



**Antique Caterpillar Machinery Owners Club
(ACMOC) – Chapter 19
General Meeting
Date: 1st May 2021
Location: Lake Goldsmith Shed**

- Attendees:**
- | | | |
|--------------|---------------|--|
| G. Slocombe | M. Turpin | |
| P. Hughes | D. Robins | |
| B. Cornfoot | S. Jackel | |
| L. Rees | B. Jackel | |
| N. Clydsdale | Mrs K. Jackel | |
| E. Bedwell | P. Slocombe | |
| R. Marshall | R. Burns | |
| W. Hurlston | I. Heffernan | |
| R. Keir | C. Warrick | |
| D. Marshall | K. Butler | |
| T. Wood | B. Colyer | |
| G. Schroder | M. Meyer | |
- Copies:** ACMOC office, Peoria
International Director
Chapter 18 secretary
Chapter 28 secretary
Chapter 29 secretary
Chapter 30 secretary
- Guests:** Mrs S. Cornfoot H. Gunn
- Apologies:** J. Loaring P. Johansen
N. Trotter C. Johansen
H. Hillerman E. Theile
- Quorum:** Yes

Item	Notes	Voting	Action
	Meeting commenced at 5.00 pm. S. Jackel opened the meeting, and thanked everyone for attending.		
1	Present/Apologies The secretary called for apologies which were noted.		

<p>2</p>	<p>Correspondence in</p> <ul style="list-style-type: none"> - 25/3 NHMA AGM paperwork -16/4 Response from Adam Elphinstone re: manual donation <p>Correspondence out</p> <ul style="list-style-type: none"> - 7/2 Thank you letter to Mark Gearon - 9/2 Email advising EdB of membership renewal support -11/2 Email to Adam Elphinstone regarding manual donation proposal - 1/3 Thank you letter to Brendan Kay - 26/4 posted voting form for NHMA AGM <p><i>Motion: That correspondence in/out as detailed is accepted as true and accurate.</i></p>	<p>Moved: GS Seconded: DR</p> <p>Motion passed unopposed</p>	
<p>3</p>	<p>Confirmation of minutes from the previous meeting.</p> <p>The President called on members present to review the minutes of the previous committee meeting dated 7th February 2021 of which there were copies available for the members present, and called for questions from the floor.</p> <p><i>Motion: That the minutes of the previous annual general meeting have been read and are true and accurate.</i></p>	<p>Moved: SJ Seconded: BC</p> <p>Motion passed unopposed</p>	
<p>4</p>	<p>Business arising from the previous minutes</p> <ul style="list-style-type: none"> - Spousal Insurance <p>G.Slocombe confirmed this was still on the BoD action items and was being worked through, as it requires a change to the Clubs bylaws would be still 4-6 months away to permit these membership classes to be formally recognised and therefore allow us to offer insurance. Members present were reminded in order to qualify for NHMA insurance you – MUST be a financial member of an affiliated club.</p> <ul style="list-style-type: none"> -Tassie Trip <p>G.Slocombe advised that Doug Hagen will advise if and when the Antarctic Festival goes ahead and if this would be suitable timing to revisit this trip, depending on travel restrictions. Currently this event is suspended.</p>		

4
cont.

-Tail seat high tea

Eric Thiele has provided some suggestions for consideration and John Mawson has also offered some ideas for additional consideration. Copies of the written suggestions from both parties were distributed to members present at the meeting.

The current thinking was to hold the event at Echuca, where there were plenty of hospitality and accommodation options. John Mawson of Mawson Quarries had also offered to host a quarry site visit and to inspect some of his company's historical equipment.

G.Slocombe asked members present if there was enough interest to continue to pursue holding this event in July-Sep 2021 timeframe, or whether given current Covid situation if we should defer to 2022 to be safe.

There was a general discussion around the event and preferences, and on the question of should we defer to 2022, with majority of members agreed to defer.

- Junior member sponsorship

G.Slocombe gave a brief overview of this initiative, copy of the proposal was available for members present. He has spoken to William Adams legal team in regards to using a disclaimer/waiver in order for a member to participate in the program and not place undue exposure from a public liability perspective on any individual or the Chapter. Her advice was to by all means include such a waiver, but that this was in itself not a 100% guarantee, and that it would be in our interests to see if any such activity could also be considered a sanctioned event and therefore come under the NHMA insurance. B.Cornfoot had provided examples of liability waiver used for Tractor Pulling.

