



SUBMARINES ASSOCIATION AUSTRALIA

Patron Vice Admiral Ian MacDougall, AC, AFSM, RAN (rtd)

**Minutes of the Annual National Committee Meeting
SUBCON 2022
Rockingham Naval Club, Point Peron WA
Saturday 01st October 2022**

In Attendance:

National Vice President: D. Strangward AM. **National Secretary:** D. Bryant.
National Treasurer: J. Rana. **NSW Representative:** A. Vine.
QLD President: A. Clewes. **SA Secretary:** D. Bryant.
WA President: P. O'Donohue. **ACT President:** D. Strangward AM.
TAS President: D. Byrne. **VIC Secretary:** I. Tanner.
Visitors: Nil.

1. OPEN MEETING:

A motion was proposed by the Secretary that in the absence of the President Bob Trotter, the Vice President would chair the SAA National Executive Meeting (Unfortunately for President Bob Trotter, the QE2 funeral public holiday caused his vascular surgeon to reschedule his appointments and he was no longer able to attend the Saturday events).

Moved: D. Bryant
Seconded: P. O'Donohue
Carried: Unanimous

The Vice President opened the meeting at 1100.

2. SILENCE IN MEMORY OF DEPARTED COMRADES.

A MINUTES SILENCE WAS HELD FOR DEPARTED COMRADES

3. APOLOGIES.

Apologies were received from B. Trotter - National President, G. Anderson - NSW Branch President, K. Grierson – SA Branch President, K. Hatfield – VIC Branch President.

A motion was proposed by the Secretary that the apologies be accepted.

Moved: D. Bryant
Seconded: D. Strangward
Carried: Unanimous

4. CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETINGS:

Minutes of the National Committee Meeting SUBCON 2019 held in the RACV Hotel, Collins Street, Hobart Tasmania on Saturday 08th June 2019, having been previously distributed to the NEC and made available on the National



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Website, were taken as read. In addition the Minutes of the Extraordinary National Committee Meeting held via ZOOM conference held on the 25th February 2022 was also confirmed as read.

A motion was proposed by the Secretary that those minutes be accepted.

Moved: D. Bryant
Seconded: P. O'Donohue.
Carried: Unanimous

5. BUSINESS ARISING FROM THE PREVIOUS MINUTES:

The remaining Outstanding Action items from the 2019 and 2022 meetings were reviewed and are included in the "Status of Actions" at the end of these minutes.

A motion was proposed by the Secretary that the adoption of the Minutes of the previous meetings and the business arising from those minutes be accepted.

Moved: D. Bryant
Seconded: P. O'Donohue
Carried: Unanimous

6. REPORTS:

The following reports were not submitted as they were made available on the SUBCON Website (Unless otherwise stated) prior to this meeting.

- President's Report:
- Branch President Reports.
- Welfare Report

Submarines Association Australia Welfare Successor Foundation Report – Delivered by SAAWSF Trustee and Treasurer D. Bryant (Summarised for these minutes – Detailed Accounts and Bank Statements were forwarded to the NEC members prior to this meeting).

Term Deposit (30/06/2017 to 23/03/2022)	\$148,237.29
Cheque (General) Account (01/07/2020 to 05/08/2022)	\$15,920.58
Donations received from individuals and Organisations (01/07/20 to 05/08/22)	\$28,920.58
Paid out in Benevolence (20/05/21 to 21/07/22)	\$15,920.58.

This reporting period there was an increase of Income over Expenditure of \$4,150.00. resulting from an increase in contributions.

The Term Deposit was renewed on the 22nd March 2022 for a period of 12 months; maturity date is 22nd March 2023. The current interest rate is 0.27% per annum with the Commonwealth Bank of Australia.

(Post Meeting Note: The Trustees wish to report that a donation of \$1000 has been graciously promised from the SAA Tasmania Branch post SUBCON 2022, and that \$610.00 has been received from the sale of memorabilia at SUBCON 2022 (Sid Czabotar).

- Treasurer's Report – Delivered by J. Rana (Summarised for these minutes – Detailed Accounts and Bank Statements were forwarded to the NEC members prior to this meeting).

