



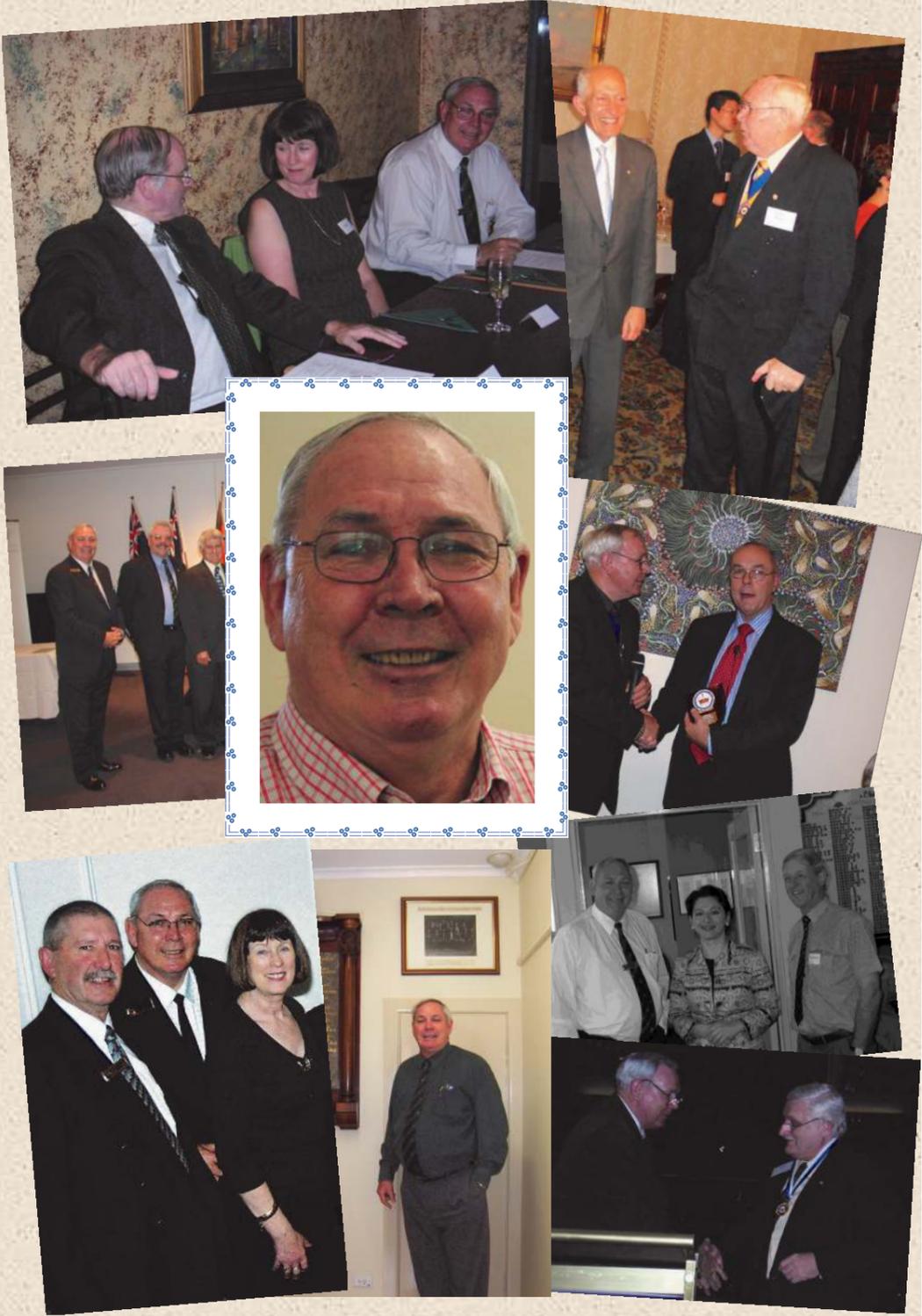
March 2011

Issue 1

OFFICIAL JOURNAL OF THE ROYAL VICTORIAN ASSOCIATION OF  
HONORARY JUSTICES

# Custodes

## Vale—Laurie Taig



Vale—Laurie Taig, New director profiles, New president's report,  
DOJ column, 2010 AGM Minutes and unaudited accounts,  
2010 Directors' activity statements, Notice Board, Training update

## From the president's desk

This is my first article in *Custodes* as the newly appointed president of the RVAHJ but it is not the only first. I believe I am the first ever female president and feel very honoured to have been elected to the position at the December 2010 directors meeting. I consider it a privilege to be a member of such an important organisation.

I am currently a Bail Justice, appointed to this role in 2006. Both the role of a Justice of the Peace (JP) and a Bail Justice (BJ) provides an important service to the community and the justice system as demonstrated by the signing centres witnessing thousands of documents, not to mention the many hundreds of documents signed on a regular basis by JP's and BJ's during the course of their daily lives.

I must pass my congratulations on to the immediate past president, Garry Runge, who was elected as president in December 2008 within a few short months of being appointed to the Board. Garry conducted his term with dedication and strong leadership that has placed the RVAHJ in a healthy position to take us forward into the next 100 years. On behalf of the directors and the RVAHJ I thank him for his commitment to the Board.



A little bit of information about me. I am currently a government employee having worked mainly within the health and disability sector; specifically in mental health and disability services, ensuring that the rights and dignity of those with a mental illness or a disability are upheld. I am also an Independent Third Person (ITP) with the Office of the Public Advocate and for the past two years was the metropolitan representative on the ITP Advisory Committee. I grew up in regional Victoria but now work in Melbourne. This, I feel, gives me a very broad perspective of the challenges honorary justices face whilst conducting their roles.

The year in review has been one of challenges and excitement as the Association celebrated 100 years. The year-long celebrations will be brought to a close at a special conference, the date of which has not been finalised and is conditional on receipt of funding.

I had the opportunity to speak to some of you in the few short months that I have been in the role of president and some of your feedback suggests members feel their membership is not providing value for money. To this end I intend to include a regular column in *Custodes* outlining what we have achieved, what we are working on and what is road mapped for the future. The Board is anxious to provide members with a valued service and we encourage ongoing feedback to help us deliver what it is you want. Each branch has a liaison director so please make use of them. Of course, directors can be contacted as well. You will find their details listed on the back page of every *Custodes* edition.

The directorship of the Association has undergone some changes with the resignation of Chris Reside and Michael Tiliacos and the sad passing of long serving director and past president, Laurie Taig. Association directors thank Chris and Michael for their commitment during their term and extend their sympathy to Laurie's family and friends. Please take some time to read the vale for Laurie in this edition of *Custodes*.

Two new members have been appointed to casual vacancies on the board and I take pleasure in welcoming Paul Mracek and Geoff Legge. A brief bio on each can be found on page 2. Finally, a list of all new members will be published in a subsequent edition of *Custodes*.

