

**RAE ASSOCIATION (VIC) INC.**

**Reg No. A0046126U**

**MINUTES of 21<sup>st</sup> ANNUAL GENERAL MEETING  
Conducted at Ringwood RSL, Station Street, Ringwood, Vic. 3125**

**Date of Meeting:** 10<sup>th</sup> April 2025

**Opening:** The President declared the meeting open at 1900 hours and welcomed everyone.

**1. Attendance:**

**Chair:** Don Hughes.

**Present:** List attached at Annex A

**Apologies:** List attached at Annex B.

**Guests:** Erryn Gibson and Margie Henley

**Proxies Held:** Thirteen (13) - Agenda Item 7.0 - Ordinary Members of committee (13)  
Agenda Item 9.0 Membership fees 2025 (13)

NB: A quorum for an Annual General Meeting (AGM) requires the presence of not less than 10 members entitled to vote (Constitution Part 4, Sub Rule 36. A quorum is achieved.

**Voting:** To pass Special Resolutions – 75.0% must vote in favour – no Special Resolutions to be passed

**2. Vale: Minutes silence for our fallen comrades listed at Annex C**

**2.1. Ode: President, Don Hughes**

**3. Minutes of Previous Annual General Meeting**

A copy of the AGM Minutes conducted on 11<sup>th</sup> April 2024 was provided to all members by email on 21st March 2025 (via weblink). Attendees were provided with a further copy of the minutes and given the opportunity to raise questions or concerns arising from the minutes, none were raised.

**Moved: Don Hughes, seconded Margaret Handte that the minutes of the Annual General Meeting of the Association held on 11<sup>th</sup> April 2024 be accepted.**

**Unanimous  
Carried by show of hands.**

**4. Business out of the Minutes**

The President advised that the committee had no issues arising out of the minutes and invited attendees to raise any issues to be addressed. No issues were raised.

**5. Receive and consider financial statements of the Association for 2024.**

A copy of the Auditor's Report was provided to members via a web link on 21st March 2025. Duncan pointed out that we had made a very small loss for 2024 and he pointed out the current Balance Sheet surplus - invited questions from the floor - none received.

Don also took a moment to highlight the financial strength of the Association.

**Moved Duncan Howarth, seconded Mark Shanks that the Audited Financial statement be accepted as presented.**

**Unanimous.  
Carried by show of hands.**

## 6. Association's Annual Report – Annex D

The Association's Annual Report was made available to all members via weblink on 21st March 2025 and attendees were provided with an additional copy prior to the meeting commencing. The President invited discussion and questions from attendees.

Don went on to expand on the main points from his report – for full details refer to the report at Annex D however Don's address included many little anecdotes and snippets/insights into various aspects that were not included in the report.

One point that Don mentioned that is not in his report is that he was unable to attend the Muster and was in Warburton where on that night an arsonist attempted, unsuccessfully, to burn down the Redwood Bridge that was constructed by 22 Construction Regiment and 4<sup>th</sup> Combat Engineer Regiment. Luckily Don and Zeus were in location to prevent any major damage.

Don made special mention of the plaque recently installed at the Trades Hall Council which is yet to be formally dedicated. This had been a project that John Wertheimer had been involved in for many years along with the Late Colin Bowater and Bruce Campbell. Don thanked John for his tireless work towards this project and its successful outcome.

Don pointed out that we have a lot in the pipeline with the Heritage side and invited anyone who may have an interest to consider assisting particularly anyone who may be country based and who could spend time researching projects (where a major activity was conducted) for the heritage trail project to consider coming forward and helping.

With relation to excursions Don mentioned the upcoming 80<sup>th</sup> Anniversary of the Kapooka Tragedy which is to be held on 21<sup>st</sup> May 2025 – Trevor Mays also mentioned that the Regiment is sending a contingent of 24 sappers to the Memorial (arranged by CPL Mays). Don also mentioned (although not confirmed) that a new Estate subdivision in Wagga will have several of its streets named after the sappers who were lost in this tragedy.

Don acknowledged the way the Association performs its duties and feels that the Association is one of the best organized that he has seen and that our model is the envy of many other Associations and thanked the committee for its commitment and hard work.