Opening Balance	\$21,083.21.
Deposits	<u>\$13,535.00.</u>
Interest	\$ 1.79.
Current Deposit	\$34,866.36.
Debits:	<u>\$5,448.53.</u>
Working Total	\$13,387.99.
Term Deposit	\$33,541.58.
TOTAL	<u>\$46,929.57.</u>

This reporting period Excess of Income over Expenditure was \$8,088.26



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Term deposit certificate No 100202225 was renewed on the 28th March 2022 for a period of 6 months; maturity date is 27th September 2022. The current interest rate is 0.55% per annum with the Australian Military Bank.

During this reporting period 8 applications for ordinary and 3 associate memberships were received and approved.

The Treasurer stated that an allocation of funds re-imburement to the Branches as per 7.1.1 of the Constitution would occur this year, and announced at the AGM. The disbursement to each would be \$1,000.00.

There are 36 renewals outstanding from 2021.

During the period 5 members have “Crossed the Bar” and 2 have resigned.

Financial Members as at 31st March 2022 total 766.

7. ADOPTION OF ANNUAL REPORTS.

The Secretary moved that the Annual Reports to the NEC be adopted.

Moved: D. Bryant.
Seconded: P. O’Donohue.
Carried: Unanimous.

8. DETERMINATION OF SUBSCRIPTION FEES.

It was proposed by the Treasurer, and endorsed by the NEC that fees remain current, with no change.

9. MOTIONS ON NOTICE.

There were six ‘Motions on Notice’ for 2022 submitted, and they were discussed by the NEC. The NEC’s determinations are included under ‘Status of Actions – 01st October 2022’.

10. GENERAL BUSINESS:

a. Adoption of a National Patron.

In accordance with the Constitution of the Submarines Association Australia 4.2.5. PATRON

The NEC unanimously offered an invitation to our past President Commodore Bob Trotter OAM, RAN (rtd) to become the Patron of the Submarines Association Australia, Bob having been considered to have given distinguished service to the Submarine Service, the RAN, the SAA and the Community.

(Post Meeting Note: Bob was approached prior to the meeting and accepted the position as Patron of the Submarines Association of Australia.

b. Submarines Association Australia Welfare Successor Foundation (SAAWSF) CBA Account – Signature Authority – Proposed changes to the signature fund authorization - Ratify/Agreement.

The Secretary stated that the Submarines Association Welfare Successor Foundation (SAAWSF) required changes via the Commonwealth Bank of Australia “Application and Authority for Business Accounts” (Form 004-396 190322). With the President unable to sign documentation following his debilitating stroke, and the retirement of our long-standing Trustee Tim Duchesne, the following changes are requested:

- Trustees – David John Bryant - SAA SA, Zladoslaw Joseph Czabotar - SAA WA, and new Trustee Kevin Gregory Hayton – SAA NSW.
- Change Signature Authorisation – Any two of the Trustees to sign, with the President of the SAA also being one of the two to sign should only one Trustee be available.

Moved: D. Bryant
Seconded: A. Vine.
Carried: Unanimous

ACTION: National Secretary. That the nominations for the 3 SAAWSF Trustees and the President be signators, and that that change to the signature authorisation recommended be put to the members at the AGM.



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c. Life Membership – Proposals

The VIC Branch has proposed National Life Membership for IAN TANNER in accordance with the guidelines of the National Constitution. It is considered by the Executive that the accompanying Citation meets the qualifying requirements for the Nomination.

The NSW Branch has proposed National Life Membership for KEN WILLIAMS in accordance with the guidelines of the National Constitution. It is considered by the Executive that the accompanying Citation meets the qualifying requirements for the Nomination.

The ACT Branch has proposed National Life Membership for MICHAEL ROY WOOD in accordance with the guidelines of the National Constitution. It is considered by the Executive that the accompanying Citation meets the qualifying requirements for the Nomination.

ACTION: That the nominations for the 3 Life Member Candidates be put to the members at the AGM.

d. Discussion - Australian Veteran Services Mapping Project

As part of the work of the Royal Commission into Defence and Veteran Suicide, the [Veteran Life Research](#) team at Australian Catholic University has been commissioned to undertake a research project. The project aims to improve the Commission's understanding of the services being provided to veterans and their families by organisations such as yours. This will help the Commission determine how well the sector is currently meeting the needs of Australian veterans and their families.

The research will:

- Identify support services offered by government, commercial providers, not-for-profit organisations, and charities that purport to have veterans and their families as beneficiaries
- Explore the characteristics of these service providers and the sector.

This survey will help support those goals.

Who is undertaking the project?

