



# ROYAL VICTORIAN ASSOCIATION OF HONORARY JUSTICES

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Professor David de Kretser, AC

## PATRON

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Cr John So JP

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## 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 statewide audience of influential community leaders and business professionals.

Attractive advertising rates commencing at only \$100 are available. Contact the Editor, Erin Marcon, to discuss value for money advertising for your business.

## CUSTODES DEADLINES

March January 21  
June April 21  
September July 21

# BRANCH NETWORK

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# *Custodes*

THE OFFICIAL JOURNAL OF THE ROYAL VICTORIAN ASSOCIATION OF HONORARY JUSTICES

1 2007

STOP PRESS!

**AGM**

REVISED DATE

The Annual General Meeting of Members will now take place on **Thursday 31 May** 2007 at 7.30 pm at 53 Broadway, Elwood.

# Custodes

*The official journal of the  
Royal Victorian Association of Honorary Justices*

**1**

**(March 2007)**

## **Credits**

Managing Editor – Chris Reside  
Editor – Erin Marcon  
Desktop Publisher – Cathy Owens JP  
Desktop Publisher – Kevin J. McNeill JP

## **Contributors:**

Helen Gilhome      Rod McConnell JP  
Leonard K. King JP      Doreen Thorpe OAM JP



## **Words of Wisdom**

*“Truth is the summit of being; justice is the application of it to affairs.”*

- Ralph Waldo Emerson (1803-1882)



## **Index**

AGM Notice	5	Justice in the spotlight	6
Annual accounts	12	Minutes of 2006 AGM	12
Directors' activity statements 2006	7	Newsflash – Western Suburbs Branch	6
Directors' attendance	10	Training opportunities	11
Editorial	3	Training Booking Form	11
From the President's desk	4	Welcome to the RVAHJ	3



## Editorial

My name is Erin Marcon and I am the new editor of 'Custodes.' Let me begin by saying that it is a privilege to work with you. Your altruism and leadership is an inspiration and although I am not an honorary justice, I am proud to be associated with your organisation in this small way. I offer my profound thanks to President Rod McConnell JP and the Board for placing Custodes in my care. I aim to repay that faith.

I would also like to thank the previous Editor of Custodes (and current Association Director), Chris Reside.

This issue of Custodes happens to be an important one. As you are no doubt aware, your Board strives to maintain the highest possible standards of governance. The publication of the Association's annual accounts and directors' activity statements exemplifies the Board's commitment.

This issue also features the inaugural column from your newly elected President. The column touches on a range of issues, including the important relationship between the Association and the Department of Justice. You won't want to miss it.

Beginning with this issue, Custodes will undergo an editorial and aesthetic transformation. Some changes will be immediate. Others will be introduced over the course of the year. I encourage you to influence the content, style and structure of your journal by writing to me at [custodes@rvahj.org.au](mailto:custodes@rvahj.org.au)

Finally, I want to express my sincere appreciation to Cathy Owens JP and Kevin J. McNeill JP, our talented desktop publishers.

The year ahead promises to be an exciting one for Custodes and I hope you will join us on our journey.

Erin Marcon  
Editor



## Welcome to the RVAHJ

President Rod McConnell JP has extended a warm welcome to the Association's most recent inductees.

"On behalf of the Board and greater membership," he said, "we couldn't be more pleased to have you aboard."

### New Members

Colleen	Bellman	CRESSY	Alistair	Lloyd	BALWYN
Andrew	Brandon	TRARALGON	Pauline	Loveridge	IVANHOE
Leonard	Butcher	HASTINGS	William	Maher	NYAH WEST
Roger	Butler	WOODSIDE	Angela	Mellos	LANGWARRIN
Christine	Confoy	MOUNT ELIZA	Fiona	Morrison	GLEN IRIS
Graeme	Cummins	BALLARAT	Jeffrey	Phelps	HOPPERS CROSSING
Paul	Curran	BAYSWATER	Edward	Ryan	FERNTREE GULLY
Meredith	Doig	ST KILDA EAST	Maria	Shannon	ARMADALE
Cheryl	Duff	LALOR	Trevor	Sinclair	KEILOR EAST
Kay	Eyles	GISBORNE	Peter	Smith	SOUTH YARRA
Paul	Fallon	SKIPTON	Jenifer	Taylor	STAWELL
Gregory	Fullarton	ST ARNAUD	Anthony	Tingiri	CHELSEA
Harry	Gibcus	CRESWICK	Ann	Tonks	PASCOE VALE STH
Sylvia	Gilbert	ELTHAM	Michael	Tubb	HADDON
Daryl	Giles	STRATHDALE	Graeme	Welsh	WODONGA
William	Irvine	LAKES ENTRANCE	Anthony	White	BALLARAT
Gary	Jones	KANCOONA	Kwong	Wong	BELMONT
Beverley	Kenny	KEILOR PARK	Irene	Wrochna	ST LEONARDS



## From the President's desk...

I would like to thank the members and the Board for what I deem to be a great honour and privilege to be appointed as the 46th President of this great and honourable Association.