Linda Rainsford,  
RVAHJ president

A handwritten signature in black ink that reads "L Rainsford".

### RVAHJ Board achievements 2010:

- Insurance cover for all members whilst performing their duties as Honorary Justices established in 2009.
- Successful road shows across the State promoting the role of JPs and BJs.
- Negotiations as required with police and the Department of Justice to work through issues of concern as raised by individual members or branches.
- Three new signing centres in 2010.

- 100 year anniversary celebrations at various locations across the State.
- Merchandise to promote the 100 year anniversary.
- Assistance to Victoria Police with weapons searches at railway stations.
- Regular contact with Department of Justice on a number of issues including changes to the appointment process for Honorary Justices.

*Continued Page 3*

## Introducing new board members

### RVAHJ Board goals for 2011:

- 100 year anniversary finale.
- Negotiations with Births Deaths and Marriages to look at the issue of JP's not being able to witness their documents.

### RVAHJ Board future plans:

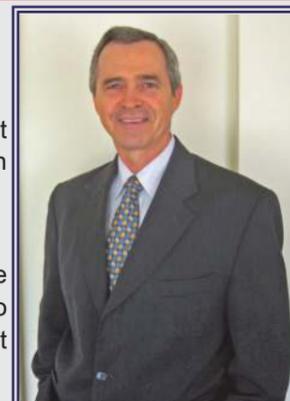
- A workshop for signing roster coordinators.
- New training dates set for the coming year.
- A director's workshop in the coming months to map out the direction of the Board for the coming year.

### *Paul Mracek* JP RVAHJ director

Paul has been a JP since August 2003, and initially based in Ballarat, Victoria.

#### *Why I become a JP.*

Seeing and experiencing the spirit of support from those who lived regionally was the catalyst for becoming a JP.



Living in a regional city is different to a big city (often referred to as 'The Big Smoke'); being that you work and live in the same community and have the opportunity to meet, speak and appreciate first hand the great people and work done in helping others in the community.

#### *A bit about myself.*

I am a Mechanical Engineer and over the last 25 years I have worked in the automotive, industrial, electrical, whitegoods and commercial industries with such well known companies as Robert Bosch, Honeywell, Bendix Brakes and Tecumseh Products. Over the last three years I have established a consulting and coaching service focused on achieving improvements for both individuals and business.

I started my career as a graduate engineer and have been lucky enough to travel to many countries in Asia, Europe and North America during this time. I have had a number of different roles in production, business development, operations, sales and general management; with my last role as the Managing Director for a company with over 1100 people across four countries. Not only has this given me the opportunity to have a wide range of business and management experience, it has also provided the opportunity to meet and work with many different cultures.

#### *A bit about family and hobbies.*

I am married with three grown up boys and enjoying the opportunity that being empty nesters provides. After living in Jindivick (near Warragul), Dingley Village and Ballarat, we now call Highett home. My hobbies include reading, sports and travelling.

I believe that my wide experience in business, management and working with people will provide extra value and support to the board and RVAHJ members.

### *Geoff Legge* JP 11249

RVAHJ director

I was educated at Frankston High School and subsequently completed an accounting degree. I have been employed with the Commonwealth Public Service for the past 28 years principally in audit and over those 28 years have been fortunate enough to have completed a post graduate and another graduate qualification.



I have been married to Gillian for 29 years and we have two wonderful children the eldest of which is a builder operating his own building business and our daughter followed the numbers calling completing her accountancy degree last year.

Although not a gifted sportsman I enjoy a game of tennis and during the winter months complete a fair bit of running officiating as a central field umpire for AFL football matches played in and around Western Gippsland.

My community involvement over many years has been as an honorary auditor for CFA groups, other community groups and for various church organisations. I was very honoured to receive the conferral of Justice of the Peace for Victoria in September 2003. My JP services are mostly called upon within the office to witness Affidavits and Statutory Declarations and certify documents.

I was further honoured to be appointed a director of the Royal Victorian Association of Honorary Justices in December 2010 and I look forward to the opportunity to meet with many other fellow Justices and support them, their respective branches and the Association in general.

## Vale—Laurie Taig JP BJ

**L**aurien Campbell Taig, a friend - my friend, a mate - my mate. When asked to speak about Laurie in celebration of his life, on one hand I felt honoured, on the other it filled me with grief and tears. Throughout this address you will hear the word honour used because Laurie was an honourable man.

For 15 years our lives were intertwined, so much so it could be described as secret men's business. I first met Laurie through the Honorary Justices Association. He introduced and proposed me to the Rotary Club of South Melbourne of which he remained a member for 10 years until ill health forced his resignation through inability to attend. A Paul Harris fellow; during his time as a Rotarian Laurie whole heartedly dived in and participated in everything from the Computers for Kids program, which he was instrumental in establishing, to Australia Day catering at Government House. His enthusiasm and dedication was catching as he introduced many new members over the years.

Laurie was incredibly generous. I didn't drive for a number of years and he became my driver, appointment book and confidant. He provided me some space in his office from which to work and as such we became inseparable as we spoke or saw one another almost every day and indeed we were often referred to as the Laurie and Leo show, but what a contrast we were.



Laurie wrote everything down. I didn't. Laurie dressed to perfection. I didn't. Laurie was tall and suave. I was short and fat. Laurie remembered everyone's name. The word "mate" was invented for me. Laurie did one thing at a time and completed it. He planned, wrote it down and dedicated himself to making it happen.

It was on the Council and then the Board of the RVAHJ that we became even more closely associated. Together we plotted, schemed and laughed our way through trying to change a 100 year old institution and bring it into at least the 18<sup>th</sup> century. Laurie was successful. Me less so.

Laurie joined the Council in 1996. He was both a Bail Justice and Justice of the Peace. Within a year he was elected to the Executive Committee. He went on to serve on the Strategic Policy & Future Directions Committee, Facilities Committee and Training Committee to name a few. In 1999 he was elected vice president and in 2002 became president of the Association. He was re-elected to the position in 2003 and again in 2004. Laurie's commitment and dedication was recognised in 2000 when he received the Association's Award of Merit.

This is what drove him. It was his passion. Roped in to assist, we worked together to achieve many of Laurie's goals. He believed voluntary service should be no less professional than any other form of duty or undertaking and as such he was instrumental in introducing the RVAHJ's first Operating Manual, the first Bail Justice in Service training course, the Professional JP training course and signing rosters for JP's.



Often much is said about BJ's and JP's are seen as distant poor relations. Not so with Laurie. He worked tirelessly in support of both during his time on the Board until such time that he threw himself full tilt into establishing signing centres. When Laurie first started there were just three signing centres. Now there are 38. Any conservative estimate of police time saved and value to the State is well over \$1.5 million which can be directly attributed to Laurie and his volunteers.