This project is being conducted by researchers at ACU on behalf of the Royal Commission into Defence and Veteran Suicide. The project team is led by Dr Jacqueline Laughland-Booy, Senior Advisor (Research and Communication) at ACU, who specialises in industry engagement and research in relation to veterans. The research team also includes Dr Jonathan Smith (senior quantitative analyst), Dr Margaret Hutchison (veteran health care historian) and Associate Professor Duncan Cook (geospatial analysis expert). ACU's Industry Professor for Veterans and their Families, Andrew Condon (CSC) is an advisor to the project.

Who can take part in this survey?

Your organisation is invited to participate in this research based on its provision of services to **veterans and/or their families**. We ask that the survey be completed by an officer or representative of your organisation who is authorised to respond on its behalf.

How do you define 'veterans and their families' in this survey?

This survey uses the term 'veteran' in the broadest sense to include anyone who has served in the ADF, for more than 1 day, in any service. A veteran's family includes widow/ers, spouse or partner and their children, as well as parents, siblings, or extended family members.

What will we be asked to do?

Organisations are invited to complete an online survey which will request the following information about your organisation: HREC Application no 2022-2725E Page 2 of 3

- 1) Name and contact details
- 2) Services
- 3) Location
- 4) Operations
- 5) Challenges

What will you do with the information we provide?



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We are first seeking to identify, describe, and map organisations in Australia that provide services to support veterans or their families. This is being achieved by collating publicly available data sources.

The information you provide in Sections 1–3 will be used to verify your organisation’s details against public records. Information and maps relating to the current Australian service provider landscape will be provided to the Royal Commission into Defence and Veteran Suicide. ACU will also use these data for research and to create a register of the Australian service providers who support the veteran community.

Sections 4–5 enquire about your organisation’s operations and challenges. Your responses in these sections will be kept **strictly confidential**. These will be de-identified and combined with the data from other survey respondents before a summary report is provided to the Royal Commission into Defence and Veteran Suicide. These data could also be used by ACU for research purposes. Your responses **will not** be connected to your organisation or made publicly available. The data will be securely stored by ACU in accordance with our Human Research Ethics Committee's approved data management protocols.

How much time will it take me to complete the survey?

The survey takes approximately 15 minutes to complete. Most questions are short, with the exception of 2 open-ended questions at the end of the survey. However, all survey questions are optional to complete.

What are the benefits of the survey?

Although there may be no direct benefit to your organisation specifically (other than the opportunity to summarise and consider the organisation’s veteran-related activities), this research will benefit the veteran community by enhancing the Royal Commission’s understanding of the veteran service sector.

Are there any risks associated with participating in this survey?

There are minimal foreseeable risks associated with participating in the survey and all questions are voluntary. Several survey questions concern the challenges facing veterans and their families. If you feel uncomfortable or distressed answering these or any other questions in the survey, you may like to contact a support or counselling service such as Lifeline (13 11 14; available 24 hours a day, 7 days a week).

Can I withdraw from the survey?

Participation in this study is completely voluntary. Your organisation is not under any obligation to participate. After submitting the survey, it may still be possible to withdraw your response by contacting the research team (vlr@acu.edu.au). HREC Application no 2022-2725E Page 3 of 3.

What if I have a complaint or any concerns?

The study has been reviewed by the Human Research Ethics Committee at Australian Catholic University (review number 2022-2725E). If you have any complaints or concerns about the conduct of the project, you may write to the Manager of the Human Research Ethics and Integrity Committee care of the Office of the Deputy Vice Chancellor (Research).

Manager, Ethics and Integrity
c/o Office of the Deputy Vice Chancellor (Research)

Australian Catholic University

North Sydney Campus

PO Box 968

NORTH SYDNEY, NSW 2059

Ph.: 02 9739 2519

Fax: 02 9739 2870

Email: resethics.manager@acu.edu.au

Any complaint or concern will be treated in confidence and fully investigated. You will be informed of the outcome.

I want to participate! How do I sign up?

If you would like to take part in the survey please click the personalised survey link in the email you received from us, or contact the research team directly at vlr@acu.edu.au.

ACTION: National Secretary (For further investigation).

e. Discussion - Inauguration of a SAA ‘Exemplary Service Award’.



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The Secretary proposed that a unique award be adopted and awarded by the SAA National Executive Committee, and presented at a suitable forum by the National SAA.

The name to be determined, but would be a unique badge and accompanying framed certificate, to be called:
“SUBMARINES ASSOCIATION AUSTRALIA EXEMPLARY SERVICE AWARD”

The recipients would be restricted to those members who have shown absolute dedication to our Association over a substantial period of time.