I am also pleased to record the unanimous vote given to Trish Vejby as our Vice President. Trish, who is also the Chair of the Wyndham Branch, has taken over this onerous task from Mark D'Alterio.

Until I joined the Board of the Association, I was vaguely aware of the programs and modernisation taking place. I thought I was not greatly affected by them because I had attended the refresher course for JPs, and had gone along to the Bail Justice in service training that kept me up to date. So I thought I was doing my bit; little did I know.

Yes, little did I know just how much work is done by the directors, the committees, the branches and membership, let alone the Board itself. As an example, the amount of work, organisation and effort just to bring the training program to you is enormous. The effort by the training team to present training in such a seamless and effortless fashion so that it looks like it is just a casual meeting between friends, or at least men and women of good will, is staggering.

Just attending Board meetings is hard work in itself, as the individual directors bring to the table the many and varied ideas for improvement and programs that emanate from their branches' committees and own experiences across the state. These meetings are not for the faint hearted and if you are not used to 'robust' discussion or debate then this is not the place for you. Good or bad it all comes to the table in one form or another to make directors aware of what is happening across the state with honorary justices.

The monthly reading and email correspondence file is probably more than I used to do when I was working full time, and although this is probably true of most volunteer organisations however, it often seems that it may have an extra dimension when we are dealing with independent judicial officers. Each member of the Association is indeed just that; with their own independent view of the world, their role in it and what they believe it should be as well as what we as an Association should be doing to enhance that particular view.

As the President and elected leader of our Association, it is my role to listen to all the different independent voices and then in conjunction with the Board take the decisions and put programs and strategies in place that are directed at enhancing the role of honorary justices and the membership within the community. As already stated, honorary justices are independent souls, and rightly so. It is an office and status that must be zealously guarded against all measures that seek to diminish the role or standing, but I, together with the Board, must act with the

best interest of all justices in mind, not just a select few. Even so, sometimes we will get it wrong, but my experience is that mostly we get it right, and we can always change what we get wrong from time to time.

I would like to stress the independence of honorary justices as being one of the hallmarks of the office, and of my commitment, on your behalf, to safeguard it in all forums. Independent people are just that, independent, but unfortunately, this is sometimes conflated with individualism, which we must guard against. Making any type of rules or system is always problematic with independent people. However, in my mind and attitude it should not be, so long as all views have been taken into account when formulating the policy or program. You, as financial members of our Association are part of this system, and your input is both welcome and vital; whether by participation on one of the many RVAHJ sub-committees, by branch membership, or by nominating for election to the Board of Directors.

We can best serve our community, and the standing of honorary justices through training and education, attending forums with other

justices, and contributing to the Association's committees, branches, programs and rosters whenever time allows.

This year we will see many of the changes your Association has installed become embedded and second nature, as well as some programs we have been promoting with our stakeholders established or adjusted and modified to meet their expectations. Our Immediate Past President Gary Tragardh had the unenviable and somewhat onerous task of implementing new systems and putting membership on the correct financial footing, for which I thank him for not leaving it to me to have to implement. I see this year of the presidency as one of consolidation and fine-tuning, as we get the programs right, based on our experience and feedback from our membership. To this extent I will seek to attend as many branches, hopefully in the company of each Branch Liaison Director, and forums as I can to continue my education and gain first hand knowledge that I can contribute when meeting in committee or with our stakeholders.

I have already introduced myself to the Director, Court Services, Ms Gabrielle Levine, and hopefully will enjoy the cordial relationship she extended to my predecessor. Our conversation centred around the enhancement of relations between the Department of Justice and our Association, and in particular, outstanding matters from 2006, the satisfactory conclusion to which would be a positive start to 2007. Our talk was characterised by us both committing to working together in a manner which will enhance the standing and standards of honorary justices in the community. An invitation has been extended to Gabrielle to provide an occasional article of interest to



## From the President's desk...(cont'd)

members, for inclusion in this journal. Shortly after, I also had a chance to speak with Mr Michael Bourne, Project Director, Court Services, and he was also very complimentary toward my appointment, and also offered his congratulations. All in all, I believe this to be a good start with people we see as partners in our endeavours to provide a more professional service to our community.

Subsequent to these brief conversations, concern was raised that a possible misconception may arise from a previous journal, where a training course was cancelled as the Department of Justice had not provided funding. I can clarify that there had not been any funding arrangement agreed to by the Department of Justice. It had been requested by the Association through the Magistrates' Court. Gabrielle Levine also confirmed to me that there were not 700 JP applications waiting to be processed. I raise these matters of clarification on behalf of our partner in order that we continue to have an open, frank, and trustworthy relationship.

Like my predecessor Gary Tragardh, I would like to see members become involved with planning celebrations

for our Centenary in 2010, and invite participation from members across the state. A Steering Committee has been formed to ensure that this momentous milestone is successfully celebrated.

Again, like those before me, I ask individual members to consider participation in one or more of our Committees, where the real work that benefits all members commences. I assure you that you will be made welcome in any role that you choose to be involved in, and as many hands make light work I urge you to participate, where you can.