S.Jackel has spoken to lawyer friend, and whilst he also applauded the initiative we need to be very careful. No heavy lifting, or use of cutting or grinding equipment, electrical equipment would need to be tested and tagged if used and need to be age appropriate under the NHMA insurance guidelines.

- Computer software

G.Slocombe confirmed that the Square reader had been purchased, and that this has been set up to process sales of merchandise and memberships, including over the phone credit card payments. This, albeit at an ongoing cost to the Chapter through fees was proving to be an effective solution and provides additional ease of transacting with the Chapter for members. Additional bookkeeping software will be revaluated once the systems available in Square virtual terminal are fully validated and exploited.

G.Slocombe to advise organising members that we will defer this event until 2022 but to look for and tentatively book a date.

G.Slocombe to contact NHMA and outline the program and see if this could be classified as a 'sanctioned event' applying the same safety guidelines.

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Presidents Report

S.Jackel gave a verbal report, updating members on the acquisition of a DW21 water cart from Mark Gearon for the Chapter. The engine is in parts and needs to be reassembled and repaired, but is otherwise complete. Members who would like to assist with working on the restoration are welcome and should contact Steve. A detailed report was given on the state of the engine repair using Peter Schroeder (Old Engine Workshop) and Headhunters. The engine is a D337F with unique with a turbo and controlled fuel pressure through a waste gate.

Steve’s neighbour Travis is also spending significant time helping Steve with a number of other restoration projects including the Chapters 933.

A report was given on a road trip that Steve undertook with Daryl Robins to Queensland to deliver a Ten tractor and meet up with other ACMOC members. A story has been written for inclusion in the magazine.

Steve also identified a DW21 engine, early D9E, 7J D4, Twenty Two, Fowler crawlers, 8U D6 etc. all for sale and members should to talk to him if interested.

B.Cornfoot suggested that if any member wanted to contact Innes Weiler, a very knowledgeable man to reach out via Steve please.

6

Finance report

The treasurer (GS) presented the finance report as at 28th April 2021. Please note there is some small liability in replica parts owed to be calculated at EOFY.

Funds in cheque account	\$17,480.63
Funds in cash account	\$ 50.39
Inventory merchandise (approx.)	\$ 6,813.06
Inventory replica parts	\$ 745.21
Banking yet to clear	<u>\$ 0.00</u>
Total assets	\$25,089.29
Plus debtors	
Merchandise orders	<u>\$ 20.00</u>
Total assets	\$25,109.29
Less liabilities	
Memberships	\$ 0.00
Insurance (pre-paid)	\$ 90.00
Postage	\$ 0.00
Merchandise (ladies shirt credit)	<u>\$ 0.00</u>
Total liabilities	-\$ 90.00
Net financial position	\$25,019.29

Motion: That the finance report represents a true and accurate account of the Chapters financial position as at 28th April, 2021.

Moved: GS
Seconded: SJ

Motion passed unopposed

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Membership report

G.Slocombe advised that at 24th April we had 120 members, with 11 overdue in the March quarter that had been sent reminder email.

We have one new member;

- Clayton Johansen of Shepparton, Vic

And two returning (more the one quarter overdue) members;

- Stuart Bell of Traralgon, Vic
- Patrick Johansen of Shepparton, Vic

There was also a number of memberships renewed at the rally on this day.

A discussion was held around insurance requirements, stimulated by question from M.Meyer around Chapter 19 membership. Members were reminded that they must hold a liability policy, NHMA or otherwise to participate in activities at Lake Goldsmith.

8

Merchandise

As at April 28, 2021 we had stock valued (at cost) of approximately \$6,813.06. G.Slocombe has asked the Club to do another run of the thermometers which they are currently considering.