Laurie was consistent in his call to duty. Only the week before his death he attended a Rotary breakfast to hear his friend, Justice Betty King speak. To be there he had a blood transfusion the night before.

Lauren Campbell Taig graced us with dignity, courage and honour. We salute you. A life well lived.

**BY LEO KING**



## Branch news

### CENTRAL GIPPSLAND BRANCH BY JIM HOOD

Senior sergeants from Traralgon, Morwell and Warragul, hosted a celebratory dinner at Turf Side Moe for JP's that work at the document signing stations at Traralgon Morwell and Warragul.

Each JP received an appreciation certificate. Amongst the guests invited was immediate past president Garry Runge, and his wife Sue along with Donald Ferguson, Branch secretary and his wife Julie.

The evening was hosted by Senior Sergeant Ricky Ross O.I.C of Morwell Police Station.



### GLEN WAVERLEY BRANCH BY HEATHER MCGREGOR

At Glen Waverley, we have Mr. Paul Mayer from State Trustees coming to our meeting. The meeting is to be held on April 4th. at 7:30 pm at the Glen Waverley Police Station which is situated at 643 Ferntree Gully Rd. Glen Waverley.

The meeting will take the form of Q & A. re. Wills and Power of Attorney. We enjoy light refreshments after the meeting.

Anyone wishing to attend, please contact Mrs. Heather MacGregor on 9706 1386, email [heamur@iprimus.com.au](mailto:heamur@iprimus.com.au) by 28/3/2011.

### GEELONG POLICE RECOGNISE COMMUNITY SERVICE

Similar to other Branches, the Geelong RVAHJ members are rostered and attend both the Geelong and Corio Police Stations weekly carrying out their JP obligations to the community, thus allowing police to carry out their other policing duties.

To recognise the RVAHJ celebrating 100 years of community service and the thanks of the police for their service at the Region Police stations, Police Superintendent Peter O'Neill held a morning tea at the Geelong Police Station on Tuesday 7 September 2010.

Those invited to attend were RVAHJ members, police and other community leaders and members all of whom enjoyed a social get to know you morning.

By Alston Park AM JP

### GEELONG BRANCH BY ALSTON PARK AM JP

#### GEELONG BRANCH RVAHJ ANNUAL MEETING AND CENTENARY ANNUAL GENERAL MEETING

Geelong Branch of the RVAHJ held its Annual General Meeting on the 6 December 2010 at the Lynden Court Reception Centre Grovedale.

Special guests for the evening were RVAHJ president elect Linda Rainsford (confirmation of her appointment being received the previous day), RVAHJ director Harry Gibcus and Ballarat Branch chairman Bert Kinnersley. In all 40 people attended.

The evening commenced with drinks followed by the Annual General Meeting when the following were appointed office bearers for the ensuing year:

Chairman Bob Bailey JP, Vice Chairman Joe Cordone JP, Secretary Alston Park JP, Treasurer Robin Chase JP, Committee Helmut Woerner JP, Roster Coordinator Joan Scott JP.

Following the meeting an enjoyable meal was had by all. After the main course president elect, Linda Rainsford gave an interesting talk on her background and her thoughts and aspirations for advancing the Association during her term as president. Linda also answered a number of questions asked of her by members attending. She also took the opportunity to present Centenary Certificates of Appreciation to those present. An enjoyable night was had by all in attendance.



**WIMMERA BRANCH BY SHIRLEY SMITH**

**WIMMERA JUSTICES VISIT THE NEW ARARAT POLICE STATION.**

On Thursday 10<sup>th</sup> February 2011, members of the Wimmera Branch attended our first meeting for 2011 with a dinner meeting at Ararat R.S.L. Club. Our guest speaker for the evening was Snr. Sgt. Matthew Wood.

After our meal, members adjourned to the new Ararat police station where Snr. Sgt. Wood took us on a tour of the station. The \$10.5 million complex was officially opened on Wednesday 27<sup>th</sup> October 2010 by the Police Minister, James Merlino. The new station is an architect designed building, with state-of-the art facilities.



Members were very interested in all that Snr. Sgt. Wood had to tell us about the building and here we are (pictured left) hearing the history of the Ararat police station. None of us were invited to spend the night as guests of the Government, and we are making our way out of the building (pictured below).

A very interesting and informative evening. Our thanks to Snr. Sgt. Wood and the Ararat station staff.



**OUR AWARENESS CONTINUES BY MICHAEL CHESHIRE JP**

As we look to the end of our centenary celebrations this April, we can reflect on the great success of our activities in general and the travelling display in particular.

Virtually every part of Victoria has used the display and many have attracted the local mayor or prominent person to open the show. This has resulted in positive media coverage. Congratulations for a job well done!

It is obvious we have successfully created a better community awareness of the role and history of justices. In designing and providing the wording for the six panels, I made sure the display would not date. This now allows us to continue the great work and take advantage of any event that we may have around the branches. You should seriously consider what opportunity you can make out of the display for the future. Events in local areas are the way to use it or it may be used again in those places you have used it

in the past. Take advantage of erecting the display to continue the community awareness. It can be used with people on site or may be a stand alone show, as it will tell the story on its own. The next edition of *Custodes* will include images of the complete display for all to see.

To book the display, please contact Cathy Owens at the Association office. She will be pleased to include you in the diary. Contacts are – [admin@rvahj.org.au](mailto:admin@rvahj.org.au) or 9525 7099 or PO Box 317, Elwood, Victoria, 3184.



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## 2010 AGM Minutes

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MINUTES OF THE 100th ANNUAL GENERAL MEETING  
HELD AT 53 BROADWAY ELWOOD ON THURSDAY 27 MAY 2010  
COMMENCING AT 7.30 PM

**PRESENT:**

Garry Runge (President RVAHJ), Rod McConnell, Michael Cheshire, Harry Gibcus, Linda Rainsford, Michael Tse, Norman Wittingslow, Alston Park, Bob Bailey, Joan Scott, Angelo Auciello, Glenda Frost, Fred Kent, Helen Gilhome, Terry McKay, Donna Spiller, Danielle Sinclair, Michael Tiliacos, Ray Walker (skype), Heather Simmonds (minutes)

**APOLOGIES:**

John O'Reilly, Claude Lopez, Cliff Fisher, Gerry Kerkvliet, Cathy Owens, Damien Nosedo, Joe Giramondo, Cheryl Duff, David Shaw, Constance Smith, Jim Kerin, Robert Campbell, Reg Kinnersley, Laurie Taig, Chris Reside, Eddy Taylor, Ron Jones

**WELCOME:**

Association President and AGM Chairman Garry Runge welcomed Members to the AGM and introduced Board Members present. Garry noted that tonight was the 21 st AGM attended by Michael Cheshire. He noted that Item 6 "Election of Directors" (Notice of 2010 AGM printed in Custodes) not on agenda tonight. He called for any further proxies - none further.