I am proud to represent the membership of the RVAHJ, which is arguably the largest volunteer organisation of its type in Victoria, and will do so to the best of my ability, with the able and experienced backing of your directors and committee members.

Rod McConnell JP  
President

## Annual General Meeting of Members 2007

Notice is hereby given that the Annual General Meeting of Members for 2007 will be held on **Thursday, 31 May 2007** at 7.30 pm at 53 Broadway, Elwood.

### Business

- (1) To confirm the minutes of the 96<sup>th</sup> Annual General Meeting held on Thursday, 4 May 2006.
- (2) To declare the Biennial Election of Directors.
- (3) To consider and, if thought fit, adopt the Annual Report of the Board.
- (4) To consider and, if thought fit, adopt the Balance Sheet and Statement of Income and Expenditure for the year ended December 31, 2006.
- (5) To appoint an Auditor for the ensuing year.
- (6) Special Resolutions - The following Special Resolutions to change the Constitution have been listed for discussion, having been received prior to the advertised closing time.

**Motion 1:** That Section 13 of the Constitution be changed as follows:

### 13.1 Composition of Board

The Board consists of the Directors, who shall be elected from among the Ordinary Members and Life Members of the Association. Additionally provision is made for the elected members of the board to appoint up to two (2) external and non-elected directors to the board.

- (a) External directors may only be appointed by unanimous vote of the board. Such a vote will be taken at a specially convened meeting to confirm or reject appointment.
- (b) External directors shall be appointed for a term of two (2) years, and may, by unanimous vote of the board, have a

second and final term of two (2) years. Under no circumstance may an external director be appointed for a period exceeding four (4) years in totality.

### 13.2 Number of Directors

- (a) The minimum number of Directors, both elected and appointed, shall be nine (9) and the maximum number of Directors shall be fifteen (15).
- (j) ceases to be a Member of the Association for any reason.
- (k) external directors are exempt from (j) above but shall be automatically required to relinquish office after a term of two (2) years. Such an initial appointment may be extended for a further term only once. Such extension must be by a separate and unanimous vote of the board.

**Motion 2:** That Section 21 of the Constitution be changed as follows:

- 1.1 The board may appoint a member of the association to act as the treasurer of the association.
- 1.2 If the treasurer dies or leaves the association the board may appoint a replacement.

### Proxies

Members may appoint a proxy to act on their behalf at the AGM to attend and to exercise all rights and to discharge all duties, which that Member might have. A proxy must be a member of the Association. Notification, in the approved form, must be received by the Secretary at least 48 hours prior to the scheduled commencement of the meeting. Proxy forms are available from the office.



## Justice in the spotlight...

The subject of this edition's 'Justice in the spotlight' is Shirley Smith JP. Shirley was born and raised in Minyip, a small farming community some 300 km north-west of Melbourne. Her life thus far has been wonderfully diverse. She has been an air-hostess, small business owner, community volunteer and mother of three. She has been an honorary justice since 1994 and is a member of the Association's Buloke Branch. She is also a member of the exclusive 'Shirley Club,' an organisation comprised entirely of people named 'Shirley.'

### **What's it like being a JP in a small town (Minyip) with a population of 480?**

Minyip is a very caring community, as all smaller towns are. Everyone knows everyone else, and it is all very friendly most of the time. Members of the community respect the position of JP, so it is an honour to be given the opportunity to be able to help in the role of JP.

### **You've been known to refer to the Country Women's Association (CWA) as 'Chicks With Attitude.' Please explain.**

CWA is often said sarcastically 'Chin Wiggers Association.' Well not if us younger members have anything to say. We now have more dynamic women involved and we think the image of the



organisation must change. We are 'Chicks With Attitude' and we enjoy the odd red or two (or white if you prefer).

### **How has the drought affected your Wimmera grain belt community?**

Money is not spent as freely, so not only does the drought affect the farming community, but also the businesses. It is affecting us all. Farmers are a resilient lot though, and always say 'next year...' Seeing gardens die, though is rather depressing. We have had droughts in the past, but have always had water.

### **What can other JPs and RVAHJ Branches less affected by the drought, do to help those stricken by the lack of rain?**

Show their concern for those affected.

### **Are JPs more relevant in small country towns than in larger communities and cities?**

Yes, I think so. Small country towns do not have professional people living in their communities who can also witness documents e.g. lawyers, doctors etc. In some small country towns even the policeman is not on duty every day.

### **Would you encourage young women to seek appointment as an honorary justice?**

Definitely yes. I would tell her that it is a great honour to be appointed, and a privilege to be a member of RVAHJ. You are serving your community in a very special way.

## Newsflash - 2007 Annual Dinner

**Mark this date in your diary: Friday 10 August 2007!**

This year's annual dinner will be a night to remember:

- Guest speaker: The Governor of Victoria, Professor David de Kretser, A.C.
- Venue: the beautiful Treacy Conference Centre, 126 The Avenue, Parkville
- Cost: \$55.00 per head inclusive of pre-dinner drinks and canapés
- Awards, fine food and great company.

Put this event in your scheduler! Write it on your calendar – just be there!

Strictly limited seating available. See the June Custodes or the RVAHJ web site for more details.



