

**NEWCASTLE BOYS'  
HIGH SCHOOL**

**OLD BOYS'  
ASSOCIATION**

***COMMITTEE  
MANUAL***

30 September 2004

## TABLE OF CONTENTS

	<i>Page</i>
Text	
1 CORPORATE.....	1-1
1.1 Aims of NBHS OBA Inc.....	1-1
1.1.1 The Steering Committee.....	1-1
1.1.2 The Inaugural Meeting.....	1-1
1.2 Constitution (Rules).....	1-2
1.3 Brief History.....	1-2
1.4 Maintaining the Committee Manual.....	1-2
2 FINANCIAL.....	2-1
2.1 Budget.....	2-1
2.2 Forward Projections.....	2-1
2.3 Cash Management.....	2-1
2.4 Reporting.....	2-1
2.5 Insurance.....	2-2
2.6 Processing Dinner Applications.....	2-2
3 COMMITTEE.....	3-1
3.1 The Current Committee.....	3-1
3.2 Past Executive.....	3-1
3.3 Annual Schedule of Activities.....	3-1
3.4 Running Meetings.....	3-3
3.4.1 Secretary's Tasks.....	3-3
3.4.2 Security Procedures at CCWTC Library.....	3-3
3.4.3 Committee Meetings.....	3-4
3.4.4 The Annual General Meeting (AGM).....	3-5
3.5 Resolutions.....	3-6
3.5.1 Administration.....	3-6
3.5.2 Education.....	3-7
3.5.3 Functions.....	3-8
3.5.4 Historical.....	3-8
3.6 Support Network For Members.....	3-9
3.7 Web Site.....	3-9
4 EDUCATION SUB-COMMITTEE.....	4-1
4.1 Contacts.....	4-1
4.2 Prizes.....	4-1
4.2.1 Creative Writing.....	4-2
4.2.2 School Community Achievement.....	4-4
4.2.3 Legal Studies.....	4-5
4.3 Scholarships.....	4-6
4.3.1 Dr David Stewart Bursary & Dr Alan Knott Scholarship.....	4-6
4.3.2 Jim Kirk.....	4-11
4.4 Liaison With Schools.....	4-12
4.5 General.....	4-12
5 FUNCTIONS SUB-COMMITTEE.....	5-1
5.1 Annual Dinner.....	5-1

5.1.1	General .....	5-1
5.1.2	After Dinner Speakers .....	5-1
5.1.3	Contacts.....	5-3
5.1.4	General Arrangements .....	5-3
5.1.5	Printing.....	5-4
5.1.6	Catering .....	5-5
5.1.7	Photographic Display.....	5-5
5.1.8	On The Night.....	5-7
6	HISTORICAL SUB-COMMITTEE .....	6-1
6.1	General .....	6-1
6.2	History of the School.....	6-1
6.3	Collecting of Memorabilia.....	6-3
6.4	Copying and Returning Memorabilia.....	6-3
6.5	Passing Suitable Memorabilia to Custody of Library .....	6-3
6.6	Liaison with Library .....	6-3
6.7	Memorabilia in Custody of Schools.....	6-4
6.8	Memorabilia Not Suitable For The Library .....	6-4
6.9	Memorabilia Data Base.....	6-4
6.10	Captain C S Jeffries VC .....	6-4
6.11	School War Cry .....	6-7
6.12	The School Song.....	6-7
6.13	Press Release on The Occasion of the 90 <sup>th</sup> Anniversary of The School on The Hill, To Announce an Exhibition of Memorabilia at the Newcastle Regional Library .....	9
7	MEMBERSHIP SUB-COMMITTEE .....	7-1
7.1	General .....	7-1
7.2	Processing Applications.....	7-2
7.2.1	Application Form.....	7-2
7.2.2	Applications Received Through Normal Mail.....	7-2
7.2.3	Applications Received Through Annual General Meeting Mail .....	7-2
7.2.4	Applications Received Through Annual Dinner Mail .....	7-3
7.3	Publicity.....	7-4
7.4	The Data Base .....	7-4

### Tables

Table 2-1:	Proposed 5 Year Budget .....	2-2
Table 3-1:	Committee 2003-2004 .....	3-1
Table 3-2:	Past Executive .....	3-1
Table 3-3:	Committee Calendar 2004.....	3-2
Table 4-1	Income and Expenditure for Scholarships and Prizes.....	4-2

### Figures

Figure 2-1:	Growth of Surplus Funds .....	2-1
Figure 5-3:	Annual Dinner Attendances .....	5-3
Figure 7-1:	Growth of Membership.....	7-1

### Appendices

A1	Standard Forms and Proforma Letters.....	
A2	Presidents' Reports to the AGM.....	



## SCHOOL SONG

Smith House boys, here's a song for you,  
Hunter and Hannell and Shortland too,  
Sing it as our fathers sang it, loud and true,  
As they climbed up the hill in the morning.

Chorus:

Yes, when we're gone in the years far ahead,  
When the last game's played and the last lesson's said,  
The name of the school will awake from the dead  
The memories of many a morning.

Serving straight in a hard fought match,  
Sprinting for the tape or a puzzling catch  
The "blues", from the limit man to the scratch,  
Will still do their best, night and morning.

Chorus:

Yes, when we're gone, etc.

Remis Velisque's the motto for all,  
And our hearts once again will still hear its call,  
When the muscles are stiff that once toed the ball,  
Or climbed up the hill in the morning.

Chorus:

Yes, when we're gone, etc.

**SECTION 1**  
***CORPORATE***

# 1 CORPORATE

## 1.1 *Aims of NBHS OBA Inc*

### 1.1.1 *The Steering Committee*

The briefing notes circulated to the first Steering Committee meeting on 7 January 1987 declared the following:

#### **"SUGGESTED AIMS OF THE ASSOCIATION**

##### **To Facilitate Reunions**

Share expertise between reunion committees  
 Maintain a master class list and (computerised?) mailing list  
 Annual dinner (all years), as per the NGHS Ex-Students Union

##### **To Set Up An NBHS Collection**

Relics, memorabilia: collect, restore, preserve, catalogue, display  
 Personal photographs, printed matter: copy and return  
 School relics (gates, honour rolls, flag etc): recover  
 School prizes, student donations: current status?

##### **To Establish a Network of Useful Contacts**

The body of former students, covering almost all of this century, has a wide range of professional and personal experience from which we could all draw, to our individual benefit, and that of Newcastle."

### 1.1.2 *The Inaugural Meeting*

The Minutes of the Inaugural Meeting of 20 March 1987 (the official launch of the OBA), which was attended by 93 former students and teachers, state:

"THE GOALS OF THE NBHS OLD BOYS UNION: Dick Sanders spoke at some length on various aspects of how the Union would operate.

The Main role would be to facilitate the reunion of Old Boys. A major event would be an Annual Reunion Dinner. Membership would be open to all pupils who had attended the school on the Hill or at Waratah, and to previous teachers at the school.

Activities would be aligned with the present Newcastle High School as well as the Waratah High School.

Collection of memorabilia would be an important role. Old prizes, Cups and medals would be traced. Collections of photos and literature would be arranged. Mr Jack McLaughlin, Librarian at NHS, already had some material.

Any items of interest that old boys had would be welcome either as a gift or on loan for photocopying.

It was suggested that if a significant collection was established, that a place may be found in the Newcastle Museum."

The current, official objectives of the Association are incorporated in section 1.2 of the Rules (see Appendix A3). The most significant addition to the objectives was the part (c) specifically relating to the bequest of prizes and scholarships to the Waratah and Newcastle High Schools, that is:

"1.2 (c) To solicit, acquire, establish, administer and award gifts, bequests, scholarships, prizes and benefits for students of Newcastle High School and Waratah High School and such other schools as the Association from time to time may determine."

## **1.2 Constitution (Rules)**

The original Constitution was drafted by Trevor Dunn (inaugural President) and Dick Sanders. It incorporated the goals as agreed to by the membership at the March 1987 launch. Following incorporation, the Constitution was redrafted, and adopted as Rules on 3 May 1989. These are given in Appendix A3.

## **1.3 Brief History**

On 9/12/86, in a phone call between two old boys, Dale Kemp and Dick Sanders, it was decided to form the NBHSOBA. The Steering Committee of ten met at the Newcastle Police Centre on 7/1/87. The OBA was launched at the Police & Citizens' Boys' Club on 20/3/87, where the inaugural committee was elected by the 93 former students and teachers present. Four Sub-committees were agreed on (Membership, Functions, Education, Historical) together with their members and Chairmen. The goals of the Association were agreed on, becoming the basis for the Constitution.

*Historical Note 1:* The first headmaster, Caesar Smith, formed the first ex-pupil's union in 1919 "to maintain the connection of ex-students with their school and the friendships they had formed while at school, and to promote the mutual improvement of members." An annual dinner was held during the Christmas holidays and as many as 100 ex-students sat down to the meal with the Headmaster as President in the chair, supported by one of the local schools' inspectors, and some members of staff. They were said to be pleasant evenings of toasts, recitations, songs and general conversation. That union disbanded some time after C Smith left in 1915.

*Historical Note 2:* The Newcastle Girls' High Ex-students Union held its 49th annual dinner in 1995 (note however that Robyn Gordon stated in 1987 that it had been going for 33 years). Their dinner is held in the last weekend of September at the City Hall. Membership in 1987 was \$1/y or \$15 life, collected at the dinner.

## **1.4 Maintaining the Committee Manual**

[President to complete]



**SECTION 2**

***FINANCIAL***

## 2 FINANCIAL

### 2.1 Budget

See section 2.2.

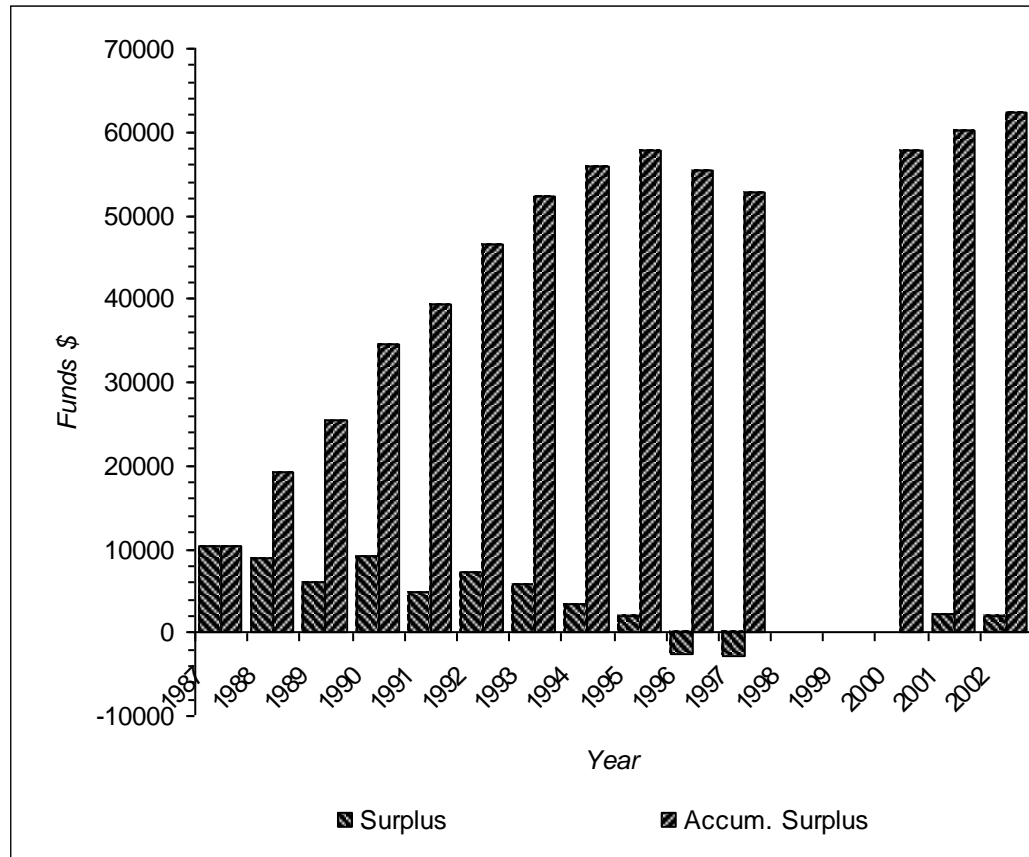


Figure 2-1: Growth of Surplus Funds

### 2.2 Forward Projections

The 5 Year budget (2002-2006) is given in Table 1.

### 2.3 Cash Management

The cheque account is currently at the Beaumont Street branch of the Newcastle Permanent Building Society (since 7/94).

### 2.4 Reporting

[Treasurer to complete]

**Table 2-1: Proposed 5 Year Budget**

	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
<b>INCOME</b>					
Subscriptions - Life	560	560	480	400	400
Subscriptions - Annual	150	150	150	150	150
Interest received	2965	2965	2980	3000	3000
Sale of ties (net)	50	50	50	50	50
Sale of glasses (net)	100	100	100	100	100
Donations – Scholarship Fund	2200	2200	2100	2000	2000
Annual Dinner	<u>13900</u>	<u>13900</u>	<u>13700</u>	<u>13700</u>	<u>13600</u>
	<u>19925</u>	<u>19925</u>	<u>19560</u>	<u>19400</u>	<u>19300</u>
<b>EXPENSES</b>					
Scholarships and prizes	2100	2100	2100	2100	2100
Membership	300	300	300	300	300
AGM expenses	300	300	300	350	350
Insurance	500	550	600	600	600
Administration expenses	800	800	800	800	800
Annual dinner <u>13400</u>	<u>13400</u>	<u>13400</u>	<u>13400</u>	<u>13300</u>	
	<u>17400</u>	<u>17450</u>	<u>17500</u>	<u>17550</u>	<u>17450</u>
Cash surplus	2525	2475	2060	1850	1850
Balance at beginning of year	<u>3803</u>	<u>6328</u>	<u>8803</u>	<u>10863</u>	<u>12713</u>
Balance at end of year	<u>6328</u>	<u>8803</u>	<u>10863</u>	<u>12713</u>	<u>14563</u>

## 2.5 Insurance

[Treasurer to complete]

## 2.6 Processing Dinner Applications

- 1) Open envelopes - write amount of cheque (or cash or money order) on bottom of form; date stamp; attach cheque to form.
- 2) Check forms against members register - insert member number and status on form.
- 3) Sort forms/cheques into bank order - 1st cash, 2nd money orders, 3rd personal account cheques from NPBS, 4th NPBS cheques, 5th other SBNSW cheques, 6th other cheques, in bank order, eg CBA, ANZ, WBC, NAB, etc. (Tip - always put building society and credit union cheques on top of other cheques from that bank).
- 4) Write details of payment onto Banking Sheet: allocate next unused receipt number; write details of cheque or cash onto sheet.

Note 1) Money Orders are treated as cash and have to be redeemed at the Post Office before banking.

Note 2) NPBS personal account cheques are to written into the cash column. (Building Society's request).

Allocate payment across dissection columns on banking sheet as you go.

Allocate next ticket number (where applicable).

Write "receipt number" and "ticket number" onto form; detach cheque from form, and write "O/R \*\*\*\* [ie receipt number]" onto back of cheque. Sign back of cheque.

- 5) (i) Add cash up, including money orders and NPBS personal cheques. Note total.  
(ii) Stamp back of cheque with "NBHSOBA" stamp. Note that all cheques have been signed.  
Add other cheques up, note total.
- 6) Add up "cheques" and "cash" columns on banking sheet. These totals should agree with (5).
- 7) Add up dissection columns on banking sheet. The total of the dissection totals should equal - the sum of total cheques plus total cash.
- 8) If these totals agree, photocopy the left-hand side of the banking sheet and wrap the photocopy around the cash and cheques. Give to Treasurer for banking.
- 9) Write details from forms onto the receipts. (Try to not make any mistakes, otherwise another receipt number will have to be allocated from the bottom of the list).
- 10) Double-check the receipt details against the banking sheet dissections.
- 11) Count up from the banking summary how many ties, Charlies Letters, badges, glasses you need to fill orders - don't forget that every new life member gets a badge. Get that many ties, badges, etc out of stock.
- 12) Find address labels for the member who have paid. Check the address details against the form. If there is a discrepancy, don't use that label. Stick the label onto the form, so that Norm Harland will see it later. You will have to hand-address envelopes for (a) new members and (b) members whose address-label is wrong.
- 13) Ensure that you use small envelopes where appropriate, but large envelopes where a tie has been ordered.
- 14) Place receipt and ticket in the envelope; where appropriate, sticky-tape badge to back of receipt.
- 15) Before sealing envelopes ensure that the stock you got out earlier has all been used; and that you had enough. If necessary re-check the contents of envelopes.
- 16) Prepare name tags from information on the forms. Sort into alphabetical order.

**SECTION 3**

***COMMITTEE***

### **3 COMMITTEE**

#### **3.1 *The Current Committee***

Table 3-1: Committee 2003-2004

## NBHSOBA Committee 2003 ~ 2004

(nbhsoba@hunterlink)

(www.nbhsoba.org.au)

Position	Name	Address	H-Phone	W-Phone	M-Phone	Fax	Email
President	Peter Scaife	6 Yurig St Charlestown 2290	49432738	49216351	0407 925 105		pscaife@mail.newcastle.edu.au
V-President	Dick Sanders	21 Kirika St Charlestown 2290	49432358	49379900	0409155188	49379990	d.sanders@qccresources.com.au
I.P. President	Malcolm Withers	16 French Road, Wangi Wangi 2267.		49210492		49210351	mwithers@lakemac.nsw.gov.au
Treasurer	Bill Storer	24 Bula Street, Charlestown 2290	49423514			49423515	wjstorer@ozemail.com.au
Secretary	Greg Box	13 Morehead St Lambton 2299	49522943				gpbox@aol.com.au
Publicity	John Delman	24 Regal Way Valentine 2280	49465416				loulion@austarnet.com.au
Web Master	Tony Duffell	23 / 161 Scott St Newcastle 2300	49293980	49293980	0419146461	49293980	tony_duffell@hunterlink.net.au
Assisting	Malcolm Withers	16 French Road, Wangi Wangi 2267.		49210492		49210351	mwithers@lakemac.nsw.gov.au
100 Years	Tony Duffell	23 / 161 Scott St Newcastle 2300	49293980	49293980	0419146461	49293980	tony_duffell@hunterlink.net.au
Assisting	Bruce Abrahams	8 Koonora Ave Woy Woy 2256	43447561				abraham_s@fastlink.com.au
Membership	Mick Bevan	25 Northminster Way Rathmines 2283	49753310				mickdb@msn.co
Assisting	Malcolm Withers	16 French Road, Wangi Wangi 2267.		49210492		49210351	mwithers@lakemac.nsw.gov.au
Historical	John Delman	24 Regal Way Valentine 2280	49465416				loulion@austarnet.com.au
Education	Richard Wrightson	21 Cavalier Cr Valentine 2280	49465038			49465061	richardw@novocastrian.net
Assisting	Brian Donegan	33 Madison Dr Adamstown Hts 2289	49431719				FRED RICK@bigpond.com.au
Assisting	John Hamall	46 Moruya Pd Kotara Sth 2289	49525924				rosjohn@hotmail.net.au
Function	Bob Aus	35 Elbrook Dr Rankin Park 2287	49573924	49693855		49612246	aus.bob@hunterlink.net.au
Assisting	David Farmer	PO Box 211 Waratah 2298	49683441				
Assisting	Paddy Young	65 Sunhill Dr Merewether 2291	49635631			49635637	
Assisting	John Hamall	46 Moruya Pd Kotara Sth 2289	49525924				rosjohn@hotmail.net.au

See also the NBHSOBA web site: [www.nbhsoba.org.au](http://www.nbhsoba.org.au)

### 3.2 *Past Executive*

**Table 3-2: Past Executive**

<i>Year</i>	<i>President</i>	<i>Vice-president</i>	<i>Secretary</i>	<i>Treasurer</i>
1987	T Dunn	D Sanders	K Murree Allen	J McLennan
1988	S Busteed	D Sanders	K Murree Allen	S Box
1989	S Busteed	L Gray	K Murree Allen	S Box
1990	K Murree Allen	N Harland	C Standen	S Box
1991	K Murree Allen	N Harland	C Standen	S Box
1992	C Standen	G Clayton	R Young	S Box
1993	C Standen	G Clayton	R Young	S Box
1994	D Sanders	G Clayton	R Young	J Garis
1995	D Sanders	G Clayton	R Young	J Garis
1996	D Sanders	G Clayton	R Young	J Garis
1997	D Sanders	G Clayton	R Young	J Garis
1998	D Sanders	M Withers	R Young	J Garis
1999	M Withers	R Young	G Box	R Patrick
2000	M Withers	John Birt	G Box	R Patrick
2001	M Withers	John Birt	G Box	R Patrick
2002	P Scaife	D Sanders	G Box	R Patrick
2003	P Scaife	D Sanders	G Box	R Patrick* / W Storer
2004	P Scaife	D Sanders	G Box	W Storer

\* Ray Patrick died in office

[Treasurer has copies of all registers of committee]

### 3.3 *Annual Schedule of Activities*

Committee meetings are held on four occasions during the year, on the second Thursday in April, July, September and November. In addition the Annual General Meeting is held on the fourth Thursday in June (before 1996 it was the third Friday in March; the change was to try to encourage a larger attendance; it didn't work). Committee meetings are held at three schools during the year, Callaghan College Waratah Technology Campus, Newcastle High School and Newcastle East Public School (NEPS). A copy of the committee calendar is to be given to all committee members and to the Principal of CCWTC prior to the April meeting. As an example, the 2004 issue is given over.

As well as the general purpose of managing the Association's business, for the good of the members, each meeting during the year also has a special purpose (see over).

In addition to the dates listed over, specific dates also need to be set for the following:

- 6-monthly meetings with Library (Chairman of Historical Subcommittee and at least one other Committeeman), including one before Dinner to liaise re: photos etc for display.
- 2 meetings with Principal of NHS (Chairman of Education Subcommittee)
- 2 meetings with Principal of CCWTC (Chairman of Education Subcommittee)
- Written reminder of prizes offered (NHS and CCWTC)
- Presentation of prizes (NHS), usually on three separate days in the last quarter of the year.
- Presentation of prizes (CCWTC), usually on a special day.



**Table 3-3: Committee Calendar 2004**

<b>When</b>	<b>Where</b>	<b>Why</b>
8 April, 5:30 pm <i>Special Purpose: Preparation for AGM</i>	NEPS library	Committee meeting
27 May, 5:30 pm <i>No official business, other than the preparation of envelopes for mailing notices for the AGM; takes 2 hours.</i>	CCWTC library	Mail out
24 June, 7:00 pm <i>Special Purpose: Election of office bearers</i>	CCWTC library	AGM
8 July, 5:30 pm <i>Special Purpose: Annual Dinner Preparations</i>	NHS staff room	Committee meeting
12 August, 5:30 pm <i>Special Purpose: Final checks</i>	CCWTC library	Pre-dinner status check
14 August, 6:00 pm <i>Special Purpose: Fellowship</i>	Town hall	Annual dinner
9 September, 5:30 pm <i>Special Purpose: Annual Dinner 'Post-Mortem'</i>	NEPS library	Committee meeting
11 November, 5:30 pm <i>Special Purpose: Budget (annual and five-year)</i>	NHS staff room	Committee meeting

### **3.4 *Running Meetings***

#### *3.4.1 Secretary's Tasks*

##### Collecting Mail

The NBHSOBA postal address is: PO Box 188, LAMBTON NSW 2299.

##### Posting Mail

Australia Post has issued (circa 7/94) Print Post Number PP246107/00001 to the NBHSOBA. Mailouts of >100 will receive a discount, if in approved envelopes, sorted in postcode order, and posted at Warabrook Mail Exchange, Belmont, Broadmeadow, Cardiff, Charlestown, Newcastle, Toronto or Wallsend post offices.

##### Letter Writing

The Secretary needs to be a creative, diplomatic letter-writer, For example, the following extracts (Paddy Young):

"I'm sorry that there seems to have been some confusion attending your application for NBHSOBA membership and the Annual Dinner. With the responses to our membership drive overlapping the organization of the dinner this year our small part-time band of faithful helpers have been a bit overtaxed, which has caused unfortunate results for one or two of the applications we have received."

". . . phoned me this morning to tell me, amongst other things, that you had not received application forms for the dinner. I'm sorry and can only justify the omission by saying that as a result of the membership drive coinciding with the Annual Dinner there is an incredible rush of paperwork at the NBHSOBA Treasurer's office at the moment. Since it is all being processed by a few part time helpers a few slip-ups are to be expected."

"I enclose a copy of the application form for the dinner which I would be grateful if you would fill in and return to me. I'm sure that you will understand that when a large function like this is organised by a bunch of part time amateurs like us consistent documentation helps to minimise errors."

And, when inviting Peter McNair (Headmaster Newcastle High School) to the annual dinner:

"Since you are not a member of the Association we cannot allow you to pay for your dinner; however, you will undoubtedly notice that the attached sheet provides for donations and, search as I may, I can find nothing in our By-laws which could inhibit your benevolence."

#### *3.4.2 Security Procedures at CCWTC Library*

Since 1991 meetings have been held at the CCWTC, initially in the staff common room then, more recently, in the library (letter of thanks from secretary to principal 6/8/91).

Keys to the library (1) and to the Security System Room (Block E, 1) are held by the President and by the Secretary.

##### On arrival:

- If the Library door is OPEN, then the security system is OFF. In any case, the cleaners are always at the school at 5:30 pm, so that the security system is usually OFF, even though the library door may be locked.
- Move in, put on lights and A/C (first room on right, switches on wall).
- If the Library door is LOCKED, then
  - a Open Block E door (at front, near caretaker's cottage), move in and shut the door.  
Press 2757 and OK. The screen will greet the Principal by name, then invite you to select a sector. Press 1 (= School).  
If screen says 1 is N (= OFF) and invites you to press ON . . . do nothing except press END and move out.  
If screen says 1 is Y (= ON) and invites you to press OFF . . . press OFF and END and move out.
  - c Unlock Library door (2 locks, same key), move in, put on lights and A/C (first room on right, switches on wall).
  - d Ring the security centre at 1 800 244 461. Let them know you are there and when you will be leaving. NOTE: if you are still there up to 30 minutes after the nominated time, ring them then and give them the new departure time.

On departure:

- Turn off all light and A/C switches, in the Office Work Room near the library front door, except the "Bell Override"; turn off light, and lock door of, Office Work Room.
- Lock Library front door (2 locks, same key).
- Open Block E door (at front, near caretaker's cottage), move in and shut the door.
  - Press 2757 and OK. The screen will greet the Principal by name, then invite you to select a sector. Press 1 (= School).
  - Since the cleaners always leave, and set the security system, at 7:00 pm, the screen should show 1 is N (= OFF) and invite you to press ON . . . press ON and END (you'll see the timer counting you out) and move out.