In closing Don mentioned the book project which has now turned into the 75<sup>th</sup> Anniversary of the Supplementary Reserve (SR) and will hopefully be launched electronically in November 2025. He went on to mention the Remembrance Day ceremony at the Repatriation Hospital and how he hopes that the book launch will take place there.

For the awareness of the members Don advised that the Association's mailbox (P.O. Box 246 Ringwood East) has become too costly bearing in mind the minimal amount of mail that is received via this means and we will be closing this off and using the depot as our mail address.

Finally Don acknowledged our outgoing Padre John Raike and welcomed Chaplain Kirsten Linden. He also thanked the current committee for their exceptional contribution.

Michael raised a general point that Mel Constable (our Curator) was admitted to hospital today (Epworth Richmond) and on behalf of everyone wanted to record this and send Mel our best wishes and that we are thinking of him. Don advised that we do have a "welfare" person who checks on people but not a formal position as such as we are not trained or skilled in this field.

BRIG Bob Slater also spoke and followed on from Don's points about the various history rooms and memorabilia and provided an overview about how the "Old Sappers Room" at Oakleigh came about and developed from Swan Street and how it was planned

**Moved Don Hughes, seconded Jim Davis that the Annual report be accepted as presented.**

**Unanimous.**

**Carried by show of hands.**

## **7. Ordinary Members of Committee – see Appendix 1 (Constitution – Division 3 (53-1) – Page 19)**

A copy of the proposed Motion was provided to all members via the weblink on 21<sup>st</sup> March 2025 (via weblink) and was provided to all those attending.

Before voting the President read the proposed Motion to the meeting. He explained the rationale for the motion with the current number working well for the Association. He also pointed out that we can increase/decrease this number as required and can also have sub committees which does not affect the ordinary members of Committee.

Proposed resolution “That the number of ordinary members of Committee for 2025 – 2026 be six (6) members.”

No issues were raised by the meeting.

**Moved Don Hughes, seconded Austin Byrne that the Number of Ordinary Members of the Committee be six (6)**

**Unanimous.  
Carried by show of hands.**

## **8. Election of Officers and Ordinary Members of Committee**

At this point the President declared all positions vacant and removed himself from the role and invited Colonel Bruce Murray to assume the role of President for the election of officer bearers.

On assuming the role, Bruce Murray gave special thanks to the retiring committee and thanked them for their tireless work and thanked everyone for attending the meeting.

Before proceeding to the formal election of the Officer Bearers Bruce addressed the AGM pointing out that some of the committee members had been in their roles for over 10 years and that if the Association is to survive it must have a good succession plan and invited any members in the audience to consider offering their services. Bruce read out a brief that had been prepared by the committee pointing out the strengths of the Association but also mentioned that some of the current committee were looking to wind back or move on.

### **8.1. The chairman called for nominations for the vacant positions.**

Bruce proceeded to the formal election of Officers and ordinary members of committee.

Each position was declared vacant, and the invitation extended to the meeting for nominations for each position before advising that the current incumbent had provided their written nomination. This process was repeated for each position. Bruce read out the nominations which were confirmed by a show of hands. The duly elected committee are as follows,

President:	Don Hughes (and his dog Zeus)
Vice President:	Todd MacDougall
Secretary:	James (Jim) Davis
Treasurer:	Duncan Howarth
Committee Members:	Mel Constable Margaret Handte Eric (Jock) Howatt Michael Potts Mark Shanks
Ex Officio.	Bruce Murray (COL COMDT & SRCC representative)

Bruce Murray occupies a sixth committee position as Colonel Commandant Southern Region and provides a conduit to the HOC. He attends committee meetings and provides advice.

There was a nomination from the floor and that was from Stephen Davis (a current serving Defence member at CATC) – who indicated that he was prepared to join the committee as an understudy and help Jim. We also had a nomination from Glenn Arkell (who lives in Ballarat) and has only just joined the Association – Glenn was not in attendance at the meeting but Jim has spoken to him and he is also prepared to come on board as an “assistant”. Maybe to help Mel with the Web Page as Glenn has skills in IT and Web management.

Both these nominations for assistant roles will be accepted (their acceptance does not change or impact on the main committee or its numbers but add depth and support) and whilst not formally on the committee they will be completing a very important role with the ultimate view of moving onto the committee – a very warm welcome to Stephen Davis and Glenn Arkell and thank you both for stepping up to help.