**MINUTES OF THE 99th AGM:**

Minutes of the 99th AGM as printed and circulated were confirmed. Moved Michael Cheshire, seconded Fred Kent. CARRIED

**ADOPTION of 2009 FINANCIAL STATEMENTS:**

Financial reports of the Company and reports of the Directors and Auditors for the year ended 30 December 2009 received and accepted. Moved Linda Rainsford, seconded Michael Cheshire. CARRIED

**PRESIDENT'S REPORT:**

I am pleased to present my report to the Board for the period to 31 December 2009. My first task as President was to restructure the Board and appoint directors to be in charge of four portfolios. I created the portfolios of Business, Training, Membership and Governance with a number of sub committees under each portfolio. I believe this has provided the Board with more efficient reporting lines and given directors responsibilities for the four main areas affecting our association.

I thank each director for the time and effort you have put into your portfolio. I plan to retain the current structure with a name change on one portfolio from Training to Education which I believe better explains the role of educating Honorary Justices in their important role.

I then undertook a workshop in February to gain a better understanding of the needs of the Association and to develop a plan for the future. This workshop was very well attended by directors and assisted the Board form a view of where we wanted to take the Association in the future.

My third aim was to build relationships with the key stakeholders with whom we interact. I established contact with Executive Director, Courts & Tribunals of the Department of Justice and the Honorary Justices Unit. I contacted State Trustees and the Society of Notaries with whom I have built good working relationships. I believe my role as President of this Association is to liaise at the highest levels possible to better the aims and ideals of this Association. My private meeting with the Attorney-General was an opportunity for me to further promote Honorary Justices in the community.

Training is one of the key aspects where our Association must concentrate its efforts. Regardless of how experienced an Honorary Justice may be, we can all learn something about our job. I thank director Linda Rainsford and Leo King for their dedication to training. I also thank each director who has attended the training sessions in support of our trainers.

Liaison is another key feature of our Association and I encourage all directors to continue visiting the various branches throughout Victoria. It is very important that we listen to the branches and bring their concerns to the Board table. In 2010, I will be encouraging you to build stronger connections with our respective branches.

In August I was delighted to host the Annual Dinner and present awards to worthy Honorary Justices. The highlight was of course Mr Michael Strong, our guest speaker and Director of the Office of Police Integrity. He will be a hard act to follow.

## 2010 AGM Minutes

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The biggest challenge for me personally and I believe for the Association was the decision of the Attorney-General to conduct an enquiry into the role of Justices of the Peace in Victoria. I read over 400 submissions and advocated at the highest levels to ensure that our role remains and we continue to serve the community in a voluntary capacity. I continue to this day advocating for all Honorary Justices in Victoria.

I attended the Australasian Council of Justices Associations' annual conference in Hobart with director Michael Cheshire and formed the view that the RVAHJ should continue association with the ACJA. The exchange of ideas and interaction with other JPs from around Australia increased my awareness of the difficulties facing JPs and the need for a strong national body to advocate on our behalf. I encourage you to continue to support the ACJA.

Our centenary year in 2010 promises to be a wonderful experience and I thank Michael Cheshire and Harry Gibcus particularly for the amount of effort they have put into organising this major event in the history of the RVAHJ. As 2010 continues, I am sure the spirit of celebration will increase.

I would like to thank directors Norman Wittingslow and Rod McConnell for their dedication and commitment to revising our constitution. This was never going to be an easy task but it was certainly overdue. Thank you both. To each of the directors, I sincerely thank you for the work you have done in support of the RVAHJ. I know some directors do things very quietly behind the scenes; believe me, you have not gone unnoticed.

The only sadness I have about the past year relates to the poor health of a number of directors. Their absence has made the task more difficult; however, one's health is the most important thing for us all. I fully understand their absence and wish those who are not one hundred percent a speedy and full recovery.

I am also indebted to the hard work and service provided to the RVAHJ by Cathy Owens our office administrator. Cathy really does keep the office running and is an invaluable asset. I would also like to acknowledge the work done by Helen Gilhome in support of Cathy. Helen is a tireless worker for the RVAHJ and a great backstop for Cathy.

Finally, I thank you for providing me with the opportunity to lead this wonderful organisation. I owe a particular debt to the immediate past president who has given me much wise counsel. I have been greatly rewarded thus far and look forward to the future with excitement and vigour.

Garry Runge , President Chairman of the Board, 27 May 2010

### **APPOINTMENT OF AUDITORS:**

Motion to reappoint the current auditors this year and to look to appoint new auditors for the ensuing year: moved Michael Tse, seconded Angelo Auciello. CARRIED

In answer to a question by Helen Gilhome, Glenda Frost spoke about the need to get the audit done by registered auditors and for the auditors to have the accounts ready by 25 April in order not to receive a late fine. Even though the Association is only a small organisation, the due date was known and all accounts finalised for the audit, the Association has had to pay late fines with no reimbursement by the auditors. ASIC has to be informed of a corporation's intention to change auditor. A new auditor is being considered.

### **SPECIAL BUSINESS:**

Special resolution to change the Constitution of the Company: the Board recommends to members that the current Constitution of the Company be replaced with the new amended Constitution.

Motion:

**"That the proposed amended Constitution of the Royal Victorian Association of Honorary Justices (ACN 004 226 448) as printed and circulated with the March 2010 edition of Custodes and annexed to the notice of the Annual General Meeting of Members of the Company held on Thursday 27 May 2010 be adopted as the Constitution of the Company in substitution for and to the exclusion of the existing Constitution with and including the following amendments:**

**page 7 clause 27.2 add the letter "b"**

**page 8 "Secretary" means.....the duties of the Association (not "Company")**

**page 11 clause 8.4 change to the singular and add an apostrophe to "Members" in the expression "Member's rights"**

**page 11 clause 8.5 delete "s" in the word "Members"**

## 2010 AGM Minutes

page 14 clause 12.3 delete clause entirely

page 15 clause 12.4 (which is now clause 12.3) add a series of points of suspension after the words "my proxy" in part (b) in order to write the Member's name i.e. "my proxy ....."

page 15 clause 12.4 (which is now clause 12.3) delete "deposited with or" in part (c) and add "to the meeting or" before "to the Office of the Association" i.e. it should now read as "until it has been delivered to the Office or the meeting of the Association"

page 18 clause 17.4 add the word "of" in line 1 after "A Director..." to read "A Director of the Board..." "

Moved Norman Wittingslow, seconded Rod McConnell. CARRIED UNANIMOUSLY

Norman Wittingslow thanked Rod McConnell and Members for their help and interest in the amending of the Constitution.