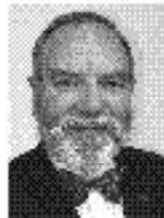


## Directors' activity statements 2006

The annual publication of Directors' activity statements reflects the Board's ongoing commitment to the principles of good governance. Each Director is asked to provide a very short précis of their work during


the preceding year. The resulting statements provide the membership with an insight into the work of their representatives and ensure accountability and transparency.

### Activity statements

 <p>Michael Cheshire JP</p>	<b>Position</b>	Director and Honorary Life Member	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>Served as Chair of the Ethics Committee, Historian, Local Council Liaison and delegate &amp; registrar to the ACJA</li> <li>Attended AGMs of Ballarat &amp; Bendigo Branches and set up for attending North East and Benalla Branches this year</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 in forming a committee to celebrate the R/VAHJ's centenary</li> <li>Contributed to programs to educate the public on the role of honorary justices</li> <li>New position created to be Chair of Communications Committee</li> </ul>
	<b>Appointment</b>	1989	
	<b>Qualifications</b>	Diploma of Illustrative Photography (RMIT) and various professional training	
	<b>Home town</b>	Clunes	
	<b>Profession</b>	Office Manager, Wesley College	
	<b>Liaison to</b>	Ballarat, Bendigo, North East and Benalla Branches	

 <p>Mark D'Alterio JP</p>	<b>Position</b>	Vice President and Director of Membership	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>Participated actively in all Board and Executive meetings and stood in for the President as required</li> <li>Organised seven Membership meetings that have actively allocated responsibilities and outcomes</li> <li>Engaged in ongoing document editing / production for training, process, handbook and rules</li> <li>Attended and assisted at DMIA Training</li> <li>Oversaw the Membership Committee which, through the participation of its members, introduced electronic rosters, rejuvenated and established numerous JP signing centres, produced 'Oustodes,' upgraded the website, conducted a new branch investigation and produced a charter for Geelong.</li> </ul>
	<b>Appointment</b>	April 2002	
	<b>Qualifications</b>	Silly enough to care	
	<b>Hometown</b>	Monwell	
	<b>Profession</b>	Shift Production Manager, International Power, Hazelwood	
	<b>Liaison to</b>	Central Gippsland, Gippsland East and South Gippsland Branches	

**AGM Revised Date - now on Thursday 31 May, 2007, 7.30 pm at Elwood**

 <p>Helen Gilhorne</p>	<b>Position</b>	Director	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>Participated in the Assn. Open Forum</li> <li>Rolled out the Bail Justice electronic callout system throughout the State</li> <li>Oversaw the maintenance of all rosters</li> <li>Held a meeting of Bail Justice roster coordinators</li> <li>Met with stakeholders (Police, DHS, DOJ) as required</li> <li>Volunteered one day per week in the R/VAHJ office</li> <li>Acted as an emergency for the Oakleigh and Melbourne East document signing rosters</li> </ul>
	<b>Appointment</b>	Early 2006	
	<b>Qualifications</b>	-	
	<b>Home town</b>	Elwood	
	<b>Profession</b>	Retired	
	<b>Liaison to</b>	Monash and Glen Waverley Branches	





Kerry Grills JP

<b>Position</b>	Director, Chief Financial Officer
<b>Appointment</b>	August, 2002
<b>Qualifications</b>	ACIS, ACIM, AImm, FTIA, FAICD, NTAA
<b>Home town</b>	Chimside Park
<b>Profession</b>	Accountant
<b>Liaison to</b>	Maroondah Branch

#### 2006 activities and achievements

- As CFO, reported to the Executive, the Board and ultimately, the members
- Responsible for the preparation of monthly and annual accounts
- Liaised with auditors for successful completion of audit



Roger Isherwood  
OAM JP

<b>Position</b>	Director
<b>Appointment</b>	2001
<b>Qualifications</b>	-
<b>Home town</b>	-
<b>Profession</b>	-
<b>Liaison to</b>	Western Suburbs Branch

#### 2006 activities and achievements

- Attended all Board meetings and liaised with branches and members to maintain the focus necessary for the RVAHJ
- Attended regular meetings of the Western and Northern Branches and communicated the Board's initiatives in relation to Judicial duties, membership, merchandise and training
- Attended and assisted at JP and BJ training programs conducted by the RVAHJ at the Royal Melbourne Hospital
- Provided services to State Trustees Ltd
- Attended swearing-in ceremonies and welcomed newly appointed Justices on behalf of the RVAHJ



Leo King

<b>Position</b>	Company Secretary
<b>Appointment</b>	1993
<b>Qualifications</b>	MBA
<b>Home town</b>	Caulfield South
<b>Profession</b>	Contractor
<b>Liaison to</b>	Dandenong Branch

#### 2006 activities and achievements

- Further developed the electronic roster and call-out systems
- Delivered at all training sessions
- Attended all Board, Executive, Membership and Training Committee meetings, Presidents Forum
- Attended Dandenong and Monash Branches and other branches as needed
- Researched and responded to VLRC, CAHBPS, Indigenous BJ, DoJ Reviews
- Liaised with DHS, Mopol, Fedpol, Chief Magistrate