Current stock as follows;

MENS POLO	11
WOMENS POLO	1
MENS SHIRT	5
CAT CAP	0
CAT CAP (DISCOUNTED PRICE)	44
ACMOC CAP	0
ACMOC CAP (DISCOUNTED PRICE)	39
MUG	1
BUMPER STICKER	168
STUBBIE HOLDER	21
KIDS BLUE CAP	0
KIDS PINK CAP	9
STANDARD CAT CAP	19

8 cont.	BOOK - BEER AND DIESEL FUEL	0		
	BOOK - SERIAL NUMBER REFERENCE MANUAL	5		
	TWENTY FIVE SCALE MODELS	2		
	CATERPILLAR METAL SIGNS	0		
	D4 2T SCALE MODEL	2		
	D4 2T SCALE MODEL ARMY (LIMITED EDITION)	1		
	25TH ANNIVERSARY PIN	19		
	BOOK - ANTIQUE DIESEL HANDBOOK	0		
	D4 7U SCALE MODEL	2		
	FAMILY TREE FLYER	4		
	PARKING SIGN	5		
	CLOTH PATCH	0		
	2018 CALENDAR	0		
	EVOLUTION LOADER SET	1		
	EVOLUTION TRAXCAVATOR SET	0		
	EVOLUTION GRADER SET	2		
	EVOLUTION DOZER SET	3		
	EVOLUTION TRUCK SET	4		
	TWENTY TWO MODEL	3		
	No 4 TERRACER (SEPARATE PRICE)	4		
	ACMOC BINDERS	1		
	ACMOC CLUB DECALS	14		
	ACMOC PIN	5		
	THERMOMETER	0		
	Hi Way Yellow - paint card	2		
	Grey - paint card	2		
	DVD - quest for the BEST	1		
Block C mesh caps	4			
2021 CALENDAR	0			
9	<p>Replica Parts</p> <p>D.Robins still needs to follow up with the TOMM advertising costs and advised that he is looking into carbies for Ten and Fifteen and Diesel 35 pilot motors, having provided samples to Peter Schroeder for casting out of brass. He is also looking at the fuel filter bowl and taps out of brass, and track gauges. Daryl advised that all new gaskets will contain a composite graphite material – not asbestos based.</p> <p>G.Slocombe advised we have sold our first replica part into the USA, one of the cast Twenty Two ignition covers.</p> <p>B.Cornfoot advised that the BoD are looking into overseas shipping costs/logistics to manage movement of replica parts internationally and cost effectively to keep costs down.</p> <p>M.Meyer recounted previous experiences on the Bulletin Board whereby he is promoting the replica parts available here in Australia, but that more promotion is needed on the ACMOC website. B.Cornfoot advised the BoD is looking at this, but just need to finalise some more details around compliance, TM&L etc.</p> <p>S.Jackel advised that he will have his track press operational at his shed shortly, and would be open to other members using it under supervision.</p>			D.Robins to get price for TOMM advertising.

<p>10</p>	<p>Challenger 65 Project B.Cornfoot has been talking with Doug Hagen and he is co-ordinating some other member support to assist Doug to get the 3306 engine put back together and running, be that in Tassie or otherwise. Please let Brendan know if you are interested in participating.</p>		<p>Brendan Cornfoot to organise this direct with Doug.</p>
<p>11</p>	<p>Shed & Facilities - Mezzanine S.Jackel advised fabrication has been completed ready for sandblast and paint (Cat Grey) which B.Cornfoot is organising. Plan is to install around the Queen's birthday in June, along with painting of the floor and install of the kitchen in time.</p>		
<p>12</p>	<p>Technical Library Mrs Karen Jackel gave verbal update that the Chapter had received a donation of 10 pallet boxes of books and manuals from William Adams most of which have now been catalogued. The manuals include later models, if you are in urgent need please contact Steve or Karen direct. B.Cornfoot asked what mechanism we were we employing to put pricing on manuals for sale. It was confirmed once we have them fully catalogued we will talk to members to gauge reasonable market pricing, which can then be publicised and promoted. G.Slocombe advised that we need to formalise the agreement with William Adams regarding access to manuals <i>Motion: That the Chapter formally acknowledges an agreement with William Adams, that in accepting the donation of a large quantity of manuals and parts books, the Chapter agrees to; catalogue, store correctly and preserve these manuals for the greater good of all, with unrestricted access to be retained for William Adams should they be required for any purpose. Furthermore, the Chapter agrees to retain a master library copy, a second 'working copy' members can borrow, and only surplus manuals where there are 3 or more copies can be sold.</i> G.Slocombe also secured a donation of a microfiche reader from William Adams for the Chapter.</p>	<p>Moved: GS Seconded: SJ Motion passed unopposed</p>	
<p>13</p>	<p>Lake Goldsmith Rally 30-31 October 2021 No update.</p>		
<p>14</p>	<p>NHMA rally 2023, Mudgee Awaiting revised date. Previous hotel reservations were cancelled. WesTrac had confirmed they would support the event.</p>		

