



THE UNITED GRAND CHAPTER OF AUSTRALIA

Order of the Eastern Star

HAVING JURISDICTION WITHIN THE STATES AND TERRITORIES OF AUSTRALIA AND ITS DEPENDENCIES

ABN 57 336 115 915
PHONE: 03 6263 5605 (HOME)
PHONE FROM OVERSEAS: + 3 6263 5605
EMAIL: wgsecretary@oesaustralia.org.au

WORTHY GRAND SECRETARY
MRS ELIZABETH TAYLOR
44 COBBS HILL ROAD
LOWER DROMEDARY TAS 7030

31st August 2021

To: Grand Secretaries, District Grand Secretaries : Chapter Secretaries

Dear Sisters and Brothers,

I present the Report from the Mid Term Session held in Hobart in June 2021. Please bring this to the attention of all your Members.

Supplies

The Mortdale Hall has been sold and this is the location for the United Grand Supplies printer and other equipment. It is understood that access to the Hall will be available until December 2021 and it was agreed that United Grand Supplies will work towards the disposal and or transfer of their belongings from Mortdale Hall by 30th November 2021. However this will all depend on Covid-19 restrictions and we may have to consider whether a re-negotiation of the termination date can be organised in the circumstances. This will be looked at closer to the end of November 2021. A stocktake will be carried out of what is in the cupboards at the Mortdale Hall to see what can be used and what can be disposed of. Items that can be disposed of will be advertised on the website.

The United Grand Supplies printer is well nigh due for replacement. A new HP inkjet Printer with collator was suggested by the Supplies Committee, however, the Worthy Grand Supplies Officer, Sister Faye Thornton, recommended that a laser printer be investigated and she was given the authority to continue looking for a suitable printer required for her needs.

Clothing items are still available for sale and these clothing items will be held until the 2022 Session in Sydney. In the meantime the items will be made available at the three Grand Chapter Installation weekends and the Golden Wattle Chapter Centennial Meeting for Members to look at, try on and buy. Jewellery items will also be available.

It was reported that the Worthy Grand Supplies Officer had exhausted her current enquiries in Australia for a Membership Pin. Details were provided of a similar pin that can be obtained from America which does not have the word FATAL and it was agreed that Sister Thornton purchase the pins from America which are available at \$5US with no minimum order. It was further agreed that pins should still be sourced from an Australian provider and Sister Thornton should contact Sister Pamela Fitzgerald to ascertain where she obtained pins when she was Worthy Grand Supplies Officer. Those pins should not have the word FATAL.

PWGM/PWGP Jewels

A quotation for PMWGM/PMWGP jewels was received from Sommers & Son and was a lot less than what has previously been paid for these jewels. It was agreed to order one jewel from Somers & Son to see and compare the quality with other such jewels provided by John Newton of Sydney.

The jewels of the late Sister Barbara Ashton PMWGM and late Brother William Cooper PMWGP are to be refurbished and prepared for presentation at the 2022 Session in Sydney.

Fees

Fees are not to be increased until 2022 when the statutory fee will be increased. This will mean that minimum dues will remain at \$40.00. However, it was questioned how Chapters can remain viable with dues of \$40.00. In order for Chapters to become more financial it was recommended that all Chapters consider a calculation process for their dues by looking at their previous year's financial statement and totalling the figures for rent, Governing Level fees and insurance then dividing that total by the number of financial members to ascertain what their annual dues should be.

Australian Taxation Office (ATO)

It was reported that a few Chapters have received letters from the ATO regarding tax returns that have not been submitted since a previous tax return in the past. It is recommended that Chapters comply with any correspondence from the ATO and submit the appropriate tax returns. If a previous tax return has been submitted by a contact person no longer available then the contact person has to be changed in order to comply with the ATO requirements.

2022 Session

The 2022 Session will be held at the Bankstown Sports Club. In order to accommodate the needs of The United Grand Chapter of Australia (UGCA) it has been necessary to change the dates with the Bankstown Sports Club. The dates of the 2022 Session will now be Monday 13 June to Sunday 19 June 2022.

It was agreed that the registration fee for Members for the 2022 Session will be \$50.00 and the registration fee for Non-Members will be \$10.00

The programme for the 2022 Session will be:

<u>Monday 13 June</u>	9.30am to 1.00pm 2.00pm to 5.30pm 7.00pm	Supplies / Finance Committees Finance Committee Rehearsal for Worthy Grand Office-bearers
<u>Tuesday, 14 June</u>	9.00am to 5.30pm	United Grand Committee
<u>Wednesday, 15 June</u>	9.00am 9.00am 10.00am 11.00am for 11.30am 2.30pm 4.00pm to 5.30pm 7.00pm	Rehearsal for United Grand Chapter Choir Bye-Laws Committee (if required) Petitions Committee (if required) Grand Representatives' Lunch Grand Representatives' Meeting United Grand Chapter demonstration of ritualistic work Rehearsal for Installation Ceremony
<u>Thursday, 16 June</u>	8.45am 9.45am 11.00am 1.30pm to 6.00pm 6.30pm for 7.00pm	Rehearsal for Worthy Grand Office-bearers Rehearsal for Flag Service Rehearsal for Grand Representatives Formal Opening Formal Dinner
<u>Friday, 17 June</u>	9.30am to 5.00pm 9.00am to 5.00pm	Business Meeting Bus Tour for Overseas Members and Non Members
<u>Saturday 18 June</u>	1.30pm 6.30pm for 7.00pm	Flag Ceremony and Open Installation Installation Banquet
<u>Sunday, 19 June</u>	10.00am 12.30pm	Thanksgiving Service followed by morning tea United Grand Committee followed by Finance Committee

Registration times will be the same as previously mentioned in 2019 Adelaide Session brochure.