Leonard K. King  
JP

<b>Position</b>	Director
<b>Appointment</b>	October 2005
<b>Qualifications</b>	Telecommunications Engineer and Registered Business Analyst
<b>Home town</b>	Carlton North
<b>Profession</b>	Industry Consultant Professional Director
<b>Liaison to</b>	City & Northern and East Yarra Branches

#### 2006 activities and achievements

- Served as Training Director
- Served as Chair of the City & Northern Branch
- Participated in the BJ City and JP Court Rosters
- Contributed to 'Oustodes'
- Undertook strong community advocacy regarding EPA Medical issues
- Served as State Trustees liaison with IPP






Rod McConnell JP

<b>Position</b>	Director
<b>Appointment</b>	May 2003
<b>Qualifications</b>	-
<b>Home town</b>	Yallambie
<b>Profession</b>	Retired
<b>Liaison to</b>	Diamond Valley Branch

#### 2006 activities and achievements

- Attended and contributed to:
  - five of six Board meetings
  - Extraordinary Electronic Board Meetings
  - the AGM in May
  - the Special Board Meeting with DoJ officials in June
  - the Annual Forum in August
  - Membership Committee Meetings
  - the Geelong Branch Charter Night
- Continued as Chair of the Diamond Valley Branch
- Participated in the planning group for the Audit Committee
- Attended by invitation the October and November Executive Meetings

 Chris Reside	<b>Position</b>	Director	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>• Editor of 'Custodes'</li> <li>• Attended the Geelong Branch AGM</li> <li>• Participated in the Membership Committee</li> </ul>
	<b>Appointment</b>	November 2006	
	<b>Qualifications</b>	Bachelor of Business (RMIT)	
	<b>Home town</b>	Wernbee	
	<b>Profession</b>	Freelance corporate writer/Governance consultant	
	<b>Liaison to</b>	Geelong Branch	
 Dr Peter Talbot JP	<b>Position</b>	Director	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>• Served as a Board Director and member of the Membership Committee</li> <li>• Served as Chair of the Sunraysia Branch</li> <li>• Disabled by injuries and surgery for most of 2006 but endeavoured to attend Board and Committee meetings by VOIP and later video-link</li> <li>• Lead debate at the Sunraysia Branch as it became more aligned with the R/VAHJ</li> <li>• Trenchantly observed R/VAHJ activities in auditing, governance and communications and made representations to the Board and fellow Directors</li> <li>• Advocated for improved training for JPs and BJs to enable them to meet their responsibilities</li> </ul>
	<b>Appointment</b>	2000	
	<b>Qualifications</b>	MB, BS, MRCS, LRCP, MCCM(NZ), FAFPHM, MS, PhD, FAICD, FAIM, AFCHSE, DPM, ASS.M.LEADR.	
	<b>Home town</b>	Mildura	
	<b>Profession</b>	Consultant Physician and Business Consultant	
	<b>Liaison to</b>	Sunraysia Branch	
 Laurie Taig JP	<b>Position</b>	Director and Immediate Past President	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>• Served as a member of the Executive Committee</li> <li>• Served as the JP Rosters Coordinator on the Membership Committee</li> <li>• Attended all Department of Human Services Liaison meetings</li> <li>• Attended all Executive and Board Meetings</li> <li>• Provided assistance and advice on many occasions</li> </ul>
	<b>Appointment</b>	1996	
	<b>Qualifications</b>	BJ, JP, R/VAHJ Trained Independent Witness, Doc. Witness, Dept. of Customs, Mechanical Engineering Diploma Training	
	<b>Home town</b>	Cheltenham	
	<b>Profession</b>	HR Consultant Project Manager	
	<b>Liaison to</b>	Mornington Peninsula Branch	

## 2007 Membership Renewal \$45.90

Are you up to date?

 Gary Tragardh JP	<b>Position</b>	President	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>• Attended and chaired all Board and Executive meetings and oversaw all Committees</li> <li>• Attended meetings with DoJ, DHS, Office of the Public Advocate and State Trustees Ltd</li> <li>• Served as a member of the Appointment Panel</li> <li>• Attended all JP training days</li> <li>• Served as roster coordinator for State Trustees Ltd.</li> <li>• Attended a number of Branches in Regional and Metropolitan Victoria</li> <li>• Guest speaker at Rotary as Association President.</li> <li>• Initiated the reformation of the Geelong Branch</li> <li>• Provided numerous articles for Custodes</li> <li>• Liaised daily with the Secretary and office to ensure smooth running of the Association</li> </ul>
	<b>Appointment</b>	2000	
	<b>Qualifications</b>		
	<b>Home town</b>	Yarra Junction	
	<b>Profession</b>	Company Director	
	<b>Liaison to</b>	Yarra Valley, South West and Buloke Branches	

 Trish Vejby JP	<b>Position</b>	Director	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>+ Served on the Membership Committee</li> <li>+ Served as Chair of the Wyndham Branch</li> </ul>
	<b>Appointment</b>	2006	
	<b>Qualifications</b>	-	
	<b>Home town</b>	Werrimbee	
	<b>Profession</b>	Legal Office Administrator	
	<b>Liaison to</b>	-	