Bruce went on to thank everyone who had been re-elected and for accepting the role and looked forward to another successful, and without doubt, demanding year and wished them well for the coming year.

Don resumed the role of Chairman and mentioned that we are always looking for new committee members and that if anyone was available to assist to please consider nominating for the committee. Succession planning is critical to the future of any organisation.

## **9. Annual Membership Fees – 2026 – See appendix 2**

A copy of the proposed Motion was provided to all members via the weblink on 21<sup>st</sup> March 2025 and a copy was provided to all those attending.

Before proceeding Don invited comments from the floor – Dave Conlan mentioned that he felt keeping the fee at \$25.00 was a good call particularly in view of the funds in the bank.

Proposed resolution “That the annual membership fee for the 2026 year be set at \$25.00, payable on 01st January 2026.

- (a) No increase in fees from 2024
- (b) Includes an electronic copy of Sapper Summit magazine.

**Moved Don Hughes, seconded Michael Potts that the annual membership fee for 2026 be \$25.00.**

**Unanimous.  
Carried by show of hands.**

## **10. General Business.**

### **10.1. Membership with Friends of Fort Queenscliff.**

Bruce explained that he is the President of the “Friends of Fort Queenscliff” (FFQ) and some time ago invited the RAE Association to become the 1st Corporate member of the FFQ to which the committee agreed with the proviso that the matter would have to be ratified at our AGM – Bruce addressed the AGM and provided a background and benefits of being a Corporate Member of the FFQ. He mentioned that since COVID visitor numbers had certainly fallen off – annual corporate membership costs \$30.00 and covers a calendar year and includes a regular update through a magazine (which will be made available through our web page). There is no doubt that there are advantages to both organisations through the membership. Being a member of the FFQ historical group includes a free escorted tour of the facility and it is the plan of the Association to arrange an excursion later in the year to the Fort. Bruce explained how he needs to ensure that the Fort is kept as a viable tourist attraction and not be allowed to slip into disrepair and whilst it is still owned and maintained by Defence he is not sure of how long this will remain.. Bruce took questions and pointed out that his preference is

not for the Association's members to turn up at the Fort expecting to be provided with guided tours – the Fort does not have the resources available for this and the ideal situation would be to do it in prearranged groups.

BRIG Slater took the opportunity of explaining some additional historical ties with the Fort and its location. BRIG Slater also posed a question to Bruce in relation to the flying of flags at the Flag Station and the fact that it is a Saluting Station and the Engineer Flag should be flown before some others.

The matter was put to the vote and passed with the following resolution,

**Proposed Don Hughes, seconded Michael Potts that the RAE Association accept the offer by Friends of Fort Queenscliff to become a corporate member.**

**Unanimous.  
Carried by show of hands.**

## **10.2. Review of the Association's Constitution**

Don explained that the Association is now 10 years old and the time is right to visit and, in need, rewrite parts of the Constitution that are now not relevant or pertinent. The main areas that need to be reviewed are the membership categories and in particular Life Memberships.

Don pointed out that this review could take 12 months to complete.

### **General Points from the floor (non-agenda items)**

Trevor Mays mentioned two points

1. that 22 ER will be conducting a Dawn Service at the Ringwood East depot
2. Could the RAE Association support the Aboriginal Remembrance Day to be held on 31<sup>st</sup> May 2025 at the Shrine. Neither the CO or RSM will be attending and Trevor is looking for support particularly this year which will be the 20<sup>th</sup> anniversary - Don has indicated that he will be attending this activity.

### **Presentation of Life Membership to COL John Wertheimer. AM, RFD**

Don had the very pleasant duty of presenting Life Membership to our Patron – John Wertheimer who has without doubt provided wonderful service to his country, the RAE and his community.

John has been the Association's Patron for over 10 years and his contribution has been substantial.

Refer to the Appendix 3 for the wording of the certificate.

## **11.Date of Next Meeting**

Date, location, and timings to be advised.

## **12.Closure**

The President declared the meeting closed at 2014 hours.