### **GENERAL BUSINESS:**

Discussion of Fred Kent's question about individual Association branches moving to become incorporated entities. General consensus was that it was unnecessary, that compliance and cost of incorporation very expensive, that affected branches should be contacted speedily, that mention be made in *Custodes* stating individual branch incorporation not needed because indemnity insurance in performing JP role for members was already included with membership of RVAHJ.

Michael Cheshire reported on Centenary celebrations. There are three sets of travelling display material. They are stand alone and don't need to be manned; as well, they will not date so they can be used in other contexts. There has been much local press coverage of the Centenary. Fred Kent's history will be coming out soon.

Harry Gibcus thanked JP Roster Coordinators for the great success of a recent Roster Coordinators' Meeting - 14 attended. There will be another meeting in early 2011.

Garry Runge noted the very successful mayoral reception at Horsham.

Meeting closed at 8.11 p.m.



### **DOCUMENT SIGNING ROSTERS**

The document signing rosters established by members of the RVAHJ are a runaway success! Victoria Police are thrilled with the service being provided to local communities which has the benefit of freeing up their members for other duties.

But....it takes a lot of volunteers to maintain the level of service we want to provide. If you have spare time please contact Cathy at the office.

Even if you can't commit to a regular position on the roster but could be available as an emergency fill in, let us hear from you.

Call Cathy on (03) 9535 7099 to discuss.

### **Notice of the Annual General Meeting of Members 2011**

Notice is hereby given that the Annual General Meeting of Members for 2011 will be held on Thursday, 26 May 2011 at 7.30 pm at 53 Broadway, Elwood. The closing date for receipt of Special Resolutions to be placed on the Agenda for this meeting will be 4.00 pm on Thursday, 14 April 2011.

#### **2011 Biennial Election of the Board**

Under the Constitution, at least one third of all Board members must retire every two years but are eligible for re-election. Any Ordinary Member or Life Member of the Association may accept nomination in the prescribed form obtainable from the office or by download from the website and all nominations must be lodged with the Returning Officer, C/- PO Box 317, Elwood, 3184 no later than 4.00 pm on Thursday, 14 April 2011.

Nominations must be signed by the proposer and seconder who shall in each case be a Life Member or an Ordinary Member of the Association who is not in arrears with his/her subscription. The consent in writing of the person nominated shall be endorsed on each nomination.

Note: Election to the Board is for a term of four (4) years, however, under the Corporations Law, a candidate aged 72 years or over is required to stand for re-election at each Annual General Meeting and must receive a majority of not less than three quarters of the vote.

Should the number of nominations exceed the number of vacancies on the Board, then a ballot shall be conducted with details of same to appear in the March 2011 edition of the journal.

Michael Tse JP, Company Secretary

## Unaudited Accounts 2010

	<u>Jan - Dec 2010</u>		<u>Dec 31, 2010</u>
<b>RVAHJ Profit &amp; Loss</b>		<b>RVAHJ Balance Sheet</b>	
<b>Ordinary Income/Expense</b>		<b>ASSETS</b>	
<b>Income</b>		<b>Current Assets</b>	
Membership Subscriptions	93,126.95	<b>Current/Savings</b>	
· Sales Income	<u>33,426.21</u>	Suspense	<u>3,182.83</u>
<b>Total Income</b>	<u>126,553.16</u>	Main Cheque Account	14,674.80
<b>Cost of Goods Sold</b>		NAB Cash Management Account	<u>173,796.52</u>
Stock Adjustment A/c	1,579.22	Petty Cash	-54.60
· Cost of Goods Sold	<u>18,162.91</u>	RVAHJ-Internet Account	<u>4,751.94</u>
<b>Total COGS</b>	<u>19,742.13</u>	<b>Total Current/Savings</b>	196,351.49
<b>Gross Profit</b>	<u>106,811.03</u>	<b>Accounts Receivable</b>	
<b>Expense</b>		· Accounts Receivable	<u>6,293.96</u>
Branches	1,000.00	<b>Total Accounts Receivable</b>	6,293.96
Functions and Seminars	7,955.87	<b>Other Current Assets</b>	
Payroll	39,207.45	Accounts Recievable Adjust	2,555.59
· Bank Charges	1,699.22	Accrued Income - ESANDA	<u>1,230.00</u>
· Discounts	-6.96	Investments	<u>60,000.00</u>
· Donations & Gifts	1,268.00	Pre Paid Expenses	1,835.00
· Dues and Subscriptions	154.60	Tax Reimbursement	-2,537.00
· Equipment Rental	72.27	· Inventory	<u>9,520.36</u>
· Insurance	5,079.91	<b>Total Other Current Assets</b>	<u>72,603.95</u>
· Motor Vehicle Expenses	2,311.78	<b>Total Current Assets</b>	275,249.40
· Postage and Delivery	1,962.04	<b>Fixed Assets</b>	
· Printing and Reproduction	30,276.41	Leasehold Improvements	<u>7,483.00</u>
· Professional Fees	19,015.45	Property Plant & Equipment	<u>15,819.22</u>
· Repairs & maintenance	9,904.94	<b>Total Fixed Assets</b>	<u>23,302.22</u>
· Communications	4,708.59	<b>TOTAL ASSETS</b>	<u>298,551.62</u>
· Travel & Attendance	7,425.26	<b>LIABILITIES</b>	
· Utilities	3,690.68	<b>Current Liabilities</b>	
· Office Supplies	<u>8,506.44</u>	Accounts Payable	
<b>Total Expense</b>	<u>144,231.95</u>	· Accounts Payable	<u>8,810.67</u>
<b>Net Ordinary Income</b>	<u>-37,420.92</u>	<b>Total Accounts Payable</b>	8,810.67
<b>Other Income/Expense</b>		<b>Other Current Liabilities</b>	
<b>Other Income</b>		Creditors & Borrowings	7,500.00
Other Income	<u>30,342.34</u>	GST Suspense Account	<u>-62.73</u>
<b>Total Other Income</b>	<u>30,342.34</u>	Provisions	<u>20,841.66</u>
<b>Other Expense</b>		· Sales Tax Payable	-2,930.85
· Other Expenses	<u>1,690.46</u>	· Tax Payable	<u>-3,879.80</u>
<b>Total Other Expense</b>	<u>1,690.46</u>	<b>Total Other Current Liabilities</b>	<u>21,468.28</u>
<b>Net Other Income</b>	<u>28,651.88</u>	<b>Total Current Liabilities</b>	<u>30,278.95</u>
<b>Net Income</b>	<u>-8,769.04</u>	<b>TOTAL LIABILITIES</b>	<u>30,278.95</u>
		<b>NET ASSETS</b>	<u>268,272.67</u>
		<b>EQUITY</b>	
		· Retained Earnings	292,769.84
		· Opening Bal Equity	-15,728.13
		Net Income	<u>-8,769.04</u>
		<b>TOTAL EQUITY</b>	<u>268,272.67</u>

## Training update

Training for Justices will be held in **Mildura** and in the Charles Latrobe Theatre at the **Royal Melbourne Hospital** .