<p>15</p>	<p>2025 Caterpillar Centenary</p> <p>Steve advised he is already planning on a national road trip with an ACMOC branded truck/trailer he will have access to. Is looking to specific merchandise and promotion of the Club and the brand. All ideas welcome.</p> <p>G.Slocombe advised he has an ambition of having as many Australian built Cat products back through the gates of Caterpillar, Tullamarine to celebrate the local manufacturing.</p> <p>C.Warrick indicated the Warracknabeal Club would also look recognise the centenary.</p>		
<p>16</p>	<p>General business</p> <p>- Chapter Values</p> <p>G.Slocombe made available a list of proposed Chapter values that he had previously circulated to the committee to members present that will underpin future programs and responsibilities of the Chapter.</p> <p><i>Motion: That the Chapter formally accept and adopt the values statement as presented at the meeting.</i></p> <p>- NHMA Insurance reminder</p> <p>G.Slocombe reminded members that they need to advise whether they wished to take up the NHMA insurance offer before June 30. An email/letter will be sent to those members that have not stated their intentions.</p> <p>- Website</p> <p>G.Slocombe reminded members to use the Chapter landing page on the ACMOC website for source of latest information, download current forms and meeting minutes as well as calendar of events.</p> <p>- Membership cards?</p> <p>G.Slocombe asked N.Clydsdale if a formal decision had been made to stop issuing membership cards from ACMOC some time back. Neil was not sure on this and would confirm, but it was reinforced that such a card is important here in Australia to provide proof of membership.</p> <p>- Donation of parts</p> <p>B.Cornfoot identified that Daryl Robins had a trailer of surplus D4 and other parts that members can purchase for a donation to the Chapter and thanked Daryl for this generous action.</p>	<p>Moved: GS Seconded: LR</p> <p>Motion passed unopposed</p>	<p>N.Clydsdale to confirm what the ACMOC strategy was to stop issuing membership cards and whether this was likely to be reinstated.</p>

16
cont.

- RUOK?

B.Cornfoot reminded everyone to look after each other and support each other through these difficult times, and how great it was to be able to see each other in person again. Mrs Karen Jackel was invited to, and gave an update on her cancer treatment, and other health issues, with some ups and downs in recent times. She advised that she is researching details of early Caterpillar tractors and dealers as part of her research for 2025 as this was a welcome distraction, and would be her contribution to 2025 regardless of whether she is around or not.

- Thankyou's

S.Jackel specifically called out Marty and Suzanna Turpin for their efforts, as always arriving early and getting the shed ready for the rally.

- Website update

N.Clydsdale gave an update on the website and new technical library feature that will be added to provide increased value to the membership.

- Donation to ACMOC

B.Colyer suggested that the Chapter make a donation to ACMOC under the 'donor wall' to support activities of the Club, including the bulletin board given the value it provides to many members.

A robust debate ensued about the value of bulletin board and its role for members, how the Club has been run financially and the resulting current position. Directors B.Cornfoot and N.Clydsdale were able to provide insight into the current BoD and decisions that are being made for the longer term benefit and financial sustainability of the Club.

Motion: That the Chapter make a donation of \$1000 towards the Club to assist in delivering member services.

- Eddie Bedwell member of the year recognition

N.Clydsdale formally recognised Eddie Bedwell being acknowledged as a joint ACMOC member of the year award for 2020 and the invaluable support EdB has provided to the Club and Chapter over many years. He also advised of a change to have ordinary members nominate potential members for this award going forward confidentiality.

- Vale Steve Ware

B.Cornfoot advised that Steve Ware of Mansfield had recently passed away, and that he was great guy and respected mechanic.