(Original Signed)  
J.H. (Jim) Davis  
Secretary

April 2025

(Original Signed)  
Don Hughes  
President

April 2025

Annex A Attendance - Members Present  
 Annex B Apologies.  
 Annex C Vale

Annex D Annual Association Report  
 Annex E Auditors report

Appendix 1 Proposed Motion – Number of committee members 2025-2026  
 Appendix 2 Proposed Motion - Annual membership fees 2026  
 Appendix 3 Copy of Life Membership certificate for John Wertheimer.

**Distribution:**

Don Hughes	Eric (Jock) Howatt	LTCOL Russell Collins – 22 ER
Todd MacDougall	Michael Potts	John Wertheimer - Patron
Jim Davis	Mark Shanks	Chaplain Kirsten Linden
Duncan Howarth	Margaret Handte	COL Bruce Murray
Mel Constable		

**Annex A**  
**AGM Minutes 10<sup>th</sup> April 2025**

**ATTENDANCE LIST**

Don Hughes	Todd MacDougall	James Davis
Duncan Howarth	Mark Shanks	Margaret Handte
Michael Potts	Bruce Murray	John Wertheimer-Patron
Kevin Moss	George Ward	Andrew Mott
Cliff Parfitt	David Kelly-Grimshaw	Neil Christie
Alex Grana	David Conlan	Graeme Lambert
Colin Vincent	Russell Frost	Bill van Ree
David Bergman	BRIG Bob Slater	Stephen Davis
Warwick Harvey	Jim Paxton	Trevor Mays
Gary Campbell	Austin Byrne-Life Member	Ian Cranston
Matthew (Magic) Magilton		

**Annex B**  
**AGM Minutes 11th April 2024**

**APOLOGIES**

Ben Thomson	Murray Wilson	Cesare Di Gregorio
Eric (Jock) Howatt	Tony Jackson	Glenn Arkell
Michelle McCormack	Ray Betros	Chris Costello
Philip Elmsie	Ray Stewart	Alan Larpent
Peter Wilmot	Helen Mace	Lorraine Mace
Robyn Baddock	Kim Howes	Aad Koomen
Jim Ross	Stephen Mullett (late apology)	Sarah Dutton (late apology)

**VALE –**  
**2024 – 2025 - PASSING PARADE**  
**11<sup>th</sup> April 2024 – 10<sup>th</sup> April 2025**

- a. Michael (Mick) Murray – 04<sup>th</sup> August 1947 - 17<sup>th</sup> April 2024 – Concessional Life Member over 65 yrs.
- b. Ian Haskins – 05 May 2024 – Over 80 years Honorary Life Member.
- c. Damien Nosedá – 19<sup>th</sup> May 2024 – Affiliate member
- d. Phil Schwartz – 23<sup>rd</sup> May 2024 - Over 80 years Honorary Life Member.
- e. Peter Hawkridge – 10<sup>th</sup> June 2024 - Over 80 years Honorary Life Member.
- f. Mark Roberts – 18<sup>th</sup> June 2024 – Member
- g. Les Bull – 09<sup>th</sup> July 2024 – non-member
- h. Hayden (Slim) Somerville – 21<sup>st</sup> July 2024 -- Over 80 years Honorary Life Member

**Annex D**  
**AGM Minutes 10<sup>th</sup> April 2025**

Royal Australian Engineer Association of Victoria (Incorporated)

Annual Report 2025

*(covering the period 12<sup>th</sup> April 2024 – 10<sup>th</sup> April 2025)*

## Introduction

The Committee of the RAE Association (Victoria) has continued focusing on:

1. growing membership,
2. achievement of the fundamental purposes of the association, and
3. strengthening the management and administration functions of the Association.

This report outlines the efforts and activities undertaken by the Association in achieving these areas of focus.

## Growing Membership

Membership of the Association is critical for its future. Currently, we see this as an ongoing challenge. In the last 12 months we have seen a small increase in the overall numbers. Whilst we enjoy a good relationship with the Regiment, and have seen a steady number of applications, this is an area we need to continue focussing upon.

At the time of preparing this report we still had several outstanding memberships (20) which is most likely the result of cost-of-living pressures, or simply a change in personal circumstances. This number is higher than in the past and we are certainly spending more time trying to encourage renewal of memberships. It could be argued that we should seek quality rather than quantity, but we are an inclusive association and continually seek a broad and diverse membership base.

As of 20<sup>th</sup> March 2025, our membership numbers stood at 383. Detail of membership categories is shown in the table below.