**May 28<sup>th</sup> MILDURA RURAL CITY COUNCIL**, Council Room, 76-84 Deakin Ave, Mildura  
(ample parking at rear of building) 9.30 am to 3.00 pm

**June 25<sup>th</sup> ROYAL MELBOURNE HOSPITAL** 9.30 am to 3.00 pm

This training will cover your duties and legal responsibilities when Document Witnessing (Affidavits, Statutory Declarations, Certified True Copies and Powers of Attorney).

Please complete the registration form below and return it to the Association by fax (9525 7765) or mail (PO Box 317 Elwood 3184) by **30<sup>th</sup> April, 2011 for Mildura training and 31<sup>st</sup> May, 2011 for Royal Melbourne Hospital training**

**THERE IS NO COST FOR MEMBERS** (or those who have applied for membership).

### Registration Form

Name: .....

**Please print clearly**

BJ/JP Registration Number .....Email .....

Address.....

.....Postcode .....

Contact Ph: Landline.....Mobile.....

I will be attending the Training Course on: (Please tick relevant box)

28<sup>th</sup> May 2011 **MILDURA**

25<sup>th</sup> June 2011 **ROYAL MELBOURNE HOSPITAL**

**Non Members** – Cost of training is \$100.00. Course materials, light lunch and refreshments are included.

Please complete credit card details below or enclose a cheque or money order.

Name on Credit Card.....Expiry Date..... / .....

**Please print clearly**

Type of Card  Mastercard  Visa (We do not accept American Express or Diners)

Amount \$..... Signature.....



## Department of Justice

Honorary Justice Office  
Courts and Tribunals Unit

Honorary Justice Office- Department of Justice Update

February 2011

### **Meeting between the Department of Justice and the RVAHJ**

The Director, Courts and Tribunals Unit within the Department of Justice, Mr Callum Ingram and the recently elected President of the RVAHJ, Ms Linda Rainsford met in January 2011. The discussions were wide ranging and included the following:

- The Department of Justice is currently briefing the Attorney-General, the Hon Robert Clark MP in relation to a range of honorary justice matters;
- The Honorary Justice Office (HJO) is continuing to work on initiatives to better support bail justices and Justices of the Peace. More information in relation to this work will be provided in the near future;
- The Department of Justice commended the RVAHJ on its work to raise public interest in regional Victoria about becoming an honorary justice, particularly given the need for additional bail justice services in some parts of regional Victoria; and

The Department of Justice is committed to continuing to work with the RVAHJ and the other groups to ensure the honorary justice service remains modern and responsive.

### **Bail Justice Training**

Bail Justice training is currently under review. It is anticipated that at the conclusion of this review, existing bail justices who are keen to undertake refresher training or those bail justices seeking re-appointment and who are required to undertake a prescribed course of training under section 120C of the *Magistrates Court Act 1989*, will have access to appropriate (refresher) training. Further information in relation to bail justice training opportunities will be provided by the HJO once this information is available.

### **Honorary Justice Office Communications**

The HJO will resume regular communication to honorary justices, particularly in relation to legislative changes that impact on the functions and roles of honorary justices. As part of its strengthened focus on relationship building, the HJO is in the process of arranging to meet with metropolitan and regional honorary justice groups.

In addition, the HJO is developing a newsletter to be disseminated to all honorary justices providing updates on a range of matters including the Bail Justice Online Roster, recruitment campaigns, code of conduct issues, key contact details for the HJO as well as other features.

### **New Manager of the Honorary Justice Office**

The Department is pleased to announce the appointment of Mr Jan Szuba as the new Manager of the Honorary Justice Office. Mr Szuba has significant experience in management and regulatory roles within the public sector.

### **HJO Contact Details:**

If you require further information, please contact the HJO on (03) 8608 6018 or email [jp@justice.vic.gov.au](mailto:jp@justice.vic.gov.au). Further information can also be accessed on the DOJ website at [www.justice.vic.gov.au/justices](http://www.justice.vic.gov.au/justices).

Thank you for your ongoing commitment to the volunteer roles of Justice of the Peace and Bail Justice.

Honorary Justice Office  
Courts and Tribunals Unit  
Department of Justice

## 2010 Directors' activity statements

Reflecting the Board's commitment to accountability and transparency to Association members, each RVAHJ director has provided a brief summary of their activities and achievements as board members for the year 2010.



<b>Name:</b>	Garry Runge JP
<b>2010 Position:</b> President	<b>Current Position :</b> Immediate Past President
<b>Appointment to Board:</b>	October 2008
<b>Activities and achievements in 2010:</b>	
<ul style="list-style-type: none"> <li>• Met with representatives of DOJ, State Trustees.</li> <li>• Meetings with the new Attorney-General and senior DOJ officers.</li> <li>• Attended branch meetings at Glen Waverley, Dandenong, Monash, Central Gippsland and Ballarat and chaired AGMs.</li> <li>• Attended numerous centenary events held around Victoria.</li> <li>• Visited signing centres.</li> <li>• Attended training at Melbourne.</li> <li>• Hosted the RVAHJ annual dinner.</li> <li>• Attended ACJA annual conference.</li> <li>• Chaired all Executive Committee meetings.</li> <li>• Chaired all Board meetings.</li> </ul>	
<b>Objectives for 2011:</b>	
Continue to build a stronger, modern association for the benefit of all members and to improve training opportunities for all members.	

<b>Name:</b>	Linda Rainsford
<b>2010 Position:</b> Vice President	<b>Current Position:</b> President
<b>Appointment to Board:</b>	May 2008
<b>Activities and achievements in 2010:</b>	
<ul style="list-style-type: none"> <li>• Attended Board meetings.</li> <li>• Website and IT maintenance.</li> <li>• Member of the Executive Committee.</li> <li>• Attended various branch meetings and celebrations throughout the centenary year.</li> <li>• Organised training sessions.</li> </ul>	
<b>Objectives for 2011:</b>	
To hold a conference for all RVAHJ members, plan and implement new training initiatives and liaise with DOJ and represent the RVAHJ as president as required.	



## 2010 Directors' activity statements



<b>Name:</b>	Michael Tse JP
<b>Position:</b>	Director and Secretary
<b>Appointment to Board:</b>	May 2008
<b>Activities and achievements in 2010:</b>	<ul style="list-style-type: none"> <li>• Acting as director and secretary of the Association.</li> <li>• Liaison with Glen Waverley branch.</li> <li>• Represent the Association in centenary activities.</li> </ul>
<b>Objectives for 2011:</b>	Working with DOJ in reforming the role of honorary justices in Victoria.