Moved: BC
Seconded: GS

**Motion
passed
unopposed**

16 cont.	- Korumburra rally Mrs K.Jackel advised that this rally would be seeking expressions of interest for the Chapter to attend.		
	Meeting closed at 6.56pm S.Jackel thanked everyone for their attendance and a BBQ dinner was had thanks to Bruce Colyer for donating meat and cooking.		
	Next meeting: TBC.		

Chapter 19 junior member sponsorship program

Updated 6th Feb 2021

BACKGROUND

ACMOC (Club) must continue to attract and retain members to maintain its financial viability and to ensure an active and vibrant Club that provides enjoyment and pleasure for its members, while meeting its core objectives such as *“to assist and educate its members, and the general public, to appreciate the historic role of Caterpillar machinery in shaping the world”*.

The Chapter recognises the importance of introducing new members to the Club as part of its responsibilities under the Club’s Chapter Policy - revision 31st Dec 2013.

Furthermore the Chapter has identified (refer minutes of Committee meeting dated 13th Dec 2020) the need to provide an opportunity for junior members (not currently recognised under the bylaws of the Club) to also be able to participate in Chapter activities and be exposed to events and rallies as they represent the future of the Club. In some cases the cost of a full membership may represent a financial barrier for a junior member to join the Club, especially where they do not have the benefit of association with a current adult or guardian who is a financial member.

OBJECTIVES

- a) To identify and **attract** junior members from the broader community within Victoria & Tasmania,
- b) To **identify** and financially **sponsor** junior member/s that may not otherwise have the opportunity to join the Club,
- c) **Promote the core values** and mission of the Club through marketing of memberships and the junior sponsorship program,
- d) Provide **mentoring**, knowledge sharing and transfer from experienced members,
- e) **Assist in the restoration or repair** of a Chapter or member tractor,
- f) To **retain** junior members through adolescence and into full adult membership.

1. Attract

Marketing and advertising the junior member sponsorship program, also represents an opportunity to expose the broader community to the existence of ACMOC. Marketing should not be limited to traditional target audience and channels i.e. TOMM/ACMOC membership base, but consideration should be given to advertising through channels such as the Weekly Times/Earthmoving industry publications/local newspaper etc. Whilst the junior sponsorship may represent the ‘call to action’ of the marketing campaign, it is also the overall promotion of the Club and all forms of membership that should be achieved.

2. Identify

Prospective junior members wishing to nominate for the sponsored position/s shall be required to access the Chapter 19 landing page and download an application form, thus encouraging them to access our webpage. Application forms shall be simple and easy to complete and be emailed to the Chapter secretary for consideration of the selection sub-committee.

The application form shall consist of;

- Name/address/contact details,
- Age,
- Any current known association with a member of ACMOC,
- Ownership or access to a tractor,
- Current repair or restoration project they wish to complete,
- Statement about the reason for nominating and why they would be suitable,
- Acknowledgement of obligations to make themselves available and actively participate in the program and uphold values of the Club,
- Guardian or parent permission/details.

The selection sub-committee shall consist of;

- The Chapter president,
- The Chapter secretary,
- At least one other committee member and
- Any person who is providing the principal donated funds towards the program, should they wish to.

The selection sub-committee shall review the applications received by the nominated close date and provide a recommendation to the Chapter committee either at the next committee meeting or via a special notification in a timely fashion, as to the name/s of applicants most suitable to be granted one of the available sponsored positions.

Selection shall consider each of the applicants based on their written application, and/or a verbal interview with the applicant if this is deemed necessary, consistent with their ability to meet the program objectives outlined herein. In some cases it may require a short list of applicants to be interviewed before a final recommendation can be made. Consideration should be given on the applicant's ability to travel and attend various sites that may be required to fulfil the objectives i.e. Lake Goldsmith shed, or another place/workshop where mentoring can be provided.

Once an applicant is approved by the Chapter committee, the Chapter President shall be required to contact the successful applicant in person, if necessary speak with the individual's parent or guardian and reinforce the objectives and responsibilities of the individual and the Chapter under the program.

Upon acceptance of the nomination, formal written communication shall be provided to the applicant of their sponsorship and provide contact details for a mentor as nominated by the committee to represent the Club.

