Each month Council's Finance staff provide a financial statement (**Attachment 1**) for Members to consider at their Committee meeting.

Income banked from admission charges totalled \$1,348.91.

Expenditure (for the months of July 2022 to January 2023) totalled \$11,855.82.

The Presiding Member or the Manager Library and Community can respond to Members queries regards financial matters at the February *APCHC* meeting.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 7.2 – *Monthly Financial Report – January 2023*, dated 7 February 2023, receives and notes the report.”

Attachment

1. Financial Statement – prepared by Council's Accountant

References

Legislation

Local Government Act (SA) 1999

20/01/2023

INCOME AND EXPENSES STATEMENT


Details	Budget (Ex. GST)	Gross \$	GST \$	Net \$
Income				
Door Money	800	1,259 -	89	1,348.91
Sundry Sales	200	-	-	-
Interest from Bank	2	-	-	-
Donations	-	2,100	-	2,100.00
Total Income	1,002	-	89.44	3,448.91
Expenditure				
Service Contracts (AMA security/Flick)	2,000	347	21	326
Advertisement	500	38	-	38
Fuel (REO Fuel)	100	-	-	-
Electricity (Origin)	2,771	631	-	631
Consumables & Hardware (Petty Cash)	500	-	-	-
Stationery	300	-	-	-
Materials	1,800	1,657	-	1,657
NBN Internet	680	349	22	327
Equipment & Furniture	1,300	-	-	-
History Council Membership		-	-	-
Transport Gallery project		3,300	300	3,000
Museum Fire Truck Rego	479	493	-	493
Assets Insurance	4,200	3,273	298	2,976
CWMS Service Charges		692	-	692
Other Expenditure	5,352	1,884	169	1,715
Total Expenditure	19,982	12,665	809.20	11,855.82
Net Income/(Expenses)	(18,980)			(8,406.91)

SUMMARY OF BUDGET AGAINST ACTUAL

Actual Income (Net of GST)	3,448.9
Budgeted Income (Net of GST)	1,002.00
Over/(Under) Income Budget for 2022/2023	4,451
Actual Expenditure (Net of GST)	11,855.82
Budgeted Expenditure (Net of GST)	19,982.00
Available Expenditure Budget for 2022/2023	8,126.18
Non Budgeted Expenditure 2022/2023	3,000.00

SUMMARY OF THE BANK ACCOUNT TRANSACTIONS

Opening Bank Balance as at 01/08/2022	24,708.27
Income Received (incl GST)	2,500.00
Less : Withdrawal	0
Closing Bank Balance as at 20/01/2023	27,208.27

 Adelaide Plains Council	7.3	Monthly Correspondence, School and Group Visits Report – January 2023
	Department: Report Author:	Development and Community Manager Library and Community
Date: 7 February 2023	Document Ref:	D23/4495

OVERVIEW

Each month *Adelaide Plains Council Historical Committee's* Secretary Ms Laura Parsons provides a detailed report about all the incoming and outgoing correspondence, as well as proposed site visits to the Mallala Museum. This report will be available for Members consideration at the February 2023 *APCHC* meeting

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 7.3 – *Monthly Correspondence, School and Group Visits Report – January 2023*, dated 7 February 2023, receives and notes the report.”


Attachment

Nil

References

Legislation

Local Government Act (SA) 1999

 Adelaide Plains Council	7.4	Museums and Collections (MaC) Program Membership Renewal	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date: 7 February 2023	Document Ref:	D23/4413	

OVERVIEW

In January 2020 the Mallala Museum joined the *History Trust of South Australia's* Museums and Collections (MaC) Program. The benefits of being a MaC member are that it provides leadership and promotes collaboration in the collection, development, preservation and sharing of the statewide history collection. MaC membership helps raise the profile of history and collections and encourages best practice as communities build their physical and digital footprints in these areas.

The *History Trust of SA* provides advice, assistance and grant funding opportunities to MaC members. This also includes subsidised costs to register in the annual SA History Festival program and free listing in the printed program.

The Mallala Museum has recently received correspondence from the *History Trust of SA* (refer to **Attachment 1**) advising that our membership to MaC needs to be renewed. In order to continue the Museum's MaC membership, we are required to complete the following documents by the end of March 2023:

- MaC Membership Renewal Self Review (refer to **Attachment 2**) – the Museum's response will highlight and identify priorities where the History Trust of SA can provide support.
- MaC Membership Renewal Contacts and Declaration form (refer to **Attachment 3**).