Membership level (31st December yearly)	2018	2019	2020	2021	2022	2023	2024
Concessional Life Membership \$250 once only for those Aged 65 and over	37	37	34	37	39	37	36
Complementary Life Membership	1	1	1	1	1	1	2
Honorary Life Membership	6	6	4	4	3	3	2
Member	226	256	264	276	278	287	285
Associate Member	5	5	6	7	9	10	9
Over 80 Honorary Life Membership	42	42	41	45	42	43	42
Ordinary Member 10-year oavment - Year ending 2025-	3	3	3	3	3	3	3
Total	325	355	353	373	375	384	379

## Fundamental Purposes of the Association

### To foster esprit-de-corps between all Sappers.

Our strategy for fostering esprit-de-corps is based on:

1. Developing and maintaining close ties with Sapper associations both locally and nationally.
2. Providing opportunities for members and guests to meet in fellowship.
3. Provide opportunities for members to attend excursions of both military and engineering interest.
4. strengthening and the development of ties with 22nd Engineer Regiment.

### Developing and Maintaining Ties with Sapper Associations.

The Colonel Commandant Southern Region, COL Bruce Murray, AM (Retd), is a co-opted committee member of the Association and acts as a conduit between the Head of Corps, other RAE Associations and the Regiment. The functions of the RAE Southern Region Corps Committee (SRCC) were transferred to the Association in December 2021. This particularly includes the continued support (including financial) of events previously administered by the SRCC such as the Sir Clive Steele memorial lecture and the RAE Golf Day.

#### 1. Local Sapper Associations.

The Association retains positive links with local Sapper Associations such as the Woodpeckers, Blue Tongues and 22nd Construction Regiment Reunion group. The Woodpecker's Association has wound up and negotiations are currently underway to consider transfer of membership and assets.

#### 2. Other Sapper Organisations.

We have continued to share information with our kindred organisations in Victoria and other RAE Associations and units around the nation by sharing reports and copies of the Sapper Summit.

#### 3. The RAE Corps Conference.

The Corps Conference was not conducted in 2024. This was extremely disappointing and needs to be rectified. Great Australia wide benefits can be had by sharing with other Sapper Associations. These are critical for veteran and serving sappers alike. Strong vibrant Associations greatly assist in maintaining and enhancing ongoing comradeship, supporting welfare issues and ultimately the prevention of suicide.

## Fellowship Activities.

The Association provided the following opportunities for fellowship and camaraderie:

Family Day, 22nd Engineer Regiment. A family day was conducted on 1<sup>st</sup> December 2024. The Association was invited to attend and provide a BBQ to members and families. The CO, LTCOL Russell Collins, presented two RAE Head of Corps awards, The Warrant Officer Class One John Raddatz OAM Award for Most Outstanding Junior Non-Commissioned Officer (SERCAT 3/5) to Corporal AT. Purcell, and the Sergeant M. Chalk MG Award for Most Outstanding Sapper (SERCAT 3/5) to Sapper C.J. Finch. This is a significant achievement for the Regiment to receive two national level awards.

**Congratulations** Corporal Purcell and Sapper Finch.

The 2024 RAEAV Awards. At the final parade, farewells and awards conducted on the night of 3<sup>rd</sup> December 2024 the annual RAEAV awards were announced and presented by the Associations President, LTCOL Don Hughes. **Most Outstanding Sapper, Sapper Cameron Finch, Most Outstanding Junior NCO, LCPL Nathan O'Malley and Most Outstanding Young Officer, LT William Chen.** A hearty congratulations to the recipients of these awards.

1. The Annual Sapper Muster. The Sapper Muster was conducted on 01<sup>st</sup> March 2025 and conducted at Oakleigh Barracks. About 85 members and guests attended this year's event which provided an opportunity to catch up with friends and enjoy a wonderful social event. One Life Member was in attendance, Rob Youl OAM, RFD. Our Patron, Colonel John Wertheimer AM, RFD and Colonel Sharon Coates CSC were also warmly welcomed. The CO 22 ER, LTCOL Russell Collins, and the RSM of 22 ER, WO1 Clinton Matheson, formally represented the Regiment. Apologies were received from the Head of Corps, Brigadier Say DSC and the Corps RSM WO1 Russel Peel. Stewart (Ace) Williams, a valued sponsor, was also in attendance and had travelled from Cairns.