In general:

- Leave the Block E lights as you found them. Move smartly in and out of Block E once you open the door. Start keying as soon as you get in there and if you get scrambled press END and quickly start again with 2757 and OK.

### 3.4.3 Committee Meetings

By a Resolution passed on 11 May 1995, a Committee meeting is restricted to a duration of 1.5 hours, unless this is extended by agreement of the committee for a maximum of a further 0.5 hours.

A typical committee meeting Agenda is given below:

01. PRESENT
02. APOLOGIES
03. MINUTES OF PREVIOUS MEETINGS
04. MATTERS ARISING FROM THE MINUTES *REPORT FROM*
  - (a) Subject Person
05. CORRESPONDENCE  
Will be circulated at the meeting.

06.	HON. TREASURER'S REPORT	Treasurer
07.	SUB-COMMITTEE REPORTS	
	(a) Education	Chairman
	(b) Functions	Chairman
	(c) Historical	Chairman
	(d) Membership	Chairman
08.	GENERAL BUSINESS	
	(a) Subject	Person
09.	NEXT MEETING	

#### 3.4.4 *The Annual General Meeting (AGM)*

[To be completed by the Secretary.]

The AGM is held in the library at CCWTC. The mail out notice should give directions to the library and parking. The notice should include a mailing address, and or the President's phone number, should anyone wish to reply.

After the President contributes his written report, the Secretary prepares the notice, preferably as a two-surface, single A4 sheet. The format is as follows:

**NEWCASTLE BOYS HIGH SCHOOL OLD BOYS' ASSOCIATION INC**  
**NOTICE OF ANNUAL GENERAL MEETING**  
**to be held at**  
**CALLAGHAN COLLEGE WARATAH TECHNOLOGY CAMPUS LIBRARY**  
**(at the rear of the school. Enter from Young Road)**  
**FRIDAY 20 MARCH 1998 AT 7.30 PM**

#### AGENDA

- 1 Welcome from the President
- 2 School Song
- 3 Apologies
- 4 Confirmation of the Minutes of the 1997 Annual General Meeting
- 5 Business arising from the Minutes
- 6 President's Report
- 7 Treasurer's Report
- 8 Sub-Committee Reports (Membership, Historical, Education, Functions)
- 9 General Business
- 10 Election of Committee 1998-99
- 11 Appointment of Honorary Auditor and Honorary Solicitor
- 12 Expressions of interest in Sub-Committee membership

The audited accounts for the 1997 calendar year will be presented by the Hon Treasurer in his report. A copy of the accounts can be viewed at the Meeting or at the office of (Address and telephone of Treasurer).

#### President's Report to The 1998 Annual General Meeting

The Secretary will have the notice printed and folded and the Membership Sub-committee Chairman will print the address labels. The notices will be put into envelopes, and the address labels added, at the special meeting held late in February. Envelopes will be grouped in post code order for mailing, to reduce costs.

After the AGM, the Secretary is to send a letter to the Principals of both Newcastle High School and Callaghan College Waratah Technology Campus (CCWTC), giving the names, addresses and phone

numbers of the President, Secretary and Education Sub-committee Chairman. This will facilitate correspondence, especially the posting of invitations to attend prize-giving ceremonies at the schools.

### **3.5 Resolutions**

#### *3.5.1 Administration*

*Ra10 Qualifications For Waiver* 6/7/95

The conditions for the granting of waivers is described in the Rules of incorporation. Membership Application Forms are to be amended to state that "Any member of or above the age of 70 years may apply to the Committee to have his annual subscription waived."

*Ra09 Length of Committee Meetings* 11/5/95

Committee meetings are to end one and a half hours after the advertised commencement time unless it is resolved to extend the meeting.

*Ra08 Award to Recognise Exceptional Service* 14/7/94

Where an elected officer has given exceptional service to the Association the Committee should recognise this contribution by the award of a small memento, which should not cost more than \$100 (1994 rates).

*Ra07 Term Deposits* 9/4/92

The Honorary Treasurer is empowered to roll-over term deposits on equal or better terms, without the specific approval of the Committee.

*Ra06 Minutes* 9/4/92

Since Minutes of the previous meeting are circulated to all Committee members prior to each meeting, those Minutes shall be taken as read.

*Ra05 Honorary Solicitor* 4/5/90

The Committee is to appoint an Honorary Solicitor, unless an impediment be shown.

*Ra04 Fellowship* 15/6/89

The Association is to assist members to hold gatherings to facilitate fellowship among members.

*Ra03 NBHSOBA Chapters* 15/6/89

The Committee supports in principle the formation of Chapters of NBHSOBA Inc, in centres outside Newcastle, for the furtherance of the Aims of the Association as incorporated in the Constitution, subject only to legal advice from Trevor Dunn.

*Ra02 Life Subscriptions* 19/5/88

Life subscriptions are to be set aside in a separate account, and only the interest to be available for day-to-day usage.

*Ra01 Systematic Records* 19/5/88

There is to be a systematic method of keeping records in case they are needed for historical purposes later. Each Sub-committee to keep its own file of Minutes and correspondence in chronological order, and a report is to be sent to the Secretary after each meeting and a summary included in the Committee minutes.

### 3.5.2 Education

*Re10 CCWTC Scholarship* 12/7/01

"The prizes awarded by NBHSOBA to Waratah Technology Campus students to be for Creative Writing (Charles Goffet) and the School Community Achievement (F H Beard) only."

*Re09 CCWTC Scholarship* 12/7/01

"That we award \$500 to a CCWTC Year 10 student at the commencement of continuation of schooling at Year 11."

*Re08 CCWTC Scholarship* 12/7/01

Now that CCWTC is a 4 year school: "That we no longer award a bursary at the completion of Year 12 at CCWTC."

*(Resolutions between 1993 and 2001 to be inserted)*

*Re07 Prizes & Scholarship* 11/11/93

Immediately after each Annual Dinner, the OBA is to write to the Principals of NHS and CCWTC, reminding them of the awards program and asking for their co-operation.

*Re06 CCWTC Scholarship* 27/5/93

The CCWTC scholarship is to be named the David Stewart Scholarship, unless Dr Stewart disagrees.

*Re05 CCWTC Scholarship* 12/11/92

The Education Sub-committee is to discuss with the Headmaster of CCWTC the terms of a \$1000 scholarship to start in 1993 (for the 1992 year) and to be awarded annually to a Year 11 or Year 12 student.

*Re04 Second Prize* 6/2/92

There will be no regular second prize. The Education Sub-committee may recommend that a second prize of \$50 be awarded in exceptional circumstances. In the event that the Education Sub-committee cannot agree on a winner, the President shall adjudicate.

*Re03 Creative Writing Prize* ???

The value of the prize is to be the same for both Junior and Senior schools, that is \$100.

*Re02 Legal Studies Prize* 18/5/89

The Waratah Technology High School prize for Legal Studies is to be known as "The Trevor Dunn Prize" and the Newcastle High School prize is to be known as "The OBA President's Prize".

*Re01 School Prizes* 7/3/89

Annual prizes will be offered to both Newcastle and Waratah Technology High Schools (as described in section 4.1.1), in the form of an open order on a bookshop.

### 3.5.3 Functions

*Rf04 Gifts to After Dinner Speakers* 14/9/95

Speakers at Annual Dinners are to be given, as a souvenir gift, a bottle of port and two glasses engraved with the speaker's name, and the words "NBHS OBA Guest Speaker" and the year.

*Rf03 Payment of Dinner Accounts* 6/7/95

The Treasurer is authorised to pay accounts from dinner suppliers immediately on receipt of invoice, without waiting for approval at the next Committee meeting.

*Rf02 Dinner Application Forms* 27/5/93

The Dinner Application Form is to be amended to include a space for a donation to the scholarship fund.

*Rf01 Free Dinner Tickets* 13/9/90

Members of the OBA who work on tickets this year (1990) are to be given free tickets for the 1991 Dinner. This practice is to be carried on for future dinners.

### 3.5.4 Historical

*Rh05 CCWTC Library* 9/5/96

That the new (CCWTC) Library be named in honour of F H Beard and that the commemoration plaque from the previous Library be mounted in a suitable location in the new Library, together with such additional signage as is necessary to record its relocation. OBA is prepared to contribute to the cost for this.

*Rh04 Schedule of Memorabilia* 9/12/93

A hard copy of the Schedule of Memorabilia is to be kept by the Historical Sub-committee and updated as additional items come to hand, so that they can be included on the database.

*Rh03 Copies of School Flag* 11/11/93

One-half and one-quarter size copies of the school flag are to be purchased and held in stock for display and possible future sale.

[Comment 15/4/95: The one-half size copy is in the safe custody of the Treasurer, The one-quarter size copy has been sold.]

*Rh02 Memorabilia Displayed at CCWTC* 30/9/93

Items of memorabilia retained at CCWTC are to be engraved or otherwise labelled as being the property of the NBHSOBA.

*Rh01 Memorabilia Into Newcastle Region Library*

7/2/91

The Committee agrees in principle to place NBHSOBA memorabilia in the custody of Newcastle Region Library in accordance with the Community Archives Deposit Agreement and in accordance with the Objects of Association, with the exception of the flag. The flag is to be retained by the President, and a replica is to be made.

[Comment 15/4/95: The Newcastle Region Library is said to have the original school and cadet corps flags, while the school flag replica is in the safe custody of the Secretary.]

### **3.6 Support Network For Members**

At the Committee meeting of 14 July 1994 the President "outlined his proposal to develop a mutual support network within the Association to provide assistance and advice for members in need". The Immediate Past President, Colin Standen, offered to be coordinator.

The concept was proposed at the following dinner, and Colin Standen's phone number given. A phone/answering machine was purchased by the Association and placed in Colin Standen's care, for use in taking calls for assistance in his absence.

Over the succeeding three years there was virtually no call for the service, even though it was referred to at each dinner. The answering machine was recalled, on the death of Colin Standen in November 1997, and the service discontinued. The phone/answering machine was put into the care of the Membership Sub-committee Chairman, April 1998.

### **3.7 Web Site**

Peter Scaife and Tony Duffel to make an informative statement here, describing the site and its maintenance.



**SECTION 4**

***EDUCATION  
SUB-  
COMMITTEE***

## 4 EDUCATION SUB-COMMITTEE

### 4.1 *Contacts*

Ms R Cragg  
Principal  
Callaghan College Waratah Technology Campus  
Turton Road  
WARATAH NSW 2298  
4968 1939 or 4968 1330

Mr M Smith  
Principal  
Newcastle High School  
Parkway Avenue  
HAMILTON NSW 2303  
4969 3177

Mr J Beach  
Principal  
Newcastle East Public School  
Corner Tyrell and Brown Streets  
NEWCASTLE NSW 2300  
4929 2911

### 4.2 *Prizes*

The idea for the prizes was first put forward by Lyall Abell, Principal, Waratah Technology High School (WTHS), now Callaghan College Waratah Technology Campus (CCWTC). A meeting was then held at CCWTC, on 24 October 1988, between L Abell, T Dunn (OBA) and D Sanders (OBA), to decide on the details. It was decided that the Year 12 prizes could be given at their speech day in October, while the Year 11 and Junior School prizes could be given at their speech day in about the third week after commencement of school.

Letters were sent from the President (T Dunn) to each of the principals (L Abell, CCWTC and D Dyer, NHS) on 25/11/88, enclosing "guidelines prepared by Dick Sanders which had been adopted by the committee of the Association". The guidelines were prepared based on the 24/10/88 meeting with Lyall Abell and are summarised below. Note that this letter stated that "a certificate and book plate will also be presented to the winners". The book plate concept was never adopted

Discussions in early 1989 with Spencer Hazell, principal of NHS, led to the selection of different names for the prizes at that school. The names of prizes at both schools, and guidelines for the selection of winners, were reaffirmed (CCWTC) and approved (NHS) by the committee at its 4/89 meeting, and communicated to Lyall Abell (CCWTC) and Brian Toohey (Acting Principal) by letter on 12/5/89.

- Note*
1. Although initially intended to be in the form of an open order on a nominated bookshop, the prizes have long since been simply given as a cheque.
  2. All winners receive certificates as well as the cheques, while all other worthy finalists receive "Highly Commended" certificates.
  3. Proformas for speeches that may be given by an OBA official at the prize giving ceremonies are given in Appendix A: Form 005 (NHS) and Form 006 (CCWTC).

4. After 2001, Waratah Technology High School was changed to a Year 10 school, and renamed Callaghan College, Waratah Technology Campus.

In September 2002, the then Treasurer Ray Patrick did an analysis of the records to look at the effect of CPI on scholarships and prizes. It showed that the Australian Bureau of Statistics figures for 'all capital index' were: 30.6.92 107.3 30.6.02 137.6 increase 28.23%. Ray also reviewed 'income and expenditure' for scholarships and prizes since inception, on the basis that the original intention was that subscriptions for Life Members were to be invested and the interest used to provide scholarships and prizes. The figures are given in Table 4-1.

**Table 4-1 Income and Expenditure for Scholarships and Prizes**

Year	Life Member		Interest	Scholarships
	Subscriptions	Donations		and Prizes
1988	5300		1336	
1989	6150	54	1706	807
1990	4850	302	4131	275
1991	2950	237	3654	850
1992	6450	288	2570	650
1993	4330	779	1928	1700
1994	3840	735	1819	1850
1995	2830	385	4837	2800
1996	2160	762	6412	3000
1997	1920	679	2527	2800
1998	1220	482	948	2800
1999	960	1168	9457	2900
2000	560	2690	3676	2800
2001	560	2392	3107	2800
2002 est.	400	2425	2930	2150
TOTAL	44480	13378	51038	28182
	..... 57858 .....			

**4.2.1 Creative Writing**

Waratah: The Charles Goffet Prize For Creative Writing  
 Newcastle: The Caesar Smith Prize For Creative Writing  
 Value: Junior School \$100 (originally \$75); Senior School \$100.

Students submit works during the year, from which each school selects a short list (say 6) of finalists. The Education Sub-committee (usually the Chairman) selects the winners.

At the 24/10/88 meeting with Lyall Abell it was also agreed that Charlie Goffet's collected writings would form one section of a perpetual book, the other part to contain the works of the recipients of the prize. Such a book was prepared and presented to CCWTC after the first prizes were awarded. It was subsequently lost/stolen and the practice discontinued. NHS stated that they would have the students prepare a "perpetual book" containing the works of the prize winners. It is not known if this was done and, if so, if it has been maintained.

*Note* The guidelines in the 16/5/89 letter to NHS stated "Entries in creative writing should be typed wherever possible, and submitted 5 weeks in advance of prize presentations to ensure adequate time for judging and the preparation of certificates".

At the 6/2/92 committee meeting, the Education Sub-committee was authorised to award second prizes of \$50 as it saw fit (Re04).

In the CCWTC School Magazine of 14 November 1996, Terry Kachel, Head Teacher / English, gave the following guidelines:

- 1 A creative piece of writing in any form (eg short story, play, poem, essay, report, opinion, etc).
- 2 A theme and atmosphere written in good taste and also non-defamatory.
- 3 The entry should be word processed. School equipment will be available under the auspices of the Writers' Workshop.
- 4 Entries close for the 1996 season at the end of Week 3 in Term 1 1997. NB this will enable writers to complete their written piece by the end of 1996, and allow those without word processors to access the school computer after the holidays.

In addition, note that (i) essays should have a title page showing the Given Name(s) and Family Name and the Student's Year (ii) there should be only one entry per student (iii) each page is to be numbered and (iv) the document is to be either stapled or edge bound (but not with paper clip or pins).

Winners:

*Junior*

	<i>NHS</i>	<i>Presented</i>	<i>CCWTC</i>	<i>Presented</i>
1989	xxxxx	xxxxx	Nada Stanko	
1990	Charlotte Foy	4/3/91	Tim Howard	
1991	not awarded?	xxxxx	Chris May	
1992	Jesse Taylor	xxxxx	Daniela Lief	21/5/93
1993	Cecilia Davis	9/12/93	Tasman Merrick	29/3/94
1994	Wendy Valent	14/12/94	Amy Miles	8/6/95
1995	Tara Harvey	13/12/95	Lyla McMullen	28/8/96
1996	(Emma Renshaw (Stuart Colin Gray	12/12/96	**	**
1997	Caroline Christie	17/12/97	Tammie Taylor	4/9/97
1998	Stephen McDowell		Laura Peterkin	
1999	Richard Hartley		Kate Rankin	
2000	Chantal Sault	15/12/00	Kathryn Gurney	14/12/00
2001	not awarded		Jessica Parker	
2002	Ashleigh O'Mara	18/12/02		
2003				

\*\* awards were originally for the previous year and are now submitted in the year awarded.

Note: A "Special Merit" prize of \$50 was awarded to Belinda Roals, CCWTC, 1991. Two second prizes were awarded at NHS in 1997, to Justine Abbott and Joannah Burley. No subsequent second prize recipients will be recorded.

*Senior*

	<i>NHS</i>	<i>Presented</i>	<i>CCWTC</i>	<i>Presented</i>
1989	xxxxx	xxxxx	Melissa Moy	
1990	Alana Jones	4/3/91	Renae Parrott	
1991	not awarded?	xxxxx	Tim Howard	
1992	Meera Frost	xxxxx	Sameer Shublaq	21/5/93
1993	Elizabeth Wilkinson	9/12/93	Pierre Meloche	29/3/94

1994	Sunali Lewis	14/12/94	Nicole Sparks	8/6/95
1995	Sunali Lewis	13/12/95	David Castell	28/8/96
1996	Alison De Lore	18/12/96	**	**
1997	Emma Renshaw	17/12/97	Tim Dunn	4/9/97
1998	Emma Renshaw		Tammie Taylor	
1999	Adam Green		Nicole Dyer	
2000	Nick Milligan	15/12/00	Joshua Dunn	14/12/00
2001	Nick Milligan		Chris Baird	
2002	Tom Hunter-Leahy			
2003	Emily McCluskey	25/9/03		

\*\* awards were originally for the previous year and are now submitted in the year awarded.

Note: Two second prizes were awarded at NHS in 1997, to Jody L Gam and Melanie King. No subsequent second prize recipients will be recorded.

The following "thank you" note was received from Daniela Lief in 1993:

"Thank you very much for the wonderful privilege you have given me in awarding me the Charles Goffet Prize. It is something I will treasure for the rest of my life. I am sure it is an inspiration to many young writers to enter your competition."

NOTE: The second edition ("Final Edition") of 100 copies of Charlie's Letters cost \$608.40 to produce in mid-92, comprising \$302.40 for the photocopying (Keith Rudkin Copicentre) and \$306.00 for covers, collation, folding, binding and trimming (Magazine Associates).

#### 4.2.2 School Community Achievement

Waratah: The F H Beard Prize For School Community Achievement  
 Newcastle: The Roy Davis Prize For School Community Achievement  
 Value: \$100.

CCWTC: effectively a year 11 prize; Students' representative Council (SRC) is the focus for school community activities; CCWTC operates a "peer support" scheme, involving Year 11 students; the SRC seeks to improve conditions in the school and makes recommendations to the headmaster for funding for approved projects; SRC members give assistance to the Christo Road Orthopaedic School, and also assist in the operation of the school canteen.

The schools will call for applications for the prize, according to a defined format (e.g. Year 10 work experience reports). The Students' Representative Council members will mark each application and submit a short list of applicants, with marks, to the OBA Education Sub-committee to determine the winner.

*Note* The original intent of this prize was to acknowledge exceptional work done by a student for the *school community* i.e. for his/her peers. In keeping with Harold Beard's beliefs, it was thus intended to be given for excellent *school citizenship*. In the guidelines sent to both CCWTC and NHS on 12/5/89, however, the prize was inadvertently described as being for " . . . School/Community Achievement". This interpretation was reflected in the CVs of subsequent prize applicants, who cited involvement in a range of community based organisations. The "/" has not been included in any subsequent description of the prize, and never in the prize certificates. The original intent remains.

Winners:	<i>NHS</i>	<i>Presented</i>	<i>CCWTC</i>	<i>Presented</i>
1989	xxxxx	xxxxx	Rochelle Ailwood	
1990	John Graham	4/3/91	Rebecca Williams	
1991	not awarded?	xxxxx	not awarded?	
1992	Fiona Truelove	xxxxx	Belinda Pritchell	21/5/93
1993	Jillian Morrison	9/12/93	Michael Kachel	29/3/94
1994	Elizabeth Young	14/12/94	Bronwyn Shields	8/6/95
1995	Chris Stevens	13/12/95	Simon Kachel	28/8/96
1996	Lisa Fraser	18/10/96	**	**
1997	not awarded		Blythe Merrick	4/9/97
1998	Jacob Denny		Ugo Parente	
1999	Sarrah Parry-Jones		Sarah Andrews	
2000	Erin Hollis / Lee Scoufis	9/10/00	Cassie Nelson	6/10/00
2001	Andrew Considine		Erin Lewis	
2002	Kane Pfingst/Joanna Dyer		Melissa Burns	
2003	Andrea Fellas	25/9/03		

\*\* awards were originally for the previous year and are now submitted in the year awarded.

### 4.2.3 Legal Studies

Waratah: The Trevor Dunn Prize For Excellence in Legal Studies

Newcastle: The OBA President's Prize For Excellence in Studies in Law.\*

Value: \$100.

This is for Year 12 students. It is to be determined by the school, based on the school assessment (which includes formal testing up to and including the trial HSC). Lyall Abell (letter 31/10/88): "The only other option was on the official H.S.C. scores but this is after the event and many students receive cadetships on their trial marks".

Note The prize at each school was originally given as ". . . For Legal Studies". The NHS name change was at the request of the school, who chose to give the prize for 1990 to the debating team, who won a mock law trial competition.

It seems that the "Excellence in" phrase which was added by NHS has somehow crept into the name of the CCWTC prize also.

Winners:	<i>NHS</i>	<i>Presented</i>	<i>CCWTC</i>	<i>Presented</i>
1989	not awarded		not awarded	
1990	Bronwyn Rivers	4/3/91	not awarded	
1991	Jacque Shaw	xxxxx	Todd Lloyd	
1992	Michelle Donohoe	xxxxx	not awarded	
1993	Michelle Donohoe	9/12/93	Kylie Leedham	29/3/94
1994	Rebecca Balfe	20/10/94	Olivia Andriunas	8/6/95
1995	Sunali Lewis	13/10/95	Aron Newton	28/8/96
1996	(Christopher Stevens (Caroline Pollard	18/10/96	**	**
1997	Amy Robertson	17/10/97	Felicity Pritchard	4/9/97
1998	Candice Lee		David Graham	
1999	Joannah Burley		Marcus Watson	

2000	Sarah Richardson	9/10/00	Ugo Parente	6/10/00
2001	Jessica Willis		Stephen Mudd	
2002	Alana Ragan		Amanda Burns	
2003	Nathalie Crawford	25/9/03		

\*\* awards were originally for the previous year and are now submitted in the year awarded.

The following letter of appreciation was received from Amy Robertson:

"I am writing to express my gratitude for the sponsorship which your association has given to the 'Studies In Law' award, which is presented at the annual Year 12 Presentation Ceremony at Newcastle High School.

As this year's recipient of the prestigious award, I wish to extend my wholehearted appreciation for the opportunity which your association gave me in receiving such a traditionally rewarding accolade.

The monetary prize was an amazing merit to receive, as too is the certificate which accompanied the award greatly cherished, as the fine reputation which The Newcastle Boys' High School Old Boys Association holds within the wider community is undisputable, and the incorporation of such a document in any resumé will undoubtedly assist in future employment possibilities.

However, the honour of becoming the next person to accept one of the awards sponsored by the traditional 'father' of Newcastle High School was an esteemed distinction and privilege, and is the paramount reason for which I would like to express my gratitude.

The pride and honour which I felt in receiving the 'Studies In Law' prize was immeasurable, and for that I thank your association sincerely.

I wish to express my genuine appreciation for the on-going support which your association has extended to the students of Newcastle High School through recognition of their academic pursuits.

Once again, thank you for enabling me to experience such a fine honour.

Yours sincerely

Amy Robertson."

### 4.3 Scholarships

#### 4.3.1 Dr David Stewart Bursary & Dr Alan Knott Scholarship

The awarding of an annual bursary to a worthy and needy student of CCWTC, with a value of \$1000, was commenced in 1993 (for a 1992 final year student). It is named the Dr David Stewart Bursary, after one of the two NBHS Rhodes scholars. Note that an original suggestion was to name it the Don Geddes Memorial Scholarship, after the late Don Geddes, old boy and deputy Lord mayor of Newcastle. A similar bursary was agreed to, at a Committee Meeting on 9/2/95, for the NHS. It is named the Dr Alan Knott Scholarship, after the school's other Rhodes scholar.

Winners:	<i>NHS</i>	<i>Presented</i>	<i>CCWTC</i>	<i>Presented</i>
1993	not yet created		Stoyanka Drinic	21/5/93
1994	not yet created		Amy Hutchinson	29/3/94?

1995	Nicole Stephens	13/10/95	Christopher May	8/6/95
1996	Cary Lee	18/10/96	Tasman Merrick	28/8/96
1997	Alysha Smith	17/10/97	Jacqueline Whitehead	4/9/97
1998	Jennifer Caine		Todd Campbell	
1999	Joannah Burley		Ugo Parente	
2000	Amie Milthorpe	9/10/00	Sarah Andrews	6/10/00
2001	Wendy Leaver		Ben Whitehead	
2002	Lyndal Wellard		Jessica Hill	
2003	Melissa Prince	25/9/03		

Brief Curricula Vitae of the two Rhodes Scholars follow:

*Dr Alan Dixon Knott (source 'University News')*

Associate Professor Knott died in the evening of January 5 199x.

He started his education at Haberfield Demonstration School and went on to become dux of Newcastle Boys' High School in 1946. He was also awarded an exhibition to Sydney University, and the Edwin and Mary Grainger Scholarship to Wesley College but, due to another family move, he graduated in 1950 with a BSc in Mathematics and Physics from the University of Tasmania and in 1952 completed a bachelor of Engineering (Honours) degree.

That same year he started work as a civil engineer with the Hydro-Electric Commission in Tasmania, staying only a few months before taking up his Rhodes Scholarship at Lincoln College at Oxford University. At Oxford he studied Modern Greats - philosophy, politics and economics with particular emphasis on economic history and statistics.

After a brief return to the work force he took up an appointment as Senior Lecturer in the Department of Industrial Engineering at the University of New South Wales, where he was awarded a PhD in 1968.

He joined the staff of the School Of Economic and Financial Studies at Macquarie University, as an Associate Professor in Business Administration, in 1969. He was the first and, for some time, the only full time appointee in Management Studies at the School. He was influential in the development of the course which, apart from a few modifications, has remained essentially the same since Professor Knott started.