The National Secretary suggested the following inaugural recipients:

1. CAPT Timothy Duchesne RAN (Rtd).

Tim was the instigator as the then Firm Administrator with Rockcliff Taxation Solicitors in having a ‘Deed of Trust’ drawn up as a legally-binding document determining the financial requirements between the fund and the SAA. The Trust Deed is administered legally by The Australian Securities and Investments Commission. The ASIC is an independent commission of the Australian Government tasked as the national corporate regulator. ASIC’s role is to regulate company and financial services and enforce laws to protect Australian consumers, investors and creditors.

With the guidance of ex-Submarine Squadron Commander Tim Duchesne, Rockcliffs Solicitors settled the Trust Deed on 05th July 1991, and this was subsequently amended on 16th July 1991 to incorporate administrative inclusion into the SAA Constitution. Tim served as an inaugural Trustee with the Foundation for over thirty years.

2. CDRE Bob Trotter OAM RAN (Rtd).

In 2012 Bob was instrumental in securing for the SAA Welfare Fund the sum of \$100,000 resulting from the wind-up of the ‘Corps of Commissionaires’ Fund.

With the increase in funds as a result of this legacy, the SAA Welfare Fund Trust Deed was re-written by Rockcliff’s Solicitor Me Peter Gell *MTax* to include additions and changes required by the Australian Taxation Office in order to satisfy tax free and charitable status.

The SAA Welfare Fund is now a registered charity incorporating an ABN, and as such all donations to the fund are tax deductible.

The current Trust Deed has the word “Successor” added to the title in order to differentiate these changes from the original Trust Deed.

Bob has been the SAA National President for longer than the mandatory two term period. In spite of a severe stroke and ongoing medical difficulties he has steered the Association steadily, and has been an outstanding conduit between the SAA and the current Submarine Command structure, with whom he meets regularly.

3. Raymond Kemp OAM JP

As the SAA National DVA Advocate Ray has always been available to assist those members with work-related trauma and DVA related matters dealing with claims and resolution, not only for Submariners but families of those who have ‘crossed the bar’ and have only been a phone call away.

Ray has conducted just under 500 primary claims in the 11 years he has been advocating, with about 75% success. Just recently he has had a few widow pension claim successes also.

In regards to appeals, Ray has attended 124 full Veterans’ Review Boards or ‘Outreaches’ From all accounts, around 110 would have had the decision overturned in the Veterans’ favour thanks to Ray.

Ray has decided to hand over the advocacy reigns to other members who are undergoing the necessary training through DVA for health reasons, and for DVA Ray’s favourite saying was “Deny ‘till you die”, which is the tack DVA take when processing claims!

ACTION: National Secretary (To draw up a set of Guidelines).

f. Financial Donation of National Funds to the ‘Submariners Walk’ Queensland.

The Treasurer moved a motion that the SAA NEC donate the sum of \$1,000 from the SAA National Account to the ‘Submariners Walk’ Project in Brisbane, Queensland.

Moved: J.Rana.
Seconded: P.O’Donohue
Carried: Unanimous.



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11. DECLARE THE MEETING OVER.

Meeting shut at 1310.

D. STRANGWARD AM.
SAA National Vice President and Chairman.

D. BRYANT
SAA National Secretary

Date.....

Date.....

Status of Actions/Notice of Motions: 01st October 2022

Outstanding Action Items/ Notice of Motion	Action	Status/Comments
<p>Jun 2018</p> <p>The SAA to facilitate a Data Base of DVA correspondence (claims and responses) in order to formulate a common 'Pro Forma' for Branch Use in facilitating disability claims.</p>	<p>Agreed by the NEC.</p> <p>President Bob Trotter and SAA DVA Advocate Ray Kemp to implement in consultation with SAA Branches and selective SAA Members.</p>	<p>Status: Closed.</p> <p>The Committee unanimously agreed that given the time frame since the NoM, the advent of more stringent data protection requirements, and possible breaches of DVA client confidentiality, this action will no longer proceed. In addition individual Branches are training their own Advocates.</p>
<p>Jun 2018</p> <p>iii. Email Address of SAA and National and Branch Officer. The President stated that the Web Master Tim Bass has requested that all SAA National and Branch Officers use their designated Web Mail Addresses, i.e. (Title)@submarinesaustralia.com in order to facilitate access to secure sites of the Web Site, and to provide a measure of security for the addressee.</p>	<p>Discussed at length by the NEC.</p>	<p>Status – Withdrawn.</p> <p>The Committee unanimously agreed that they had had trouble with their allocated addresses being received by addressees, (Exception the President), and that they had reverted to their personal email addresses. Also given the amount of personal data protection available for personal computers, their security could be protected.</p>