Because of the present unsettled situation in New South Wales with the Covid-19 Pandemic and also the Bankstown Sports Centre being closed for business, the above details have to be confirmed with the Bankstown Sports Centre and this will be done as soon as they open up for business again. It was agreed that the Worthy Grand Treasurer pay the \$5,000 deposit to the Bankstown Sports Centre and this will also be done as soon as it re-opens.

Accommodation will be available at:

Bankstown Travelodge, 8 Greenfield Parade, Bankstown (Any Members who have already made a booking will not be penalised when they have to change their booking because of the change in dates.)
Rydges International Bankstown, 874 Hume Highway, Bass Hill
Bankstown Motel 10, 217 Hume Highway, Greenacre
WM Hotel Bankstown, 850 Hume Highway, Bass Hill
Nightcap at Home Hotel, 501 Hume Highway, Bankstown

United Grand Chapter Choir

You will notice from the programme for the 2022 Session that there is to be a rehearsal for the United Grand Chapter Choir. There has been a request to re-instate the Choir and it would be wonderful to have the United Grand Chapter Choir once again providing musical interludes during our Session. Members who wish to put their names forward for the Choir should make contact with the **Worthy Grand Organist Sister Gillian Mason (Tel 07-3376 2410 / Mobile 0422 548 299 or Email 8085thebest@gmail.com) and myself no later than the end of November 2021**, so that Sister Mason can make the appropriate arrangements with all interested Members in good time for the 2022 Session.

Advancing Worthy Grand Office-bearers

All Worthy Grand Office-bearers indicated their willingness to progress to the next position at the 2022 Session in Sydney except for Brother Stephen Brown Worthy Grand Fraternal Correspondent. The letters from the Worthy Grand Office-bearers were actually received in time for the Mid-Term Session due to take place in June 2020 and at that time the United Grand Committee accepted Brother Stephen Brown's letter with regret expressing their sorrow that he would not be continuing as a Worthy Grand Office-bearer. In accordance with Law U.10(a) procedures were put in place for a replacement Worthy Grand Office-bearer to represent the State of South Australia and be installed as the Worthy Grand Sentinel at the next Session in Sydney which resulted in Brother Benjamin Sweeney from the Australian Capital Territory being elected by the Members in South Australia. It was agreed at the Mid Term Session that arrangements be made to enable the Most Worthy Grand Matron Sister Blanche Watt to install Brother Benjamin Sweeney as Worthy Grand Fraternal Correspondent before the 2022 Session.

Committee Members

The United Grand Committee ratified the election of Sister Rita Humber as the Delegate for South Australia and Sister Anne Brogden as the Delegate for Western Australia on the United Grand Committee.

As Brother Stephen Brown had been the South Australian Member on the Bye-Laws Committee the United Grand Committee elected Sister Elizabeth Watt PMWGM to be the replacement South Australian Member on the Bye-Laws Committee until June 2022.

Strategic Working Party

As Brother Stephen Brown had been the South Australian Member on the Strategic Working Party the United Grand Committee elected Sister Elizabeth Watt PMWGM to be the replacement South Australian Member on the Strategic Working Party until June 2022.

Steering Committees

The Final Report from the 2019 South Australian Steering Committee was received as well as the Progressive Reports from the 2022 NSW & ACT Steering Committee, 2024 Queensland Steering Committee and 2026 Tasmanian Steering Committee.

Webmaster's Report

The Report from the Webmaster Sister Angela Sweeney was received. It was noted that the position of Assistant to the Webmaster had once again not been successful and arrangements are being made for another Member to utilise IT skills and be of some assistance to Sister Sweeney.

Website Documents

The United Grand Committee approved the following documents and with some minor amendments will be available on the Members Area of the Website in the near future:

- 1 Report a Breach of Law documents
- 2 Voting Sheets for a Position and a Notice of Motion
- 3 Member Guidebook which Chapters can develop for presentation to new Members.

Correspondence

It was reiterated that all correspondence from UGCA and other Governing Levels should be read in full in Chapters. If the correspondence is lengthy it may be distributed to Members by email or posted with Agendas.

Should any of the correspondence deal with expressions of interest for any positions, details should appear on the next Chapter Agenda after it has been read in Chapter so that all Members are made aware of such matters.

Furniture

With the present unsettling situation due to the Covid-10 Pandemic and also the fact that a number of our Members are aging and unable to assist with the setting up of a Chapter It was agreed the minimum furniture required should be for the Worthy Matron/Worthy Patron, Secretary, Treasurer, five Star Point Pedestals and Altar and that Carpets should be put out for Initiation, Installation and Official Meetings.

Records

Due to the number of Chapters proceeding to dormancy consideration was given to the length of time documentation should be retained. The United Grand Committee was advised that the legal requirement for the retention of all financial records is seven years. When a Chapter goes into dormancy the financial records should be forwarded to the Governing Level to be kept for seven years from the date of dormancy then they can be destroyed. The disposal of other documentation at dormancy is set out in Law S.65. Other Chapters with a build up of records such as Minutes, may consider lodging them with their State Archive Office which has been done by some Chapters.

The Strategic Working Party is to develop a set of procedures for archiving of records which will be approved by the United Grand Committee before being issued to all Chapters.

Yours in Star Friendship

Elizabeth Taylor

ELIZABETH TAYLOR PDGM
Worthy Grand Secretary