Professor Drane described Alan Knott's "administrative capacity" and "remarkably even temper and quiet, unfailing sense of humour".

Professor McKern spoke of "his honesty, kindness and unselfishness, his gentleness and concern for others" concluding "we will remember him as a pioneer in his field and as a shining exemplar of human warmth and kindness."

Dr Knott married Miss Helen Ostinga, BSc, a former student of NGHS and daughter of a distinguished Old Boy, Newcastle physician, obstetrician and gynaecologist, Dr Alex Ostinga.

*Dr David Roy Stewart (source personal letter, 11 June 1993).*

David Stewart was born on 28 January 1923, in Sydney. He attended Newcastle Boys' High School, matriculating as Dux in 1939. He then went to St Andrew's College at the University of Sydney,



graduating with a BSc, in Mathematics and Physics, in 1942. During the Second World War David saw active service in the Pacific Region with the RANVR, attaining the rank of Lieutenant. In 1946 he gained his BE (1st Class Honours) from the University of Sydney, and was elected a Rhodes Scholar the following year. He attended Trinity College at the University of Oxford, graduating from the School of Engineering Science with a PhD in 1951.

David has held senior executive in various major metal industries, has lectured at the University of NSW, and has been a Fulbright Scholar. He is currently on the board of many corporations. David was married in 1930, and has two sons.

The following letter was received from the inaugural winner of the Dr David Stewart Bursary, Stoyanka Drinic, on 19 November 1993:

"Dear Mr Standen

I would like to take this opportunity to thank you for your very generous bursary prize of \$1000 given to me from the Old Boys' Association. I would also like to excuse myself for not thanking you sooner. The HSC has taken its toll of me, but never did I forget your kind donation. The \$1000 is now situated in my Credit Union where it is being kept for University expenses where it will surely come in handy.

Thanks are not only from myself, but from my family, friends, school and the other candidates who applied for the scholarship. They would like to thank you for supplying such a reward for prospective students. This prize is a goal for students to aim for. Through hard work and good results one student each year will receive the prize which will be a great help to them at University. This hard work brought the prize to me.

If at any time you are interested in my progress at University, feel free to write to me . . I would be more than happy to inform you, after all your kindness.

Please pass on my thanks to the other members of the Old Boys' Association, and once more, thank you so much."

Criteria for the selection of the winning student are given in the following copy of a FAX of 10/5/93 from the Principal of CCWTC (then the Waratah Technology High School, WTHS), Lyall Abell, as subsequently amended.

*"THE OBA SCHOLARSHIP"*

The Old Boys' Association "OBA SCHOLARSHIP" is to be awarded to a "WORTHWHILE" student in Year 11 or Year 12, who would benefit from support to continue his/her education.

The school is to be responsible for the short listing of applicants based on the following criteria.

- 1) **ACADEMIC.** The student must have demonstrated the potential to achieve a TER (Tertiary Entrance Rank) of at least the 75th decile. This rank is to be reviewed annually by the OBA.
- 2) **ECONOMIC.** Consideration given to parental income levels will be similar to those set down by the Government for Aus-study. Previous applications for student support will also be taken into consideration.
- 3) **SCHOOL ACTIVITIES.** The student must be a participant in school activities:- sporting, teams, the Student Representative Council, the School Council, debating teams or other school activities that result in school representation.

- 4) SOCIAL. The student should have a high profile in the school body:- Peer Support Leader, Team Captain, House Captain, or as any office bearer of the school.
- 5) COMMUNITY SERVICE. The student should have demonstrated an interest in community affairs by personal participation or by displaying a caring attitude to others.
- 6) ACHIEVEMENT MOTIVATION. The student must have been assessed by staff as having a positive achievement motivation.
- 7) SCHOOL RECOMMENDATIONS. The student must have gained a majority of staff support for his/her nomination.
- 8) SELECTION. Nominations received will be forwarded to the OBA along with the supporting curriculum vitae for final selection.

Note: after the presentation of the scholarship it may be wise (at the Principal's discretion) for steps to be taken to see that the money is deposited in the students name, and not used by the parents for their own purposes.

The selection process is further described in the following document supplied by CCWTC in May 1993.

*"OBA SCHOLARSHIP SELECTION PROCESS 1993*

1. Nominations called for from Year 12 Supervisor and Executive.
2. Nominated students complete application form - see attached. A supporting statement of no more than two pages is optional.
3. Record Card review for degree of parental support and achievement motivation of pupil.
4. Academic performance assessed on School Certificate results, Year 11 and Year 12 June report if available. The core subjects of English, Maths, Science and Humanities taken as indicators.  
 Note: (i) In S.C., grades converted to numerical values.  
 (ii) In senior years, Humanity subjects may have to be equated.
5. Interpersonal relations assessed from application form and rated on a scale of 1 to 10.
6. Need assessed from D. P.'s records, Counsellor's knowledge and Student Adviser's records.
7. Achievement, motivation and ambition assessed from "Career Mate" computer program.
8. Table prepared listing categories and scores. Applicants positioned in each category. The positions totalled and lowest score noted.
9. School short list from totals derived from table.
10. O.B.A. makes final assessment in conjunction with the Principal."

The Application Form referred to in part 2 of the selection process has the following format:

*"O.B.A. APPLICATION FORM*

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
 ACADEMIC YEAR: \_\_\_\_\_ SCHOOL REPORT ATTACHED: YES/NO \_\_\_\_\_

PLEASE COMMENT BRIEFLY ON THE FOLLOWING:

PARTICIPATION IN SCHOOL ACTIVITIES:

SOCIAL INTERACTION WITH THE SCHOOL:

COMMUNITY SERVICE OR INTERESTS:

FUTURE AMBITIONS:

HOW A SCHOLARSHIP WOULD SUPPORT YOUR STUDIES:

Office Use Only

SCHOOL COMMENTS:

O.B.A. RECOMMENDATION:

"

The "Career Mate" computer program referred to in the selection process description is described by the CCWTC principal as follows:

*"CAREER MATE*

This is a software package which integrates the findings from specific questions asked in specific areas. The program is designed to marry these findings to produce (i) a profile of the student (ii) suggestions for a career path.

The areas are: 1. Academic qualifications and achievements to date 2. Personal ambitions and aspirations 3. Personality questions using the Myers Briggs Indicators (used commercially).

It is the answers in the above areas that are then 'married' to produce a profile and suggested career path."

The scholarship assessment form, on which the marks are tabulated, has the following row headings, with the marks for the inaugural winner given in brackets as a guide:

"ACADEMIC: School certificate (90), Year 11 (89), Year 12 (81) and Anticipated TER (85); Assessed % (345).

INTERPERSONAL: School activities (7), Community activities (7) and Leadership (7); Assessed Mark (21).

NEED: Income (5), Family Situation (5), Siblings (2); Assessed Mark (12).

ACHIEVEMENT MOTIVATION: Self analysis (10), Career analysis (10); Assessed Mark (20).

TOTAL SCORE: (398)

POSITION TOTAL: (1)

POSITION IN: Academic (1), Interpersonal (2), Need (4), Achievement/motivation (1); Total Min. Scores (8)

POSITION ON MINIMUM SCORES: (1)

AVERAGE POSITION: (1)

TOTAL ON: Interpersonal + Need (6), Academic + Need (5), Academic + Need + Motivation (6), Need + Motivation (5), Interpersonal + Need + Motivation (7); Total Composite Position (29)

POSITION ON COMPOSITE POSITION: (1)

AVERAGE COMPOSITE POSITION: (7.3)

POSITION ON AVERAGE COMPOSITE POSITION: (1)"

#### 4.3.2 *Jim Kirk*

James Kirk (honours?), OBA membership number 785.

At the Committee meeting of 14 September 1995 it was announced that Jim Kirk had offered to donate \$10,000 to be invested so that an annual scholarship of about \$1000 could be granted in his name, to a worthy student of CCWTC. He wanted such a donation to be tax-deductible.

A Trust Deed was prepared by the Inaugural President, Trevor Dunn. It was concluded however, after extensive discussions at the highest levels in the Australian Taxation Office (ATO), that donations for the purposes of providing a cash scholarship cannot be tax deductible. In fact, the only donations for education that are tax deductible, under present laws, are for bricks and mortar i.e buildings.

Because of the ATO ruling the donation was never received and James Kirk died, after a long fight with cancer, on xxxxxxxxx.

(To be completed by the President).

#### **4.4 Liaison With Schools**

After each AGM, the Secretary is to send a letter to the Principals of both Newcastle High School and Callaghan College Waratah Technology Campus (CCWTC), giving the names, addresses and phone numbers of the President, Secretary and Education Sub-committee Chairman. This will facilitate their correspondence, especially the posting of invitations to attend prize-giving ceremonies at the schools.

Note that CCWTC prizes are usually presented at a special ceremony in March to May of the following year, while NHS prizes are usually presented as part of separate ceremonies at the school in October (Year 12), December (Year 10) and December (Years 7, 8, 9 and 11) of that year.

Col Standen, President in 1992 and 1993, accepted an invitation by the Principal, in March 1994, to sit on the CCWTC School Council. No replacement was sought after Col's death, as the Principal felt that the power and hence value of the School Council was diminishing.

All practical liaison with NHS is through Mark Smith, teacher and Old Boy.

**Make a comment here about our relationship with Newcastle East Public School.**

At January 2004, the contacts with the schools are:

The Principal  
Callaghan College Waratah Technology Campus  
Turton Road  
WARATAH NSW 2298  
Phone 4968 1939 or 4968 1330

Mr M Smith  
Newcastle High School  
Parkway Avenue  
HAMILTON NSW 2303  
Phone 4969 3177

The Principal  
Newcastle East Public School  
Corner Tyrell and Brown Streets  
NEWCASTLE NSW 2300  
Phone 4929 2911

#### **4.5 General**

In early 1998 an OBA banner was made for the main assembly hall of NHS, to match that representing the Girls High Ex-Students' Association. The OBA met the costs of \$200, while the arrangements were made by Mark Smith. The "flagmaker", who had previously made the school flag

copies for the OBA, was used. He is: Ray Cousins, 47 Lachlan Street, Windale NSW 2306, phone 49 485 147.

**SECTION 5**

***FUNCTIONS  
SUB-  
COMMITTEE***

## 5 FUNCTIONS SUB-COMMITTEE

### 5.1 Annual Dinner

#### 5.1.1 General

- (16/3/95) Paddy Young wrote to Bill Swift for a permanent booking for the OBA for the second Saturday evening in August each year (no reply yet - Paddy?). \*\* Should include a reminder to members, on the dinner notice, that the dinner is ALWAYS on the second Saturday in August. This will allow them to plan ahead, and should ensure better attendances. \*\*
- After the Dinner Applications have been processed, a list of membership changes is to be made. After the Dinner, the list, plus the original forms, are to be given to the Chairman of the Membership Sub-committee, who will store them for three years.
- At Committee Meeting 6/7/95, it was agreed that all dinner related cheques are approved in principle and may be paid promptly without reference to a general committee meeting.
- Start processing dinner applications ONE WEEK after the mail-out.
- \*\* Need a Dinner Tally Sheet profo for Appendix A1 \*\*
- Standard forms in Appendix:
 

Dinner invitation to members	Form 001
Letter to printers	Form 002
Menus	Form 003
New member	Form 004
Ticket	Form 008
- \* The Dinner mail-out night is to take place 6 weeks before the Dinner (decided 12/9/96). On the mail-out notice, members are to be advised that if they turn up at the Dinner without prior notice, they may not be admitted. The mail-out is to give the name and phone number of the Treasurer for any enquiries, to avoid members contacting the President and having to be referred to the Treasurer.  
 There are to be three people on the reception table at the City Hall. Receipts are not to be given to those who pay on the night, but are to be mailed out later.

#### 5.1.2 After Dinner Speakers

Note that the numbers of attendees, and the profit/loss figures, are based on the treasurer's report submitted to the AGM. See Figure 5-1.

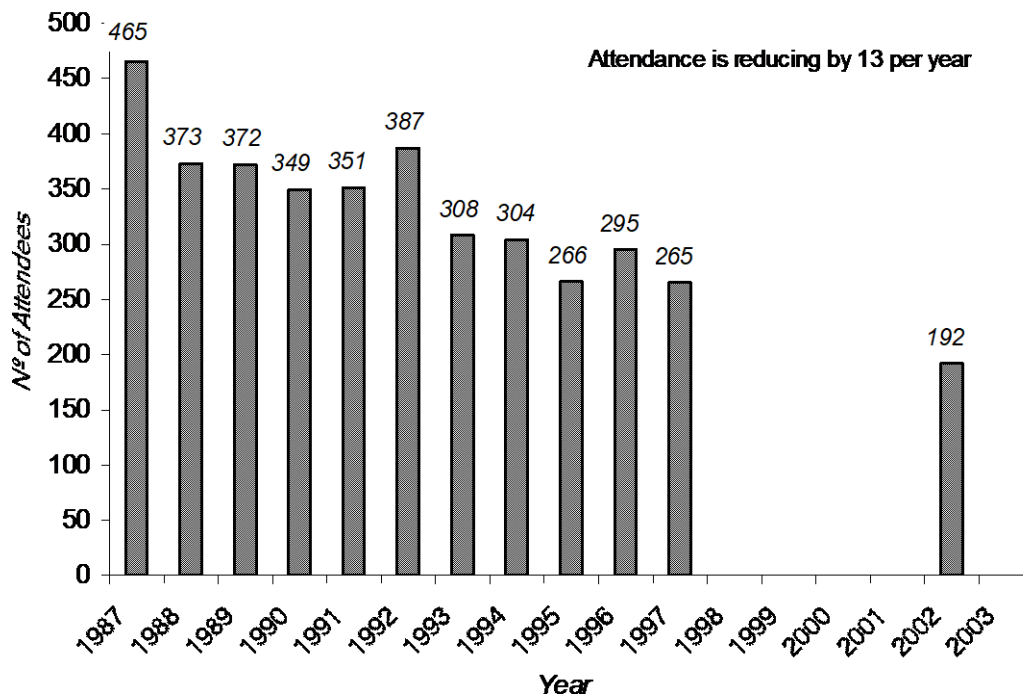
Year	Speaker	Attendance	Ticket \$	Profit/(Loss) \$
1987	Charlie Goffet <i>Beloved former teacher and raconteur par excellence.</i>	465√?	30	2252.81√
1988	Vic Rooney <i>Former teacher and renowned thespian.</i>	373√	30	(563)√
1989	Kevan Gosper AO <i>Former student, Commonwealth Games gold medallist and Olympic Games silver medallist, Chief Executive Officer of Shell, President (?) of the Australian Olympic Federation.</i>	373√	35	(20)√
1990	Justice Jeffrey Miles <i>Chief Justice of The Supreme Court of The A.C.T.</i>	349√	40	454√



1991	Dr Jim Kirk AC DSc <i>Former Chairman of Esso; Chairman of Australian Bicentennial Authority; Chairman Landcare Australia.</i>	343√	40	(73)√
1992	Gary Gilmour <i>Test cricketer</i>	385√	45	266√
1993	Justice Jack Lee <i>School Captain in 1937</i>	308√	50	1126√
1994	Peter Cave <i>Award winning ABC reporter</i>	304	50	1666
1995	Arthur Morris <i>Famous cricketing test batsman</i>	266√	50	247
1996	Charles Grahame <i>Retired from ABC, father was Mayor of Wickham</i>	295√	55	1107√
1997	Ted Morrisby <i>TV Producer and author</i>	265	55	xxx
1998	Richard Owens <i>Newcastle businessman</i>	249	xx	xxx
1999	Dr David Stewart <i>Rhodes scholar</i>	230	xx	xxx
2000	Paul Jessop xxxxxxxx	231	xx	xxx
2001	Prof. Robert Beal <i>A leading Australian haematologist</i>	210, 235	60?	890
2002	Ian Jones (year of '44) <i>Ned Kelly expert; former scriptwriter, producer and director</i>	192	65	1696
2003	Peter Morris (year of '48) <i>Former Federal Labor Minister</i>	xxx	65	xxx
2004	Lew MacLeod <i>Military nurse and OH&amp;S trainer</i>	257?	65	xxx
2005				

### Future Speakers?

Jonathan Biggins; Ted Pickering; Graham Corling; John F Miner (if he is an old boy - suggested by Peter Mearns 15/9/95, who says he is an excellent speaker); Prof. Ken Eltis (Sydney University, suggested by Athol Molesworth); Dr David Stewart (Rhodes Scholar); Gilbert Moore (ex ATC corps and then RAAF - suggested by John Barrett, letter, 18/9/94); Kerry Sibraa (High Commission for Zimbabwe - suggested by John Harborne, 3/98); Ron Lovett? (spent 10 years sailing around the world, and writing a book about it); Peter Rundle, Jonathon Biggins – not available for 2003, happy to assist next year; Ted Pickering – contact via Geoff Rigby, Peter Morris, John F Miner – is he an old boy? Ken Eltis – check with Dick, John Church; Peter Rundle; Tim Clucas; John McKenzie (Captain in 1953) – suggested by David Elkin; Penton Sutcliffe (1953) – lives at Nelson Bay – was MD of Howard Smith? – suggested by David Elkin



**Figure 5-1: Annual Dinner Attendances**

**5.1.3 Contacts**

- Caterers L & C Heiner; contact Kathy Sara or John Sara (husband); phone 291814; Manager's office in the City Hall.
- Printers Neader's Print Services; 19 Hudson Street, Hamilton NSW 2303; phone 694366; contact Shannon Lemire (receptionist), Mary Britt (artwork).
- Glassware Australian Glass Printing; PO Box 74, Merewether NSW 2291; phone 633001; contact Bob Ford, Unit 11, 70 Frederick Street, Merewether NSW 2291.
- City Hall Tables, microphones etc; Newcastle City Hall staff; phone 299370; contact Bill Swift (Manager), Cathy See (Secretary).
- Memorabilia Ante-room display; with the help of the Newcastle Region Library; phone 294531 or 299440; contact Carol Edmonds; see section 5.1.7 for details.
- Pianist Contact Reg Mitchell, 118 Katoomba Street, Katoomba NSW 2780; phone 047 871113, FAX 047 822037.

**5.1.4 General Arrangements**

- Venue City Hall; second Saturday in August; #1 and #2 Function Rooms & Concert Hall; 6.30 pm for 7.30 pm.
- Speaker President to look after; arrange transport? and accommodation?; gift (say Scotch and glasses) ~\$50, to be obtained by Functions S/C; Pres to obtain CV and arrange member to introduce (5 minutes maximum); President to collect N° 1 ticket.
- Setting Up Seating - "50 year" table closest to the rostrum.  
Rostrum and microphones - Bill Swift to set up; 2 fixed microphones on rostrum, plus hand (wireless) microphone.

	Reception tables - set up by staff; let Bill Swift know numbers the previous Wed.
Name Tags	Done with replies; Norm Letcher's replacement?
Tables	Bill Swift responsible; a 7' x 2.5' table seats 8 people and a double table, seating 16 people, is best; axes of tables to be down the hall; double tables set in a 7/6/7/6 pattern, i.e. four rows deep across the hall, seat 112/96/112/96 = 416 people.
Receptionists	Two needed at the door; from Lynn Gray's staff?
Glasses	400 max. suggested; Bacchus format usual; \$2.95 in '91, \$4 in '92 \$xx in '93, \$xx in '94; from Australian Glass, phone Bob Ford on 435711; logo design constant; screen printing costs (for screen) \$35 in '91, \$45 in '92, \$xx in '93, \$xx in '94; screen printers are xxxxxxxxxxx, phone xxx xxxxxxxx on xxxxxxxx; overall cost \$xx/y00 in '91, \$xx/y00 in '92, \$xx/y00 in '93, \$xx/y00 in '94; pick up on the Friday before dinner.
Hall hire	From NCC, Sec Cathy See; cost \$400 in '91, \$440 in '92, \$xxx in '93, \$xxx in '94; standing booking for the second Saturday in August; paid after each dinner.
Hall displays	School flag: in care of Secretary. Photo display: see section 5.1.7. "Lost sheep": Ch of Mem S/C to supply list for display; Pres to announce at dinner. Apologies: Ch of Mem S/C to supply list for display; Pres to announce at dinner.
Publicity	Television: Pub. Off. to arrange with TV (John Church), press (xxx, xxxxxx, xxxx), radio (xxxxxx, xxxxxxx, xxxxxxx); media release to be prepared and distributed by Pub. Off. Newspaper ads to be published 18 days before the Dinner, to allow time for replies
Goods For Sale	Treasurer to ensure adequate supply, including a rerun of Charlie's Letters, after approval by the Committee.

### 5.1.5 Printing

Tickets	Number = 400; format constant; printing by Neaders; cost/400 = \$60 in '92, \$xx in '93, \$xx in '94.
Programme	Number = 400; format constant; printing by Neaders; cost/400 = \$94 in '92, \$xx in '93, \$xx in '94.
Invitations	(and advice sheet); 1000 of each; format constant (see Forms 001, 004 resp.); mailed to all financial members only; cost/1000 both = \$112 in '92, \$xx in '93, \$xx in '94.
Envelopes	Window style; return addressed; cost/1200 = \$83 in '92, \$xx in '93, \$xx in '94; cost/500 = \$54 in '92, \$xx in '93, \$xx in '94.
Collation	Of dinner invitations to members; all committee to assist; special "mail out session" after July meeting.
Song sheet	400 off; standard format (see Form 009); printing by Neaders; cost/400 = \$37 in '92, \$xx in '93, \$xx in '94.
Coasters	400 off; changes needed each year (see Form 002); printing by Neaders; cost/400 = \$59 in '92, \$xx in '93, \$xx in '94.
Artwork	& typesetting; by Neaders; for complete order; cost = \$100 in '92, \$xx in '93, \$xx in '94.
ALL printing	By Neaders; Total costs = \$636 in '92, \$xx in '93, \$xx in '94.
Receipt sheet	Plenty remaining 1994 (see Treasurer).

Charlie's Letters Two runs have been made, each of 100 copies, the second being the "final edition"; printing by xxxxxxxxxx, at a cost of \$x.xx/copy.

### 5.1.6 Catering

Menu To be selected by Func S/C as usual, and approved by the Committee at the July meeting; cost, in '93, for 300-350, was \$28/head.

Drinks Pre- and through-dinner; incl. labour; cost \$2277/351 guests in '91, \$2812/387 guests in '92, \$xxxx/yyy guests in '93, \$xxxx/yyy guests in '94.

Total cost food and drinks; per guest cost \$xx.xx in '91, \$xx.xx in '92, \$xx.xx in '93, \$xx.xx in '94.

### 5.1.7 Photographic Display

At NBHS OBA dinners only *copies* of photographs from the historical collection are displayed. These copies then also go into the collection held at the NRL, for possible future use. This action greatly assists in the preservation of the photographic collection.

The photos displayed as copies comprise (i) 24, of general interest (called "the perennials"), which appear every year and (ii) 12 which relate to the "50 year" table, that is which were taken 50 years previously. Where there are less than 12 of these available, the remainder will be made up of those taken 51, 52, 53 and 54 years previously, to represent the early school years of those at the 50 year table.

The NRL has a stand alone, curved display stand. This is used, with styrofoam letters declaring "Newcastle Boys High School Old Boys Association", to display the photos (copies of the originals) in their Milar jackets, using Velcro for attachment.

The organisation of the display should be between the Secretary and the NRL prior to the dinner.

*The "perennials" comprise (by NRL reference number):*

001	1934	School assembly at the "new school", NBHS
006		Charles Rattray ("Caesar") Smith, first Headmaster of NHS, 1906-1915
014	1911	Probationary teacher training students at NHS
023	1934	Prefects, the first at "the new school", NBHS
024	1934	Staff, the first at "the new school", NBHS
027	1935	First XI, including Arthur Morris, famous left-handed test batsman, and OBA After-dinner Speaker 1995.
051	1939	Prefects, including Colin Standen (past President of the NBHS Old Boys' Association) and David Stewart (one of the school's two Rhodes Scholars, and the man after whom the annual \$1000 bursary to CCWTC is named).
080	1941	First XI, including Preb Maehl (later to be a teacher at the school)
094	1942	Staff, including Charlie Goffett (legendary French teacher and former NBHS OBA Committee member) in his first year
123	1945	Swimming team, including A Knott (one of the school's two Rhodes Scholars, after whom the annual \$1000 bursary to NHS is named).
125	1947	Athletics team, including Kevan Gosper (Commonwealth Games gold medallist, Olympic Games silver medallist, Chief Executive Officer of Shell, Vice-President of the

- International Olympic Committee), Charlie Goffett as coach and Len McRae (legendary Latin teacher and former NBHS OBA Committee member) as Sportsmaster
- 133 1948 Staff (including Harold Beard in his first year as Headmaster)
- 144 1950 Army Cadet officers
- 165 1952 Athletics (the first annual group photo showing World War II Memorial Entrance and plaques in the background)
- 180 1954 First XIII, including Trevor Dunn (School Captain 1955, and Inaugural President of the NBHS OBA)
- 186 1955 Prefects, including Trevor Dunn (School Captain 1955, and Inaugural President of the NBHS OBA) and Don Geddes (former Deputy Lord Mayor of Newcastle)
- 206 1957 Cricket. This team was undefeated. Clifford, Goffett, Skelly and Rogers were selected in the NSW CHS team. Goffett went on to represent NSW.
- 228 1958 Cricket. Includes test cricketer Grahame Corling.
- 226 1959 Staff. Includes Vic Rooney, noted thespian.
- 234 1960 First XIII. Includes Michael Hawkins, representative half back, and Phil Hawthorne, Rugby League and Rugby Union dual international five eighth.
- 237 1961 Athletics, including Peter Cave (award winning ABC reporter, and OBA after dinner speaker in 1994)
- 241 1961 Staff, including Preb Maehl, and showing entire Memorial Entrance to school.
- 246 1963 Soccer.
- 251 1962 Staff, including Lyall Abell (current Principal of the then Waratah Technology High School (WTHS), now the Callaghan College Waratah Technology Campus (CCWTC).

### 5.1.8 On The Night

#### Pre-Dinner

- Committee Encourage fellowship in Function Room 1; close off main dining hall.
- Treasurer Organise a roster of (committee) members to man selling table (3 minimum); supervise; do not issue receipts for payments made on the night, instead, mail out later.
- President Agree on schedule for the serving of courses, with the caterer (Olga).  
Greet after dinner speaker, and present him with the N<sup>o</sup> 1 ticket.

#### Move In (7.20 pm)

- Committee Circulate amongst diners asking them to move to the tables / repel press.