<b>Name:</b>	Michael Cheshire JP
<b>Position:</b>	Director, honorary life member and past president
<b>Appointment to Board:</b>	1989
<b>Activities and achievements in 2010:</b>	<ul style="list-style-type: none"> <li>■ Served as president to the Australasian Council of Justices' Associations, chair of the Ethics Committee, treasurer, historian and local council liaison.</li> <li>■ Attended AGM of Ballarat and Bendigo Branches.</li> <li>■ Contributed to programs identifying potential honorary justices and advancing their development.</li> <li>■ Served as a Bail Justice and Justice of the Peace.</li> <li>■ Work done as chairman of the RVAHJ's centenary committee.</li> <li>■ Created programs to educate the public on the role of honorary justices through the media.</li> <li>■ Work done as chair of Communications Committee.</li> </ul>
<b>Objectives for 2011:</b>	<ul style="list-style-type: none"> <li>■ To seek to have the government accept the association's offer to provide the mandatory training for justices.</li> <li>■ To organise a centenary conference (conditional upon receipt of funding) to consider the future of justices.</li> <li>■ To continue the enthusiasm of the awareness campaign to attract media coverage.</li> <li>■ To work with my director colleagues to develop plans to better conditions and roles of justices.</li> <li>■ Serve as a Bail Justice and Justice of the Peace.</li> <li>■ Work with fellow councillors of the Australasian Council of Justices' Association to develop a plan to harmonise the roles and training of justices throughout Australia and New Zealand.</li> </ul>



<b>Name:</b>	Glenda Frost JP
<b>2010 Position:</b> Director	<b>Current Position:</b> Vice President
<b>Appointment to Board:</b>	November 2006
<b>Activities and achievements in 2010:</b>	<ul style="list-style-type: none"> <li>■ Worked on 2010 audit.</li> </ul>

## 2010 Directors' activity statements

<b>Name:</b>	Norman William Wittingslow JP
<b>Position:</b>	Director
<b>Appointment to Board:</b>	2007/08
<b>Activities and achievements in 2010 :</b>	<ul style="list-style-type: none"> <li>• Chair of the Constitution Committee.</li> <li>• Completion of final details of the Constitution including answering a number of questions from the RVAHJ membership.</li> <li>• Attended City and Northern branch meetings as their contact on the RVAHJ Board.</li> <li>• Attended a number of functions to celebrate the centenary.</li> <li>• Assisted in the preparation of a Letter of Interest for JP's to DOJ.</li> <li>• Attended the ACJA meeting in Ballarat and attended all functions associated thereto.</li> <li>• Prepared an opinion re the signing of Statutory Declarations and how to certify multiple copies.</li> <li>• Completed a Graduate Diploma in Notary Practice.</li> </ul>
<b>Objectives for 2011:</b>	Continue as an RVAHJ director and in doing so focus on achieving DOJ accreditation as a teaching body for JPs. In addition, and as a professional, assist in the advocacy, development, image and status of the Office and role of Justices for and on behalf of the JP and BJ membership of the RVAHJ.



<b>Name:</b>	Ray Walker JP
<b>2010 Position:</b>	Director Not nominated for re-election in 2011
<b>Appointment to Board:</b>	July 2006
<b>Activities and achievements in 2010:</b>	<ul style="list-style-type: none"> <li>▪ Attended branch meetings at Buloke and reappointed Chair.</li> <li>▪ Attended Wimmera branch meetings in various towns around the region.</li> <li>▪ Attended civic receptions at Wycheproof, Horsham and Government House as part of the 100th</li> </ul>

<b>Name:</b>	Rod McConnell JP
<b>2010 Position:</b>	Immediate Past President Not nominated for re-election on 2011
<b>Appointment to Board:</b>	July 2006
<b>Activities and achievements in 2010:</b>	<ul style="list-style-type: none"> <li>▪ Assisted in the revision of the Association's Constitution.</li> <li>▪ Attended all board meetings and chaired the Awards Committee.</li> <li>▪ Assisted and supported the president when required.</li> <li>▪ Attended numerous municipal centenary receptions throughout the state.</li> </ul>



**SIGNING CENTRE COORDINATORS MEETING**

A Signing Centre Coordinators meeting will be held at the RVAHJ office on Saturday May 7th 2011 commencing 9.30 a.m. and finishing by 12.30 p.m.

All Signing Centre Coordinators and/or substitutes throughout Victoria are invited to attend.

Contact Harry Gibcus JP at [hmgibcus@primus.com.au](mailto:hmgibcus@primus.com.au), phone (03) 5345 2088 or mobile 0402 091 823 to book your place or tender your apology.

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## Port Fairy

### Buying.....

'The little gem of the south West'

With over 35 years experience selling Port Fairy real estate Garry Lockett offers you integrity and honesty and welcomes inquiries from Honorary Justices. Real Estate in this exquisite historic port is not as costly as many think - with an average price under 400K. Port Fairy has a village atmosphere, a hospital, an elderly person's hostel, numerous doctors, schools and a vibrant commercial centre; in fact it must be the perfect retirement location.

Lockett & Co Real Estate



62 Sackville Street  
[www.lockettrealestate.com.au](http://www.lockettrealestate.com.au)  
ph (03) 5568 2458

## Port Fairy

### Renting.....

Port Fairy holiday rentals - prices to suit all pockets. McNally Properties offer a **15% discount\*** on booking to Honorary Justices and Law Officers 'after' negotiating the usual rates. With a variety of restaurants and stunning day trips Port Fairy is a year round holiday destination AND the off season rates are very affordable. Simply negotiate a rate then quote your membership and receive another 15% off. We have a variety of homes and units available for nightly and weekly bookings.

\*This offer is valid for all year except January and the long weekend in March.



62 Sackville Street  
[www.portfairyholidayrentals.com.au](http://www.portfairyholidayrentals.com.au)  
ph (03) 5568 1066

## 2010 Directors' activity statements

<b>Name:</b>	Harry Gibcus JP
<b>Position:</b>	Board Member
<b>Appointment to Board:</b>	April 2008
<b>Activities and achievements in 2010:</b>	<ul style="list-style-type: none"> <li>▪ Assistant to Centenary Committee to organize dinner in Ballarat.</li> <li>▪ Committee member of Ballarat branch.</li> <li>▪ Signing centre coordinator.</li> <li>▪ Attended Ballart, South West and Wimmera branch meetings.</li> </ul>
<b>Objectives for 2010:</b>	<ul style="list-style-type: none"> <li>▪ To see more JPs appointed.</li> <li>▪ Actively involved in getting JP's signatures accepted on BD &amp; M documents.</li> </ul>



### Signing Centre Rosters

Rosters have been established in the following areas to date:

<u>METRO</u>	<u>COUNTRY</u>
☺ Carrum Downs	Ballarat
☺ Dandenong	Benalla
☺ Epping	Corio
☺ Frankston	Corryong
☺ Melbourne City	Geelong
☺ Oakleigh	Hastings
☺ Preston	Mansfield
☺ Ringwood	Mildura
☺ Springvale	Mornington
☺ Werribee	Morwell
	Rosebud
	Traralgon
	Warragul
	Wodonga



## Office of the Public Advocate

### Volunteer Opportunity

Help protect the human rights of people with a disability.