 Ray Walker JP	<b>Position</b>	Director	<b>2006 activities and achievements</b> <ul style="list-style-type: none"> <li>+ Appointed to fill a casual vacancy</li> <li>+ Served as foundation and current Chair of the Buloke Branch</li> <li>+ Attended a combined meeting of the Bendigo and Buloke branches which included a tour of the Bendigo courts</li> <li>+ Attended the Bendigo AGM</li> </ul>
	<b>Appointment</b>	July 2006	
	<b>Qualifications</b>	Bank Manager / Finance & Administration Manager	
	<b>Hometown</b>	Donald	
	<b>Profession</b>	Retired	
	<b>Liaison to</b>	Bendigo Branch	



## Attendance

*In the interests of accountability and transparency, the Board has determined that Directors' attendance records are to be published annually.*

### Register of attendance by Directors at Board meetings

Director	Meetings	Attended	Apologies <sup>2</sup>	Absent
Michael Cheshire JP	6	5	0	1
Mark D'Alterio JP	6	4	1	1
Helen Gilhome	6	6	0	0
Kerry Grills JP	6	4	2	0
Roger Isherwood OAM JP	6	5	1	0
Leo King	6	6	0	0
Leonard K. King JP	6	4	1	1
Rod McConnell JP	6	3	2	1
Chris Reside	1	1	0	0
Dr Peter Talbot JP	6	1	5	0
Laurie Taig JP	6	6	0	0
Gary Tragardh JP	6	5	1	0
Trish Vejby JP	4	1	3	0
Ray Walker JP	4	2	2	0

<sup>1</sup> May include attendance by electronic means.

<sup>2</sup> May include instances where attendance by electronic means was unsuccessful.





## Training opportunities

Director (Training and Rosters) Helen Gilhome has announced the Association's 2007 training schedule. Bail Justice training is to be conducted over two days, with the first day addressing bail matters and the second day covering bail issues, Interim Accommodation Orders and relevant legislation.

Ms Gilhome also revealed that, in response to feedback from members, the Association has restructured Justice of the Peace training. The 2007 program is to be divided into two distinct modules to be held on separate days. The first module tackles document witnessing (including State Trustee work) while the second deals with children and young persons

(independent person), search warrants and extension of questioning time.

Ms Gilhome highlighted the importance of appropriate training and urged members to attend the sessions. The Director also noted that the Association receives no funding for Justice of the Peace training or for Bail Justice refresher courses. "We continue to make representations to our stakeholders for the funding of training and we are hopeful, given the hundreds of hours provided by BJs and JPs, that our stakeholders will see the benefit of a professionally trained volunteer force."

### Training schedule – 2007

Date	Topic	Venue	RSVP by
June 2 & 3	Bail Justice training	Ballarat	May 18
September 8	Document Signing training (JP1)	Royal Melbourne Hospital	Aug 31
October 6	Independent Witness training (JP2)	Royal Melbourne Hospital	Sept 21
November 17	Document Signing training (JP1)	Regional Victoria (location TBA)	Nov 2
November 18	Independent Witness training (JP2)	Regional Victoria (location TBA)	Nov 2

Note: All sessions start promptly at 9.00 am with Bail Justice training concluding at approx. 4.30 pm and Document Signing and Independent Witness training expected to conclude at approx. 3.30 pm. Attendees are requested to arrive at least 10 mins early in order to register.

### Training Booking Form (Return with payment to PO Box 317, Elwood, 3184 or fax (03) 9525 7765)

Name of attendee: \_\_\_\_\_ Ph: \_\_\_\_\_

I enclose payment to attend the following Course/s:

	Cost	
<input type="checkbox"/> Bail Justice Training - June 2 & 3 at Ballarat (Special price available thanks to sponsorship)	Members \$0	Non-Members \$75 _____
<input type="checkbox"/> Document Signing - September 8 at RMH	Members \$35	Non-Members \$70 _____
<input type="checkbox"/> Independent Witness - October 6 at RMH	Members \$35	Non-Members \$70 _____
	<b>Total \$</b> _____	

Credit Card: ☐ Visa ☐ Mastercard (Note: AMEX, Diners, Debit cards & phone payments **not** accepted).

Credit Card No. \_\_\_\_\_ Card expires \_\_\_\_ / \_\_\_\_

Name of Cardholder \_\_\_\_\_

Signature of Cardholder \_\_\_\_\_

# Minutes of the 96th Annual General Meeting held at 53 Broadway, Elwood, 3184 on Thursday 4th May 2006

## Open 7.30 pm

Members and Directors were welcomed by Chairman Gary Tragardh.

## Present

Lauire Taig JP, Gary Tragardh JP, Michael Cheshire JP, Salvino DelColle JP, Mark D'Alterio JP, Trish Vejby JP, Adel Imlahi JP, Michael Fairweather, Helen Gilhome, Len King JP, Kerry Grills JP, Fred Kent JP, D.Leo King.