#### All Seated

- President Welcome to all Old Boys
- ALL School Song
- President Those who have asked for special meals, please tell table staff / Thanks to committee, to Reg Mitchell, and to caterers and Town Hall staff / No Smoking / \* Remember to take (only) your glass / \* Remember to leave your name tag in the box on the way out / "Lost Old Boys" list in foyer - PLEASE always notify change of address / pay bar after dinner, till 12.30 am / [next year's] Dinner on [day and date], with ##### as guest speaker.
- Gareth Silence for departed Old Boys / Grace

#### Just As Entrees Served

- President Apologies (see list in foyer) / 50 Year Table (please stand and identify themselves) / Roll Call by 5 year lots (≥1975, 1970-74, 1965-69 etc) / presentation (port) to oldest Old Boy

#### After All Served Main Course (which takes 30-40 mins)

- ALL Community songs x6, accompanied by Reg Mitchell; *start each on the count of four*; encores if by popular agreement.

#### After Main Course Cleared (Head Waitress to let President know)

- President Announce after dinner speech
- [Nominee] Introduce guest speaker
- [A/D speaker] Starts AFTER DINNER SPEECH (20 - 30 minutes)
- President Calls for "thanks" by acclamation / presents gift (bottle of scotch)

#### After Sweets Served

- Charge your glasses and rise, then
- ALL School Song
- President Toast to the School
- \* - end of dinner formalities - \*

#### Tea & Coffee Served

- ALL Fellowship in Function Room - pay bar starts after dinner, till 1 am.

**SECTION 6**

***HISTORICAL  
SUB-  
COMMITTEE***

## 6 HISTORICAL SUB-COMMITTEE

### 6.1 *General*

July 1995: The National Film Archive has checked its index and reported that they have no footage relating to Newcastle High or Newcastle Boys' High. The Newcastle Herald reported that they have no archival material, but that Norm Barney (retired feature writer) may have suitable material (J Birt to pursue).

### 6.2 *History of the School*

The following "potted history" of the school was prepared by Dick Sanders (from Audrey Armitage's "Newcastle High School - The First 75 Years") for presenting to the Old Boys, prior to the Roll Call, at the Inaugural Dinner, and subsequently augmented to open the Photographic Exhibition, Newcastle Region Library, 9 August 1996.

before 1906	About 50 young Novocastrians catch the train daily to Maitland, to the only State high school in the Hunter.
1906	The original school on the hill opened on Tuesday 5 June; Charles Rattray ("Caesar") Smith is Headmaster, with a staff of Mr T Roberts and Miss Louisa Cole; school comprised primary students plus 28 older girls and boys; assembled at 9:00 in Room 2, one of three that formed the school); tables but no chairs, blackboards, chalk, maps . . .
1917	12 October; Captain Clarence Smith Jeffries killed winning his Victoria Cross, in the Battle of Ypres, Belgium.
1919-1924	George Campbell Saxby is Headmaster; "His Majesty"; "The Grey Ghost"; former Captain and Dux of Sydney Boys' High; deeply religious, with a stern moral code; disallowed dancing.
1922-1926	Charlie Goffet attends the "School on the Hill".
1924-1928	Len McRae attends the "School on the Hill".
1925-1926	Frank McMullen is Headmaster; "One of Nature's Gentlemen"; a strong bias towards sport; "exercised a fairly soft discipline on the School".
1926-1931	Robert F (Bob) Harvey is Headmaster; "a grim visage" and "a formidable reputation as a disciplinarian"; unsuccessfully tried to change the school colours; set up a school tuck-shop and banned Mr Tuttle's horse-drawn pie cart from the school grounds; disliked Newcastle intensely - "you can't make a silk purse out of a sow's ear"; continually stressed the need for "school spirit"; insisted on the wearing of a school uniform.
1928	Two portables destroyed by a cyclone; contract let for the construction of Newcastle Girls' High School, at a cost of 34,120 pounds (\$68,240).
1930	On 4.2.30, with NHS overcrowded, girls moved into the all new NGHS at Hamilton; first Headmistress Agnes Brewster; replaced by influx of Cooks Hill Intermediate High students; NBHS created; The Great Depression; overcrowding in the "archaic architectural anachronism" (Newcastle Morning Herald); Alfred Freeman sets NBHS long jump record of 21 feet 9.5 inches (6.64 m), which still stands.
1931	Silver Anniversary; 820 enrolled (including 120 overflowing to the Hunter Street Technical College).



- 1932 Country deep in depression, NHS seriously overcrowded, and the promise of a new school at Waratah long overdue; NHS described as "an archaic, architectural anachronism". Enrolment was 700 + 120 in the Annexe at NTC (with its own staff of 5).
- 1932-1934 Chas A ("Daddy") Christmas is Headmaster (see Note 1 below).
- 1933 Move to Waratah commenced during "half-yearlies"; school spartan, noisy.
- 1934 NBHS starts at Waratah; first Headmaster Charles ("Daddy") Christmas; NHS becomes Newcastle Junior High School.
- 1935-1944 Norman R Mearns is Headmaster.
- 1939 David Stewart, Rhodes Scholar, is dux.
- 1939-1945 World War II; 333 to RAAF, 142 to AIF and 45 to RAN; 51 died; 14 missing; 13 decorated.
- 1941 F H Beard is Deputy Headmaster.
- 1942-1975 Charlie Goffet teaches French and coaches athletics.
- 1945-1947 William Pillans is Headmaster.
- 1946 Alan Knott, Rhodes Scholar, is dux.
- 1948-1963 Frank Harold Beard is Headmaster; sex education, SWASSC, CAB, uniforms, "esprit de corps".
- 1949 Kevan Gosper sets NBHS records, which still stand, in 100, 200 and 400 metres; the wearing of school uniforms now common..
- 1951, 1952 Don Barnes the only dual Dux.
- 1952 World War II Memorial Entrance unveiled by Lieutenant General Ivan Dougherty; F H Beard introduces sex education.
- 1956 Jubilee Year; the Jubilee Celebration speech was delivered by ex-student and Sydney journalist Oliver Hogue; popular English teacher, Fred Smith, drowns in Newcastle Baths, aged 34.
- 1957 Wyndham report released (28 October).
- 1963 F H Beard retires.
- 1964-1974 L T (Tom) Richardson is Headmaster; sport, Easter church parade; parent-teacher night.
- 1966 Change to HSC; no Dux.
- 1966, 1967 M Simpson is the only dual Captain.
- 1967 First sixth form.
- 1971 Students' Representative Council set up.
- 1973 Announcement that selective schooling is to end.
- 1974 L T (Tom) Richardson retires.
- 1975 Charlie Goffet retires.
- 1975-1976 Vic Webber is Relieving Headmaster.
- 1975-1978 Intense construction activity to make the new Waratah High School.
- 1976 First musical record produced by the School, "Red on Blue", featuring jazz band, string quartet and brass band.
- 1977 First Year 12 (formerly referred to as sixth form).
- 1978 June; NBHS completes its metamorphosis (by Government decree) to WHS by the removal of the name "Newcastle Boys' High School" from the front of the school, and its replacement with "Waratah High"; this sparks a "sit-in revolt" by Year 12 students.

The last students, who enrolled at NBHS, complete their schooling (with Waratah High School references).

David Wells, the last School Captain, who attended the school from 1973-1978 inclusive, said: "We as students were always being told that we had to start new standards, leaving the old behind and go forward with a deeper interest in Waratah High. They did not realise that we at NBHS wanted to keep up 'our own standards' and work towards our own traditions, something that the governing body did not seem to understand. To be able to finish off the NBHS spirit, just as we had started, was the feeling of the students which was shown throughout the last years of the old school. *Spirit does not end with the change in a school's name; it lives on within all those students whom it touched.*"

1981 Ben and Margaret Timmins (school tuck shop) retire.

Note 1: The following appeared in the Newcastle Morning Herald and Miners' Advocate on Saturday 30 July 1932, under the heading 'The City's Disgrace':  
 "A gentle reminder that the proposed Newcastle Boys' High School building is still in the 'blue print' stage was given by the Headmaster (Mr C. H. Christmas) yesterday, when he advised visiting footballers not to judge Newcastle by Hunter Street or by its railway approach. 'Have a good look around,' he said 'but for heaven's sake do not come near my school. It is the only place that is a disgrace to Newcastle.'"

### **6.3 Collecting of Memorabilia**

[Historical Sub-Committee Chairman to complete]

### **6.4 Copying and Returning Memorabilia**

[Historical Sub-Committee Chairman to complete]

### **6.5 Passing Suitable Memorabilia to Custody of Library**

All archival memorabilia from the NBHS is held by the Newcastle Region Library under the Community Archives Deposit Agreement.

[Historical Sub-Committee Chairman to complete]

### **6.6 Liaison with Library**

The Newcastle Region Library held an exhibition of a selection of the memorabilia, in its Lovett Exhibition Gallery, in August 1991, immediately after the Annual Dinner.

An exhibition was also held at the NRL from 5 to 15 August 1996, to commemorate the 90th anniversary of the school, and the tenth year of the OBA. The exhibition was officially opened by the Hon. Peter Morris on Friday 9 August 1996.

[Historical Sub-Committee Chairman to complete]

### **6.7 Memorabilia in Custody of Schools**

Letter from Lyall Abell, Principal of CCWTC, to Mr A Beard, Regional Director, Dept Of Education, (\*\*date?):

"I wish to make O.B.A. trustees of property donated to the original Newcastle Boys High School.

#### Inventory

1. Headmasters Leadlighted Book Case.
2. Two oak visitors benches - donated by the Chichester Family.
3. One Grandfather Clock - donated by the Chichester Family.
4. One World War II Honour - donated by the P and C.
5. One Polished Wooden Honour Board Dux and Captains - donated by Mrs D. Henry 1951.
6. One Shelley China Plate with 'Remis Velisque Crest'.

I envisage that the property would remain at Waratah Technology High School held in trust by the OBA . . . Do you see any problems in this proposal?"

Note letter from Secretary to Principal, CCWTC, 6/8/91, requesting "permission to photograph the old High School memorabilia still remaining in the School, e.g. Chichester chairs, Grandfather Clock, Honour Rolls etc."

Note letter of 11/7/93 to CCWTC, concerning contribution by the OBA to displays for the Drama Theatre, which suggested that portraits of the Headmasters of NBHS, Capt. Clarence Jeffries VC, Mr Fred Smith DFC, Dr David Stewart (Rhodes scholar) and Mr Charles Goffet, together with a picture of a scene from G B Shaw's "Man and Superman" as produced by Mr Fred Smith in the Assembly Hall, would be appropriate. Copies of most were claimed to be in the archives. It was also suggested that, in view of Mr Fred Smith's substantial contribution to the production of drama at the school, the new Drama Theatre might be named after him.

Note motion (c'ttee mtg 12/5/94) "That all of the memorabilia related to the play 'The Happiest Days of our Lives' be handed to CCWTC for display in a cabinet in the Drama Theatre. The cost of the cabinet to be met by NBHSOBA, and an ownership plaque to be fixed on the cabinet."

Note a motion on 12/5/94 to pay \$180 to have one of the presses that stood in the old school hall restored, and for an OBA ownership plaque to be fixed to it in an inconspicuous position.

### **6.8 Memorabilia Not Suitable For The Library**

[Historical Sub-Committee Chairman to complete]

### **6.9 Memorabilia Data Base**

[Historical Sub-Committee Chairman to complete]

### **6.10 Captain C S Jeffries VC**

*Extract from the 'Newcastle Regional Museum Newsletter' April 1995:*

By the time that the First World War ended in 1918, approximately 17 000 men and women from the Hunter Valley had enlisted and served in the Australian Forces. Of these 17 000, only three individuals were awarded the famous Victoria Cross.

The Victoria Cross was instituted in 1856, as a reward for acts of extreme valour demonstrated in the field by one hundred and eleven British soldiers during the Crimean War. It was available to both officers and men at the time and is currently also available to civilians and women. It remains the most highly prized military award on earth.

The three Newcastle recipients were all twenty-two years of age when they qualified for the award. All were infantrymen, two were junior officers and they each served in a different unit and earned their V.C.s on different battlefields. Two of the three lived to receive their award.

Captain Clarence Smith Jeffries, born at Wallsend and the son of the manager of the Abermain Colliery, was the first to qualify for the award. Serving with "Maitland's Own" 34th Battalion, he was leading his company in the Third battle of Ypres (Belgium), near Passchendaele, when he was pinned down by enemy machine gun fire emanating from concrete dug-outs. He quickly organised a team of two NCOs and twelve men and, despite the thick and muddy ground, rushed the machine guns. This resulted in the capture of four machine guns and thirty five enemy troops. The whole company then advanced still under heavy artillery and new machine gun fire which had commenced to the right of the company position. He again organised an attacking party which stole up on the gun when it was firing in another direction, but was killed when the machine gun swung onto him. Despite this, the group succeeded in capturing two machine guns and thirty more prisoners. He is buried at Tyne Cot Military Cemetery, Belgium.

*From the Newcastle Herald "Topics" (undated, 1995) the following additional information is attributed to Dave Dial of Pelaw Main:*

A former Hunter Valley miner, James Bruce, who was a sergeant with Jeffries in the 34th Battalion when the latter died at Passchendaele in 1917, had earlier worked for Jeffries' father, Joshua, the then superintendent of Abermain Collieries. Jeffries was an only child and Bruce was actually looking after Jeffries, who was only a fortnight shy of his 23rd birthday when he was killed. Jeffries' company, including him and Bruce, came under very heavy fire but captured six enemy machine guns and 65 prisoners that day. They were ordinary men doing superhuman feats. Now Bruce was 38 years of age, and married with four children, when he enlisted in World War 1. He came from Pelaw Main. Bruce, later a lieutenant, was killed in 1918, and Joshua Jeffries, in gratitude for Bruce trying to look after his son, made two of Bruce's eldest sons trainee mining surveyors. They were only 14 or 15 years old. It was very unusual. And Alice, the widow of James Bruce's second eldest son, Tom, is still alive today in Pelaw Main. There is a Jeffries park with a magnificent war memorial on donated land in Abermain.

*Other Information From Miscellaneous Sources (check all)*

From C Standen (4/97): Born 26/10/1894; was 20 years old when he applied for a commission; killed in the Battle of Ypres, Phase 5, on 12/10/17 (two weeks before his 23rd birthday); VC awarded 17/10/97; his grave is at the Tyne Cot British Cemetery, Passchendaele, "5<sup>1</sup>/<sub>4</sub> miles E.N.E. of Ypres", Belgium, Plot 40, Row "E", Grave 1.

From G Clayton (3/97): Joined CMF 1/7/12 (14th Infantry, but some mention of the 14th Hunter River Lancers); private for 6 months; corporal for 6 months; promoted to sergeant 1/7/13; completed an exam 30/5/14 and qualified for commission appointment; made a provisional lieutenant 1/7/15; became a 2nd lieutenant 30/4/16.

#### *Committee Meeting Records*

The Minutes of Committee Meeting of 16/11/95 record the fact that Doug Kelly had successfully bid for two items of Jeffries memorabilia at auction, at a total cost of \$580. These comprised his personal, signed copy of the military textbook "Solutions of Practical Problems", dated 1913, and an inventory of his personal effects consigned to his mother after his death. These were added to the NRL collection.

The Minutes of 8/2/96: Doug Kelley had been told that the Jeffries VC, held by the Newcastle Cathedral, is in poor condition. He also believed that the Jeffries campaign medals may not have been collected from the Defense Dept., in which case they could still be collected by someone with the proper authority. DK was to investigate further.

#### *Hospitalisation*

Capt. Jeffries was wounded in action on 9/6/17, embarked for England on 15/6/17, and was admitted to London General Hospital 16/6/17, with a "G.S.W. Thigh" (gun shot wound to the thigh?). He was transferred from the hospital on 21/6/17 and shown as "Convalescent" on 4/7/17. He "proceeded overseas France" on 27/8/17 and rejoined his unit on 2/9/17. He was killed in action on 12/10/17.

#### *Medals*

The 1914/15 Star was issued, signed N E, presumably before Jeffries was killed (whereabouts unknown).

He was posthumously awarded the Victoria Cross on 21/12/17.

The following were sent to his father: British War Medal, D/39, N<sup>o</sup> 38446, 13/1/22; Victory Medal, D39, N<sup>o</sup> 38134, registered post number 8237 from GPO Melbourne, as recorded 5/3/23; "Where The Australians Rest" 17/2/22. A Memorial Plaque was sent to his father 6/12/22, N<sup>o</sup> 357444; Memorial Scroll 17/2/22, N<sup>o</sup> 357444.

Where are all of the medals now?

#### *His Grave*

A document N<sup>o</sup> AA/LS/5/9964 lists three exhumations, for a Private Smith, Capt. Jeffries, and a Private Morrison, who were killed 4.9.16, 12.10.17 and 2/5.10.17 respectively. Their grave references are all similar in style, with Jeffries' being "Plot 40. Row "E" Grave 1". Each went to a different place, with Jeffries' final resting place being described as "Tyne Cot British Cemetery, Passchendaele. 5<sup>1</sup>/<sub>4</sub> miles E. N. E. of Ypres". This suggests that all three had been buried at the same cemetery, then exhumed to be buried at cemeteries built after the war near to the sites of the battles.

#### *Display Cases*

A display case containing various items of Captain Jeffries memorabilia, including his photograph, and copies of his medals and citation was presented to CCWTC and officially unveiled on 24 April 1997.

An identical case was presented to NHS. It will be officially unveiled in conjunction with the renaming of the library as the "Captain C S Jeffries VC Memorial Library" at a date to be decided. The ceremony, originally proposed for 11 November 1997, was postponed following the sudden death of Immediate Past President Colin Standen, who had single-handedly prepared both cases.

### **6.11 School War Cry**

The following was given by Old Boy Wal Percival, in a letter dated 25 August 1992. The bit in brackets is an alternative, according to the President's recollection (19/5/97):

Boomalaka Boomalaka Bow Wow Wow  
 Chickalaka Chickalaka Chow Chow Chow  
 With a Ha Ha Ha, Here We Are  
 Newcastle Boys High Yah Yah Yah.  
 Hy Ky Wappy Guy, Ricka Ticka Poppy Guy  
 Jigga Jigga Wabba Wabba, Whiskers On His Gobba Gobba.  
 Yah Yah, Who Go Yah (Here We Are, Best By Far). Newcastle Boys High Yah Yah Yah.  
 HOORAY!

### **6.12 The School Song**

The final version of the school song is given in the front of this document. When the school was on the Hill in Newcastle, before the move to Waratah, there was a different first verse, as follows:

D'ye ken the school on the hill so high,  
 Bravely facing the winds and the sky,  
 While the waves sing their song to the beaches nigh,  
 As the bell goes for school in the morning.

In this version, taken from an early issue of the Novocastrian, the second line of the last verse reads "And our hearts yet again will still hear its call", whereas in the final version (as for example given in the 1958 printing of the Community Song Book) this line reads "And our hearts once again . . .". Note also that the chorus "Yes when we're gone . . ." is only printed at the end of the third verse, and not at the end of each verse as printed in the Community Song Book.

In some recent versions, the muscles that once toed the ball were said to be "still", but no official use of this has been discovered, with all official versions having the muscles as "stiff".

When the school was relocated to Waratah, there were apparently suggestions that the school song be completely replaced, because of its specific site references to the "school on the hill". Old Boy Colin Matthews (year of '34) wrote to the Association on 24/6/91: "There was a new school song written for the school at Waratah. I can only remember one verse, which goes:-

On for all the school holds dear  
 On for the school that grips us  
 On for while we stand together  
 We'll fight, we'll strive, with might and main.  
 Chorus

For the school, for its past  
 For the game and the knocks we may get in it  
 (Then my memory fails me)."

It appears that the "new" song was not proceeded with. Rather, the first verse of the original school song was rewritten. A wise choice.

In the same early Novocastrian issue, the school song is translated "into four different languages", including "mathematical"! These are as follows:

*Latin*

Scisne ludum collesque altos  
 Qui timet nunquam caeli ventos,  
 Ubi tunditur undis litus et nos  
 Exaudimus bucinam omnes.

Sed cum exierimus, peractis annis,  
 Nec iam certamina nos in campis  
 Delectant, tamen in his animis,  
 Fovebimus memoriam omnes.

## (Chorus)

Remis Velisque conari solent  
 Pueri ut omnes semper superent;  
 Ne anni umquam oblitterent  
 Hunc amorem quem gerimus omnes.

"N.B. - Owing to the unbridgeable differences  
 between English and Latin accentuation, certain  
 appalling liberties have been taken."

*Mathematical*

Calculate the height of the hill or the rise,  
 To the Newcastle High School, if one premise  
 That the elevation angle is a constant size,  
 And is sixty degrees night and morning.

Now Wednesday to us is a day carmine,  
 For we don't do no work, O Sweet Adeline!  
 Nor we don't change the sign on the bottom line,  
 We save it till early next morning.

Q.E.D. is the motto for all,  
 If ever in trouble stop trying to stall,  
 Just write these words at the foot of it all,  
 And trust to your luck in the morning.

## (Chorus)

Oh! When we're gone 211r years ahead,  
 When the  $(n - 1) \times r$  lesson's said,  
 Find the number of ergs of work that we shed,  
 When we climbed up that hill in the morning.

*French*

Salut! grand collège sur la colline perché,  
 Par le vent des tempêtes toujours fouetté  
 Les brisants rugissent sur les plages bien près,  
 On dirait l'appel aux matines.

Au sport quand la lutte est bien acharnée,  
 Ou qu'on fait des efforts pour le prix désiré,  
 Jamais on n'est lâche quoique foulé aux pieds,  
 C'est l'amour pour l'école qui vous pousse.

"Remis Velisque," la devise vous appelle,  
 Nous l'écoutons et la gardons, toujours pensons a  
 elle,  
 Jamais on n' a dit de paroles plus belles,  
 Aux orielles des élèves du collège.

## (Chorus)

Il nous faut mourir, puisque tous sont mortels,  
 Quand les jeux seront finis, puis la vie éternelle,  
 Mais le nom de l'école sera toujours réel,  
 Nous élèves le révéreront a jamais.

*German*

Kennst du die Schule dort oben so steil,  
 Die Winde umbrausen sie scharf wie ein Pfeil,  
 Und die Wogen am Strand singen froehliches  
 "Heil,"  
 Da es lauetet zur Schule des Morgens.

Ehrlich ringend wie beim Spiel mit heisser Glut  
 Rennend Kopf an Kopf wir erwiesen hohen Mut,  
 Erweben wir bald des Lebens Hab' und Gut  
 Ohne Rost und Ruh', nachts wie Morgens.

Remis Velisque, mit Herz und mit Hand  
 Wir gehorchen dem Ruf, der uns stets eifrig fand,  
 Als wir trieben Sport oder lernten mit Verstand  
 Und bestiegen den Huegel des Morgens.

## (Chorus)

Sieh! wenn wir weit in die Welt gerzogen sind,  
 Und wir spielen so ernst wie wir spielten als Kind,  
 Beim Namen der Schul' steigen auf so geschwind,  
 Die Bilder so manch eines Morgens.

### **6.13 Press Release on The Occasion of the 90<sup>th</sup> Anniversary of The School on The Hill, To Announce an Exhibition of Memorabilia at the Newcastle Regional Library**

5 June 1996 marks the 90th anniversary of the formation of Newcastle High School, known originally as the "School on the Hill" and divided in the 1930s into two schools, the Newcastle Girls' High School at Hamilton and the Newcastle Boys' High School at Waratah.

Looking back 90 years it was Tuesday 5 June 1906, and almost 9:00 am, when the first headmaster, Charles Rattray ("Caesar") Smith greeted the new pupils and breathed life into the newly formed Newcastle High School. It was to become one of the State's most illustrious secondary schools. In the early days of the school no special uniforms were worn, but the current fashions were allowed. Girls wore long skirts and frilled lace blouses, and the boys wore short pants or knickerbockers with long socks until their last year, when they blossomed into Norfolk jackets and long trousers.

There were seven periods a day, each of 45 minutes. Swimming, one of their sports, was taken before 1912 in the Soldiers' Baths at Fort Scratchley and later at the Bogey Hole, a favourite spot at which students and staff held many a beach tea.

Whilst the boys and girls attended the same school, it could not really be called co-educational. Boys and girls were separated in class, they had separate playground areas, and the boys were told to 'Keep away from the gels'.

In a word, a school is people. So the story of Newcastle High School is a story about people. It is a story about the principals, teachers and students who were a living part of the schools that tutored some of Newcastle's bright, eager young people for nine decades - the old 'School on the Hill' that became the first selective, co-educational Newcastle High School, the segregated selective schools that were its lineal descendants, Newcastle Girls' High and Newcastle Boys' High, and the final regrouping of schools as a new co-educational Newcastle High School at Hamilton, ready to build its own reputation in the eighties.

The man who was to guide Newcastle High School through its formative years was a man of medium height and spare frame, made to look smaller by a large, fluttering academic gown. His hair was silver grey, a stiff white moustache stood out from his top lip like a small verandah, and over his slim gold rimmed spectacles his brows were black. Charles Rattray Smith was born in Orkney Islands in 1859, graduated as Master of Arts of Aberdeen University, and came to Australia after three years teaching in Great Britain. His first appointment in NSW was in 1883 as Assistant Teacher at Bathurst High School and soon afterwards he was transferred to Sydney Boys' High. In March 1885, at the unusually early age of twenty six, he became temporary headmaster at Goulburn High. Other appointments followed until in 1897 he was first assistant at Leichhardt Public School then, about 1902, the classics master at Sydney Boys' High School in Elizabeth Street. It was from there that he came to inaugurate Newcastle High School.

It was a Dr Stretch who finally suggested *Remis Velisque* as the school motto, after the students had shown a regrettable lack of interest in making any suggestions considered worthwhile by their elders. But the literal meaning (with oars and sails) and the figurative one (with might and main) held, according to Caesar Smith, the secret of all success in life.



Service both to school and community and the achievement of excellence in all things - academic, sporting, debating, play acting - the fostering of noble traditions and the building of esprit de corps, these were the high ideals Smith had for his new 'School on the Hill'.

It is these ideals which the Newcastle Boys High School Old Boys' Association will celebrate, in their 10th year of formation, during their annual dinner at the Newcastle Town Hall in August this year. The Association has an active membership of over 1,000 located in Newcastle, country areas, Australian capital cities and overseas. The annual dinners regularly attract between 250 and 450 'Old Boys'.

Apart from promoting fellowship between former students, the Old Boys Association also gives annual prizes, as well as two bursaries each of \$1000, to the Newcastle and Waratah High Schools. The Association is also completing a significant historical collection of Newcastle Boys' High School memorabilia, a collection which will significantly add to Newcastle's historical record. The collection is in the custody of the Newcastle region Library.

A selection of this memorabilia, covering the history of the school from its opening as the co-educational Newcastle High School in 1906 to its name change to Waratah High School in 1978, will be on Exhibition at the Newcastle Region Library from 5 to 15 August. The official opening by Peter Morris MP, himself an Old Boy, will take place at 6:00 pm on Friday 9 August.