2. Christmas Function. The annual Christmas (Saint Barbara) function was held on 1<sup>st</sup> December 2024 at the Croydon RSL. This event allowed members to gather in a relaxed and friendly atmosphere.
3. Remembrance Day. The Association was formally represented at the Ringwood RSL, the Heidelberg Repatriation Hospital, and the Warrandyte RSL Remembrance Day Commemorations.
4. The following activities were also conducted: Celebration of the Corps 122<sup>nd</sup> Birthday at the Belgrave/Upwey RSL on 1<sup>st</sup> July 2024. This function celebrated the 10<sup>th</sup> Anniversary of the formation of the Association and the amalgamation of 4CER and 22<sup>nd</sup> Construction Regiment to form 22<sup>nd</sup> Engineer Regiment. The Sir Clive Steele Memorial Lecture was conducted on 1st November 2024 with SPR Scotty Balestra showcasing a foot bridge he constructed in Rwanda along with a wonderful virtual presentation by CAPT Emily Mirabella on the southwest pacific campaign in WWII. The Sir John Holland Golf Day was conducted on 21 October 2024.
5. Sapper Tree of Remembrance. On 17 November 2024 the Engineer Memorial tree was rededicated by the Association's Chaplain, Captain Kirsten Linden, in the gardens of the Melbourne Shrine of Remembrance. Brigadier Bob Slater AM, RFD was present.
6. Newborough Reunion. The Association again hosted the Latrobe Valley sappers in the Yallourn-Newborough RSL on 4 October 2024.

### **Excursions and Tours**

The Association aims to provide a variety of excursions and tours annually.

1. Canberra -Newcastle Tour. Between 10-16 June 2024 a tour was conducted visiting the Australian War Memorial and Parliament house and then Fort Scratchley in Newcastle along with a visit to Fighterworld at RAAF Base Williamtown..
2. Kapooka Tragedy Commemoration. The Kapooka Tragedy Commemoration was conducted during the period 20 - 22 May 2023. The Secretary of the Association, Jim Davis, laid a wreath on behalf of the Association. 21 May 2025 will commemorate the 80<sup>th</sup> Anniversary of the tragedy.

### **To foster and maintain the history of the Royal Australian Engineers in Victoria.**

The Association has four main areas of focus in maintaining the history of the Corps in Victoria:

1. History Rooms. The Association manages the preservation and collection of memorabilia for the 22 Engineer Regiment unit history rooms in three depot locations under a memorandum of understanding (MOU). This MOU is reviewed from time to time. With more than 3144 items and 31,800 photographs and 60 videos now registered, the Association is well advanced in the management and maintenance of RAE history and memorabilia in Victoria. The Association continues to have items donated and has secured further storage facilities at Oakleigh Barracks. The Association has a dedicated website that provides access to information on the artefacts and documents now managed by our curator, Mel Constable. More volunteers are always welcome to assist with the collection, display, and management of the collection. The website can be accessed at <https://raevictoria.com/>
2. Heritage Trail. The heritage trail project focuses on placement of markers on sites of historical significance to the Corps. A renewed focus on selecting and installing plaques on significant sites around the country is needed. Many sites are in country areas. Volunteers are invited to continue this important work.
3. Historical Plaques. The placement of a plaque at the Trades Hall Council to recognise the location of the first Engineer Depot at the site located on the corner of Lygon Street and Victoria Street, Carlton is complete. The outstanding efforts of our Patron John Wertheimer, along with the late Colin Bowater and Bruce Campbell, are acknowledged.
4. History Book. The book, *Forests, Fires and Fortifications*, the Diamond (75th) History of 22nd Engineer Regiment 1950 - 2025 chronicles the history of the construction elements of the current regiment (Headquarters 22 Engineer Regiment, 105 Construction Squadron and 203 Works Section). It is intended to be published as an electronic copy. We aim to release the book to celebrate 75 years since the raising of the supplementary reserve in 1950. A further history volume is envisaged to tell the story of the supporting sapper Associations along with a third volume focusing on Victorian Combat Field/ Engineers. These are large undertakings and will require further volunteers.