## Apologies

Beverly Blythe-Bailey JP, Roger Isherwood OAM JP, Patricia Brown OAM JP, Bruce Latimer JP, Cathy Owens JP, Ron Smith JP, Joan Scott JP, Chris Reside, Lindsay Hodge OAM JP, Constance Smith JP, Rob Smith, Robert Campbell JP, Jim Kerin JP, James Cheshire JP.

## Minutes of the 95<sup>th</sup> AGM

Moved by Michael Cheshire that minutes of the 95<sup>th</sup> AGM be confirmed. Seconded by Kerry Grills. Carried

## Boards Annual Report

Moved Michael Cheshire JP that the report be accepted. Seconded Fred Kent. Carried

## Annual Accounts

Kerry Grills presented the report and opened the floor for questions. There were no questions and Mr Grills moved that the report be accepted. Seconded by Leo King. Carried

## Appointment of Auditor

Moved Kerry Grills that Mark Herold be appointed Auditor for the forthcoming year. Seconded Leo King. Carried.

## Special Resolutions

No special resolutions were received

## General Business.

There was no further business and the Chairman opened the floor for questions. There being no further questions he declared the meeting closed, and invited members and directors to join him in the members lounge.

## Closed 7.50 pm



## Un-audited Accounts for the year ended 31 December 2006

**(Audited financial accounts will be available at the Annual General Meeting on 31 May 2007 and published in the June edition of Custodes.)**

### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report has been prepared for use by the directors and members of the company and is a special purpose financial report. The directors have determined that the company is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards;

AAS 5 Materiality

AAS 8 Events Occurring After Reporting Date

No other applicable Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied. The report is also prepared on an accruals basis and is based on historic costs and except where stated does not take into account changing money values or current valuations of non-current assets. The Association is exempt from income tax.

The Association is a company limited by guarantee incorporated in the State of Victoria. The amount capable of being called up in the event of and for the purposes of winding up the Association is limited to \$10 per member subject to provisions of the Association's constitution. The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report for Royal Victorian Association of Honorary Justices (a company limited by guarantee);

#### (a) Property, plant and equipment

Property, plant and equipment are carried at cost, independent or directors' valuation excluding freehold land, all assets are depreciated over their useful lives to Royal Victorian Association of Honorary Justices (a company limited by guarantee).

#### (b) Inventories

Inventories are measured at the lower of cost or net realisable value. Costs are allocated on a first-in first-out (FIFO) basis and also includes direct labour, direct materials and an appropriate amount of fixed and variable overhead expenses.

	2006 \$	2005 \$			
<b>2. CASH</b>			<b>6. PAYABLES</b>		
Cash on Hand	668	53	Current		
Deposits			Trade Creditors	13,997	21,460
NAB Cash Management	115,351	109,911	Other Creditors	1,170	9,584
Bendigo Bank - 1	40,000	40,000	Subscriptions in Advance	-	2,530
Bendigo Bank - 2	20,000	20,000		<u>15,167</u>	<u>33,564</u>
Esanda	30,000	30,000	<b>7. CURRENT TAX LIABILITIES</b>		
Undeposited Funds	165	-	Provision for GST	1,995	278
CBA Account	30,029	17,973		<u>1,995</u>	<u>278</u>
RVAHJ Internet Account	6,679	-	<b>8. PROVISIONS</b>		
	<u>242,892</u>	<u>217,937</u>	Current		
<b>3. RECEIVABLES</b>			Provisions	2,321	13,974
Current			Provision for Long Service Leave	854	534
Trade Debtors	23,750	10,796	Superann'n Contrib'n's Surcharge	1,324	-
	<u>23,750</u>	<u>10,796</u>		<u>4,179</u>	<u>14,508</u>
<b>4. INVENTORIES</b>			<b>9. RESERVES</b>		
Current			Asset Revaluation Reserve	6,935	6,935
Stock on Hand	8,661	5,203	Capital Profits Reserve	115	115
	<u>8,661</u>	<u>5,203</u>		<u>7,050</u>	<u>7,050</u>
<b>5. PLANT &amp; EQUIPMENT</b>			<b>10. RETAINED PROFITS</b>		
Leasehold Improvements	7,483	7,483	Retained Profits at the beginning		
Less Accumulated Depreciation	2,993	1,497	of the Financial year	198,654	182,051
	<u>4,490</u>	<u>5,986</u>	Add		
Audio Visual - at Cost	6,114	6,114	Net Profit attributable to members		
Less Accumulated Depreciation	4,421	3,696	of the Company	11,922	16,603
	<u>1,693</u>	<u>2,418</u>	Profit from extraordinary items after		
Computer System - at Cost	12,840	10,600	related income tax	52,088	-
Less Accumulated Depreciation	7,848	5,705	Retained profits at financial years end	<u>262,664</u>	<u>198,654</u>
	<u>5,001</u>	<u>4,994</u>			
Office Fixtures & Fittings - at Cost	3,357	3,357			
Less Accumulated Depreciation	2,192	2,097			
	<u>1,165</u>	<u>1,260</u>			
Meeting Fixtures & Fittings - at Cost	3,830	3,830			
Less Accumulated Depreciation	3,830	3,773			
	-	57			
Staff Amenities - at Cost	1,176	1,176			
Less Accumulated Depreciation	1,176	1,176			
	-	-			
Library	470	470			
Less Accumulated Depreciation	470	386			
	-	84			
Electronic Equipment - at Cost	13,198	13,198			
Less Accumulated Depreciation	9,475	7,879			
	<u>3,723</u>	<u>5,319</u>			
	<u>16,072</u>	<u>20,118</u>			