**SECTION 7**

***MEMBERSHIP  
SUB-  
COMMITTEE***

## 7 MEMBERSHIP SUB-COMMITTEE

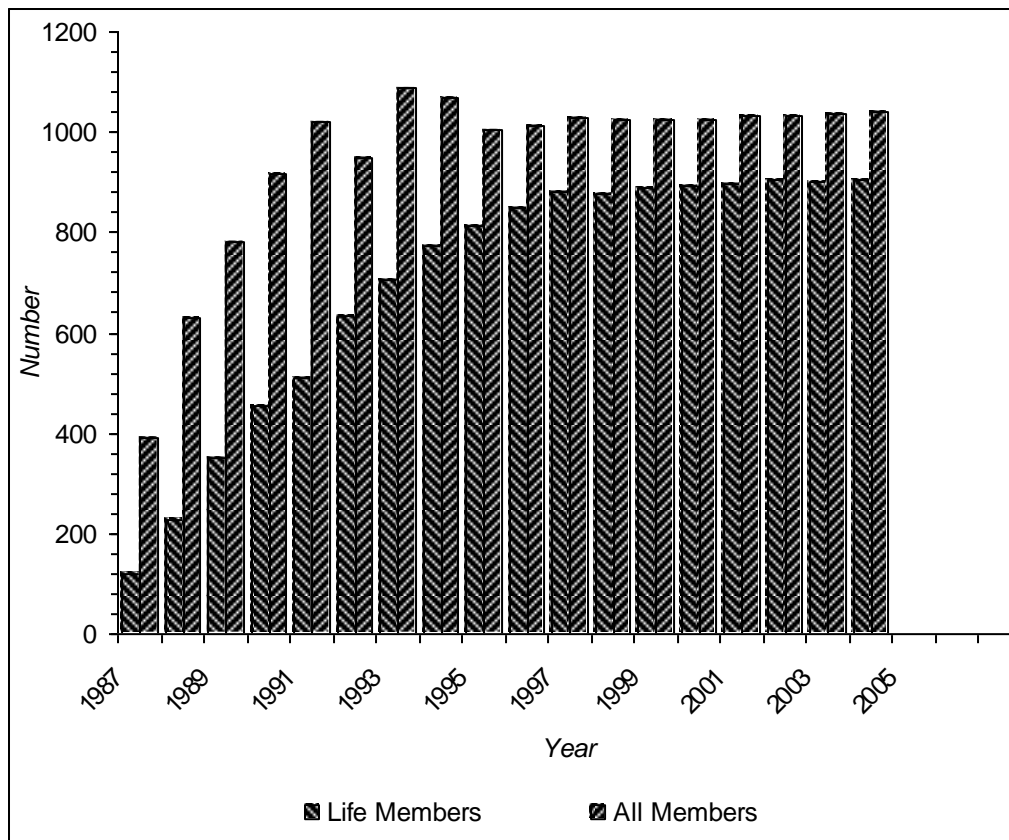
### 7.1 General

Membership fees are as follows:

Life membership = \$80; annual membership = \$15. Once a member is over the age of 69 years, a waiver may be applied for, so that the member becomes a life member without the payment of further fees.

Life membership is encouraged as it reduces the workload on the committee in chasing subscriptions annually, and also provides the Association with investment funds. In this regard the following is to be commended (Secretary Paddy Young in a February 1993 letter to a former school mate): "I enclose the membership application form. Don't be mean, cough up the fifty bucks and join as a Life Member. The principal function of the Association is to provide support where needed to kids at the two schools which are descended from NBHS and the life membership subscriptions go into a trust fund for this purpose."

**Figure 7-1: Growth of Membership**



## **7.2 Processing Applications**

### **7.2.1 Application Form**

An A5 note, which went out to new members with the 1994 Dinner mailing, is given in the Appendix (Form 004).

Note the following comment from an old boy, in a 20/10/91 letter seeking life membership, and responding to questions in the Application Form:

"I have not answered all your questions nor have I filled in other details. I know you will forgive me. I was a very ordinary student at High School. I was never even an 'other'."

### **7.2.2 Applications Received Through Normal Mail**

- 1] Mail is picked up from the Post Box by the Secretary or his deputy.
- 2] The Secretary reads the mail and replies to it where necessary.
- 3] All mail relating to Membership (New or Existing Members) and containing subscriptions is handed to the Assistant Treasurer (posted, @ 5/96), who takes such mail in to the Treasurer's office (the Treasurer is usually a practising accountant). Here he makes out receipts and mails them to the applicants, and banks the monies received, in conjunction with the Treasurer's Secretary. The Assistant Treasurer issues NEW Membership numbers from the number list supplied by the Membership Committee. The Assistant Treasurer then sends, in batches, the application forms to the membership Sub-committee Chairman for processing onto the data base, subject to confirmation of acceptance of the applicants by the Committee at the next meeting.
- 4] Any other mail relating to membership is held by the Secretary until the next convenient Committee meeting.
- 5] At the next convenient Committee meeting, the Secretary hands over any other documents relating to Membership to the Membership Committee.  
Documents may be:
  - Changes of address, phone, business phone, mobile, email etc
  - Existing yearly membership dues payments
  - Existing membership upgrades
  - New membership of any type
  - Temporary changes to member's lives

i.e. Any document the Membership Committee may deem to be needed for the efficient running of the database.
- 6] All relevant information is transferred to the database by the Database Manager.
- 7] The archive of the membership committee is the final resting place for all documents relating to membership.
- 8] Documents are normally stored for only 3 years. In the case of irregular data from members, information may be stored for longer periods of time.

### **7.2.3 Applications Received Through Annual General Meeting Mail**

The mail load at this time of year generally runs to about 50 to 100 items, mainly Apologies with some yearly membership renewals and/or changes of address.

- 1] Mail is picked up from the Post Box by the Secretary or his deputy.

- 2] The Secretary reads the mail and replies to it where necessary.
- 3] All mail relating to Membership (New or Existing Members) and containing money is passed over to the Treasurer for banking and the issuing of receipts.  
*The Treasurer issues New Membership numbers from the number list supplied by the Membership Committee.*
- 4] Any other mail relating to membership is held by the Secretary until the Annual General Meeting.
- 5] At the Annual General Meeting, BOTH the outgoing Secretary and Treasurer hand over all documents they are holding, relating to membership, to the new Membership Committee.  
Changes of address, phone, business phone, mobile, email etc
  - Existing yearly membership dues payments
  - Existing membership upgrades
  - New memberships of any type
  - Temporary changes to member's lives
 + Any document the Membership Committee may deem to be needed for the efficient running of the database.
- 6] All relevant information is transferred to the database by the Database Manager.
- 7] The archive of the Membership Committee is the final resting place for all documents relating to membership.

#### 7.2.4 Applications Received Through Annual Dinner Mail

The mail load at this time of year generally runs to about 500 items, mainly for Dinner Tickets (including new members), with some apologies, and Yearly membership renewals and/or changes of address. The run-up to the Dinner is a heavy work load period.

- 1] Mail is picked up from the Post Box by a nominated key holder or his deputy, (generally one of the helpers), as required, becoming daily in the last 3 weeks.
- 2] The Helpers read the mail and send receipts and tickets as needed.
- 3] The Helpers attend to all receipts and moneys on a day to day basis. The Treasurer looks after the banking and reconciliations.  
*The Helpers issue NEW membership numbers from the Treasurer's number list (originally supplied by the Membership Committee).*  
The Membership Committee will issue the Helpers with the most up-to-date Membership List possible at the time of the Annual Dinner Mail-out. This will not only assist with details of the latest members, but should help reduce duplicate records on the database.
- 4] If possible the Helpers will keep SEPARATE lists of :
  - New Life members
  - New Yearly members
  - Waivers, both for Existing and New members
  - Apologies
  - Changes in membership status, e.g. Y > L
 This will greatly assist in the entering of information on the database as well as preparing lists for display at the Dinner.
- 5] If possible the Helpers will indicate, in the spaces indicated on the forms:
  - Receipt Number*

*Amount Received*

Ticket Number

Membership No. (L, Y, W xxxx)

- 6] All forms and mail received from the Dinner mail-out are to be held at the Treasurer's office until after the Annual Dinner. They are then to be either taken to the next Committee meeting and handed to the Membership Committee or picked up by the Database Manager prior to that meeting.
- 7] *If at all possible*, the receipt book should be handed over with the forms so that forms and receipts can be compared where necessary. This will prevent incorrect letters being sent to members relating to their dues, as well as preventing the Committee looking foolish. It also helps pick up those people who pay in the days after the dinner.
- 8] All relevant information is transferred to the database by the Database Manager.
- 9] The Database Manager will, both as requested and at his discretion, initiate such letters as deemed necessary for the efficient functioning of the Association.
- 10] The archive of the Membership Committee is the final resting place for all documents relating to membership.
- 11] Documents are normally stored for only 3 years. In the case of irregular data from members, information may be stored for longer periods of time.
- 12] The Membership Committee will issue a complete new listing of the Membership Database at the next convenient Committee meeting after the Annual dinner. This will normally be the only full listing that the Membership Committee will publish each year, unless asked to do otherwise by Committee members.

**7.3    *Publicity***

[Membership Subcommittee Chairman to complete]

**7.4    *The Data Base***

[Membership Subcommittee Chairman to complete]

# **APPENDIX A1**

## **STANDARD FORMS AND PROFORMA LETTERS**

**LIST OF STANDARD FORMS AND LETTERS**

Form 001	Annual dinner notice to members
Form 002	Annual dinner letter to printers
Form 003	Annual dinner menus
Form 004	A5 enclosure in Annual dinner mailing to <i>new</i> members
Form 005	Speech when OBA prizes are awarded at NHS
Form 006	Speech when OBA prizes are awarded at CCWTC
Form 007	Application form for membership of the NBHS OBA
Form 008	Annual dinner ticket (photo copy)
Form 009	Dinner Song Sheet



[Bob Aus to add current letter as proforma]

[Dick to rework to a standard format]

**Newcastle Boys' High School  
Old Boy's Association Inc.**

P.O. Box 1117  
Newcastle 2300

Treasurer: Jim Garis  
Tel. 69 4699 Fax. 69 5735

To: Neader's Print Services  
19 Hudson Street  
Hamilton 2300  
Tel. 69 4366

6 June, 1994

**1994 Annual Dinner Printing Order**

**REQUIRED BY 1 JULY, 1994 AT THE LATEST**

- Circular letter, A4, black on white bond, 2 pages, printed on 2 sides.  
Folded twice to suit DL (long) envelope 1100
- Annual Dinner Advice Sheet, A4, black on white bond, printed on 1 side.  
Folded twice to suit DL (long) envelope 1100
- Tickets, one colour on deckle edged card, numbered 400
- White self-seal envelopes, DL, long, windowed, return addressed, printed one colour  
1200
- White self-seal envelopes, 11B, standard size, return addressed, printed one colour  
600
- A6 programmes, 2 colours, printed 4 sides, creased and folded 400
- Drink coasters, red on white, coaster board printed on one side 400
- Song sheets, A4, black on white, printed on 2 sides 400
- Table menus - 4 per page, single colour, as per sample, cut after printing 100  
OR 1 per sheet, single colour, (A8 ?) 400

$\frac{1}{4}$  A4 sheet

Files for printing supplied on Apple Macintosh computer disk

OR sample supplied

OR positive film supplied.

CHANGES TO "ADVICE" SHEET

TITLE: 1993 becomes 1994  
RSVP: 16th AUGUST, 1993 becomes 5th AUGUST, 1994

CHANGES TO "TICKETS"

TITLE: SEVENTH ANNUAL DINNER - 1993 becomes  
EIGHTH ANNUAL DINNER - 1994  
GUEST  
SPEAKER: changed to MR PETER CAVE  
DATE: changed to 13th AUGUST, 1994

CHANGES TO "PROGRAMME"

COVER:-

TITLE: SEVENTH ANNUAL DINNER becomes  
EIGHTH ANNUAL DINNER  
DATE: changed to 13th AUGUST, 1994  
PRESIDENT: changed to Dick Sanders

Inside PROGRAM:-

CHAIRMAN: changed to Dick Sanders  
ROLL CALL: changed to Class of 1944  
GUEST  
SPEAKER: changed to Mr Peter Cave

**DELETE:** **Second reference to "Community Singing"**  
**(3rd line from bottom of page)**  
**Second reference to "The School Song"**  
**(2nd line from bottom of page)**

CHANGES TO "COASTERS"

SEVENTH ANNUAL DINNER  
1993  
becomes  
EIGHTH ANNUAL DINNER  
1994

## **DINNER MENU**

### **\_ ENTREE \_**

Vegetable Strudel  
Prawn Cutlets - Calamari - Tartare Sauce

### **\_ MAIN COURSE \_**

Rosemary Rack of Lamb  
Chicken Breast - with a Piquant  
(Spicy) Sauce  
Served with Vegetables in season  
Bread Roll and Butter

### **\_ SWEETS \_**

Pavlova - Fresh Fruit - Ice / Cream  
Fresh Fruit Salad - Ice Cream  
Lemon Tart - Cream

## **DINNER MENU**

### **\_ ENTREE \_**

Vegetable Strudel  
Prawn Cutlets - Calamari - Tartare Sauce

### **\_ MAIN COURSE \_**

Rosemary Rack of Lamb  
Chicken Breast - with a Piquant  
(Spicy) Sauce  
Served with Vegetables in season  
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Bread Roll and Butter

### **\_ SWEETS \_**

Pavlova - Fresh Fruit - Ice / Cream  
Fresh Fruit Salad - Ice Cream  
Lemon Tart - Cream

*WELCOME NEW MEMBER*

*It's nice to have new people like yourself joining the Association. On behalf of the Committee, we hope that your membership is a long and happy one. In case you're wondering why you have to be a member to come along to the Annual Dinner, the reasons are as follows:-*

*1] It saves you having to remember when the Dinner is held because we mail you the details.*

*2] It helps to defray expenses related to running the Association on your behalf.*

*Unfortunately, sometimes we lose touch with members for various reasons. Members change their address and don't let us know or they don't reply to the Annual Dinner mail-out.*

*We realise that not all members will attend the dinner every year for various reasons.*

*Because of members' failure to keep us informed of their situation in the past, we have had to institute several procedures in relation to YEARLY members. YEARLY membership is just what it says, 1 year's membership. By asking you to pay your membership fee at the time of the Annual Dinner, we hope to save you remembering if you are financial. You will get annoyed if we keep asking you to pay your dues and the Association can't afford the postage reminding you. If you are not going to attend the Dinner every year, please return the Annual Dinner Advice Sheet with your dues payment. Unfinancial members do not receive mail the next year.*

*We know that none of the above will apply to you during your membership, but if for some reason you stop receiving mail, this may explain why.*

*THE MEMBERSHIP COMMITTEE.*

**AWARD OF OBA PRIZES**  
**NEWCASTLE HIGH SCHOOL**  
**[DATE]**

The Newcastle Boys' High School Old Boys' Association was formed on 20 March 1987 with the principal aim of providing a mechanism for the reunion of former students and teachers of that school. Other activities of the Association include the collection of memorabilia and the bequeathing of annual prizes for excellence. These prizes are given at the Waratah High School, as the site of our former school, and the Newcastle High School, which maintains the school motto, crest and colours.

There are three prizes awarded each year. The first, of \$100, is the OBA President's Prize for Excellence in Studies in Law. It has been won this year by [name]. The following students were highly commended and received certificates: [names].

The next prize, also of \$100, is the Roy Davis Prize for School Community Achievements. The prize is named for Roy Davis, an "old boy" and Principal of Junction Demonstration School. He was also the father of Jack Davis, himself an "old boy" and former school captain. The winner is [name]. A highly commended citation goes to [name].

The final prize, the Caesar Smith Prize for Creative Writing, is awarded separately to the Senior and Junior schools and has a value of \$100 for each. This prize is named for Charles Rattray Smith M.A., who was the first headmaster of NHS (Newcastle's first high school) from its first day of classes on 5 June 1906, with 28 students, until 1915. He was affectionately known as "Caesar", because of his great love of Latin. The winners of this prize are [name] (Senior school) and [name] (Junior school). The following students are highly commended for their efforts: [names] (Senior school) and [names] (Junior school).

**SPECIAL OBA PRESENTATION DAY**  
**CALLAGHAN COLLEGE WARATAH TECHNOLOGY CAMPUS**  
**[DATE] NEEDS REVISION**

The Old Boys' Association is offering three annual prizes to the students of Callaghan College Waratah Technology Campus.

The first is the Trevor Dunn Prize, for excellence in Legal Studies. Trevor was not only a distinguished student and former school captain at Boys' High, but also the inaugural President of the Old Boys' Association and a well-respected member of the Newcastle legal fraternity. The [year] winner, who will receive a certificate and a cheque for \$100, is [name]. The following students were highly commended and received certificates: [names].

The next prize is the F H Beard Prize for School Community Achievement. It is named for a former headmaster of this school, Harold Beard. Harold was a sincere, innovative teacher who became a legend in his own time. His obituary in the Newcastle Herald described him as "a gentle master of discipline who used persuasion rather than force. He had a keen interest in music and history and introduced weekly assemblies with a guest speaker. He fostered an interest in current affairs, debating and public speaking, and was a pioneer of sex education in schools. A staunch supporter of the Far West Children's Health Scheme, in Manly, which allowed children from the outback to visit the city for treatment, he was an early advocate of migrant and adult education." Harold always impressed on "his boys" the importance of being a positive part of the spirit of the school, an attribute that he called "esprit de corps". It is appropriate that a prize in his name is given for achievements by a student towards assisting the school community, towards the "esprit de corps" of the school. The [year] winner, who will receive a certificate and a cheque for \$100, is [name]. A highly commended citation goes to [name].

The third of the prizes, which is given to students from both the Junior and Senior schools, is the Charles Goffet Prize for Creative Writing. This prize is named for one of the great characters of the teaching profession, a man who spent 36 years in this school as a French teacher and sports master. Charlie was a raconteur - a great story teller and irreverent leg-puller. He was well known locally for his feature articles and letters in the Newcastle Herald. He was a member of the Committee of the Old Boys', along with his good mate Len McRae, another former teacher of this school. [Many entries had great merit, and some showed considerable journalistic skill]. The prize winners were selected because of the *creative* content of their entries. The [year] winners, who will each receive a certificate and a cheque for \$100, are [name] (Senior school) and [name] (Junior school). The following students are highly commended for their efforts: [names] (Senior school) and [names] (Junior school).



\*\* ADD THE STANDARD APPLICATION FORM HERE \*\*

\*\* ADD THE STANDARD DINNER TICKET (PHOTO COPY) HERE \*\*

### SCHOOL SONG

Smith House boys, here's a song for you,  
Hunter and Hannell and Shortland too,  
Sing it as our fathers sang it, loud and true,  
As they climbed up the hill in the morning.

Chorus:

Yes, when we're gone in the years far ahead,  
When the last game's played and the last lesson's  
said,  
The name of the school will awake from the dead  
The memories of many a morning.

Serving straight in a hand on a platter  
Sprinting for the tape or a puzzling catch  
The "blues" from the limit man to the scratch,  
Will still do their best, night and morning.

Chorus:

Yes, when we're gone, etc.  
Remis Velisque's the motto for all,  
And our hearts once again will still hear its call,  
When the muscles are stiff that once toed the ball,  
Or climbed up the hill in the morning.

Chorus: *The President's Selection*

Yes, when we're gone, etc.

## 1 DRINKING SONG

Drink! Drink! Drink! to eyes that are  
Bright as stars when they're shining on me!  
Drink! Drink! Drink! to lips that are  
Red and sweet as the fruit on the tree.  
Here's a hope that those bright eyes will shine  
Lovingly, longingly soon into mine.  
May those lips that are red and sweet  
Tonight with joy my own lips meet

*Chorus:*

Drink! Drink! Let the toast start!  
May young hearts never part!  
Drink! Drink! Drink!  
Let every true lover salute his sweetheart!  
Let's drink!

Drink! Drink! Drink! to arms that are  
White and warm as a rose in the sun.  
Drink! Drink! Drink! to hearts that will  
Love one only, when I am the one.  
Here's a hope that those soft arms will twine  
Tenderly, trustingly, soon around mine.  
May she give me a priceless boon,  
Her love beneath the sweet May moon!

*Chorus*

## 11 WHEN THE RED, RED ROBIN

When the red, red robin  
Comes bob, bob, bobbing along, along,  
There'll be no more sobbing  
When he starts throbbing his old, sweet song.  
Wake up, wake up, you sleepy head,  
Get up, get up, get out of bed.  
Cheer up, cheer up, the sun is red.  
Live, love, laugh and be happy.  
What if I've been blue, now I'm walking through  
fields of flowers.  
Rain may glisten but still I listen for hours and  
hours.  
I'm just a kid again, doing what I did again,  
Singing a song,  
When the red, red robin  
Comes bob, bob, bobbing along, along.

## 10 DINNER TOAST

Once again we're meeting here, meeting here,  
At the Dinner of the year, of the year,  
And though in scattered places we will be,  
The School we'll hold in memory.  
Let us take the time that's fleeting,  
And remember we'll keep meeting,  
In these later years now student days are past, are  
past,  
Here's to our friendships ever strong, ever strong,  
Despite the years that roll along, roll along  
Then let us now our toasting glasses clink  
And to "reunion" let us drink, let us drink.  
Again our glasses raise on high, raise on high,  
For all our pals who are not nigh, are not nigh,  
To join us in our yearly Dinner cheer,  
The brightest function of the year, of the year.  
Here's to those with whom we started  
Here's to those from whom we're parted,  
May their memory at our Dinner never fade, ne'er  
fade,  
Here's happy memories while we may, while we  
may.  
Of all our friends who are away, are away,  
Then let us now our toasting glasses clink  
And "Absent Comrades" let us drink, let us drink.

## 2 OLD FATHER THAMES

There's some folks who always worry,  
And some folks who never care,  
But in this world of rush and hurry  
It matters neither here nor there.  
Be steady and realistic,  
Don't hanker for gold or gems,  
Be care-free and optimistic,  
Like Old Father Thames.

### *Chorus:*

High in the hills, down in the dales,  
Happy and fancy free,  
Old Father Thames keeps rolling along,  
Down to the mighty sea.  
What does he know, what does he care?  
Nothing for you or me.  
Old Father Thames keeps rolling along,  
Down to the mighty sea.  
He never seems to worry,  
Doesn't care for fortune's fame,  
He never seems to hurry,  
But he gets there just the same.  
Kingdoms may come, kingdoms may go,  
Whatever the end may be,  
Old Father Thames keeps rolling along,  
Down to the mighty sea.

### **3 SWING LOW, SWEET CHARIOT**

I looked over Jordan, and what did I see -  
Comin' for to carry me home?  
A band of angels comin' after me -  
Comin' for to carry me home.

*Refrain:*

Swing low, sweet chariot,  
Comin' for to carry me home,  
Swing low, sweet chariot,  
Comin' for to carry me home.  
If you get to heaven before I do -  
Comin' for to carry me home,  
Tell all my friends I'm comin' too -  
Comin' for to carry me home.

*Refrain*

The brightest day that ever I saw -  
Comin' for to carry me home,  
When Jesus washed my sins away -  
Comin' for to carry me home.

*Refrain*

Sometimes I'm up, and sometimes I'm down -  
Comin' for to carry me home,  
But still my soul feels heavenly bound  
Comin' for to carry me home.

*Refrain:*

### **8 MY BONNIE IS OVER THE OCEAN**

My bonnie is over the ocean,  
My bonnie is over the sea,  
My bonnie is over the ocean,  
Oh bring back my bonnie to me.

*Chorus:*

Bring back, bring back,  
Oh bring back my bonnie to me.  
Bring back, bring back,  
Oh bring back my bonnie to me.  
Oh blow ye winds over the ocean,  
Oh blow ye winds over the sea,  
Oh blow ye winds over the ocean,  
And bring back my bonnie to me.

*Chorus*

### **9 PACK UP YOUR TROUBLES**

Pack up your troubles in your old kit bag,  
And smile, smile, smile,  
While you've a lucifer to light your fag,  
Smile boys, that's the style.  
What's the use of worrying,  
It never was worth while, so  
Pack up your troubles in your old kit bag,  
And smile, smile, smile.

## 7 COCKLES AND MUSSELS

In Dublin's fair city,  
Where girls are so pretty,  
I first set my eyes on sweet Molly Malone.  
As she wheeled her wheel barrow,  
Through streets broad and narrow,  
Crying 'Cockles and mussels,  
Alive, alive, O.'

*Chorus:*

'Alive, alive, O.  
Alive, alive, O.'  
Crying 'Cockles and mussels,  
Alive, alive, O.'  
She was a fishmonger,  
But sure 'twas no wonder,  
For so were her father and mother before.  
And they each wheeled their barrow,  
Through streets broad and narrow,  
Crying 'Cockles and mussels,  
Alive, alive, O.'

*Chorus*

## 4 GOOD-BYE (WHITE HORSE INN)

My heart is broken, but what care I?  
Such pride inside me has woken  
I'll try my best not to cry bye and bye  
When the final farewells must be spoken,  
I'll join the legion, that's what I'll do,  
And in some far distant region,  
Where human hearts are staunch and true,  
I shall start my life anew.

*Chorus:*

Good-bye, it's time I sought a foreign clime,  
Where I may find, there are hearts more kind  
Than I leave behind.  
And so I go to fight a savage foe,  
Although I know, I'll be sometimes missed  
By the girls I've kissed.  
In some Abyssinian French Dominion  
I shall do my bit,  
And fall for the flag if I must.  
Where the desert sand is nice and handy,  
I'll be full of grit;  
You won't see my heels for the dust.  
I'll do or die; you'll know the reason why  
When told of bold Leopold's last stand  
For the Fatherland.  
Good-bye, good-bye, ) *repeat*  
I wish you all a last good-bye. )

## 5 WANDERING THE KING'S HIGHWAY

I've always been a rover,  
Summer and winter too:  
Wandering the wide world over,  
Tramping my whole life through.  
But when I start my journey  
At the dawn of another day,  
I give a health to comrades,  
Pals of the Great Highway.

*Refrain:*

So long to you!  
Got to be on the road again;  
So long to you!  
Got to hitch up my load again;  
It's been great to meet you here,  
Right good company,  
And right good cheer:  
Now then my lads!  
Any one like to come with me?  
A wand'rer's life is free.  
I can say,  
Night and day,  
Nothing ever worries me.  
Nights are cold,  
Maybe I am growing old,  
Yet I thrive,  
And the pals I meet  
Make it good to be alive.  
Comrades, farewell,

What if we never meet again?  
The memory will stay  
As I go,  
Rain or snow,  
Wandering the king's Highway.  
Parting is filled with sorrow  
But, as I roam the land,  
I shall meet again to-morrow  
Friends who will clasp my hand.  
So with the dawn to greet me,  
As the darkness is turned to day,  
I and my friendly mem'ries  
Start out upon our way.  
*Refrain*

## 6 HOME ON THE RANGE

Oh give me a home where the buffaloes roam,  
Where the deer and the antelope play -  
Where seldom is heard a discouraging word,  
And the sky is not cloudy all day.  
Home, home on the range,  
Where the deer and the antelope play -  
Where seldom is heard a discouraging word,  
And the sky is not cloudy all day.