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<p>Jun 2018</p> <p>The National Secretary to discuss with the Webmaster the inclusion of a “Where are you’ Section on the Website.</p>	<p>Agreed by the NEC National Secretary and Webmaster to coordinate and implement.</p>	<p>Status: - Withdrawn. The Committee unanimously agreed that with the advent of social media platforms such as FACEBOOK, and possible infringement of privacy requirements, this action item would no longer be pursued.</p>
<p>Jun 2019</p> <p>That Ms Carol Wilson and Mr Terrance (Tex) O’Grady be nominated for an Australian Award in recognition of their fundraising for charity efforts.</p>	<p>Agreed by the NEC. National Secretary</p>	<p>Status: Complete. The nomination of Terrance (Tex) O’Grady for an Australian Award in recognition of his fundraising for charity was successful. Tex was awarded the Order of Australia (OAM) medal in the 2022 Australia Day Honors List.</p>
<p>Jun 2019</p> <p>Establish an Advocates Register in accordance with DVA guidelines and requirements.</p>	<p>Agreed by the NEC. National President and R. Kemp.</p>	<p>Status: Ongoing. For further discussion and action by the SAA National President Elect and the next SAA Welfare Advocate.</p>
<p>Feb 2022 (Extra Ordinary NCM)</p> <p>Appoint a new Patron of the Submarines Association Australia.</p>	<p>Agreed by the NEC. National Secretary (In consultation with the National President Elect).</p>	<p>Status – Complete. The Committee have wholeheartedly endorsed the appointment of Commodore Bob Trotter OAM RAN (rtd) as the Patron of the SAA.</p>
<p>Feb 2022 (Extra Ordinary NCM)</p> <p>Investigate the means of “Trimming” the ITT system used by the National SAA with a view to saving what is a considerable amount of money.</p>	<p>Agreed by the NEC.</p>	<p>Status – Ongoing. The Committee to consult with the current/ongoing Webmaster to determine means of being able to reduce the substantial cost of ITT which is considered excessive.</p>
<p>Feb 2022 (Extra Ordinary NCM)</p> <p>Delete that section of the SAA Constitution which refers to the publication of the magazine ‘In Depth’ which ceased publication in the 1990’s.</p>	<p>Agreed by the NEC. National Secretary – Administrative action only required.</p>	<p>Status – Complete. Constitutional Amendment No 4 effective March 2022.</p>



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<p>Oct 2022 The NSW Branch Representative submitted the following Motion on behalf of the NSW Branch President/Branch, That: A new Executive position of SAA Communications and IT Manager (SAA-CIM) be established, and that member be responsible to the Executive for: Development of SAA policy for the protection of personal data and the integrity of SAA electronic records Development of SAA Policy for the ethical standards expected from contributors to SAA endorsed Websites, Facebook Groups and any other social media accounts. The appointment of Facebook Group Managers for state and national sites and monitoring of content to ensure compliance with SAA ethical standards The monitoring of SAA websites to ensure compliance with SAA ethical standards. <u>Supporting Argument:</u> When the SAA executive was first set up, we didn't have email let alone electronic media and the changes over the last 30 years exposes the SAA to a number of risks. These include; Breaches of Federal and State Privacy Legislation. How secure are our websites and Databases? Reputation. There have at times been extremely sexist comments and "Jokes" posted on SAA Facebook Groups and on sanctioned SAA Websites' Litigation. There have been comments posted on the SAA sites it is considered that individuals who posted them could have been open to legal action. In order to achieve this would require the SAA to recognise the SAA Facebook site. With respect to Facebook, the SAA Executive current position is that the site is a private site created by Norm Williams. Whilst this may be so in the past, in reality it</p>	<p>Discussed in detail by the NEC. The NEC agreed that there was an obvious discourse within the submarine Website and that there was real need for an administrative position to be established to support the Website. The NEC agreed that there needs to be a separation of the ethical and governance requirements of the website, and the technical and administrative side of the Website.</p> <ul style="list-style-type: none"> • The position of 'Communication and IT Manager' would require that person to attend NEC Meetings where possible. They would need to produce updates concerning expenditure, web enhancements etc. <p>It was also agreed that there would be no reason why the current Webmaster could not nominate for the position.</p>	<p>Status – Ongoing. The Committee will call for an “Expression of Interest” for an SAA Communications and IT Manager (CIM). In the meantime, the President of the QLD Branch, Andrew Clewes, and the President of the TAS Branch, David Byrne, both having considerable experience in IT, would collaborate on producing a set of policy guidelines.</p>
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<p>currently is the SAA Facebook site: When opening the Facebook site, it states: “This is the Submarine Association Australia (SAA) page and is open to anything submarine related and of interest to submariners”.</p>		
<p>Oct 2022 The WA President submitted the following Motion on behalf of the SAA WA Branch, That: The SAA FB page be ratified and recorded in the minutes and the following proposed amendment to the Constitution to reflect this ratification be inserted.</p> <p>1. 5.6.3 FACEBOOK PAGE i. The SAA shall maintain a Facebook page “Submarines Association Australia”, ii. The Facebook page shall be maintained and administered by 2 nominated Administrators and at least one Moderator, iii. The Administrators and Moderator shall be selected and ratified by the National Committee, iv. The design and content of the Facebook page will be the responsibility of the page Administrators in consultation with the National Committee, v. The Administrators shall provide an Annual Report to the National Executive Committee prior to each Annual General Meeting.</p> <p><u>Supporting Argument</u> Albeit it was agreed at the AGM in Newcastle to ratify the SAA FB (ex Norm Williams FB page) as the SAA FB page it was not recorded in the minutes so therefore there is no official link between the SAA and the FB page.</p> <p>The FB page offers an excellent platform to disseminate news and upcoming events as well as reaching beyond the SAA to target the wider Submarine Community and if used well can be our major recruiting tool. The FB page is a private page so to join you must answer a series of verifiable questions to verify your</p>	<p>Discussed in detail by the NEC. Action required by the current Administrator SAA FB Page. Administrative Action required by the National Secretary.</p>	<p>Status – Ongoing. Constitutional Amendment No 5 effective (Month to be determined when inserted) 2022.</p>



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<p>submarine connection. The page is currently open to Serving, ex Serving, Submariners, those in the Submarine Support and Maintenance industry, spouse and families of Submariners living and past, Submariners of Foreign Navies serving and ex serving and several Group pages such as the SIA and NAA QLD. The page currently has 1,723 members.</p>		
<p>Oct 2022 The NSW President submitted the following Motion on behalf of the NSW Branch, That: The SAA Communications Manager (Webmaster) be nominated as a member of the SAA Executive. <u>Supporting Argument</u> The Webmaster is the conduit between the Executive, States and Members via the SAA Website. He is responsible for its upkeep and accuracy to reflect the desires of members. In addition, he has done design, development and transfer of information, and has provided IT support and advice for each State, particularly in advertising and arranging SUBCON annually (more than once in some States).</p>	<p>Discussed in detail by the NEC. It was agreed that the position of Webmaster being on the NEC would be subsumed by the agreed new position of SAA Communications and IT Manager (SAA-CIM), as there would be no impedance on the current Webmaster also fulfilling the role of SAA-CIM. It was pointed out that a report on the status of the Website was required yearly, but that this had not been done for a number of years, notwithstanding the hiatus with COVID.</p>	<p>Status – Declined..</p>