## **To disseminate information relating to Sapper activities.**

Information dissemination is based on:

1. The Association's Website. The Association has a highly active and progressive website which provides flexibility with online purchases, membership and events which is located at. <https://raevictoria.com/>
2. Facebook®. We increased the Association's facebook® page use with greater emphasis on advertising and reporting on activities and events. This will continue.
3. Mail. The committee continues to provide email updates for members who do not access social media pages. We also continue to use the Australia Post surface mail for members who do not access the internet. We have decided to close our PO Box and utilise the Ringwood East Engineer Training Depot as our postal address (56 Dublin Road Ringwood East, VIC 3135).
4. Sapper Summit. The Association magazine, *Sapper Summit*, continues to provide informative and enjoyable articles and reports on RAE activities in Victoria. The Editor, Michael Potts, seeks contributions from any source.

## **Welfare**

The Association provides limited welfare support through visitation by both members and the Association's Chaplain, Kirsten Linden. Additional professional or specialised guidance/assistance is provided through organisations dedicated to this task (RSL, Legacy, Open Arms etc). Increased exposure to the RAE Overwatch organisation is a positive method of ensuring that individual Association Members can assist in providing frontline welfare support to individuals in need. Our Secretary, Jim Davis, is the point of contact for welfare issues.

## **Management and Administration**

The overall management and administrative procedures within the Association are well established and in line with current practices.

## **Financial position**

The Association's financial position remains strong allowing us to continue with the implementation of various projects as outlined in the financial reports. The financial accounts have been audited by independent auditors.

## **Administrative Systems**

The Association continues to implement systems to reduce administrative workload whilst improving overall governance of the Association.

The main management system is based on a web-based application provided by "TidyHq". This system is the basis for both membership management and financial management of the Association, allowing relevant committee members access to all financial and membership data/information.

The introduction of the new website at <https://raevictoria.com/> has improve member access to information and introduce simplified procedures to access electronic funds transfers for payments and purchases.

The Association is in a strong position improving on the delivery of its products and services designed to achieve the fundamental purposes of the Association whilst maintaining a strong financial position.

## **Committee of Management**

We would like to thank the management committee and guidance team for their efforts in continuing to improve the outcomes achieved by the Association. Particularly, a special vote of thanks is extended to our outgoing Padre, LTCOL John Raike.

COL John Wertheimer AM, RFD - Patron

COL Bruce Murray AM - Colonel Commandant

CAPT Kirsten Linden – Padre

**Committee**

- LTCOL Don Hughes (Retd) - President
- LTCOL Todd MacDougall (Retd) - Vice President
- Jim Davis - Secretary
- Duncan Howarth - Treasurer
- Mel Constable - Curator, Heritage, and Tours
- Michael Potts - Editor Sapper Summit
- Eric (Jock) Howatt JP - Merchandise and Fundraising
- Margaret Handte – Social
- MAJ Mark Shanks RFD (Retd) - Golf and Latrobe Valley area representative.

**Life Members**

- MAJ Austin Byrne RFD (Retd)
- Mr Norm Dodgson
- LTCOL Colin Bowater RFD (Retd) (RIP)
- MAJ Bruce Campbell RFD, ED (RIP) LTCOL
- Rob Youl OAM, RFD (Retd)

**22 Engineer Regiment.**

The Association warmly appreciates the ongoing support to all the Association's activities from 22 Engineer Regiment. In particular: the Commanding Officer LTCOL Russell Collins, the RSM W01 Clinton Matheson and our Liaison Officers, SGT Ben Thompson and SGT Justin Merritt.

**Succession Planning**

A formal succession planning system is established within the Association. The vision is to have all positions filled, with future members identified and assisting the current incumbent. There is scope for additional functions to be included: heritage trail, history rooms, commemorative activities, Sapper Summit research and writing, visits and tours and sporting representatives. Regional representative and event organisers are also sought.

**Conclusion**

The Association celebrated its tenth anniversary during 2024. Overall, the Association is in a sound financial position with good reserves whilst it continues to actively achieve its fundamental purposes. Although the membership base is steady, further improvement could be directed towards recruiting current serving sappers throughout Victoria. It is deemed critical to ensure a Corps Conference includes the various sapper Associations from around the country.