The Manager Library and Community will complete the Renewal/Declaration form, with the Secretary Ms Laura Parsons and Chairperson Strudwicke being the contact persons, and Ms Parsons being assigned the role of the public contact person.

However, for the Committee to provide a comprehensive response to the MaC Self Review form, input from Members is required. It is suggested that at the February 2023 APCHC meeting, time is set aside to brainstorm responses to the eight key questions. Then the Manager Library and Community can compile a coordinated reply which highlights our progress as a MaC member over the last three years and more importantly our strategic future direction.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 6.4 – *Museums and Collections (MaC) Program Membership Renewal*, dated 7 February 2023, receives and notes the report.”

Attachments

1. Letter from History Trust of South Australia – Renewal of MaC membership
2. MaC Membership Renewal Self Review form
3. Museums and Collections (MaC) Membership Renewal Contacts and Declaration form

References

Legislation

Local Government Act (SA) 1999

23 January 2023



Dear Mallala Museum team

Renewal of membership in the Museums and Collections (MaC) program

The Mallala Museum joined the History Trust's MaC program back in January 2023 and it is now time for that membership to be renewed. Retaining MaC membership will ensure you remain a closer part of the SA History Network and have access to dedicated MaC grant funding and other benefits.

MaC membership is renewed every three years. There are two things to complete to renew your membership:

- MaC Membership Renewal Self Review – this is a slightly modified version of the process done when you first joined MaC. The purpose is to reflect a bit on the last three years and identify some priorities where MaC can support you. The History Trust is also very interested to hear how you have found being in MaC over the last three years.
- MaC Membership Renewal Contacts and Declaration – this is a short form that makes sure the History Trust has your most up-to-date contact details and lets you sign-off on your membership.

Your membership renewal is due at the end of March 2023. It is not meant to be a long or complicated process and there is not a set way of undertaking the self-review. I suggest adding it to the beginning or end of a regular meeting or allocating a time for a small group to address it together.

Please let me know if you have any questions or want to talk further about MaC and renewing membership. Email contact is best initially as I am often out of the History Trust office ajames@history.sa.gov.au. It's been great having the Mallala Museum in MaC and I look forward to your ongoing involvement in the program.

Kind regards

A handwritten signature in black ink, appearing to read "A James".

Amanda James
Senior Curator Community Engagement



Museums and Collections (MaC) program

Membership Renewal

1

Viability is important for ensuring your organisation can continue to function satisfactorily into the future.

The main steps we have taken in the last three years to ensure the organisation's viability are

(Please comment on *any three* of the following things - more if you would like to):

- written forward plan you have and how that is working for you
- succession planning you have done/are doing
- online presence that the organisation has
- developing and maintaining the collections and history skills of workers
- links made with other community organisations or services
- external sources of funding, membership and fundraising activities
- concerns you have or areas where feel you need assistance to continue functioning well

2

Accountability and operating ethically are important for fostering community trust in your organisation's ability to manage its operations and collections into the future.

Key things we do to run the organisation in a responsible, accountable and ethical way, and manage records of the organisation are

(Please comment on *any three* of the following things - more if you would like to):

- changes that have been made to how the organisation is run that has improved accountability or management of organisation records

- new or updated policies and procedures that have been put in place for your organisation
- ethical issues that your organisation has faced/dealt with in the last three years
- how the operations of the organisation are reported on within the organisation and the wider community
- compliance with copyright and privacy regulations
- accountability or ethical issues that you would like help with

3

Knowing about your audiences, getting them involved in what you do, representing the diversity of the past and including different points of view adds value to your organisation and the collections you manage.

Things we have done in the last three years to connect with and respond to audiences around the historical themes that our organisation represents are

(Please comment on *any three* of the following things - more if you would like to):

- how community/audiences have been involved in shaping the organisation's presentation of history/collections
- new audiences for your collections/history you have connected with in the last few years
- an example where community/audience consultation about a project or program introduced a new point of view
- things you did to let potential audiences know about your organisation
- what you did to retain and grow your existing audience
- what you did to attract new audiences

4

Sharing collections and stories are valuable ways of engaging audiences and carrying out effective research.