Unsuccessful applicants shall be contacted in person or by email and advised in a timely manner.

3. Sponsor

The Chapter shall not be bound to offer one or more junior sponsorships in any given financial year. They shall be offered on the basis that;

- The Chapter has members willing to act as mentors and deliver on the Chapters responsibilities,
- Number of existing sponsored juniors active,
- Projects for the junior member to participate in,
- Financial ability or willingness of Chapter to fund the membership.

Any member or association or donor that wishes to fund a junior membership shall contact the Chapter secretary and should the Chapter committee accept this donation and agree to accept another applicant into the program, it must be in accordance with these guidelines to ensure transparency and fairness and to protect the junior member and the Chapter and the Club's interests.

Any member can cover the cost of a gift membership for another person (junior or otherwise), but this does not constitute an official sponsored junior membership through the Chapter.

At a minimum the sponsorship shall cover the full international membership cost (mailed magazine) for a period determined by the committee, including any Chapter membership fee and NHMA insurance. The committee or sponsorship donor can also from time to time offer other incentives deemed appropriate such as tooling or merchandise vouchers.

4. Responsibilities – Chapter

The Chapter is responsible to;

- Manage the process in a fair and honest manner,
- Cover all costs associated with delivering the stated sponsored membership, which may vary for each sponsored position,
- Ensure the junior member remains a financial member of the Club for the duration of the sponsorship period,
- Provide a specific member contact point within the Chapter to act as the mentor for the junior member and a principal contact point for the junior members parent or guardian,
- Provide regular updates and communication to the junior member and include them in Chapter activities where appropriate,
- Ensure opportunities exist to provide a fulfilling and rewarding experience for the junior member,
- Ensure the junior member only ever attends events/activities/workshops with a parent or guardian or with their parent/guardian approval,
- Where an parent or guardian is not present the principal supervising member must hold a current Working With Children permit as required by local authorities,
- Ensure members working with or near junior members conduct themselves in an appropriate and respectful manner, upholding the values if the Club.
- Provide a safe environment for the junior member during activities,

- Provide a contact point for the junior member or their parent/guardian to raise any concerns or complaints.

5. Responsibilities – Junior Member

In recognition of their sponsored membership the junior member shall be responsible to,

- Attend and engage with the Chapter throughout the duration of the sponsorship period,
- Take direction from their mentor or other members as it relates to safety,
- Never operate machines or tooling unless authorised to do so,
- Treat others with respect and uphold values of the Club,
- Not borrow or take the Chapter's property without permission,
- Represent the Club in a positive way.

6. Age

For the purposes of sponsored junior membership, the minimum acceptable age must be no less than 10 years of age due to insurance requirements.

7. Insurance

The Chapter shall be responsible to ensure the junior member is insured through NHMA throughout the sponsorship period.

Notes to self

- **Limit to existing members to nominate?**
- **What are Club values?**
- **Willies to cover some advertising?**
- **WWC /WWVP need confirmation of requirement Vic & Tas**
- **PL insurance when working on private property or at shed outside if sanctioned event?**
- **Some form of legal disclaimer required by parent/guardian?**
-

STEWARDSHIP

Honour the Club's mission to assist and educate its members and the general public, to appreciate the historic role of Caterpillar machinery in shaping the world. Recognising each member's role to protect and preserve items of historical significance to the Club.

COMMUNITY

Having respect for all members of the communities in which we operate and providing a Club environment that is both welcoming and rewarding for all members and visitors to participate in. Being sensitive to opportunities to support other community events, organisations and charities and represent the ACMOC brand with integrity.

MATESHIP

Foster inclusive events, functions and interactions that provide support and friendship. Leverage the goodwill of the Club and its members to show empathy and assistance to those in need and consider the emotional and mental health of its members and their families.

TEAMWORK

Members will always look for opportunities to assist others and work to a common goal in the interests of the Club. Share the burden of organising Chapter activities and managing its affairs in an honest and respectful way that permits everyone's opinion to be heard.

SAFETY

Look out for each other and those around us to ensure safe operations within and around Chapter sanctioned events and functions and also in everyday activities. Respect and acknowledge those that call out unsafe activities and always look for a safer way of doing things.