**APPENDIX A2**

**PRESIDENTS'  
REPORTS TO THE  
AGM**

**2004 AGM***President: Peter Scaife*

In the past year, the Association has been active in pursuing our objectives, and I would again like to record my appreciation for the willing support of Committee members. Our activities were focussed on 3 key areas: the Annual Dinner, receiving donations of memorabilia and artefacts (archived in the Newcastle Library, and used as part of the local historical resource), and providing prizes and scholarships to encourage excellence in the schools associated with the NHS and NBHS names.

Highlights of the year have been:

- **The Annual Dinner**, which continues as the major event of the year; the 2003 dinner was attended by 220 old boys. This is higher than in recent years, reflecting the organisation of the Class of 1953 (with an excellent turn out), as well as interest in the speaker, Peter Morris. Peter's talk on "From public school to Parliament and beyond" provided an insight into his experiences at NBHS in the mid to late 40s, as well as during his period in Federal Parliament, both as a backbencher and as a Minister. I would like to acknowledge the support of Newcastle City Council, in making the venue available to us at no charge; it is a wonderful old building and brings back many happy memories of school functions (as well as the Saturday night dances!). The donations at the dinner were again generous, providing a firm basis for our activities to encourage excellence in education.
- **The further development of our web site** ([www.nbhsoba.org.au](http://www.nbhsoba.org.au)); while this was established in late 2002, the recent appointment of a "Web Master" on the Committee will enable the web site to reach its potential. I would like to acknowledge the support of Jamie Campbell, one of our members, who is hosting the web site on his server, [www.bravo.com.au](http://www.bravo.com.au), as a donation to the Association.

One of the main objectives of the Association is to award prizes and scholarships to students of Newcastle High School and the Callaghan College, Waratah Technology Campus (the previous NBHS).

The following awards were made in 2003:

**Callaghan College -Waratah Technology Campus**

- |   |                   |
|---|-------------------|
| - FH Beard Prize for School Community Achievement       | Gavin Antoine     |
| - Dr David Stewart Bursary                              | Megan Duff        |
| - Charles Goffet Prize (Creative Writing) – Senior      | Hannah Sunderland |
| - Charles Goffet Prize (Creative Writing)– Junior (1st) | Anastasia Quist   |
| - Charles Goffet Prize (Creative Writing)– Junior (2nd) | Emmi Cross        |

**Newcastle High School**

- |  |                  |
|--|------------------|
| - Dr Alan Knott Scholarship                            | Melissa Prince   |
| - Roy Davis Prize for School Community Achievement     | AndreaFellas     |
| - Caesar Smith Prize (Creative Writing) - Senior (1st) | Emily McClusky   |
| - Caesar Smith Prize (Creative Writing) - Senior (2nd) | Matt Rolston     |
| - Caesar Smith Prize (Creative Writing) - Junior (1st) | Jessica Norgard  |
| - Caesar Smith Prize (Creative Writing) - Junior (2nd) | Sarah Proust     |
| - OBA President's Prize for legal studies              | NathalieCrawford |

As noted in my previous President's report, a relationship is developing between the Association and Newcastle East Primary School (the original Newcastle High School), and our April 2004 Committee

meeting was held at the school. It is a wonderful set of historic buildings on a magnificent site. At the request of the Principal (John Beech; an old boy), some funds (\$200) were provided in 2003 for the purchase of books for the senior section of the library. Further support at a higher level of funding is being discussed. John provided a very historic photo of the 1906 teachers and pupils, which we will use on our web site.

A Centenary working group (including Peter McNair, who has recently retired after 12 years as Principal of Newcastle High School) has been established to work towards celebrating one hundred years since the inception of the school. Any ideas you may have about how we should celebrate this would be greatly appreciated. There are 3 school sites involved, and the NGHS old girls association as well as our own.

As of May 2004, membership of the Association is 1041 active members (Life 903, Yearly 34 and Waivered 104). These figures are essentially the same as for 2003. We have been notified of only 4 deaths in the past year; Edward (Ted) Devon (1934), Brian Thomas (1938), Bruce Herrald (1943), and Anthony Smith (1952). If anyone is aware of any others, could they please contact our membership officer (contact details on web site).

Please don't forget the Annual Dinner to be held on Saturday, 14 August 2004 at the Newcastle Town Hall. This year our after dinner speaker will be Bruce Hobbs (Class of 54, the 50th year group) who will educate and entertain us with "Digging the Dirt – from school to profession". Bruce has had a distinguished career in CSIRO in mining and exploration, and is also in the Office of Science and Innovation in the WA Government (with the Premier as Minister).

Finally, your Association is always in need of Committee members, and in particular ones who will accept executive positions –they are not particularly onerous. The current committee has 3 members (including yours truly) from the one class, and a broader representation would be preferred. I encourage you to attend the AGM, whether or not you are willing to participate on the Committee.

On behalf of the Committee, I wish you good health and an interesting 2003/4 with the minimum amount of paperwork.

Peter Scaife

16 May 2004

**2003 AGM***President: Peter Scaife*

In the past year, the Association has continued to be active in pursuing our objectives, and I would like to record my appreciation for the willing support of Committee members.

It was with deep regret that I record in this report the loss of our Treasurer, Ray Patrick, in February from cancer. Ray was most meticulous, and his dedication is shown by the detailed financial report that he submitted in absentia at our February committee meeting. He was also a charming man.

Highlights of the year have been:

- **The presentation of a book on Captain Jeffries** (an old boy who won a posthumous Victoria Cross in WW1), at a ceremony held on Remembrance day (11 November) 2002, alongside the Honour Roll in what used to be the assembly hall at the Waratah school. This project owes its success to the dedication of John Delman. Copies of the book were made available to a number of organisations, including the War Memorial in Canberra.
- **The establishment of a web site** for the Association ([www.nbhsoba.org.au](http://www.nbhsoba.org.au)); this has been successfully running since late last year. To take maximum advantage, there needs to be a position of "Web Master" on the Committee. As the Association moves forward, this will become of increasing importance, enabling ready access by members to minutes of meetings, news of members, etc. Contact details for all Committee members are included.
- **The Annual Dinner** continues as the major event of the year, and the 2002 dinner was attended by 192 old boys. The guest speaker was Ian Jones (from the year of 1944), who spoke on the facts and legends associated with Ned Kelly in a most knowledgeable and entertaining way. The dinner continues to be popular, but there is a slow decrease in numbers as the ravages of time take their toll. As usual, the event was well planned (with the exception of your President's ineptitude with the microphone) and produced a slight surplus (exclusive of donations/raffle).

One of the main objectives of the Association is to award prizes and scholarships to students of Newcastle High School and Waratah Technology High School. It is of note that there has been a change related to the latter school; this is now called Callaghan College, Waratah Technology Campus, and is a Year 7 – 10 school (the senior years for the Callaghan College are at Jesmond High Senior School). This has caused some confusion this year, and the details of our awards for 2003 and subsequent years will be agreed with the school in the near future.

The following awards were made in 2002:

**Callaghan College -Waratah Technology Campus**

- |   |               |
|---|---------------|
| - FH Beard Prize for School Community Achievement | Melissa Burns |
| - Dr David Stewart Bursary                        | Jessica Hill  |
| - Trevor Dunne Prize for Legal Studies            | Amanda Burns  |

**Newcastle High School**

- |  |                  |
|--|------------------|
| - Caesar Smith Prize (Senior) – creative writing | Tom Hunter-Leahy |
| - Caesar Smith Prize (Junior) – creative writing | Ashleigh O'Mara  |
| - Dr Alan Knott Scholarship                      | Lyndal Wellard   |

- Roy Davis Prize for School Community Achievement      Kane Pfingst/Joanna Dyer
- OBA President's Prize for legal studies      Alana Ragan

A relationship is developing between the Association and Newcastle East Primary School (the original Newcastle High School). At the request of the Principal (John Beech), we have provided some funds (\$200) for the purchase of books for the senior section of the library. Consideration is also being given to book prizes to be awarded annually.

As mentioned last year, a Centenary working group has been established to work towards celebrating one hundred years since the inception of the school. Any ideas you may have about how we should celebrate this would be greatly appreciated.

As of May 2003, membership of the Association is 1035 active members (Life 901, Yearly 30 and Waivered 104). We have been notified of 15 deaths in the past year (Allan Coates, Bruce Cobb, Allan Beatie, Ray Durie, Barry Elsley, Ray Gibbons, Matt Hayes, David Helmore, Ray Patrick, Allan Hogan, John Legoe, Ted Moran, Vic Rooney, Doug Sowerby, and Ian Williams).

Please don't forget the Annual Dinner to be held on Saturday, 9 August 2003 at the Newcastle Town Hall. This year our after dinner speaker will be Peter Morris (Class of 48) who will educate and entertain us with "From public school to Parliament and beyond". As most of you will be aware, Peter has been a Federal Minister, and continues to be active internationally on shipping issues.

Finally, your Association is always in need of Committee members, and is in particular need of a Treasurer. I encourage you to attend the AGM, whether or not you are willing to participate on the Committee.

On behalf of the Committee, I wish you good health and an interesting 2003/4.

Peter Scaife

20 May 2003

**2002 AGM***President: Malcolm Withers*

Before I start this year's President's Report, it is my unfortunate duty to inform you that, due to personal reasons, this will be my last year as President. I have enjoyed this role immensely, and have also enjoyed the unswerving support of an extremely capable, and enthusiastic Committee. As I have said before, all members of the Association should feel justifiably proud of the achievements and commitment of this Committee, for without them, there would not be an Association.

This brings me to a point that no doubt you have heard before. Based on attendances at the Annual General Meeting in previous years, we will only have about 10 or 15 Old Boys in attendance at the meeting, mostly the existing Committee. Last year was no exception, where no new members attended, and we struggled to fill the key Committee positions. This poor attendance never fails to surprise me, as the time commitment is not great (approximately 12 hours per year at Committee meetings), and we have over **one thousand** active members.

If we cannot elect a Committee from the membership this year, then the clear message is that you as members do not wish the Association to continue. If this happens, our assets will be split between the two schools and there will be no more annual dinners. Surely there are some of you who have the time, and would enjoy Committee meetings and the friendship that ensues? If ten or twenty Old Boys from a membership of over one thousand will make the effort to be at the AGM, together with our current committee, and if some of them will stand for the key positions on Committee, then the OBA will be able to continue. *The choice gentlemen, is yours.*

On a lighter note, your Committee has once again worked extremely hard to achieve the objectives of the Association. Some of the highlights have been:

- The Annual Dinner was once again a great success, with 235 Old Boys enjoying the night. I am sure that everyone enjoyed the meal, an entertaining after – dinner speech by Professor Robert Beale, and renewing old acquaintances.
- One of the main objectives of the Association is to award prizes and scholarships to students of Newcastle High School and Waratah Technology High School. This year, Committee members attended presentation ceremonies at both schools, where the Association awarded its annual prizes for legal studies, creative writing and school community achievement. The recipients of awards this year were:

**Waratah Technology High School**

- |  |                |
|--|----------------|
| – The Junior Charles Goffet Prize for Creative Writing | Jessica Parker |
| – The Senior Charles Goffet Prize for Creative Writing | Chris Baird    |
| – The FH Beard Prize for School Community Achievement  | Erin Lewis     |
| – The Dr David Stewart Bursary                         | Ben Whitehead  |
| – The Trevor Dunne Prize for Legal Studies             | Stephen Mudd   |

**Newcastle High School**

- |  |                  |
|--|------------------|
| – The Senior Caesar Smith Prize                        | Nick Milligan    |
| – The Dr Alan Knott Scholarship                        | Wendy Leaver     |
| – The Roy Davis Prize for School Community Achievement | Andrew Considine |
| – The OBA President's Prize                            | Jessica Willis   |

- Work has commenced on a web site for the Association, which is intended to hold a wealth of information relating to the School, including current membership names.
- A Centenary working Group has been established to work towards celebrating one hundred years since the inception of the school. Any ideas you may have about how we should celebrate this would be greatly appreciated.
- At the year's end, membership of the Association was 1,142 active members (Life 904, Yearly 32 and Waivered 106).

Please don't forget the Annual Dinner to be held on Saturday, 10 August 2002 at the Newcastle Town Hall. The guest speaker this year is Ian Jones. Ian attended the school in 1944. He is a former scriptwriter, producer and director. His work included *Homicide* and *The Sullivans*. He also produced *The Last Outlaws* with his wife. On top of this, Ian has become Australia's foremost authority on the facts and legends of Ned Kelly. I think he should be a most entertaining speaker and I am looking forward to what he has to say.

Best wishes to you all for a successful and healthy 2002.

**2001 AGM***President: Malcolm Withers*

It hardly seems possible that 12 months have gone by since my last President's Report. Once again, your Committee has worked extremely hard to achieve the objectives of the Association. Some of the highlights have been:

- The Annual Dinner was once again a great success, with 231 Old Boys enjoying the night. I am sure that everyone enjoyed the meal, an entertaining after – dinner speech on the "Oh dear me" Syndrome by Paul Jessop, and renewing old acquaintances.
- One of the main objectives of the Association is to award prizes and scholarships to students of Newcastle High School and Waratah Technology High School. This year, Committee members attended presentation ceremonies at both schools, where the Association awarded its annual prizes for legal studies, creative writing and school community achievement, and the two \$1,000 scholarships (the Dr David Stewart Bursary and the Dr Alan Knott Scholarship). The scholarship prize winners this year were Sarah Andrews (Waratah Technology High School) and Amie Milthorpe (Newcastle High School) respectively.
- The Association donated \$500 worth of photographs copied from our unique photographic record to Waratah Technology High School for a "Heritage Walk".
- A ceremonial sword presented to the Newcastle Boys High School Cadet Unit in 1969 by Chaplain Hughes was entrusted to the 'Friends of the City of Newcastle Regiment' at the official launch of Reserve Forces Day Newcastle 2001. This sword will now be used by Newcastle based Army Reserve and Cadet units at ceremonial occasions.
- John Delman (Historical Sub-Committee) produced an excellent book on one of our most famous Old Boys; Captain Jeffries VC. Copies of this book are to be presented to Waratah Technology High School, Newcastle High School, Dudley Primary School, Newcastle Cathedral, Newcastle Library, Newcastle Museum, The War Memorial, National Library and Mitchell Library.
- At the year's end, membership of the Association was 1,028 active members (Life 895, Yearly 29 and Waivered 104).

This year, as in last year, I have been most fortunate to have enjoyed the support of an extremely capable, hard working and enthusiastic Committee. All members of the Association should feel justifiably proud of the achievements of this Committee. They have my heartfelt thanks and gratitude, a sentiment I am sure you all share.

This year, I would like to take the opportunity to invite members to attend the Annual General Meeting and listen to the issues that have affected the Association throughout the year, and play a role in electing the office bearers and members of the Committee for the next year. You may also wish to attend future Committee meetings as an observer. Committee meetings are held on five occasions during the year, along with the AGM. Each meeting has a specific purpose, and different projects also arise throughout the year. Whilst as an observer, you have no responsibilities, you would be very welcome to become actively involved in one of these projects. Your support and interest in the functioning of the Committee would be greatly appreciated.

Please don't forget the Annual Dinner to be held on Saturday, 11 August 2001 at the Newcastle Town Hall. The guest speaker this year is Professor Robert Beal, one of



Australia's leading haematologists. Robert has had a very interesting career since leaving the school, and I am sure his after – dinner speech will be the highlight of the night.

Best wishes to you all for a successful and healthy 2001.

**2000 AGM***President: Malcolm Withers*

As most of you would be aware, this has been my first year as President of the Newcastle Boys' High School Old Boys Association. This has been an interesting responsibility to say the least, particularly as I have had a very hard act to follow in Dick Sanders. However, I have been fortunate to have enjoyed the support of an extremely capable, hard working and enthusiastic Committee throughout the year which has made my job a lot easier, and for which I thank them very much.

The Committee has worked extremely hard to achieve the objectives of the Association. The Annual Dinner was a great success, with 230 Old Boys enjoying the night and a highly entertaining and absorbing after – dinner speech by Dr. David Stewart. Presentation ceremonies were attended at both Waratah Technology High School and Newcastle High School, where the Association awarded its annual prizes for legal studies, creative writing and school community achievement, plus the two well received \$1,000 scholarships (the Dr David Stewart Bursary and the Dr Alan Knott Scholarship). The scholarship prize winners this year were Ugo Parente (Waratah Technology High School) and Joannah Burley (Newcastle High School) respectively.

Despite the fact that we have had a rewarding year, whether the Old Boys Association can continue is a moot point. Last year, in his report to the Annual General Meeting, Dick Sanders spoke about the crisis facing the Association, with a lack of representation on the Committee, and the possibility that the Association would be wound up. In response to Dick's pleas, the attendance at the Annual General Meeting was much improved. However, only a few of these Old Boys were prepared to nominate for key positions. Once again this year, a number of long standing Committee members will be standing down, so there is considerable doubt that all of the key Committee positions will be filled. As Dick pointed out last year, if this happens, the Association will have no choice but to wind up. **The crisis has not gone away.**

The commitment and responsibility of being a Committee member is not an onerous task, in fact you may even find it enjoyable one. Committee meetings are held on only five occasions during the year, along with the Annual General Meeting. Attending the meetings wont be inconvenient, as approximately 60% of the active members of the Association live within an hours drive of Newcastle. The Association will be able to continue if more Old Boys will make the effort to attend the AGM and to stand for the key positions on the Committee. At the year's end, membership of the Association was 1,028 active members (Life 895, Yearly 29 and Waivered 104). Gentlemen, we have achieved a lot over the past 13 years, meeting all of the objectives for which the Association was founded. We have persisted where past Associations have not. Let's work together to keep things going.

**1999 AGM***President: Dick Sanders*

Gentlemen, my greetings and best wishes to you all, on behalf of your Committee. I am pleased to report to you that the year just past has been another successful one for your Association. We enjoyed another successful dinner, made special by Richard Owen's after-dinner speech, and also sad by his father George's absence. We have continued to build, with the assistance of the Newcastle Region Library, our archival collection, said to be the best in Newcastle. Once again worthy students from the Waratah Technology and Newcastle High Schools have benefited from the \$1000 bursary and the four \$100 special prizes given by your association to each school.

So the Association is going well? Wrong.

*Your Association is at crisis point.*

At the Annual General Meeting the President, Secretary and Treasurer will be standing down, after long service. Based on attendances in previous years, we will only have about 10 or 15 Old Boys in attendance at the meeting, mostly the existing Committee, and there is considerable doubt that all of the key Committee positions will be filled.

If we cannot elect a Committee from the membership, then the clear message from the membership will have been that the majority no longer sees a purpose for the OBA.

Without a Committee we will have to wind up, with our assets being split between the two schools. We will, like all the Old Boys associations and unions that have come before, fade into oblivion. With us will go all of the memories of the school, which we all so enthusiastically pledged to maintain, when this Association was first launched thirteen years ago.

The choice is simple. If ten or twenty Old Boys from a membership of over one thousand will make the effort to be at the AGM, together with our current committee, and if some of them will stand for the key positions on Committee, then the OBA will continue to prosper. The after-dinner speaker, our Rhodes scholar David Stewart, will have a dinner to speak after on 14 August next.

If we have the same attendance as last year, then the key positions on Committee will not be filled. The Association will have no choice but to wind up and waste all of the good work put in by so many over the last thirteen years. There will be no Dinner in 1999 or beyond.

*The choice of those two options, gentlemen, is yours.*

Whatever the outcome of this AGM, I thank you all for your membership. Especially though, I thank the hard working Committee, some of whom have been attending meetings for a decade or so. I thank them for all that they have done for your Association, and the personal support that they have shown to me over the last five years, and to my predecessors over thirteen years.

**1998 AGM***President: Dick Sanders*

Gentlemen, my greetings and best wishes to you all, on behalf of your Committee. I am pleased to report to you that the year just past has been another successful one for your Association. Notable events included:

The eleventh annual dinner was another resounding success. Some of the arrangements could have been better (such as speed of service), and will be at the next dinner. However, the wonderful spirit of camaraderie, Harold Beard's 'esprit de corps', was again there in abundance. This is why our dinners will *never* fade away. What an innovative and spellbinding after dinner speech - with Matt Hayes unfolding the story of Ted Morrisby's exciting journalistic career in all corners of the world. Thanks Ted, for the memories.

Your Committee, through the considerable efforts of Col Standen, prepared and presented to both Waratah Technology High School and Newcastle High School display cases containing Captain Clarence Smith Jeffries memorabilia, including copies of his medals and citation, and a photo of his grave. Waratah High unveiled its case at a special Anzac Day ceremony.

In November, just a few days before he was to see his efforts in preparing the display cases culminate in the official renaming of the Newcastle High School library as the Captain Clarence Smith Jeffries Library, we lost Col Standen to a severe stroke. Colin worked diligently for your Association from the very first Steering Committee meeting right up to the day of his death. He was a former Secretary, an Immediate Past-President and, as Chairman of the Education Sub-Committee, a great link between the OBA and our schools. Col was a truly dedicated Old Boy who loved his school. We all miss him greatly.

Presentation ceremonies were attended at both Waratah Technology High and Newcastle High, where your Association gave its annual prizes for legal studies, creative writing and school community achievement, plus the two well received \$1000 scholarships. We are able to fund these much appreciated annual prizes from the interest on the invested Life Membership fees.

On Saturday night, 8 August, we will be holding our twelfth Annual Dinner, at which the guest speaker will be Richard Owens, an Old Boy and local business success story, who will talk to us on the theme "Once there was a corner store".

Membership of the Association, at year's end, was steady at 1025 Old Boys: Life 878, Yearly 48, Waivered 99.

Finally, I must give credit to our Committee, who give up their valuable time so that your Association will not merely endure but positively flourish. I sincerely thank them all for their support and hard work, especially in organising the annual dinner.

But they need your help. We need new faces, especially from the ranks of the "younger Old Boys". There is still much good work to be done, especially with our unique archival collection, and with our assistance to the schools.

Best wishes to you all for a successful and healthy 1998. See you at the AGM, and/or the dinner.

**Please come to the AGM.** Annual General Meetings usually attract less than 20 Old Boys, from a membership of over 1000. This is disappointing. If more do a little, less have to do a lot. Please do not leave it to the others. It is only once a year, and a small sacrifice to make to gain the satisfaction of contributing to our success.

**1997 AGM***President: Dick Sanders*

A decade and a day ago 93 former students and teachers gathered at the Police & Citizens Boys' Club, Broadmeadow to launch the Newcastle Boys' High School Old Boys' Association. I was thrilled to be in the Chair then, as I am now. In the interim a succession of hard working Presidents and their Committees, supported by a large and faithful membership, have seen us achieve all that we set out to do, and more. The future holds great promise of more good things, as we build steadily on the solid base of our achievements. Notable events of the year just past include:

- The tenth annual dinner was another resounding success. There seemed to be a special good mood on the night, and many of the 302 attendees commented that it may have been the best yet. A large part of the success must go to our after dinner speaker, Charles Grahame, who had us all laughing nearly as heartily as we had earlier sung.
- In October we lost a stalwart of the Association, a much beloved teacher, an integral part of the Committee since inception, and a true "gentleman from the old school", Len McRae. We all miss him greatly.
- Our efforts to set up an NBHSOBA Scholarship Trust Fund from which to make awards to needy students with aspirations to succeed at University, prompted by a very generous offer for a significant donation by prominent Old Boy Jim Kirk, hit a snag when the Australian Taxation Office ruled that donations to the fund would not be tax deductible. Members who have had tax deductibility for a whole range of donations (including for chamber orchestras and stained glass windows) are amazed by the ATO's apparently inconsistent and uncaring attitude. Your Committee will continue to pursue this worthwhile cause.
- Progress, slow but rewarding, continued in our mammoth task of entering student enrolment records, from registers covering 1915 to 1968, onto computer. Did you know, for example, that the most common parental occupation around the time of the First World War was coal miner? Others included chair maker, dyer, horse trainer, lead burner, moulder, ostler, oysterman, sexton, tailor, telegraphist, timber getter and timekeeper. The most common first name (student and father) was William. Is there an enthusiastic old boy out there, with basic computer skills, who would like to help us?
- On 5 June 1996 we celebrated the 90th anniversary of the "School on the Hill" by presenting the current school with a fine sundial. The anniversary was also celebrated with a well presented, and well attended, historical photographic and memorabilia exhibition at the Newcastle Region Library, opened on 9 August by the Hon. Peter Morris.
- Presentation ceremonies were attended at both Waratah Technology High and Newcastle High, where your Association presented its annual prizes for legal studies, creative writing and school community achievement, plus the two well received \$1000 scholarships.
- A new computer, software and printer was purchased to assist our hard working Membership Sub-committee Chairman, Norm Harland, to maintain the membership records.
- To help to preserve our unique photographic record, the making of copies for display at functions such as the annual dinners has commenced. The record comprises 261 photographs, of which 106 have been scanned into the Hunter Photo Bank. There are also 359 negatives, collected for the preparation of the 75 year book, which have to be processed. Is there a retired old boy who would like to help us to preserve our historical record?
- Newcastle High School has agreed to name its library the "Captain C S Jeffries VC Memorial Library". This will be done in a ceremony this year to coincide with the 80th anniversary of his death in battle. At the ceremony the OBA will present the school with a special display case

containing Jeffries memorabilia, including copies of his medals. A similar display case will be presented to Waratah Technology High School at an Anzac Day ceremony.

On Saturday night, 9 August, we will be holding our eleventh Annual Dinner, at which the guest speaker will be Ted Morrisby, much travelled author and documentary maker, who will entrance us with a mixed bag of tales from some of the wild and remote countries which he visited in his pursuit of journalistic adventure.

Membership of the Association, at year's end, was 1010 Old Boys: Life 849, Yearly 65, Waivered 96.

Please don't forget that we have set up a Mutual Support Group structure, should any Old Boy feel in need of help, advice or simply support in a time of crisis. This is in the care of the immediate Past President, Col Standen (phone 049 682833). Thanks again Col.

Finally, I will repeat what I wrote last year: "All members should feel justifiably proud of what has been achieved, with their support, by a succession of hard working committees, including my current team. My heartfelt thanks go to them all. These men keep giving up their time and contributing their enthusiasm and ideas so that the Association can do what it was set up for. We are not just a bunch of self interested old fellows. While enjoying the special fellowship that comes from sharing our school-days with one another, we are also giving significant financial support to today's students (and will increasingly do so), and are methodically putting together what the Regional Library claims will be one of the town's best historical collections. Through a succession of special Treasurers, we have been able to establish a financial position to ensure that our future commitments will be always met."