## Directors' Benefits

No director has received or become entitled to receive, during or since the financial year a benefit because of a contract made by the company with a director, a firm of which a director is a member, or an entity in which a director has a substantial financial interest other than in respect to agreements with Kerry Grills & Associates Pty Ltd for accounting services and Seatrade International & Associates (DL King, Director) for consulting services.

This statement excludes a benefit included in the aggregate amount of emoluments received or due and receivable by directors as shown in the company's accounts, prepared in accordance with Schedule 5 of the Corporations Regulations, or the fixed salary of a full-time employee of the company.

Signed in accordance with a resolution of the Board of Directors.

RJ McConnell DL King  
Director Director



## Trading Profit & Loss

	2006 \$	2005 \$
<b>INCOME</b>		
Grants	5,815	-
Functions	6,614	12,791
Membership Subscriptions	85,583	85,593
Training Fees	7,291	14,613
Merchandise	43,419	23,619
Other Income	3,220	14,801
	<u>151,942</u>	<u>151,417</u>
<b>LESS COST OF GOODS SOLD</b>		
Opening Stock	5,203	5,671
Purchases	22,333	16,483
	<u>27,536</u>	<u>22,154</u>
Closing Stock	8,661	5,203
	<u>18,875</u>	<u>16,951</u>
<b>GROSS PROFIT FROM TRADING</b>	<u>133,067</u>	<u>134,466</u>
<b>EXPENDITURE</b>		
Accountancy Fees	2,425	1,400
Amortization		
- Leased Assets	1,497	1,497
Audit & review of financial reports	660	690
Awards & Gifts	-	3,438
Bank Charges	1,429	1,606
Branches	330	1,000
Consultancy Fees	24,376	14,294
Computer Costs	-	2,840
Depreciation - Plant & Equipment	4,699	5,456
Depreciation - Furniture & Fittings	-	107
Depreciation - Library	-	4
Discounts Allowed	302	494
Donations & Gifts	2,257	386
Functions & Seminars	7,023	8,154
Insurance	4,793	3,117
Licensing Fees	1,280	-
Light & Power	2,603	2,395
Long Service Leave	634	534
Postage & Delivery	5,071	4,244
Printing & Stationery	20,966	28,623
Repairs & Maintenance	7,651	5,720
Refunds	-	68
Salaries & Wages	29,484	29,622
Staff Training & Welfare	3,621	3,044
Superann. Contributions - Employees	3,726	2,623
Telephone	4,719	4,709
Travel & Attendances	2,141	939
ASIC Fees	40	40
	<u>131,727</u>	<u>127,052</u>
<b>OTHER INCOME</b>		
Interest Received	10,582	9,189
	<u>10,582</u>	<u>9,189</u>
<b>OPERATING PROFIT BEFORE TAX</b>	<u>11,922</u>	<u>16,603</u>

## Statement of Financial Position

	Note	2006 \$	2005 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	2	242,892	217,937
Trade and other receivables	3	23,750	10,796
Inventories	4	8,661	5,203
<b>TOTAL CURRENT ASSETS</b>		<u>275,303</u>	<u>233,936</u>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	5	16,072	20,118
<b>TOTAL NON-CURRENT ASSETS</b>		<u>16,072</u>	<u>20,118</u>
<b>TOTAL ASSETS</b>		<u>291,375</u>	<u>254,054</u>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	6	15,167	33,564
Current tax liabilities	7	1,995	278
Provisions	8	4,499	14,508
<b>TOTAL CURRENT LIABILITIES</b>		<u>21,661</u>	<u>48,350</u>
<b>TOTAL LIABILITIES</b>		<u>21,661</u>	<u>48,350</u>
<b>NET ASSETS</b>		<u>269,714</u>	<u>205,704</u>
<b>EQUITY</b>			
Reserves	9	7,050	7,050
Retained profits	10	262,664	198,654
<b>TOTAL EQUITY</b>		<u>269,714</u>	<u>205,704</u>

## Statement of Financial Performance

	Note	2006 \$	2005 \$
Revenues from ordinary activities		162,524	160,606
Expenses from ordinary activities, excluding finance costs		150,272	143,003
Finance costs		330	1,000
<b>Profit from ordinary activities before income tax</b>		<u>11,922</u>	<u>16,603</u>
Income tax relating to ordinary activities		-	-
<b>Profit from ordinary activities after related income tax</b>		<u>11,922</u>	<u>16,603</u>
<b>Net Profit</b>		<u>11,922</u>	<u>16,603</u>
<b>Total Revenues, expenses and valuation adjustments attributable to members of the company and recognized directly in equity</b>		<u>11,922</u>	<u>16,603</u>



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