The main ways we made collections and stories available and engaged our audiences with history in the last three years are

(Please comment on *any three* of the following things - more if you would like to):

- research your organisation has undertaken that has added to what is known about items in the collection or to the stories you tell
- a new display, tour or other public program that was done
- making collections available online including history/collections based social media activities
- examples of when audience feedback has influenced how your organisation presents or shares history
- program/s run for school students or lifelong learning
- opportunities that the public has to share history and collections with your organisation

5

Being active in the wider community, and a part of the overall South Australian historical landscape, can help your organisation demonstrate its relevance and help harness community support.

Some ways that we have contributed to the community and/or the wider South Australian history/museums network in the last three years are

(Please comment on *any three* of the following things - more if you would like to):

- examples of sharing information or resources or partnering with another organisation in a history/collections activity
- ways your organisation's work has contributed to community or network conversations or debate
- organisational membership of relevant professional organisation/s
- publicly accessible resources you have produced (such as school resources, guide brochures)
- having digital collections available online
- community and history events, programs or activities that you create and run or participate in

6

Your collection is essential to why your organisation exists so it's important that it is documented, stored, displayed, preserved and managed in the best ways possible.

Important things we have done in the last three years to appropriately care for and manage collection items are

(Please comment on *any three* of the following things - more if you would like to):

- improvements made to the way collection items are cared for on display or in storage
- significance assessment of collection items
- assessment of risks that may affect the collection
- creation and maintenance of collection documentation
- how the organisation meets standards for collection digitisation projects and oral history projects
- development of skills and knowledge of people working with collections
- training for workers in collection care techniques
- disaster preparedness, such as disaster plan and salvage materials
- any assistance you feel is needed to help your organisation better care for and manage the collection

7

It's important that organisations 'future proof' to meet anticipated or likely changes in the future.

Key things we are focussing on in the next three years to develop or improve aspects of our organisation management, collections management, collections care and programs and services we offer are

(Please comment on *any three* of the following things - more if you would like to):

- systems/processes used to record information about collection items
- instruction provided to people working with the collection
- future plans for the organisation or for the collection
- digitisation of collection items
- ways your community accesses and gets value from the collection
- involving First Nations people in projects and programs
- collection care or collection management issues
- engaging with different audiences

- implementing policies and procedures for collections management and care
- maintaining organisation and collection records
- having enough workers with the appropriate skills

8

Safe, secure and well-maintained premises, sites and systems are essential to effectively managing your organisations and collections.

Key things we do to meet health and safety, public liability and fire safety obligations, and to keep up with security and maintenance needs are

(Please comment on *any three* of the following things - more if you would like to):

- how health and safety of workers and audiences is managed
- how safety-related legislative obligations are met
- security of websites and digital data storage
- data backup systems
- maintenance (including storage and migration) of digital collections
- insurance
- accessibility of physical and online sites
- links with local government or other authorities that assist you
- how you maintain your organisation's site/building

The MaC program and good practice standards are constantly evolving so we'd love your comments about your experience in MaC over the last three years. *Have there been some aspects of your membership that you have found particularly beneficial or suggestions you have to make MaC work better for you?*

Thank you for completing the self-review to renew your organisation's MaC program membership.

Museums and Collections (MaC) Membership Renewal Contacts and Declaration



Organisation Name

Information so the History Trust can reliably get in touch with you

Please provide two email addresses to be included in the History Trust's electronic mailing list.

Contact one

Email address:

Who in the organisation accesses this email?

Contact two

Email address:

Who in the organisation accesses this email?

Information to enable other people to get in touch with you

If this info is the same as above please just indicate that.

Public contact person (and position)

Public telephone number

Public email address

Website address (URL)

Facebook address (URL)

Twitter address (URL)

Instagram address (URL)

Other

Please review your organisation's page on the History Trust's Explore History website and let the History Trust know if you need any changes made.

<https://explore.history.sa.gov.au/>

Yes, we have reviewed the page ☐

Changes are not needed ☐

Changes are needed and have been sent to community@history.sa.gov.au ☐

Membership Declaration

I confirm on behalf of the organisation that our committee/management have completed the MaC self-review and agree to commit to MaC membership for a further three years.

We undertake, within our circumstances and resources, to:

- Care for collections we manage and share collections and history with our communities
- Operate with reference to good practice standards for museums and collections and engage with the SA History Network
- Maintain a profile on the *Explore History* website and keep contact details current with the History Trust
- Utilise the grant fund associated with MaC, where relevant, and advice and assistance from the History Trust to further our history or collections projects and programs
- Encourage our workers/volunteers to develop and maintain necessary skills

Name:

Position:

Signed: