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| **Royal New Zealand Engineer Charitable Trust Board**  **MINUTES of MEETING** | | **Date:**  **Time:**  **Venue:** | | **16 Nov 23**  1300 - 1500  George Bridges Room, |
| **Members** | **In Attendance** | | **Apologies** | |
| Trustees:  LTCOL (Rtd) JS Hollander - Chair WO1 CA Fairbairn - Deputy Chair  COL (Rtd) DH Jones COL PJ Curry WO1 (Rtd) G Findon - Treasurer SSGT (Rtd) AD Johnson  CPL MPJ Lincoln  Co-opted Trustees:  LTCOL AD Mitchell LTCOL BC Gurney  LT JA McMahon - Secretary | LTCOL (Rtd) JS Hollander WO1 CA Fairbairn  WO1 (Rtd) G Findon COL PJ Curry (v)  COL (Rtd) DH Jones  LTCOL BC Gurney  LTCOL AD Mitchell (v)  LTCOL J Totoro  WO1 Windleborn  LT J McMahon  2LT Natasha Whyte (incoming Secretary)  (v) = virtual connection | | CPL MPJ van der Hoek  SSGT (Rtd) AD Johnson | |
| **Topic/Discussion** | **Outcomes/Decisions/Action Items** | | | |
| 1. **Opening** | The Chair declared the meeting of the RNZE Charitable Trust Board, held in 2ER HQ open at 1302 and welcomed all members present. The new CO (LTCOL Totoro) and RSM (WO1 Fairbairn) 2ER were welcomed as was the incoming SSM, SME(NZ) (WO1 Windleborn).  Apologies from CPL MPJ van der Hoek and SSGT (Rtd) AD Johnson were accepted.  **Moved**: WO1 CA Fairbairn  **Seconded**: COL (Rtd) DH Jones  **Carried** | | | |
| 1. **Minutes from the last Meeting** | Minutes from the last meeting held on 24 Aug 23 were approved.  **Moved**: WO1 (Rtd) G Findon  **Seconded**: COL (Rtd) DH Jones  **Carried** | | | |
| 1. **Matters arising from the previous minutes** | Nil, covered in the Chair’s progress report (see Item 6 below). | | | |
| 1. **Correspondence** | The Secretary/Chair acknowledged inward/outwards correspondence.  Inwards Correspondence:   |  |  | | --- | --- | | 1. RNZE CT Bursary Scheme Application LCPL Paraone | 02 Aug | | 1. RNZE CT Bursary Scheme Application SPR Rolls | 04 Aug | | 1. Auckland Sappers Day Newsletter | 24 Aug | | 1. Progress Report – CPL van der Hoek | 12 Nov | | 1. Col Curry update | 15 Nov |   Outwards Correspondence:   |  |  | | --- | --- | | 1. RNZE CT Bursary Scheme Declined Letter SPR Rolls | 28 Aug | | 1. RNZE CT Bursary Scheme Declined Letter SPR Paraone | 28 Aug |   All other routine internal and external correspondence has been via email.  **Moved:** LT J McMahon **Seconded:** WO1 CA Fairbairn  **Carried** | | | |
| 1. **Finance** | 1. Financial details and specifics for the RNZE CT were provided by the Treasurer, as circulated prior to the meeting.   The **quarterly financial report** was tabled for the period 1 Aug – 31 Oct 23, attached at Enclosure 1. The account balances as at 31 Oct 23 were:   * 00 (RNZE CT Ops-Transaction) Account = $3,407.26 * 03 (ECMC Ops) Account = $292.20 * 04 (RNZE CT Inv) Account (5.75% - 22/05/24) = $10,000.00 * 18 (RNZE CT Inv) Account (5.4% - 14/03/24) = $10,000.00 * 19 (RNZE CT Inv) Account (5.2% - 15/12/23) = $10,000.00 * 20 (RNZE CT Inv) Account (5.9% - 25/08/24) = $10,000.00 * 21 (RNZE CT Debit Card Account = $23.34 * 22 RNZE CT TD Account (4.6% - 23/11/23) = $10,000.00 * 23 RNZE CT Online Call Account = $7,887.46 * Total account balance = $61,610.26   There was a total of eleven **accounts approved for payment**, seven from the ‘00’ account, three from the ‘03’ account and one from the ‘21’ account.  “00’ Account  Inspire Net (Annual domain Fee) = $45.00  FUJIFILM (Printer fee – Quarterly) = $126.50  Reimburse Joe Hollander = $143.33  Internet and Wi-Fi Solutions (IT Repairs) = $50.00  Nyx Software (Web Uploads) = $129.38  Amanda Curnow (WEB and Scanning) = $760.00  “00” Sub Total Expenditure = $1,254.21    “03” Account  Ink Post (Printer Cartridge) = $280.72  PB Technologies (Hard Drive & Flash Drives) = $325.02  LP Robert & Co Ltd (Storm flag) = $57.50  “03” Sub Total Expenditure = $663.24  “21” Account  Debit Card Fee = $10.00  “21” Sub Total Expenditure = $10.00  The payments totalling **$1,927.45,** was approved.  **Moved:** WO1 (Rtd) G Findon  **Seconded:** WO1 CA Fairbairn **Carried**   1. The term deposits in accounts ‘19’ & ‘22’ are reaching maturity. When they do, they will be reinvested at the best possible rate for a 12-month period, in accordance with the Investment Plan. 2. The financial report for the period 1 Aug – 31 Oct 23 was adopted.   **Moved:** COL (Rtd) DH Jones  **Seconded:** WO1 CA Fairbairn  **Carried** | | | |
| 1. **Progress on actions/tasks and other activities since the last meeting held on 24 Aug 23.** | 1. **Trust Deed Issue** **(Chair Replacement)** – the following action was conducted at the 16 Nov 23 meeting: 2. COL (Rtd) Don Jones was appointed as TB Chair and will take over at the end of the meeting. He will also become an account signatory. 3. Current chair (LTCOL (Rtd) Joe Hollander) will remain a trustee as IPC and account signatory, to ensure a smooth transition and also for the future administration of both the Trust and the ECMC; 4. WO1 Carl Fairbairn to remain as Deputy Chair and become an account signatory (should these dual roles become too onerous he will look to stand down from the Deputy Chair position); 5. Outgoing trustee WO1 Tom Kerekere, will be retired as a trustee and account signatory; 6. WO1 (Rtd) Greg Findon will remain as Treas and trustee, as well as an account signatory. His situation will be reviewed later in 2024, as his 9-year tenure on the TB occurs on 12 Nov 24; 7. CO, 2ER (LTCOL Joe Totoro) joined the TB as a co-opted trustee, at his request; 8. Incoming SSM, SME(NZ) (WO1 Evan Windleborn) joined as a full trustee; 9. All adjustments will be finalised and recorded in the next version (#15) of the Memorandum of Appointment of Trustees (Item 24). Also, on the RNZE CT Charities Services Dashboard and Summary. 10. **Note:** Impacts from the updated Incorporated societies act could provide an opportunity to review the structure of the trust board and its various roles. Both in order to comply with the new legislation and also based on the general feeling and capacity of the board members at that time. This may present an opportunity to review the positon of LTCOL Totoro as a co-opted or full trustee.   **Moved:** LT J McMahon  **Seconded:** COL (Rtd) DH Jones  **Carried**   1. **Model Bailey Bridging** – NC. Still waiting for SME (NZ) to confirm that it will take this task over and make some progress, as nothing has been done since 2019. We are back in contact with our RAE and UK contacts, who are assisting with this project. Documentary proof/a record of the SME (NZ) **handover of heritage (model bridging) equipment** has been found. The minutes from a CT board meeting on 18 May 2017, Item J (see Annex A) details the handover of this heritage equipment. SME only needs the stock of what they could use for rehearsals and training. Surplus items can be sold and the funds returned to the RNZE CT and Corps Funds (2ER UPF). This was agreed to by TB members – WIP; 2. **Digitising, scanning and post-processing and uploading of books and documents** in the ECMC library continues. A third tranche comprising WW1 news sheets and other old NZE and Submarine and Mining Corps record books from the late 1800’s/early 1900’s has been completed. A fourth tranche of archival books has been completed, with a fifth tranche likely to occur over the Dec 23 -Jan 24 period – WIP; 3. **RNZE CT Website** – is up to date, with more info and photos being added. We have lost our webmaster (Nathan Satherley of Nyx Software Ltd) and previous external contractor (Amanda Curnow from MU) has returned to assist us while we look for a replacement. A further (“annual”) grant will be applied for from ECCT for scanning and digitising of archival material, as there is nothing remaining from the original Jan 23 grant of $4,000 from ECCT. LTCOL (Rtd) J Hollander will submit another funding application in late Nov 23 – WIP; 4. **ECMC and Assistance tasks** – a **progress report** is still awaited from SSM, SME(NZ) and an **action plan for 2023-24:** 5. We are awaiting the completion of the external **“Lazy E” entrance features** by SME (NZ). A concept for adjustment to the **main entrance access to the Chapel** is also being explored. More **plaque backing boards** are to be manufactured and installed for the ECMC museum area. An **R&M review** has been sought from DE&I and Spotless/Downer for the main (ECMC) building and Chapel, but results have not been advised to date. The **electrical review** for the main building has been completed and we are awaiting the results (much of the electrical infrastructure is still the original circa-1980 equipment and wiring). 6. It is still intended to **refurbish and renew several displays** within the museum area once we can get onto this and move about some of the display cabinets. 7. Final consent on use of the **intermediate area** of the back area of the building has been granted and the new replacement (separating and kitchen) doors and hardware installed and awaiting painting/staining, by SME (NZ). 8. Some asbestos was found in the building and a **complete external refurbishment** is being planned. This will include the **total replacement of the roof** (flat sections currently being redesigned and to be lifted), **new high-level windows** with UV tinting and double glazing to replace existing and all **HVAC equipment** has already been upgraded with compressor units now cantilevered off the lower-level main building walls and off the roof area. 9. We are considering relocating the library into the **intermediate area**, together with taking back the old internal store and kitchen areas. It is understood from LRSC and DE&I that the **rear of the** **building** (used to be “The Hollander Wing” and the ECMC library), is going to revert back to being a multi-media lecture facility, although the ADA Clothing Shop will be housed temporarily in this area until their new accommodation elsewhere in camp is provided – WIP; 10. RSM 2ER has sent support programme out to the SQN SSMs for their feedback. 11. A collection of **old maps, plans, RNZE construction as-built plans**, etc, have been sorted and stored in the map and plan drawers in the **garage area**. These will be added to as more material comes to hand and also requires inventorying and entering on PP5, in due course – WIP; 12. WEF 9 Nov 23, the **ECMC “collection” inventory record** remains with over **20,000 individual items** (of an estimated 60,000 items or nearly **33%**) being catalogued, and with an overall **increased collection** **value of approx. $735,000.** The total minimum value is still in the order of $863,000. This report template will change as we transition further into the **new PP5 CMS** software during 2024 – WIP; 13. **Visitor statistics** as at 16 Nov 23 were **905** **or a total of 11,758** since records commenced in early 2014 (compared with 904 at the same time last year, 1,061 for 2022, 869 for 2021, 928 for 2020, 1,151 for 2019, 1,267 for 2018, 1,178 in 2017, 1,008 in 2016, 968 in 2015, and 915 in 2014). We can no longer cater for causal visitors to the ECMC, as **new visitor** **appointment and booking requirements** are in place for LMC (and ECMC); 14. **Account Signatories** – the current **Chair (JH), Treas (GF) and former RSM, 2ER (TK)** are the authorised account signatories. Given the changeover of RSM, 2ER and WO1 Tom Kerekere heading overseas, he will be replaced as an authorised account signatory by the incoming RSM, 2ER (WO1 Carl Fairbairn - current RNZE CT Dep Chair). This same action will need to be taken for the incoming Chair, COL (Rtd) Don Jones, so that we will have **four (4) signatories** in place in the future with our Kiwibank accounts and investments. This will require formal approval, prior to making the necessary arrangements with Kiwibank. A summary of these actions is:     1. Incoming CT Board Chair, Col (Rtd) Don Jones to be added as account signatory;     2. Incoming RSM 2ER, WO1 Carl Fairbairn to be added as an account signatory;     3. Outgoing RSM 2ER, WO1 Tom Kerekere to be removed as an account signatory; and     4. WO1 (Rtd) Greg Findon to remain as an account signatory; and     5. LTCOL (Rtd) Joe Hollander to remain as an account signatory.   **Moved**: WO1 (Rtd) G Findon  **Seconded**: COL PJ Curry  **Carried**   1. Our **regular (serving and retired) donor list remains at 34** (comprising 17 x Offr, 15 x WO/SNCO, 2 x OR/Civ). This includes 24 serving and 10 retired RNZE. We are always on the lookout for new donors and ask all TB members to assist in this recruiting process; 2. **Monthly midday military history presentation (MMMHP)** series continues to be a good source of publicity and donation revenue for the ECMC/RNZE CT. All sessions from 2020 to the present have been recorded and uploaded to our website, along with related PowerPoint presentations, for future reference and research purposes. The 2023 programme worked well, and attendances are reasonable. We finish the programme on 30 Nov 23 and **revenue of $993 towards the Trust has been received to date** through this medium. The programme for 2024 has been released and emailed to all members; 3. **Corps (RNZE CT) “bursary scheme”** – no new applications have been received, or grants made since the last TB meeting. **Total scheme expenditure** (granted) is $9,074.125 since the scheme was commenced in late 2018. There needs to be further understanding by those assisting applicants of the other sources of funding support e.g. from Linton Welfare Hub, MSD, PNRSA Trust, etc. Outgoing SSM, SME (NZ) was going to prepare a guideline document advising of **potential funding sources** for those in need of support. Although a guideline document was circulated previously, the **priority order** for consideration is welfare and hardship support, then cultural and professional development, followed by adventurous training and representational sport; 4. The **RNZE stained glass window in St David’s Chapel in Burnham** **Camp** has been completed, as per the Progress Report from CPL van der Hoek. The invoice (of $1,000?) has been paid, however we are yet to determine who actually paid the invoice. CPL van der Hoek has been thanked for her efforts in having the work completed - WIP;      1. While we are still waiting for the recommendations of the **Spotless landscape architect and arborist** (Kathy Bills) to be implemented by Spotless/Downer, DE&I (Doug Griffin) has confirmed that appropriate tree felling and trimming will be undertaken as soon as possible and as part of the ECMC refurbishment project. This is likely to occur once work has been completed on the building – WIP; 2. Some progress has been made for the **Chapel maintenance** (exterior cladding repairs,) and the reroofing work is currently underway. The **stained glass (RE hat badge) installation** above the altar area and back internal rear wall is also being repaired/replaced. We are awaiting advice on a proposed new NZDF (DE&I) heritage (DFI) classification regime, which is likely to incorporate the Chapel. Also, the **installation of HVAC, plus fire detection, protection and suppression systems** in the Chapel. It appears that the new draft NZDF DFI on heritage buildings is holding up the HVAC and fire protection works, which the Camp Chaplains are also frustrated with. **LTCOL Bryce Gurney** has been asked for further advice on this matter and to represent our concerns to DE&I – WIP; 3. **Replacement centenary totara tree plantings** – DE&I (confirmed by Doug Griffin) will purchase three new totara trees and have these replanted once the tree felling and area refurbishment has been completed. Plinths have already been manufactured by SME(NZ), and plaques will be made to adhere to the plinths for each of the five trees, recording who and when they were originally planted – WIP; 4. Further effort has been spent in the last three months adding to the new **“Past Perfect” (PP5) collections** **management system (CMS)**, particularly our library collection and some display items. We have **renewed the AASLH membership** through to 2024**;** 5. **Total petty cash from donations** to the ECMC to date, is currently $637.55. A bank deposit will be done following the last of the MMMHP sessions on 30 Nov 23; 6. **ECMC weapons situation –** NC - WIP; 7. Currently 66 x **RNZE Corps 120th** **anniversary painting prints** have been sold. There are 34 x prints awaiting purchase/orders in stock (with Artist Matt Gauldie). As current stocks are held on the RNZE CT books at a **value of $5,100 (incl commission)**, another push to promote sales is essential – WIP; 8. **RNZE CT Trust Board 2023 meeting schedule** –it is proposed that TB meeting be held quarterly at 1400hrs on the third Thu, being **15 Feb, 16 May, 15 Aug and 21 Nov 2024** - for diary entries and room bookings. The incoming chair, Don Jones will adjust these dates as required. It is advised that all future meetings should take place in the George Bridges Room, 2ER HQ; 9. The suggestion to **recycle and repurpose Corps silver** held in the Kitchener Room is progressing slowly, with CPL Molly van der Hoek making some recent recommendations, but nothing else received from other RNZE units. The CT Board discussed having a Corps-wide inventory of Corps silver and trophies. However, it was decided that the effort spent on such an inventory was unlikely to be fruitful and would likely not be maintained. The current management of items of silver and trophies is best left to the individual units and sub-units. **This item can now be closed;** 10. **St Martin’s RNZE and Garrison Chapel 125th anniversary** will occur on 5 Feb 2024. 2ER is considering holding a 125th anniversary ceremony, with members of the Makotuku community, on or about 5 Feb 2024. MAJ Mike Pettersen has also prepared a proposal for some 125th **anniversary commemorative works** to be undertaken at the **old church site in Makotuku.** Commemorative works are likely to include a welcoming gate– WIP; 11. RSM, 2ER has reinforced the **unit ECMC assistance duty roster for 2023**, which he promulgated in Jan 23. Given the fencing and scaffold about the site, we have postponed assistance activities until access can be improved. A concerted effort will be made once the refurbishment work has been completed. Also, to assist internal relocation of the library and improved circulation space in the museum area and store relocation – WIP; 12. Subject to concurrence from CO, 2ER/Regt Col RNZE, **2LT Natasha Whyte, RNZE**, the incoming SME (NZ) Appr Tp Comd, will take over from LT Jared McMahon as **RNZE CT Secty**, at the end of this year. I take this opportunity on behalf of the TB, to thank Jared for his keen efforts and assistance as TB Secty in the past year and wish him well for his future career; 13. The Chair has had further meetings with the **PNCC Mayor and CEO,** and Cr Mark Arnott, to continue discussions around the space required if the **ECMC museum and RNZE collection was to be relocated into the PN** **CBD**. This is work being undertaken by PNCC to see if the engineer and medical (ex-PN Hospital) museums (and other major unit heritage collections) can be co-located with Te Manawa and closer to the public. This is part of the **Civic and Cultural Precinct Master Plan project**, which the PNCC Mayor is chairing/leading. At the recent meeting of the **PNCC Culture and Sport** **Committee** meeting, PNCC councillors publicly thanked the RNZE CT for its support to the PNCL and Te Manawa for military heritage displays, etc – WIP; 14. RNZE CT (Chair and Treas) assisted 2ER with **financial management for the postponed 1 Jul 23 Sprs Ball**. This included seeking sponsorship and managing ticket proceeds and event costs and payments thereof. All ticket sales have been reimbursed back to individuals directly. A deposit for a DJ was paid and $1,750 of sponsored funding is still held in the Trust accounts in the event that the Ball goes ahead in 2024; 15. During the past quarter, we have attended to more external **requests for information (RFIs)** to **support RNZE history research** and individual family photos and records of WW1 and WW2 NZE personnel, from information held at the ECMC; 16. **RNZE Corps 125th anniversary in 2027** will require planning to commence soon, given that this is not far away. **Col Comdt RNZE** has already raised this matter and provided a brief written update through email correspondence; 17. The Chair has completed updating the **RNZE CT/ECMC SOP (Aide Memoire)** document from Apr 20, to cover changes in info since that time. This has been circulated to selected appointments for review and feedback (only received from Clas Chamberlain) and will be circulated shortly for the next meeting on 16 Nov 23; 18. In accordance with the **new Incorporated Societies Act 2022** and from 5 Oct 23, we will need to reregister the Trust with the Companies Office (MBIE) and comply with the new legislative requirements. Our **Trust Deed will require updating** to comply with the new legislation and we have until 2025 to complete this task – WIP; 19. Following attendance by **Sprs Assn (NZ) Inc** reps at the last TB meeting, they have since forwarded their thanks for the opportunity to observe and speak, plus visit the ECMC and 2ER. Nothing further has been heard resulting from this visit. **Col Comdt RNZE** attended their recent Sprs Day event at ST Davids Church in Auckland. He updated the CT Board on the long history of commemoration the church has with the Corps. The event was well turned out by the Sappers Association and reservists from 1 FD SQN; 20. At the last TB meeting, outgoing CO, 2ER/Regt Col RNZE commented that “Corps **heritage remains a focus for the Regt”** andthat 2ER has the capacity to advertise and circulate information via the FB page, etc. Perhaps the incoming **CO, 2ER/Regt Col RNZE** can provide his view on support for the ECMC and RNZE CT going forward, at the upcoming meeting; and 21. At the last TB meeting, **Col Comdt RNZE** commented on the potential to support a project on **demining history**. He included the following update:     1. COL COMDT has raised the demining project with CA and at this stage CA is unable to provide funding as his priority is the “Army 200” history project. Talking to the project manager, demining, as a series of small missions, is unlikely to get much of a mention;     2. COL COMDT has engaged Heritage, Commemorations and Protocol (HCP), who have provided an example scoping document that they are prepared (at this stage) to fund the project. This would be the first step towards whatever form the demining history might take; and     3. Further funding is where the RNZE CT Board might then step in, organising fund raising or sponsorship once the ideas have been fleshed out further. | | | |
| 1. **Results of External Funding Applications/Resolutions since the last meeting on 24 Aug 23** | 1. The CT Board intendeds to apply **to ECCT for a continuation of the ICR&T Stage 5** **project** (scanning, digitising, post-processing and upload of archival RNZE heritage material) towards the end of 2023, once the expenditure details for 2023 have been finalised (required for the grant application). The RNZE CT Board approved an application of $5,000.   **Moved**: WO1 (Rtd) G Findon  **Seconded**: COL (Rtd) DH Jones  **Carried** | | | |
| 1. **Expenditure/Funding Priority for Q4 of 2023 and Q1 of 2024** | Minimalchanges are proposed to the priorities adjusted and set at the last Trust Board meeting held on 24 Aug 23. The following priority order and action is still recommended:   * 1. **Heritage archival book and documentation digitisation, etc** – continuation of project as part of Stage 5, funded by ECCT ($4,000) and make a further application for ongoing Stage 5 ($5,000) in late 2023/early 2024;   2. Ongoing maintenance and population of the **RNZE CT/ECMC website** as a stand-alone entity will continue, within current funding resources available;   3. Address/resolve ICR&T Stage 3 remainder comprising **bar code (or QR code) printer, reader and system** (>$4,000) for the ECMC library (Mainland Foundation), once PP5 software has been bedded in and the CMS is up to date and working properly;   4. Investigate **interactive electronic display equipment and systems** for the ECMC museum displays, using external specialists for advice (possibly use Mainland Foundation or Southern Trust as a funding source);   5. **Remaining signage**, including internal signage for display cabinets (>$2,000), once refreshment/refurbishment and exterior painting of cabinets has been completed; and   6. **Approve above priority** and funding applications/sources and review all again at the next TB meeting on 15 Feb 24.   **Moved:** COL (Rtd) DH Jones  **Seconded:** WO1 CA Fairbairn **Carried** | | | |
| 1. **General Business** | 1. **Corps Shop.** RSM, 2ER is working on the opening of a Corps Shop. This would likely include items of memorabilia and clothing. Shaun Edwards has agreed that his artwork can be used on the memorabilia. 2. **COL COMDT.** COL Curry offered his thanks to the outgoing secretary LT McMahon. He also thanked WO1 Kerekere and LTCOL Nochete for the contributions they made to the Corps and the CT Board during their tenure as RSM and CO 2ER. Lastly, he thanked LTCOL (Rtd) Joe Hollander for his years of hard work and dedication as the RNZE CT Board Chair. 3. **Outgoing RNZE CT Board Chair.** LTCOL (Rtd) Joe Hollander thanked the new Chair for his kind words and generous praise. He said that “somebody had to do this” and that it was “pay-back time”, for what the Corps had provided him for his ongoing career in engineering and management. Joe acknowledged the support received from those around the table and others over the 12 years since the idea was first floated to form the Charitable Trust and Board. He gave thanks for the efforts and contributions made, especially those not present. “Many have volunteered their time and energy to support the ECMC and the RNZE CT in preserving the history and providing guidance for the future of the Corps. He wished that more retired Corps members would contribute, as the Corps has a proud history and heritage, and it was important to carry on this work in the future.” 4. **Address from the incoming Chair.** COL (Rtd) Don Jones addressed the board as the new chair. This address in its entirety can be found in Annex B. The address from the new Chair included the suggestion of a workshop held around the time of the first RNZE CT Board meeting in Feb 2024. This workshop would be aimed at identifying, defining and ranking the priorities of the RNZE CT Board. Potential facilitators suggested to support this event were Phil Morrison and Rob Mowat. | | | |
| 1. **Closure** | The Chair thanked all for their input to the meeting and declared the meeting closed at 1455. | | | |

**JA McMahon JS HOLLANDER**

LT LTCOL (Rtd)

SECRETARYCHAIR

Enclosures:

1. RNZE CT Financial Report 1 Aug – 31 Oct 23

Annex

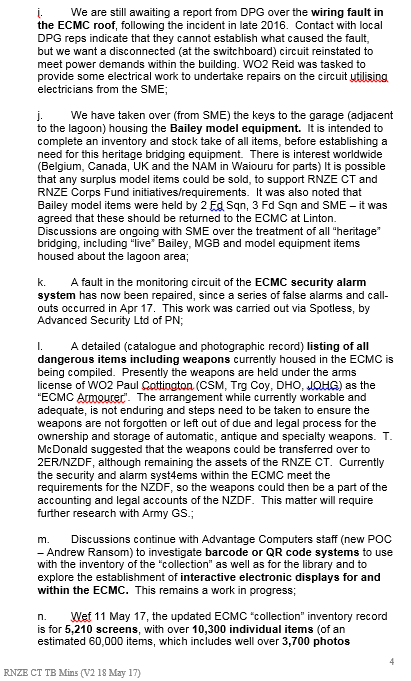
1. Item 6-J, CT Board Minutes Dated 18 May 2017
2. Address from the incoming Chair – COL (Rtd) Don Jones

**Annex A TO**

**CT Board Minutes**

**DATED 16 NOV 2023**

Item 6-J, CT Board Minutes Dated 18 May 2017



**Annex B TO**

**CT Board Minutes**

**DATED 16 NOV 2023**

Address from the incoming Chair – COL (Rtd) Don Jones

Kia ora tatou,

Thank you all for your endorsement for me as Chair of the RNZE Charitable Trust Board.

I recall the birth of the Trust and was one of the founding trustees in 2011 when it was formally established as I was in my first year CO 2ER. For my two years as CO and RNZE Regt Colonel  I was closely involved with the Trust and the goals and dreams for what it was established for. The heritage of the Corps was not in a good state and one man had the vision, drive, knowledge  and leadership to bring a  group of us along on a journey towards a better situation. That man was of course Joe Hollander, and I can't say enough in this short message to say how much he has contributed to the Corps through the Trust but also before - decades of hard work with the ECMC and also many years (41 on the Assn Exec) with the Sappers Association and ECMA.

One of the original aims of the Trust was producing a Corps history. One of my jobs as Regt Colonel, like my predecessors  was to petition Army GS to get the promised funds that a previous CA had promised funds ($140 k reduced to $40k) for Corps histories. Some other Corps had immediately jumped on the offer and had produced histories with NZDF funding support. But that offer faced serious challenges with the 2008-9 Global Financial Crisis which badly affected the NZ economy for about five years. I recall a final meeting with DCA Brig Chris Parsons where that funding line was officially turned off, with a quip something like  that "engineers always over came obstacles and would find a way to do so again". That way led to a massive fundraising where Joe (mainly) wrote dozens of funding submissions to a variety of community funding trusts, and in the process raised over $230,000 for not only the history but also sixty plus oral history interviews and recordings as a separate but contributing project. As a result we have the publication, “Won By the Spade” of which nearly 1,000 copies have been sold worldwide. A further $90,000 was raised to support purchases and improvements for the ECMC itself in the way of electronic displays, computing equipment, multi-media presentation gear and so on.  The indefatigable efforts of that, and him in particular, are my strongest memories of Joe as a leader.

Joe  also contributed immensely with the development of the ECMC, the museum, chapel, the collection, the library, and managing this carefully and constantly around a changing building ownership situation where the ECMC, paid for by public fund raising and built by the Corps, was handed over to NZDF (in around 2008) as an asset largely as we couldn't afford to re-roof it at the time. As most of you know this saw us lose control over the building as the Hollander Room in the back area became a multi-media lecture facility and then QAMR HQ elements moved in. Among Joe's qualities are his tenacity, cunning and astute management, and we have stayed in the building, and are  gradually reclaiming some space and as we see the ECMC is being re-roofed again, as well as being externally refurbished.

Together with Clas Chamberlain, Joe led the development of the collection especially scanning and digitisation of the texts and archives and that is now a really big online public asset. Also the development of an extensive and externally hosted and sponsored website to accommodate all this information.  Joe is there most Thursdays, and if he is not showing visitors around, he is working on the business of the ECMC and the Trust and managing other volunteers.

Joe's work as a JP and with the PNRSA, PNCC and PN Defence Heritage Advisory Group show us the enormous public service he does. The latter also gives us a glimpse into opportunities in the future perhaps in town where we will have better public access.

So after 12 years Joe is stepping down as chair, largely because of the limitations imposed by the Trust Deed (constitution). Thankfully he is staying on as a trustee and retaining most of his other roles.

Understand clearly that I will just be assuming the role of Chair of the Trust. I will not be at the ECMC often, working on the collection at the museum for instance. While I am getting set up as a signing authority for the trusts accounts with Kiwi Bank, I won’t be running the weekly  business of the museum. I live and work in Wellington and will have limited opportunity to come up to Linton, apart from the quarterly meetings and perhaps a few other times. This is both a limitation and a freedom as it will force me, force us all, to define/redefine the role of the Chair of the Trust and address the issue of dispersed membership.

For some this may make me seem as a poor replacement for Joe, which is completely correct, I am not replacing Joe, but I look at it as sharing the load, adding someone else to the team, adding another viewpoint, and starting a hopefully long transition.  Taking the role as chair of the Trust is just wearing one of the many hats Joe has been wearing, I am not taking on the other hats.

I have been discussing with Joe whether we should give him another appointment title that reflects the roles Joe will still be doing such as ECMC Director which reflects his new situation, as well as being a Trustee. He has already been called this by a number of other related external organisations and museums, which seem to fit.  Let's see how that goes, i welcome your feedback on the matter.

As for me I am passionate about the Corps and our heritage. Our first decade has been one of dynamic growth and achievement and now I see us going into a period of consolidation. I am interested in steering us in the following direction.

Some short term priorities are to:

- see the transition of personnel in the Trust, not just of Joe's changing roles, but also with a new 2ER CO and RSM, and SME SSM coming in.

-continue the scanning and digital archiving work.

-supporting planned commitments such as the Chapel memorial activity Mike Pettersen is organising (for Feb and Mar 2024

-maintaining access to the ECMC and Chapel for the Corps, Army and public through your support.

My medium term priorities include:

-to support the Corps and Sappers Assn with having a successful 125th RNZE anniversary celebration. I don't see the Trust organising that but we need to be hand in glove with the organisers, and help where we can.

-to undertake a demining history. This is an area that begs for a separate history because it was a unique period in the Corp that lasted barely 20 years, late 80's to late 2000's, and with all of the participants still alive and able to contribute to the history and the many stories. What form this will be I'm unsure but it will require more fundraising efforts to employ a historian among other costs.

My longer term priorities are:

- to explore/migrate to having most of our visible history, more accessable. I see Linton Camp become increasingly more difficult for the public to access, and being part of a civic history precinct in PNth has some obvious attractions. While it will be sad to disconnect from the building and Camp where the sappers have been part of for decades, i believe the public having access to our history will not only share our story and preserve it, it may be possible to get access to external funding and professional curatorial and conservation  assistance.

-And lastly establishing a sustainable but appropriate way of financially supporting sappers in need, in conjunction with the Sappers Association, RSA, Corps funds, and  through public/unit funds and support mechanisms in Army and NZDF. I don’t want us to be a welfare organisation but I do want to be part of an organisation that can and does help sappers in tough situations, when they have opportunities before them.

However these priorities are not set in stone, this role requires an inclusive leadership style. We have with you all a Trust Board of clever and publically-spirited representatives and  I would like to discuss these and other ideas with you all and get a combined endorsed list of priorities, and make sure we are on the right track as we set out. As we have new people involved I would like to have a short workshop at the time of our first meeting next year, to work through our priorities and ensure we are on the right track and heading in the right direction. If anyone can suggest a good facilitator for this then let me know. *(Is there room for some non-RNZE faces with relevant expertise on the board in the future?)*

Let me finish my first Chair's report by asking for all of us to give Joe a big round of applause for his role as Chair.

I nga wahi katoa.

(Joe would you like to say anything in response?)

Closing. The next meeting is in the first quarter of next year and as stated I would like to tie in a workshop so let’s set aside an afternoon say from 1300-1600 on Thu 15 Feb 24.

**Don Jones**

(END)