Best wishes to you all for a successful and healthy 1997. See you at the dinner.

**1996 AGM***President: Dick Sanders*

It hardly seems possible that it is 12 months since I penned the last President's Report to you all. It is a truism that time flies as we get older. Once again your Committee was very busy furthering the aims of the Association. This year's report is a little longer, as there are many highlights, in particular:

- The annual dinner was once again a great success, with 266 Old Boys renewing old friendships, singing along, and being entertained by an after dinner speech by an amusing and modest Old Boy, an Australian sporting icon, the cricketer Arthur Morris.
- The Membership Sub-committee assisted with the 20 year reunion dinner for the 1975 year, attended by 40 old boys.
- An Operations Manual, for maintenance by and use of all future Committees, was substantially completed. This was also used as a set of guidelines to assist some ex-students in the formation of the Wickham and Home Science High School Ex-students' Association.
- The Committee started the mammoth job of entering student enrolment records, from registers covering 1915 to 1968, onto computer. This resource will be of great use not only to this Association but to all interested in the history of Newcastle. All volunteers from the general membership, to assist in this task, are welcome!
- The Newcastle Regional Library, which holds all of our school memorabilia, has started to scan all of the photos (staff, students, sports teams etc) so that they can be entered, as computer images, into the Hunter Photo Bank.
- The search continues for the NBHS Memorial Gates. Any clues?
- Some well preserved sporting trophies from the 30s have been received, replated, and added to the memorabilia collection.
- Your Association bid successfully at auction for some important memorabilia associated with Captain Jeffries VC. This comprised a signed copy of his personal military textbook "Solutions of Practical Problems" dated 1913, a letter to his mother listing the personal effects which were sent home after his death, and several pages of military records. Display of Jeffries' memorabilia, including medal replicas and a copy of his VC citation, are to be prepared for display at Waratah Technology High (WTHS) and/or the Regional Library. Early in the year we were pleased to receive, through a friend in Belgium, recent photos of Captain Jeffries' well tended grave.
- "Australia Remembers" plaques, suitably engraved to acknowledge those from the school who went to war, will be displayed at the Wall of Remembrance, Brisbane, and at WTHS.
- This year we awarded a new \$1000 bursary - the Dr Allan Knott Scholarship - at Newcastle High. The inaugural winner was Nicole Stephens. With the Dr David Stewart Scholarship at WTHS, this means we are now giving two annual awards of \$1000 each to assist worthy students in their further studies. We are, of course, also still awarding four prizes of \$100 each at each school, for creative writing, legal studies, and school community achievement.
- Jim Kirk, an eminent Old Boy who was also a very entertaining speaker at the 1991 Dinner, has kindly offered to make a significant donation towards the establishment of a general Trust Fund, to which tax-deductible contributions may be made by members. Further scholarships, to assist students of NHS and WTHS, will be awarded from interest earned by the Fund. We commend this Fund to members. All donations, large and small, will go to helping students who will become the "Old Boys" (and Girls!) of the future.

We are set for a big year in 1996. Firstly, on 5 June we will celebrate the 90th anniversary of Newcastle High School. On this day in 1906 Charles Rattray ('Caesar') Smith welcomed the first



student's to the 'school on the hill'. We intend to mark this occasion in a special way, probably with a walk *down* the hill, and most likely in conjunction with our colleagues from the Girls' High Ex-students Union. A display of memorabilia will be arranged at the Regional Library. Then, on Saturday night, 10 August, we will be holding our *tenth* Annual Dinner, at which the guest speaker will be Charles Grahame, an old boy and son of a Mayor of Wickham, who retired from the ABC after a long and distinguished career.

Membership of the Association, at year's end, was 1007 Old Boys: Life 809, Yearly 108, Waivered 90.

All members should feel justifiably proud of what has been achieved, with their support, by a succession of hard working committees, including my current team. My heartfelt thanks go to them all. These men keep giving up their time up and contributing their enthusiasm and ideas so that the Association can do what it was set up for. We are not just a bunch of self interested old fellows. While enjoying the special fellowship that comes from sharing our school-days with one another, we are also giving significant financial support to today's students (and will increasingly do so), and are methodically putting together what the Regional Library claims will be one of the town's best historical collections. Through a succession of special Treasurers, we have been able to establish a financial position to ensure that our future commitments will be always met.

Please don't forget that we have set up a Mutual Support Group structure, should any Old Boy feel in need of help, advice or simply support in a time of crisis. This is in the care of the immediate Past President, Col Standen (phone 049 682833). Thanks again Col.

Best wishes to you all for a successful and healthy 1996. See you at the dinner.

**1995 AGM***President: Dick Sanders*

About eight years ago Dale Kemp and I were on the phone, bemoaning the lack of an Old Boys' Association. "Let's do it!" I said, and the chain of events was set in motion that created this great organisation, of which I am proud to be the current President.

In the intervening years we have held eight wonderful dinners, and bequeathed annual prizes to deserving and grateful students at Waratah Technology High and Newcastle High schools. The prizes are named to honour Charlie Goffet and Caesar Smith (Creative Writing), F H Beard and Roy Davis (School Community Achievement), and Trevor Dunn and the OBA President (Legal Studies). In 1993 we began an annual scholarship of \$1000 to a needy and worthy student at WTHS.

But wait, there's more! We have also recovered an enormous collection of irreplaceable and diverse memorabilia from the old school, which is now safely in the custody of the Regional Library. The school's heritage will now never be lost. The photos from the halls are to be scanned and included in the computer based Hunter Pictorial Record.

Our membership has continued to grow, currently standing at 1068, of which 775 are life members. We are in a financially sound position, which should ensure continuation well into the next century.

All of our success is entirely due to the unflagging energy of all eight committees, and the desire of our membership to continue to meet with mates to remember their school days.

This year's committee has been no exception, and they all have my thanks and gratitude for their efforts on your behalf. We are currently compiling a Procedures Manual, containing all the good things that we have learned over the last eight years, for the benefit of future committees. We also have set up a Mutual Support Group structure, should any Old Boy feel in need of help from the OBA. This is in the care of the immediate Past President, Col Standen (phone 049 682833). Thanks Col.

We have another Dinner to look forward to, on 12 August (speaker to be announced). It will be another grand night, as was the last dinner, when we were all privileged that Phil Hawthorne, so frail and sick, came to meet his mates again for one last time and introduce the much travelled speaker, Peter Cave.

Best wishes to you all for a successful and healthy 1995. I hope to see you at the dinner.

Dick Sanders

**1994 AGM**

*President: Colin L Standen*

Following my extensive report last year to put you in the picture, I intend this year just to report on the year's progress, satisfactory except for the non-receipt of memorabilia.

The Annual Meeting was attended mainly by the same people as last year, so we had almost the same executive, committee and observers elected to office.

Membership now stands at 707 Life members (up 72), 233 Ordinary members (up 19), 68 waivers (70 years and over) (up 4), 18 'Lost Contact' (addresses unknown) and 153 Unfinancial members (down 25). All unfinancial members have been contacted twice and no further letters will be sent because of costs to the Association. Total membership is 1088.

Our Annual Dinner was a success. Mr Justice Jack Lee offered us a profitable and enlightened address, meant to be private to the Old Boys in attendance. Unfortunately a Newcastle Herald reporter was present. Extracts were published on the front page of the Monday's Herald. Typically of modern media reporting, the whole purpose of the speech was ignored with the result that there was quite a stir in the feminist movement in Newcastle with letters in the paper and radio stations having a bonanza. Jack was amused at the storm in a teacup he had created. The speaker for our next Annual Dinner on Saturday 13 August 1994 will be Mr Peter Cave, renowned and award winning ABC reporter. He reported the Tianamen Square uprising.

Financially we were well within our budget. We had a surplus of \$5756, down from \$7179 in 1992, but up on 1991. Both Life and Ordinary subscriptions were down. (See Treasurer's Report for full details). I must thank Stephen Box for the brilliant way he has handled our finances.

The \$1000 Bursary was presented to Stoyanka Drinic, at a special Old Boys' Presentation Day organised by the Principal of Waratah Technology High School, Mr Lyall Abell, who is also an active Old Boy member. With his permission we meet at the High School Library about 7-8 times a year. Lyall attends to offer advice and answer questions. The Bursary has been named the Dr David Stewart Bursary, the name agreed upon by the Principal and Committee. David was our only Rhodes Scholar to attend the School full time and is also an outstanding engineer.

The old Assembly Hall has been converted into a Drama Theatre. We have agreed to give suitable photos from our archives to decorate the walls. The theatre is to be named the Fred Smith Drama Theatre after a former teacher known to many of you.

Our missing cups have all been found. The Historical Committee is in the process of cleaning them for storage in the Newcastle Regional Library.

Our Vice-President, the Rev Dr Gareth Clayton, was one of the active participants in the ceremony of laying to rest the 'Unknown Soldier' in the Canberra War Memorial.

Her I should like to thank the members of the Committee, the Secretary and Treasurer and the Observers for their devoted participation during the year and the work they have put in.

Lastly I ask of you just three things:

- 1      Come to the Annual Dinner if you live within reach
- 2      Find new members from the 68 in 'Who's Who' and the 6000 odd others around and let us know.
- 3      Send in the memorabilia that many of you promised.

I thank you for the privilege of being your President.

**1993 AGM***President: Colin L Standen*

This report is longer than usual as I wish tell members about some less well known aspects of the Association.

First 1992-93 has been a year of consolidation and progress, due I believe to the diligence of our Secretary, Treasurer, Vice-president, eight committeemen and our five "observers". The observers do not have the power to propose or vote, but they religiously attend meetings and help the committee. Their efforts are invaluable and appreciated as are those of the four sub-committees: Membership, Historical, Functions and Educational, made up of committeemen and observers.

Membership is 635 Life Members, 214 Ordinary Members, 68 Waivers (70 years and over), 30 "Lost Contact" Members (addresses unknown) and 178 unfinancial members. David Farmer, one of our observers, is reconciling the membership list with subscriptions paid so we shall soon have an accurate and up-to-date roll.

A Membership Committee membership drive with advertisements in the Newcastle Herald, the Star and the Post gained many new members, more than defraying the advertising costs of \$453.18. The number of Life Members increased by 126 to 635 during the year with many Ordinary Members changing to life Membership. This has important implications as the money from Life Memberships is invested to provide prizes for students of Waratah Technology High School which inherited our buildings and Newcastle High School which carries on our colours, motto and crest. (See Treasurer's Report for Life members' Subscription.)

These prizes are awarded to Newcastle High School students: OBA President's Prize for Excellence in Law Studies; the Roy Davis Prize for School Community Achievement and the Caesar Smith Prize for Creative Writing which is divided into senior and junior divisions. Prizes awarded to students of Waratah Technology High school are: The Trevor Dunn Prize For Excellence in Law Studies, The Harold Beard Prize For School Community Achievements and The Charles Goffet Memorial Prize For Creative Writing which is divided into senior and junior divisions. Each prize is a cheque for \$100 with a certificate, making \$400 a year for each school. Certificates are also awarded for commendable submissions. The Education Sub-Committee is also conferring with the Principal of Waratah Technology High School about a \$1000 bursary, probably to be called the Don Geddes Memorial Bursary. We hope to give further awards and bursaries to both schools.

We have drawn up a comprehensive budget for the years 1993-97 which will be used to monitor actual income and expenditure, but realising the budget will depend on a continuous flow of new members, especially Life Members. This is where all members can help the Association to grow. Send in names and addresses of ex-NBHS pupils to our Secretary (Box 1117 Newcastle 2300) or to any Committee member. I believe this to be the third Old Boys' Association in the School's history. The first two failed, this one **must** not - it is all we have of one of the State's finest schools and, after Sydney and Melbourne, the best State school in Australia. Please help us locate the missing.

Rising costs in stationery, printing, postage and the like, make it necessary to raise subscription rates this year, only the second rise in five years. The \$6.00 Ordinary Membership which barely covered costs has been raised to \$10.00. Life Membership will be raised correspondingly. Ordinary Members would be well advised to become Life Members. One payment is all you will ever have to make, you will not have to remember to pay your dues each year and, most important, Life membership money is invested to benefit present pupils.

We have had some substantial expenses this year like the replacement of our six year old computer. We hope to recover some money from the sale of parts from the old machine. All our income is from membership subscriptions, donations and interest from investments. The Annual Dinner is not a fundraising venture. Our aim is simply to cover costs. For budgeting we must guess the attendance because hall bookings and catering arrangements are made well in advance of responses. Profit and loss since 1988 have been: 1988 -\$563, 1989 -\$20, 1990 +\$464, 1991 -\$73, 1992 +\$356. Last year's attendance (387) was the second largest since the first dinner in 1987, hence the substantial profit. Thanks to the Function Committee's efficient management everything ran smoothly to make it a successful evening. We all enjoyed the address by our guest speaker, Gary Gilmour.

The 1993 Annual Dinner will be held on Saturday 21 August at the City Hall. The guest speaker will be Mr Justice Jack Lee, Captain in 1937. The change from Friday to Saturday night was so popular that it will be continued. We hope to welcome even more members this year and look forward to your attendance. The Fifty Year guests of honour will be the Year of 1943.

We should also like to welcome even more members to the Annual General meeting especially some enthusiastic and energetic recruits to help on the Committee or to join the observers. Committee Meetings are held about seven times a year, rarely last more than two hours (5.30 to 7.30 pm) and never more than two and a half. It is a friendly and cheerful group and with good men and true to share the load. The individual duties are not onerous and a small return for the start the school gave us. "Gentlemen, always remember that you are the four per cent cream of Newcastle" as one feared and revered Head, Norm Mearns, would say to us.

For those who have just joined here is an outline of the Association's history. On 9 December 1986 Dick Sanders and Dale Kemp decided that an Association could be formed. A notice in "Topics" in the Newcastle Herald called for interested people to meet on 7 January 1987 at Newcastle Police Centre. The ten who turned up became the Steering Committee and after two further meetings a General Meeting was advertised for and met on 20 March 1987. And so it began. Dick Sanders, Trevor Dunn and I, original Steering Committee members, are still on the Committee.

Our Historical Sub-committee has arranged to deposit the school's memorabilia in the Newcastle regional Library and the Newcastle Museum. Anyone with material to donate should send it to the Secretary, PO Box 1117, Newcastle 2300, to any Committeeman, or bring it to the Annual Dinner or Annual General Meeting. The collection will be available for research at the Library.

The Treasurer's Report tells its own story of Stephen Box's hard work and expertise in investing our money and looking after the accounts. I thank him for his efforts and his contribution to the Committee.

This year has given me great pleasure and you have honoured me by letting me be your President and I thank you for that privilege. It has been a successful one because of the talents of the Executive and committee members and those who have rendered selfless service as observers.

**1992 AGM***President: Keith Murree Allen*

1991-92 has been a year of continued progress for the Association. All activities have functioned smoothly and the committee is looking at new ways to promote fellowship amongst old boys.

Membership has increased by another 100 to 1020 members, of whom 509 have paid a life subscription. We would like to make a special effort this year to contact Old Boys from years 1922, '32, '42, '52, '62, '72 who will be special guests at the Annual Dinner in August.

Unfortunately we have lost a few members including Oscar Anderberg & Hilton Beveridge, and our condolences go to their families. I sadly report to those who have not heard, that Charles Goffet died in November. He collapsed in the midst of old boys whilst addressing a year reunion at the Tattersalls Club. Members of the Committee attended the family funeral and afterwards at the Tattersalls Club there was a large gathering of friends and old boys. John Allen gave the eulogy which was followed by a prolonged "wake". All agreed that Charlie would not have wanted to have gone any other way.

The ANNUAL DINNER was a great success. Over 350 attended and the function ran very smoothly allowing ample time for fellowship. Our distinguished old boy, Jim Kirk, contributed greatly to the enjoyment of the evening. He was a very popular guest speaker and his address was light hearted and humorous, whilst delivering a very important message.

MEMORABILIA: We are very pleased that the long-term safe custody of memorabilia, previously held at Newcastle High School, has been taken over by Newcastle City Library. Items will be catalogued and available for viewing by the public. The Library displayed a selection of photographs at the Annual Dinner, and also arranged a display of the memorabilia in the Cultural Centre over a six week period beginning at the time of the Dinner. The Library will hold only photographs and printed material, so that we are investigating alternatives for the housing of other material. When the storage of items is finalised, we hope to make a concerted effort to obtain from members further material for storage or copying. We are awaiting the delivery of a replica of the School Flag so the original can be stored.

FINANCES: As can be seen from the financial statement, we are in a healthy position. We are very fortunate in having someone of the calibre of Stephen Box as Treasurer because of the great care and thought he puts into investment of our funds and preparation of financial statements. With the fall in interest rates, income from invested life subscriptions will be considerably reduced. A Business Subcommittee will be formed to develop a business plan for the Association and to project over three years the Association's activities, income & expenditure and proposed investment portfolio.

EDUCATION: Dick Sanders and Trevor Dunn have continued their important work in judging, allocating and presenting the various Association Prizes to students of the schools at Newcastle and Waratah.

QUESTIONNAIRE: The responses to the questionnaire with the annual dinner notice have been collated. The report in detail will be available at the Annual Meeting. There were many suggestions - one concerning table arrangements was successful at the last dinner, another for a Saturday Function will be tried this year. Other suggestions included mixed functions & occasional dinner dances in combination with Old Girls, venue changes (some of which had been considered previously but not possible because of permanent Fri/Sat bookings), entertainment changes and suggested speakers. 88 replies favoured the occasional paid outside speaker. The Committee will consider these suggestions for future functions. However, it is the unanimous view of the present committee that

there is a great wealth of talent available from old boys to provide guest speakers for the foreseeable future.

I would like to thank all of you for the opportunity to be President of the Association for the second year. The Committee has worked well and this has made the task easy. I must particularly thank Stephen Box who spends an enormous amount of time as Treasurer and provides meticulous reports, and Secretary Col Standen.

Finally I would like to encourage you to come to the Annual Meeting where many of the above matters can be discussed. New members on the Committee or subcommittees would be most welcome. We meet approx. every 2 months.



**1991 AGM***President: Keith Murree Allen*

1990-91 has been a year of continued progress for the Association. We have reached a stage where most of the activities function smoothly with a minimum of fuss. The Annual Dinner was again very successful and provided a great opportunity for fellowship.

Membership has grown to 918 members, of whom 456 have paid a life subscription. Enclosed is an application form for you to pass on to any Old Boys who are not yet members. If you are uncertain of your membership status, the address label on the envelope indicates with a "L" if you have paid a life subscription. For the Annual Dinner this year we will make an attempt to update years 1941, '51, '61, '71 so they may be special guests. If you would like a list of members from your year, please contact the Secretary.

Dr Jim Kirk AC DSc, a distinguished old boy has agreed to be Guest Speaker at the Annual Dinner which will be held at Newcastle City Hall on Friday 16th August 1991. Jim is a former Chairman of Esso, Chairman of the Australian Bicentennial Authority and Chairman of Landcare Australia as well as a member of many prestigious organisations and committees.

CHAPTERS of the Association in capital cities is still being investigated.

MEMORABILIA: At present looked after by Jack McLaughlin at Newcastle High School, the Newcastle, the Newcastle City Library has agreed to take over storage of these items. They will be catalogued and available for viewing by the public. The Committee is pleased that the long term safe custody of the memorabilia will be achieved. Those interested may obtain a list of items from the Secretary. There is almost nothing from 1963 onwards. Items for donation or copying can be sent to the Association, but contact us before sending any material.

FINANCES: As can be seen from the financial statement, we are in a healthy position. The Committee has adopted a policy of putting aside life subscriptions and to run activities from the interest and annual subs, with the Annual Dinner to break even.

I would like to thank you all for the opportunity to be President of the Association for this year. The task has been made very easy because of the great work done by members of the Committee who all contribute to the running of the Association. I must particularly thank Stephen Box who spends an enormous amount of time as Treasurer and provides meticulous reports, Secretary Col Standen, Norm Harland who looks after the membership details, Lyn Gray who has the organisation of the annual dinner down to a fine art, and to Dick Sanders and Trevor Dunn who take care of the awarding of Association Prizes and Certificates to the two Schools.

**1990 AGM***President: Steven Busteed*

During the last two terms as President, I have been fortunate to witness the growth of the Association to a level where the goals set over three years ago (at inception) have been fully achieved. The achievements have not occurred by chance but only by the tireless efforts of the Committee.

During the last twelve months heavy consolidation of membership has taken place with an increase in Life Subscriptions from 228 to 352, with a total membership in excess of 700.

The Membership Sub-committee has fully computerised the membership data to a point where vital information can be rapidly processed and extracted. This practice is essential in generating new membership and servicing existing members with notices and information.

The Entertainment Sub-committee's major task is to organise the Annual Dinner. The Third Annual Dinner held in August proved a great success with 372 attendees. Despite the airline pilots' dispute, Kevan Gosper arrived from Melbourne by charter flight to deliver his speech (aptly introduced by Charles Goffet). The guest speaker for 1990 will be Justice Jeffrey Miles, Chief Justice of the Supreme Court of the A.C.T. (LC 1951).

An extraordinary effort by the Education Sub-committee finalised the conditions of the School Prizes for Newcastle High School and Waratah High School. The schools have now received the inaugural prizes in the areas of Legal Studies, Community Achievement and Creative Writing (Junior and Senior). The total annual value of prizes is \$750.

The Historical Sub-committee with the assistance of Jack McLaughlin provided a display of photographs at the Annual Dinner and has further advanced the task of cataloguing memorabilia stored at Newcastle High Library. Dick Sanders has put together many of the literary works of Charlie Goffet for the Association's records and with a view to making copies available to the membership of the Association.

Consideration of the above achievements leads me to the point of expressing the gratitude of the membership generally to all members of the Committee for their exceptional and loyal service to the Association.

Finally, as I step down, I wish to express my personal heartfelt honour in serving as President of the Association through two exciting years and offer my best wishes to the new President and incoming Committee.

**1989 AGM***President: Steven Busted*

In the second year the Association has built heavily upon its foundations by consolidating the enthusiasm and purpose of the previous year into further development of the Association. The goals of the Association have been heightened by healthy increase in membership and continuing fellowship.

The membership of the Association has increased from 400 in 1987 to 629 in February 1989 (including 228 Life Subscribers). In recognising the pre-eminent value of maintaining, servicing and expanding the Membership of the Association, the Committee authorised the acquisition of a personal computer for the membership Sub-committee. The staggering volume of membership data requiring continuous sorting and updating will soon be fully computerised much to the delight of Norm Harland and the Membership Sub-committee.

The efforts of the Entertainment Sub-committee were again rewarded with a full house at the Annual Dinner at the City Hall in August 1988. The dinner has become the highlight of the Association's calendar due in part to the performance of the excellent guest speakers. Vic Rooney "acted" his way through the Guest Speaker's role in 1988 and, in 1989, Kevan Gosper will undoubtedly rise to the occasion.

The Education Sub-committee has formalised three prizes for Waratah High School (the Charles Goffet Prize for Creative Writing - Junior and Senior, the F H Beard Prize, and the Inaugural O.B.A. President's Prize) and shortly will conclude arrangements for prizes for the Newcastle High School.

The Historical Sub-committee, with the continuing assistance of Jack McLaughlin, prepared a superb display of photographs and memorabilia for the Annual Dinner. Their efforts have focussed on the task of preparing a catalogue of memorabilia.

The issue of Incorporation has been included in the agenda of the Annual Meeting and in the interest of addressing the problem of Public Liability of members, I would commend support for the motion for Incorporation.

I would unfairly close my report without expressing my thanks to the Committee for their efforts and loyalty to the Association throughout the year and the Committee's acknowledgment of the exceptional efforts of the Secretary (Keith Murree Allen) and the Treasurer (Stephen Box).

Finally I would thank all members of the Association for granting me the privilege of acting as your President for the past and most rewarding year and offer my best wishes to the incoming Committee.

**1988 AGM***President: Trevor Dunn*

A most eventful year has passed since the Association had its inaugural meeting at Newcastle Police & Citizens' Boys' Club at Broadmeadow on 20th March, 1987. Old Boys have rallied from all corners of the globe and it is apparent that the Association is serving as a vehicle for the expression of deep felt memories of the School and for the continuation of long-standing friendships.

Membership, which is open to all former students and teachers of the School on the Hill and the School at Waratah, stands at 380 of whom 120 have paid the once only subscription of \$50.00

The Committee embarked on the Inaugural Dinner with the thought that with 150 in attendance we would break even. Neither the Committee nor, apparently, any of the 465 who attended the dinner was disappointed. Our special guests were Charles Goffet, Len McRae, Lyall Abell (Principal of Waratah High School), Spencer Hazell (Principal of Newcastle High School) and John McKenzie who introduced our guest speaker. Charlie more than fulfilled every expectation. He held his audience in a state of delighted mirth with his incomparable mixture of wit and learning. George Owens (1923) was recognised as the oldest ex-student present. I will never forget the singing of the School Song (twice) and four of Harold Beard's old favourites. A special message of remembrance has been passed on to Mrs Beard. It was pleasing to have a number of former teachers with us including Mrs Daphne Shield. Our 1988 dinner will be held at Newcastle City Hall on Friday, 19th August. The guest speaker will be Vic Rooney. The Association is assisting contemporaries of the 1938 Leaving Certificate Year in their 50 years' re-union and they will be our special focus at the dinner.

The Association has an official tie which may be purchased from the Secretary.

Your Committee is in the process of endowing two prizes each on Waratah High School and Newcastle High School - the Harold Beard OBA Memorial Prize for citizenship and the Charles Goffet OBA Prize for creative writing. The Membership, Functions, Education and Historical Sub-Committees are all active and an inventory of memorabilia collected to date should soon be produced. Some very valued gifts of books, badges etc. have been given by ex-students. The Functions Sub-committee, led by Barry Isherwood, has done an excellent job especially in organising the dinner. My thanks also to Geoff Wilson, our Honorary Auditor.

You have been well served by a hard working and enthusiastic committee and I express to them your, and my, thanks. I look forward to the Association's continuing to grow and to assist in your re-unions and to its consolidating and highlighting the role of our School in the history of Newcastle.

# **APPENDIX A3**

## **RULES**

**PART 1**  
**PRELIMINARY**

Interpretation.