J.H. (Jim) Davis  
Secretary  
March 2025

D.C.(Don) Hughes  
President  
March2025

## 2024 Auditors Report and Certificate

**RAE ASSOCIATION OF VIC INC**

**REG NO: A0046126U**

**AUDITOR'S REPORT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2024**

To the Members,

RAE ASSOCIATION OF VIC INC

**Scope**

We have audited the Financial Statements being a special purpose Financial Report of the RAE Association of Vic Inc for the year ended 31<sup>st</sup> December, 2024.

- Statement of Profit or Loss
- Statement of Financial Position

The Members are responsible for the preparation and presentation of the Financial Report and the information obtained therein and have determined that the accounting policies used in forming the Financial Report are appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 (Victoria), and are appropriate to meet the needs of the Members. We have conducted an independent audit of the Financial Report in order to express an opinion to the Member of the incorporated body.

**Auditor's Responsibility**

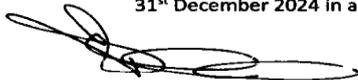
The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the Financial Report is free of material misstatements. The procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the Financial Report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the Financial Report is presented fairly in accordance with the requirements of the Associations Incorporation Reform Act 2012 (Victoria).

There has been nothing brought to our attention that would lead us to conclude that the financial records a provided by the RAE Association of Vic Inc would prevent the Financial Report being prepared in accordance with Australian Accounting Standards.

The audit opinion expressed in this report has been formed on the above basis.

**Audit Opinion**

In our opinion, the Financial Report of the RAE Association of Vic Inc has been presented in a way to exhibit a true and fair view of the financial position of RAE Association of Vic Inc for the year ended 31<sup>st</sup> December 2024 in accordance with the Association Incorporation Reform Act 2012 (Victoria).



William O'Shea, B. Bus. FIPA, FFA  
Robert J Nixon & Associates  
Bld 1 Level 1 Suite 1 303-313 Burwood Hwy  
BURWOOD EAST VIC 3151

## Proposed Resolution

### **ORDINARY MEMBERS OF COMMITTEE 2025 – 2026**

In accordance with the Constitution of the RAE Association (Vic) Inc. I propose that the Ordinary Members of the Committee for 2025 – 2026 be six (6) which includes the ex officio position of Colonel Commandant Southern Region

*Constitution Division 3 (53-1)*

Don Hughes

President

## Proposed Resolution

### **ANNUAL SUBSCRIPTIONS - 2026**

In accordance with the Constitution of the RAE Association (Vic) Inc. (Division 1 – Sub rule 12) I propose that the annual membership Subscriptions for the year 2026 should be as follows;

#### **Ordinary membership** (Division 1, Sub rule 12 (1) (a))

That the annual fee for ordinary membership for 2026 will be \$25.00 with the subscription to include electronic copies (Email) editions of Sapper Summit or if no email communication is available a hard copy be posted at no extra cost.

#### **Concessional Life Membership** (Division 1 – Sub rule 12 (6))

For a member who reaches the age of 65 years (prior to the first of January of the membership year) they may elect to pay a one-off subscription equal to ten (10) times the Ordinary membership rate. That is 10 times \$25.00 which is \$250.00. This subscription will include electronic copies (Email) editions of Sapper Summit.

#### **Annual subscription payment date** (Division 1, Sub rule 12 (1) (b))

Payment date for subscriptions will be 1<sup>st</sup> January 2026.

Don Hughes  
President

**Royal Australian Engineers Association  
of Victoria Inc.**

*Honorary Life Member*

This Certificate is Presented to

**COL John Wertheimer AM, RFD**

**In appreciation** of being a member of the Royal Australian Engineers Association of Victoria, in particular serving as our Patron for over 10 years. Your generosity, dedication and unfailing commitment have underpinned and provided great vision to the purposes of the Association, whilst also helping it to establish an enviable reputation.

With a substantial following of Sappers of all ranks, trades and category of service, your role as Patron has been pivotal in this success.

Through your role as Patron, the Association has benefitted greatly from you as a mentor, thanks to your extensive knowledge, experience, leadership and guidance to all members.

The Association appreciates your patronage, mentorship and above all, your service to our country.



**UBIQUE**

LTCOL Don Hughes  
President  
RAE Association of Vic.  
10<sup>th</sup> April 2025