The Office of the Public Advocate (OPA) seeks volunteers for its Community Visitors, Community Guardian and Independent Third Persons (ITPs) programs.

Community Visitors monitor services for people with a disability and/or mental illness and help resolve issues affecting residents and patients of services with 24-hour care.

Community Guardians are volunteers appointed by the Public Advocate to act as independent guardians for Victorians with a disability.

ITPs facilitate communication for people with a cognitive disability or a mental illness when interviewed by Victoria Police if they are an alleged offender, victim or a witness.

All three programs operate throughout the state, and volunteers are sought from all parts of regional, rural Victoria and metropolitan Melbourne.

The Office of the Public Advocate manages all three volunteer programs and provides training and support.

To find out more:

email your name and postal address to [opavolunteers@justice.vic.gov.au](mailto:opavolunteers@justice.vic.gov.au) or call 1300 309 337 (cost of a local call) and leave your name and number.

For further information about OPA or the volunteer programs, visit: [www.publicadvocate.vic.gov.au](http://www.publicadvocate.vic.gov.au) and follow the links.

## Notice board



### 2011 Membership fees

All member fees became due on January 1<sup>st</sup> and your 2011 Membership invoice was printed on the reverse of the address sheet accompanying the December edition of *Custodes*. (Individual invoices are not sent). If you have not already forwarded your \$50 payment for 2011, please do so as soon as possible to avoid your membership lapsing. Payments may be made as follows:

- Cheque or money order - make payable to: RVAHJ.
- Credit card (MasterCard or Visa only) - post or fax  
Post to: PO Box 317, Elwood, 3184, Fax: (03) 9525 7099
- Online - [www.rvahj.org.au](http://www.rvahj.org.au) (Select Membership/Renew Membership)
- Direct deposit –

BSB: 063-128 Account no.: 10331656

Ref: Your reg. no./Surname (*Without this, we don't know who's membership has been paid!*)



### Australia Day Honours

On Australia Day 2011, the following members received recognition within the Order of Australia. We heartily congratulate all of them.

**Norm Gibbs** OAM JP—for service to children, to the community and as an entertainer.

**John Guy** OAM JP—for service to the Gippsland region community and to local government.

**Quan Van Tran** OAM JP—for service to the Australian-Vietnamese community.

**Bruce Wilson** OAM JP—for service to local government and the community of Shepparton.

**Ted Worthington** OAM JP—for service to charity through Bereavement Assistance Limited and to the community.

## State Trustees would like to say Thanks with a 20% off special offer

State Trustees has been helping Victorians with their financial needs for over 70 years so they can make the most of their opportunities.

We recognise that JP's have played a crucial role in helping State Trustees to achieve this community outcome. By way of thanks for this ongoing assistance, we'd like to offer you and your partner **20% off the standard State Trustees price** for a Will and Enduring Power of Attorney (financial)\*

Call us today for an appointment to have one of our specialists prepare your Will to ensure it clearly reflects your wishes, and takes into account your own and your beneficiaries' circumstances.

\*Offer valid until 30 June 2011



ABN 68 064 593 148 (p-f-w-o-a-t)

To make your appointment or for more information, call **03 9667 6444** or visit [statetrustees.com.au](http://statetrustees.com.au)



### Easter Office Closure

Members are advised that the office will be closed for the Easter break from Friday 14th April until Wednesday 27th April, 2011. If you have any urgent enquiries don't hesitate to contact one of the directors listed on the back cover of *Custodes*.



## Royal Victorian Association of Honorary Justices



Address: PO Box 317 (53 Broadway ), Elwood, 3184

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ACN 004 226 448

### CHIEF PATRON

Professor David de Kretser, AC  
The Governor of Victoria

### PATRON

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Lord Mayor of Melbourne

### PRESIDENT

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### AUDITOR

Anderson & Associates

### ADMINISTRATION OFFICER

Cathy Owens JP (03)9525 7099 [admin@rvahj.org.au](mailto:admin@rvahj.org.au)

## Branch network

### Metro

**City & Northern**  
Mr Bob Williams JP  
(B&H) 5427 3366  
**Dandenong**  
Mr Nigel Carter JP  
(H) 9795 8798  
**Diamond Valley**  
Ms Donna Spiller JP  
(H) 9432 6979 (M) 0419 327 841  
**Glen Waverley**  
Ms Heather MacGregor JP  
(H) 9706 1386  
**Maroondah**  
Mr Brian Ross-Soden  
(H) 9874 7793  
**Monash**  
Mrs Felicity Smith JP  
(M) 0412 772 711  
**Mornington Peninsula**  
Ms Fay Hunter JP  
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**Western Suburbs**  
Mr John Boles JP  
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**Wyndham**  
Mrs Marie Brittan JP  
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Mr Bob Coleman JP  
(H) 5332 0975 (M) 0408 519 500  
**Benalla**  
Mr Stephen London JP  
(H) 5762 3077  
**Bendigo**  
Mrs Helen Yorston JP  
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**Buloke**  
Mr Garry Laimour JP  
(B&H) 5491 1647  
**Central Gippsland**  
Mr Don Ferguson JP  
(B&H) 5127 1718  
**Geebung**  
Mr Alston Park AM, JP  
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**North East Vic**  
Ms Nancye Byrne JP  
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**South Gippsland**  
Mr Ron Hateley JP  
(B&H) 5956 9357

### South West

Mr Bruce Turner JP  
(03) 5562 1324 (M) 0408 509 174  
**Sunraysia**  
Mrs Jenny Bennett JP  
(H) 5025 2757  
**Upper Murray**  
Mr Ian Elston JP  
(02) 6024 3917  
Email: [jp11679@rvahj.org.au](mailto:jp11679@rvahj.org.au)  
**Wimmera**  
Mrs Shirley Smith JP  
(B&H) 5385 7491  
**Yarra Valley**  
Mrs Wendy Booth JP  
(M) 0407 051 757

### EDITORIAL POLICY

The official journal of the Royal Victorian Association of Honorary Justices has appeared in various formats since 1910. As is common practice in publications, the current *Custodes* does not necessarily represent the views of the RVAHJ since it encourages contributions from a wide cross-section of members and beyond. Articles and letters are most welcome, but are subject to the discretion of the editor.

### ADVERTISING OPPORTUNITIES

Advertising in *Custodes* reaches a state wide audience of influential community leaders and business professionals.

Attractive advertising rates are available.

Contact the Editor, to discuss value for money advertising for your business.

### CUSTODES DEADLINES

Autumn - January 21 Winter - April 21

Spring - July 21 Summer - October 21