- 1.1 (1) In these rules, except in so far as the context or subject-matter otherwise indicates or requires -
- "ordinary member" means a member of the committee who is not an office-bearer of the association, as referred to in rule 13(2);
- "secretary" means -
- (a) the person holding office under these rules as secretary of the association; or
- (b) where no such person holds that office - the public officer of the association;
- "special general meeting" means a general meeting of the association other than annual general meeting;
- "the Act" means the Associations Incorporation Act, 1984;
- "The Regulation" means the Associations Incorporation Regulation, 1985;
- "School" means the former Newcastle Boys' High School and its predecessor Newcastle High School.**
- (2) In these rules -
- (a) a reference to a function includes a reference to a power, authority and duty; and
- (b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty; **and**
- (c) **headings are included for convenience only and do not form part of the text and these rules are not to be read and construed by reference to them.**
- (3) The provisions of the Interpretation Act, 1897, apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

Objects**1.2 Objects of the association shall be:**

- (a) **To hold and facilitate the holding of dinners, reunions and like events of former students and teachers of the School;**
- (b) **To collect, restore, preserve, catalogue, maintain in permanent collection, display and lend relics and memorabilia of or relating to the School;**
- (c) **To solicit, acquire, establish, administer and award gifts, bequests, scholarships, prizes and benefits for students of Newcastle High School and Waratah High School and such other schools as the Association from time to time may determine;**
- (d) **To acquire and administer gifts, bequests, prizes, scholarships and benefits belonging to and administered by the School;**
- (e) **To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the Association PROVIDED THAT in case the Association shall take or hold any property which may be subject to any trusts**

the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts;

- (f) To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the association, in the shape of donations, annual subscriptions or otherwise;
- (g) To print and publish any newspapers, periodicals, books or leaflets that the association may think desirable for the promotion of its objects; and
- (h) To purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the companies, institutions, societies or associations with which the association is authorised to amalgamate.

## PART I

### MEMBERSHIP

#### Membership qualifications

- 2.1 A person is qualified to be a member of the association if, but only if -
- (a) the person is a person referred to in section 15(1)(a), (b) or (c) of the Act and has not ceased to be a member of the association at any time after incorporation of the association under the Act; or
  - (b) the person is a natural person who -
    - (i) **has been a student or teacher of the School; and**
    - (ii) has been nominated for membership of the association as provided by rule 3; and
    - (iii) has been approved for membership of the association by the committee of the association.

#### **2.2 There shall be no classes of membership.**

#### Nomination for membership

3. (1) A nomination of a person for membership of the association -
- (a) shall be made by a member of the association in writing in the form set out in Appendix 1 to these rules; and
  - (b) shall be lodged with the secretary of the association.
- (2) As soon as practicable after receiving a nomination for membership, the secretary shall refer the nomination to the committee which shall determine whether to approve or to reject the nomination. **In no circumstances shall the committee be required to give any reason for the rejection of an application.**
- (3) Where the committee determines to approve a nomination for membership, the secretary shall, as soon as practicable after that determination, notify the nominee of that approval and request the nominee to pay within the period of 28 days after receipt by the nominee of the notification the sum payable under these rules by a member as entrance fee and annual subscription.
- (4) The secretary shall, on payment by the nominee of the amounts referred to in clause (3) within the period referred to in that clause, enter the nominee's name in the

register of members and, upon the name being so entered, the nominee becomes a member of the association.

#### Cessation of membership

4. A person ceases to be a member of the association if the person -
  - (a) dies;
  - (b) resigns that membership; or
  - (c) is expelled from the association; **or**
  - (d) **fails to pay his/her subscription by the expiration of 1 month of the notice to do so such notice having been given not less than 2 months after the subscription became due and payable.**

#### Membership entitlement not transferable

5. A right, privilege or obligation which a person has by reason of being a member of the association -
  - (a) is not capable of being transferred or transmitted to another person; and
  - (b) terminates upon cessation of the person's membership.

#### Resignation of membership

6. (1) A member of the association is not entitled to resign that membership except in accordance with this rule.
  - (2) A member of the association who has paid all amounts payable by the member to the association in respect of the member's membership may resign from membership of the association by first giving notice (being not less than 1 month or not less than such other period as the committee may determine) in writing to the secretary of the member's intention to resign and, and upon the expiration of the period of notice, the member ceases to be a member.
  - (3) Where a member of the association ceases to be a member pursuant to clause (2), and in every other case where a member ceases to hold membership, the secretary shall make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

#### Register of members

7. (1) The public officer of the association shall establish and maintain a register of members of the association specifying the name and address of each person who is a member of the association together with the date on which the person became a member.
  - (2) The register of members shall be kept at the principal place of administration of the association and shall be open for inspection, free of charge, by any member of the association at any reasonable hour.

#### Fees, subscriptions, etc

8. (1) A member of the association shall pay to the association an annual membership fee of \$5 or, where some other amount is determined by the committee, of that other amount -
  - (a) except as provided by paragraph (b), before 1st **January** in each calendar year; or



- (b) where the member becomes a member on or after 1st **January** and on or before 30 June in any calendar year - upon becoming a member and before 1st January in each succeeding calendar year; **or**
- (c) **where the member becomes a member on or after 1st July in any calendar year upon becoming a member and before 1 January in each succeeding calendar year except the first; or**
- (d) **a member may elect to pay a life subscription in such sums as the committee shall from time to time prescribe and until the committee shall otherwise prescribe shall be \$50.00. Payment of a life subscription shall absolve a member from payment of any further subscription; or**
- (e) **the committee in its absolute discretion may waive payment of any subscription by a member and shall not be required to give any reason for such decision; or**
- (f) **any member of or above the age of 70 years may apply to the committee to have his/her annual subscription waived and upon the committee's approving the application, no further subscription shall be payable by that member.**

#### Members' liabilities

9. The liability of a member of the association to contribute towards the payment of the debts and liabilities of the association or the costs, charges and expenses of the winding up of the association is limited to the amount, if any, unpaid by the member in respect of membership of the association as required by rule 8.

#### Disciplining of members

10. (1) Where the committee is of the opinion that a member of the association -
- (a) has persistently refused or neglected to comply with a provision or provisions of these rules; or
  - (b) has persistently or wilfully acted in a manner prejudicial to the interests of the association,
- the committee may, by resolution -
- (c) expel the member from the association; or
  - (d) suspend the member from membership of the association for a specified period.
- (2) Where the committee passes a resolution under clause (1) is of no effect unless the committee, at a meeting held not earlier than 14 days and not later than 28 days after service on the member of a notice under clause (3), confirms the resolution in accordance with this rule.
- (3) Where the committee passes a resolution under clause (1), the secretary shall, as soon as practicable, cause a notice in writing to be served on the member -
- (a) setting out the resolution of the committee and the grounds on which it is based;
  - (b) stating that the member may address the committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
  - (c) stating the date, place and time of that meeting; and
  - (d) informing the member that the member may do either or both of the following:-

- (i) attend and speak at the meeting;
  - (ii) submit to the committee at or prior to the date of that meeting written representations relating to the resolution;
- (4) At a meeting of the committee held as referred to in clause (3), the committee shall-
  - (a) give to the member an opportunity to make oral representations;
  - (b) give due consideration to any written representations submitted to the committee by the member at or prior to the meeting; and
  - (c) by resolution determine whether to confirm or to revoke the resolution.
- (5) Where the committee confirms a resolution under clause (4), the secretary shall, within 7 days after that confirmation by notice in writing inform the member of the fact and of the member's right of appeal under rule 11.
- (6) A resolution confirmed by the committee under clause (4) does not take effect -
  - (a) until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
  - (b) where within that period the member exercises the right of appeal, unless and until the association confirms the resolution pursuant to rule 11(4).

#### Right of appeal of disciplined members

- 11. (1) A member may appeal to the association in general meeting against a resolution of the committee which is confirmed under rule 10(4), within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
- (2) Upon receipt of a notice from a member under clause (1), the secretary shall notify the committee which shall convene a general meeting of the association to be held within 21 days after the date on which the secretary received the notice.
- (3) At a general meeting of the association convened under clause (2) -
  - (a) no business other than the question of the appeal shall be transacted;
  - (b) the committee and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
  - (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (4) If at the general meeting the association passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

### **PART III**

#### **THE COMMITTEE**

##### Powers, etc., of committee

- 12.1 The committee shall be the committee of management of the association and, subject to the Act, the Regulation and these rules and to any resolution passed by the association in general meeting -
  - (a) shall control and manage the affairs of the association;

- (b) may exercise all such functions as may be exercised by the association other than those functions that are required by these rules to be exercised by a general meeting of members of the association; and
- (c) has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the association.

**12.2 All cheques, promissory notes, drafts, bills of exchange and other negotiable instruments, and all receipts for money paid to the association shall be signed, drawn, accepted, endorsed or otherwise executed, as the case may be, by any two members of the committee or in such other manner as the committee from time to time determines.**

Constitution and membership

13. (1) Subject in the case of the first member of the committee to section 21 of the Act, the committee shall consist of -
- (a) the office bearers of the association; and
  - (b) **7** ordinary members; **and**
  - (c) **the immediate past president ex officio.**
- each of whom shall be elected at the annual general meeting of the association pursuant to rule 14.
- (2) The office bearers of the association shall be -
- (a) the president;
  - (b) the vice-president;
  - (c) the treasurer; and
  - (d) the secretary; **and**
  - (e) **the publicity officer.**
- (3) Each **elected** member of the committee shall, subject to these rules, hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election.
- (4) In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the association to fill the vacancy and the member so appointed shall hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of the appointment.

Election of members.

14. (1) Nominations of candidates for election as office-bearers of the association or as ordinary members of the committee **shall be made and seconded from the floor at the annual general meeting.**
- (2) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected.
- (3) **If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.**
- (4) **Any vacant positions remaining on the committee shall be deemed to be casual vacancies.**
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held.

- (6) The ballot for the election of office-bearers and ordinary members of the committee shall be conducted **in the order named in rule 13** at the annual general meeting in such usual and proper manner as the committee may direct.
- (7) A candidate **once elected to an office is ineligible** for election to another office at the same election.

#### Secretary

- 15.1 (1) The secretary of the association shall, as soon as practicable after being appointed as secretary, lodge notice with the association of his or her address.
- (2) It is the duty of the secretary to keep minutes of -
  - (a) all appointments of office-bearers and members of the committee;
  - (b) the names of members of the committee present at a committee meeting or a general meeting; and
  - (c) all proceedings at committee meetings and general meetings.
- (3) Minutes of proceedings at a meeting shall be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

#### Treasurer

16. It is the duty of the treasurer of the association to ensure that -
  - (a) all money due to the association is collected and received and that all payments authorised by the association are made; and
  - (b) correct books and accounts are kept showing the financial affairs of the association including full details of all receipts and expenditure connected with the activities of the association.

#### Casual vacancies

17. For the purposes of these rules, a casual vacancy in the office of a member of the committee occurs if the member -
  - (a) dies; or
  - (b) ceases to be a member of the association; or
  - (c) becomes an insolvent under administration within the meaning of the Companies (New South Wales) Code; or
  - (d) resigns office by the notice in writing given to the secretary; or
  - (e) is removed from office under rule 18; or
  - (f) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health; or
  - (g) is absent without the consent of the committee (**which may be given by acceptance of an apology or grant to leave of absence**) from **3 consecutive** meetings of the committee.

#### Removal of a member

18. (1) The association in a general meeting may by resolution remove any member of the committee from the office of member before the expiration of the member's term of office and may by resolution appoint any other persons to hold office until the expiration of the term of office of the member so removed.

- (2) Where a member of the committee to whom a proposed resolution referred to in clause (1) relates makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that the representations be notified to the members of the association, the secretary or the president may send a copy of the representations to each member of the association or, if they are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

#### MEETINGS AND QUORUM

19. (1) The committee shall meet at least 3 times in each period of 12 months at such place and time as the committee may determine.
- (2) **The committee may adjourn and otherwise regulate its meetings as it thinks fit.**
- (3) Additional meetings of the committee may be convened by the president or by any member of the committee.
- (4) Oral or written notice of a meeting of the committee shall be given by the secretary to each member of the committee at least 48 hours (or such other period as may be unanimously agreed upon by the member of the committee) before the time appointed for the holding of the meeting.
- (5) Notice of a meeting given under clause (3) shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.
- (6) Any 5 members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- (7) No business shall be transacted by the committee unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting stands adjourned to the same place and at the same hour of the same day in the following week.
- (8) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.
- (9) At a meeting of the committee -
- (a) the president or, in the president's absence, the vice-president shall preside; or
- (b) if the president and the vice-president are absent or unwilling to act such one of the remaining members of the committee as may be chosen by the members present at the meeting shall preside.
- (10) **The continuing members of the committee may act notwithstanding any vacancy in the committee, but if and so long as their number is reduced below the number fixed by or pursuant to these rules as the necessary quorum of the committee, the continuing member or members may act for the purpose of increasing the number of members of the committee to that number or of summoning a general meeting of the association, but for no other purpose.**
- (11) **A member of the committee shall not vote in respect of any contract or proposed contract with the association in which he is interested, or any matter arising thereout, and if he does so vote his vote shall not be counted.**

#### Delegation by committee to sub-committee

20. (1) The Committee may, by **resolution** delegate to one or more sub-committees (consisting of such member or members of the association as the committee thinks

fit) the exercise of such of the functions of the committee as are specified in the **resolution of the committee other than -**

- (a) this power of delegation; and
  - (b) a function which is a duty imposed on the committee by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
  - (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function the subject thereof, or as to time or circumstances, as may be specified in the **resolution of the committee and subject thereto shall have power to co-opt any member or members of the association.**
  - (4) Notwithstanding any delegation under this rule, the committee may continue to exercise any function delegated.
  - (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the committee.
  - (6) The committee may, by instrument in writing, revoke wholly or in part by delegation under this rule.
  - (7) A sub-committee may meet and adjourn as it thinks proper.
  - (8) **The chairman of a sub-committee shall be appointed by the committee and shall be a person who is a member of the committee.**
  - (9) **A sub-committee may adjourn and otherwise regulate its meetings as it thinks fit.**

#### Voting and decisions

- 21. (1) Questions arising at a meeting of the committee or of any sub-committee appointed by the committee shall be determined by a majority of the votes of members of the committee or sub-committee present at the meeting.
- (2) Each member present at a meeting of the committee or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (3) Subject to rule 19(5), the committee may act notwithstanding any vacancy on the committee.
- (4) Any act or thing done or suffered, or purporting to have been done or suffered, by the committee or by a sub-committee appointed by the committee, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the committee or sub-committee.

## PART IV

### GENERAL MEETINGS

#### Annual general meetings - holding of

- 22. (1) With the exception of the first annual general meeting of the association, the association shall, at least once in each calendar year and within the period of 6

months after the expiration of each financial year of the association, convene an annual general meeting of its members.

- (2) The association shall hold its first annual general meeting -
  - (a) within the period of 18 months after its incorporation under the Act; and
  - (b) within the period of 2 months after the expiration of the first financial year of the association.
- (3) Clause (1) and (2) have effect subject to any extension or permission granted by the Commission under section 26(3) of the Act.

Annual general meetings - calling of and business at

23. (1) The annual general meeting of the association shall, subject to the Act and to rule 22, be convened on such date and at such place and time as the committee thinks fit.
- (2) In addition to any other business which may be transacted at any annual general meeting, the business of an annual general meeting shall be -
  - (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting;
  - (b) to receive from the committee reports upon the activities of the association during the last preceding financial year;
  - (c) to elect office-bearers of the association and ordinary members of the committee; and
  - (d) to receive and consider the statement which is required to be submitted to members pursuant to section 26(6) of the Act.
- (3) An annual general meeting shall be specified as such in the notice convening it.

Special general meetings - call of

24. (1) **The president may, whenever he thinks fit,** or the committee may, whenever it thinks fit, convene a special general meeting of the association.
- (2) The committee shall, on the requisition in writing of not less than **5** members, convene a special general meeting of the association.
- (3) A requisition of members for a special general meeting -
  - (a) shall state the purpose or purposes of the meeting;
  - (b) shall be signed by the members making the requisitions;
  - (c) shall be lodged with the secretary; and
  - (d) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
- (4) If the committee fails to convene a special general meeting to be held within 1 month after the date on which a requisition of members of the meeting is lodged with the secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.
- (5) A special general meeting convened by a member or members as referred to in clause (4) shall be convened as nearly as is practicable in the same manner as general meetings are convened by the committee and any member who thereby incurs expense is entitled to be reimbursed by the association for any expense so incurred.

Notice

25. (1) Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary shall, at least 14 days **(exclusive of the day on which the notice is served or deemed to be served and exclusive of the day for which notice is given)** before the date fixed for the holding of the general meeting, cause to be sent by pre-paid post to each member at the member's address appearing in the register of members, a notice specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) Where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary shall, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be sent to each member in the manner provided in clause (1) specifying, in addition to the matter required under clause (1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting shall be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted pursuant to rule 23(2).
- (4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary who shall include that business in the next notice calling a general meeting given after receipt of the notice from the member.

Procedure

26. (1) No item of business shall be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.
- (2) **Eight** members present in person (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- (3) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned to the same day in the following week at the time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
- (4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than 3) shall constitute a quorum.

Presiding member

27. (1) The president or, in the president's absence, the vice-president, shall preside as chairperson at each general meeting of the association.
- (2) If the president and the vice-president are absent from a general meeting or unwilling to act, the members present shall elect one of their number to preside as chairperson at the meeting.

Adjournment

28. (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned



meeting other than the business left unfinished at the meeting at which the adjournment took place.

- (2) Where a general meeting is adjourned for **30** days or more, the secretary shall give written or oral notice of the adjourned meeting to each member of the association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- (3) Except as provided in clauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

#### Making of decisions

29. (1) A question arising at a general meeting of the association shall be determined on a show of hands and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- (2) At a general meeting of the association, a poll may be demanded by the chairperson or by not less than 3 members present in person or by proxy at the meeting.
- (3) Where a poll is demanded or required at a general meeting, the poll shall be taken -
- (a) immediately in the case of a poll which relates to the election of the chairperson of the meeting or to the question of an adjournment; or
  - (b) in any other case, in such manner and at such time before the close of the meeting as the chairperson directs, and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on that matter.

#### Special resolution

30. A resolution of the association is a special resolution if -
- (a) it is passed by a majority which comprises not less than three-quarters of such members of the association as, being entitled under these rules so to do, vote in person at a general meeting of which not less than 21 days' written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these rules; or
  - (b) where it is made to appear to the Commission that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (a) - the resolution is passed in a manner specified by the Commission.

#### Voting

31. (1) Upon any question arising at a general meeting of the association a member has one vote only.
- (2) All votes shall be given personally or by proxy but no member may hold more than 5 proxies.
- (3) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (4) A member is not entitled to vote at any general meeting of the association unless all money due and payable by the member to the association has been paid, other than the amount of the annual subscription payable in respect of the then current year.

- (5) **A member who is of unsound mind or whose person or estate is liable to be dealt with in any way under the law relating to mental health may vote, whether on a show of hands or on a poll, by his committee or by his trustee or by such other person as properly has the management of his estate, and any such committee, trustee or other person may vote by proxy or attorney.**
- (6) **No member shall be entitled to vote at any general meeting if his annual subscription shall be more than one month in arrears at the date of the meeting.**

Appointment of proxies:

32. (1) Each member shall be entitled to appoint another member as proxy by notice given to the secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.
- (2) The notice appointing the proxy shall be in the form set out in Appendix 2 to these rules.
- (3) **The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified copy of that power or authority shall be deposited at the principal place of administration of the association not less than forty-eight hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote, or, if the case of a poll, not less than twenty-four hours before the time appointed for the taking of the poll and in default the instrument of proxy shall not be treated as valid.**
- (4) **A vote given in accordance with the terms of an instrument of proxy or attorney shall be valid notwithstanding the previous death or unsoundness of mind of the principal or revocation of the instrument or of the authority under which the instrument was executed, if no intimation in writing of such death, unsoundness of mind or revocation as aforesaid has been received by the association at the registered office before the commencement of the meeting or adjourned meeting at which the instrument is used.**

**PART V**

**MISCELLANEOUS**

Insurance

33. (1) The association shall effect and maintain insurance pursuant to section 44 of the Act.
- (2) In addition to the insurance required under clause (1), the association may effect and maintain other insurance.

Funds - source

34. (1) The funds of the association shall be derived from entrance fees and annual subscriptions of members, donations and, subject to any resolution passed by the association in general meeting, such other sources as the committee determines.
- (2) All money received by the association shall be deposited as soon as practicable and without deduction to the credit of the association's bank account.
- (3) The association shall, as soon as practicable after receiving any money, issue an appropriate receipt.

Funds - management

35. (1) Subject to any resolution passed by the association in general meeting, the funds of the association shall be used in pursuance of the objects of the association in such manner as the committee determines.
- (2) All cheques, draft, bills of exchange, promissory notes and other negotiable instruments shall be signed by any 2 members of the committee or employees of the association, being members or employees authorised to do so by the committee.

Alteration of objects and rules

36. The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the association.

Common seal

37. (1) The common seal of the association shall be kept in the custody of the public officer.
- (2) The common seal shall not be affixed to any instrument except by the authority of the committee and the affixing of the common seal shall be attested by the signatures either of 2 members of the committee or of 1 member of the committee and of the public officer or secretary.

Custody of books etc.

38. Except as otherwise provided by these rules, the public officer shall keep in his or her custody or under his or her control all records, books and other documents relating to the association.

Inspection of books etc.

39. The records, books and other documents of the association shall be open to inspection, free of charge, by a member of the association at any reasonable hour.

Service of notices

40. (1) For the purpose of these rules, a notice may be served by or on behalf of the association upon any member either personally or by sending it by post to the member at the member's address shown in the register of members.
- (2) Where a document is sent to a person by properly addressing, pre-paying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these rules to have been served on the person **on the second business day at the place of receipt after the date of its posting.**

Surplus property

41. (1) In a winding up of the Association the surplus property of the Association shall (subject to any trust affecting that property any part of it) vest in an association (whether or not incorporated under the Act) nominated by a special resolution of the Association which complies with Section 53 of the Act.
- (2) The incorporated association so nominated shall be one which fulfils the requirements specified in section 53(2) (a)-(c) of the Act.

Income and property and members

42. **The income and property of the association, whencesoever derived, shall be applied solely towards the promotion of the objects of the association as set forth in these rules and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise, to the members of the association except as provided in rule 48.**

**Accounts**

43. True accounts shall be kept of the sums of money received and expended by the association, and the matter in respect of such receipt and expenditure takes place, and of the property, credits and liabilities of the association.

**Indemnity**

44. Every member of the committee for the time being of the association shall be indemnified out of the assets of the association against any liability arising out of the execution of the duties of his office which is incurred by him in defending any proceedings, whether civil or criminal, in which judgment is given in his favour or in which he is acquitted or in connection with any application under in which relief is granted to him by the court in respect of any negligence, default, breach of duty or breach of trust.

**Auditor**

45. A registered company auditor shall be appointed as auditor of the association at each annual general meeting. It shall be his duty to examine the books and accounts of the association and to audit the balance sheet for presentation to the annual general meeting and at any time when requested to do so by the committee.

**Financial Year**

46. The financial year of the association shall commence on 1st January and end on 31st December next following.

**PART VI****ADDITIONAL RULES APPLICABLE TO CHARITIES****Application of Part.**

47. This Part applies where the association is registered under or is exempted from registration by or under the Charitable Collections Act, 1934.

**Payment, etc., of office bearers and members**

48. A member of the committee shall not be appointed to any salaried office of the association or any office of the associated paid by fees, and no remuneration or other benefit in money or money's worth shall be given by the association to any member of the committee except -
- (a) repayment of out-of-pocket expenses;
  - (b) interest at a rate not exceeding interest at the rate for the time being which is or would be charged by the association's bankers for money lent to the association; and
  - (c) reasonable and proper rent for premises let to the association.

**Vacation of office**

49. Without limiting the operation of rule 17, the office of a member of the committee shall become vacant if -
- (a) the member holds an office of profit in the association; or
  - (b) the member is directly or indirectly interested in any contract or proposed contract with the association.

**Surplus property.**

50. (1) At the first general meeting of the association, the association shall, notwithstanding rule 41, pass a special resolution nominating a charity registered under the Charitable

Collections Act, 1934, or exempted from registration by or under that Act, in which is to vest its surplus property pursuant to section 53(2) of the Act in the event of the winding up or the cancellation of the incorporation of the association.

- (2) The charity so nominated shall be one which fulfils the requirements specified in section 53(2)(a)-(c) of the Act.

Notification of proposed alteration of rules.

- 51.** A proposed alteration of the rules or of the statement of objects of the association shall be notified to the Minister administering the Charitable Collections Act, 1934, in the manner required by the regulations under that Act.
- 52.** The association shall comply with such of the provisions of the Charitable Collections Act, 1934, and the regulations thereunder as are applicable to it.

**APPENDIX 1 TO THE RULES**

**(Rule 3(1).1**

**APPLICATION FOR MEMBERSHIP OF ASSOCIATION**

**Newcastle Boys' High School Old Boys' Association** Incorporated (incorporated under the Associations Incorporation Act, 1984).

I,.....  
(full name of applicant)

of.....  
(address)

.....hereby apply to become  
(occupation)

member of the abovenamed incorporated association. In the event of my admission as a member, I agree to be bound by the rules of the association for the time being in force.

**I attended the School from 19..... to 19..... as a student**  
**and/or from 19..... to 19..... as a teacher**

.....  
Signature of applicant

Date.....

**Further information**

I tender \$ ..... 1 year's subscription

or

\$ ..... Life Subscription.

I was School Captain/Vice-Captain/Prefect/Other..... in 19 .....

I was a member of the Cadets / ATC / Other .....

*I would like to assist the Committee in the following:-*

Locating former students / teachers .....

Compiling Lists of Old Boys for the years .....

Locating Memorabilia .....

I have some memorabilia which may be copied for /I will donate to the Association Archives:

.....

*I would be prepared to give Professional Assistance to the Association in the following areas:-*

Accounting ..... Legal .....

Photography ..... Librarianship .....

Organising Functions..... Committee Work .....

Curating Memorabilia ..... Other .....

Surname ..... First name/s .....

Address.....

..... Post Code .....

Home Telephone ..... Work Telephone .....

Any other Information .....

.....

.....

**APPENDIX 2 TO THE RULES**

**FORM OF APPOINTMENT OF PROXY**

I,..... of.....  
(full name) .....  
(address)

being a member of Newcastle Boys' High Old Boys' Association

Incorporated hereby appoint.....  
(full name of proxy)

of.....  
(address)

being a member of that incorporated association, as my proxy to vote for me on my behalf at the general meeting of the association (annual general meeting or special general meeting, as the case may be) to be held on the..... day of....., 19..... and at any adjournment of that meeting.

\* My proxy is authorised to vote in favour / against (delete as appropriate) the resolution (insert details):  
.....  
.....

\* To be inserted if desired.

Signature of member appointing proxy: .....

Date .....

**NOTE:** A proxy vote may not be given to a person who is not a member of the association.

\_\_\_\_\_