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<p>Oct 2022 The QLD President submitted the following Motion on behalf of the SAA QLD Branch, That: The Submarines Association Australia develop a national policy for the future creation of memorials, honour wall and plaques recognising significant sites, events and individuals. <u>Supporting Argument</u> Australia now has been operating submarines for over a century and, over that period, various classes of submarine have come to be associated with various Australian ports. For instance:</p> <ol style="list-style-type: none"> 1. AE1 & AE2 are associated with Sydney 2. The J Class are associated with Geelong, Vic 3. Oxley I and Otway I are associated with Sydney and Geelong 4. K9 is associated with Sydney 5. The RN midget submarines X-craft are associated with Brisbane and Burnett Heads, Qld 6. The USN submarine service is associated with Brisbane and Fremantle, WA 7. The RN Fourth Submarine Squadron is associated with Sydney 8. The 6 Oberon class submarines are associated with Sydney 8. The 6 Collins class submarines are associated with Garden Island and Rockingham, WA, but were built in Adelaide and so have links to Adelaide as well, and 9. The future nuclear-powered submarines will be associated with the port where they are built and the port from which they will operate. <p>It is desirable that Australians and other submariners and their families and descendants be encouraged to recognise the achievements of their submariners by the erection of memorials. The purpose of this paper is, therefore, for the Submarine Association Australia (SAA) to formulate and advance a policy which can act as a guideline for the</p>	<p>Discussed in detail by the NEC. Any SAA sanctioned memorial, plaque should conform to a standard Defence Department standard and requirement, but for those individuals who wish to mount a testament on a loved one's memorial then the SAA should have a set of guidelines on the appropriate guidelines regarding the configuration and historical accuracy of logo's such as SAA Crest, Submarine Dolphins etc. Recognition of individual and corporate sponsorship are also factors in establishing such artefacts.</p>	<p>Status – Ongoing. To be co-ordinated between the President and Navy. A “Virtual Registry” perhaps in coordination with the Submarine Institute Australia be established, with each Branch establishing a “Historian” to record such artefacts within their state. <i>Post Meeting Note: The Vice President stated that he had held discussions with the RAN and he has been informed that to use the Navy Logo on anything we need to obtain Navy approval.</i></p>
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<p>establishment of submarine memorials. The proposed “memorials” are different to and serve a different function from “museums”. The latter are places that collect objects and exhibits them and conducts associated activities. From that point of view a museum’s purpose overlaps to some extent that of a memorial, but their core purposes are different. The SAA policy is being advanced here to provide Guidelines for “memorials” in Australia in areas over which the SAA may have influence. It is recognised that some government and private entities may wish to proceed outside the parameters of these Guidelines, such as the Australian War Memorial, the Australian National Maritime Museum, Holbrook Submarine Museum, etc. The SAA recognises that they, and people in general, have a right to establish memorials to submarines and submariners as they think fit but the SAA should view these policy guidelines as desirable and in the national interest.</p> <p>Why is a policy necessary Whilst other organisations (outside of the SAA) may establish various memorials to submarines and submariners, a policy for the SAA would enable a level of consistency and avoid duplication as well as serve to establish a more comprehensive register of such memorials around the country.</p> <p>Things that could be considered would include (but not be limited to):</p> <ol style="list-style-type: none"> a. Logos and acknowledgements b. Ongoing responsibilities for maintenance, c. Approval processes, d. Locations etc e. Historical Accuracy of the memorial/site f. Recognition of individuals/organisations (who may have contributed) g. Corporate sponsorship guidelines 		
<p>Oct 2022 The QLD President submitted the following Motion on behalf of the SAA QLD Branch,</p>	<p>The NEC were mindful of the suggestions outlined by Thor Lund in the enclosure. Because of the limited time frame available in a very busy NEC</p>	<p>Status – Ongoing.</p>



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<p>That: The ENCLOSURE A attached to the Agenda be discussed by the NEC.</p>	<p>Agenda, It was decided to take the Enclosure outside the meeting for further dissemination of the discussion points.</p>	
<p>Oct 2022 Submarines Association Australia Welfare Successor Foundation (SAAWSF) CBA Account – Signature Authority – Proposed changes to the signature fund authorization - Ratify/Agreement.</p>	<p>Agreed by the NEC. The Submarines Association Welfare Successor Foundation (SAAWSF) required changes via the Commonwealth Bank of Australia “Application and Authority for Business Accounts” (Form 004-396 190322). With the President unable to sign documentation following his debilitating stroke, and the retirement of our long-standing Trustee Tim Duchesne, the following changes are requested:</p> <ul style="list-style-type: none"> • Trustees – David John Bryant - SAA SA, Zladoslaw Joseph Czabotar - SAA WA, and new Trustee Kevin Hayton – SAA NSW. <p>Change Signature Authorisation – Any two of the Trustees to sign, with the President of the SAA also being one of the two to sign should only one Trustee be available.</p>	<p>Status – To be closed on completion of the AGM once ratified by the Membership.</p>
<p>Oct 2022 Life Membership – Proposals.</p>	<p>Discussed by the NEC and agreed that the nominated Members met the necessary requirements for Life Membership.</p>	<p>Status – To be Closed on completion of the AGM if approved by the Membership.</p>
<p>Standing Agenda Item. viii. National Committee There is a need to encourage membership to get more involved</p>		<p>Status: Open.</p>