



ANNUAL REPORT

1 January 2023 - 31 December 2023



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ACKNOWLEDGEMENT

The PMI Victorian History Library Inc. stands on the lands of the Wurundjeri Woi Wurrung people of the Kulin Nation. We offer our respects to elders past and present. Sovereignty has never been ceded, it always was and always will be Aboriginal land. We also acknowledge First Nations people's rich history of knowledge keeping and knowledge management that is an inspiration to us all.

1. PRESIDENT'S REPORT

In early 2023 we were delighted that Professor Clare Wright OAM accepted our invitation to be the Patron of the PMI Victorian History Library Inc. As Professor of History at La Trobe University and the recipient of a Medal of the Order of Australia, for "services to literature and historical Research", Professor Wright is eminently suited to our Library which is dedicated to preserving, promoting and protecting all the multifaceted voices that make up the history of Victoria. We look forward to welcoming Professor Wright to give a presentation at the Library in 2024.

We completed the main processes for transitioning to a new incorporated entity under the Associations Incorporation Reform Act 2012. The Department of Jobs, Skills, Industry and Regions was advised of the Library's new incorporation, and is preparing a Bill to rescind 1899 PMI Act. This Bill is expected to proceed in 2024.

Six Board meetings were held over the year as well as a financial planning day.

A Finance, Risk and Audit Committee was established to review and advise the Board on the Library's financial management, financial sustainability and risk mitigation. Dr Paul Collier was appointed in late 2023 as a Board Member and Chair of the Finance, Risk and Audit Committee. Paul is a Professor at Monash Business School in Caulfield where he has been Deputy Head of the Department of Accounting & Finance, Associate Dean for Research Training, and most recently Director of the Monash MBA Program.

The AGM for the 2022 year was held in May 2023, and some minor but practical changes were agreed by members at a Special General Meeting in December 2023.

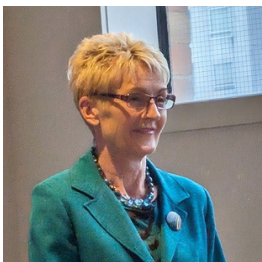
We welcomed two new faces to the Library:

- In February Eva Praresti was appointed to a new position of Administration Assistant/Bookkeeper.
- A new nomination to the Board was sought from a government agency, given Stonnington Council declined to nominate a representative to replace Councillor Mike Scott. In May we welcomed Carmel O'Keeffe General Manager of Digital Life at Museums Victoria. Carmel leads our work on marketing and communications.

The Library continued to enjoy a close relationship with each of our resident Associated organisations - Mechanics' Institute of Victoria (MIV), Cinema and the Theatre Historical Society of Australia (CATHS) and the Victorian Railway History Library (VRHL). Their reports follow. Board Secretary Denys Correll continues as the Library's representative to the Mechanics' Institutes of Victoria Inc.

The Library welcomed grants totalling \$10,047.36 to cover upgrades to our technology including the AV system and support for volunteers. We welcome the support from all donors, including, the Bendigo Community Windsor Bank, Stonnington Council and The Sir Wilfred & C H (Roger) Brookes Charitable Foundation via Perpetual Impact.

Finally on behalf of the Board, a big thank you to the incredible members of our team of staff, casuals, 31 volunteers and Friends for their ongoing commitment and support of the Library and its service to the community.



A handwritten signature in black ink that reads "Judith Ellis". The signature is written in a cursive, flowing style.

Judith Ellis
President, PMI Victorian History Library

2. CHIEF LIBRARIAN'S REPORT

The PMI Victorian History Library continued to serve as a cornerstone of our community, offering a wide range of services, inclusive programs and diverse resources to our members.

Here are some stats from 2023:

- We welcomed over 4005 visitors to the library, 900 people more than in 2022.
- 1393 books were added to our collection.
- 3366 hours of work were put in by our incredible volunteers.
- More than 500 people attended our events and programs.
- The Victorian History Showcase welcomed over 200 people as 22 different historical groups joined us at the PMI to exchange ideas and share the history of Victoria.
- More than 700 books were added to the new online bookshop.
- The introduction of a new monthly eNewsletter.

Two successful book sales were held, in May and November, which together raised \$6,9971. Wendy Eldridge, coordinator of the Friends' group and her team worked tirelessly, and we cannot thank them enough for their efforts.

Meeting one of our strategic goals of forging relationships with allied organisations, we welcomed students from Prahran High School and Victoria University. At the end of 2023 we launched a photographic exhibition titled "Collective City" from PROV/NAA (Public Records Office Victoria). Ellen, the Collections Librarian presented a talk at NICA (National Institute of Circus Arts) and a partnership was formed with Prahran Place. Four library students from different institutions completed their library placements in the library.

The staff continued their professional development and along with some members from our Associated Organisations attended a Disaster Management workshop in early 2023. The library staff undertook first aid training. We work closely with our resident Associated organisations and were sad to farewell Tony Tibballs from our community. He was a Cinema and the Theatre Historical Society of Australia (CATHS), Committee member who moved to Queensland.

I would like to express my sincere thanks to the amazing PMI Library staff, volunteers and Friends of the Library, as well as Judith Ellis, Board President and the entire Board, for your efforts and unwavering commitment.

Thank you to our members, for your ongoing support and partnership, we look forward to continuing to work together.



A handwritten signature in black ink that reads "Lauren Joffe". The signature is written in a cursive, flowing style.

Lauren Joffe
Chief Librarian, PMI Victorian History Library

3. GRANTS REPORT

Below are the various grants that the Library applied for in 2023.

GRANT	PROJECT	FUNDING AWARDED	PROJECT TIMEFRAME
Windsor Community Bank	<p>“Supporting our Volunteers at the PMI”.</p> <p>Requested funding for Raeco book covering, iPad and catering and gifts for Volunteers.</p>	\$2,200 inc. GST	July 2023 - July 2024
Stonnington Council Community	<p>“Re-engaging with our Community.”</p> <p>Requested funds to rebrand the library. Banner, brochures, flag, building frontage, tablecloths, Canva, audio-visual equipment – speakers, microphones. Gifts for speakers and catering for events. Received funding for speaker, cable and stand</p>	\$822,36 inc. GST	July 2023 - June 2024
Windsor Community Bank	<p>Supporting Library operations and the Volunteer Program.</p> <p>Requested funds to purchase a new computer for Marketing Officer, a laptop for volunteers and funds for the Volunteer Chats.</p>	\$4,400 inc. GST	Nov 2023 - Nov 2024
Volunteer Grants 2022 – 2023	<p>Providing technology and equipment for volunteers to undertake their roles.</p> <p>Requested 2 PCs</p>	\$2,625 GST free	June 2023 - June 2024
Total		\$10,047.36	

4. COLLECTION LIBRARIAN'S REPORT

The collection increased by over 3,948 items this year (books, periodicals and ephemera) and the Library's new collection policy was used for the first time, enabling the Library to expand its coverage of minority voices in the collection.

The Library added 1393 books to the collection, 726 of which were donated by 170 different people and organisations and 667 were purchased from 100 different suppliers. 1114 periodicals and 1441 pieces of ephemera were added and indexed.

The Library had 1227 books donated (not all of these have been catalogued yet) from 168 different people and organisations. Books were donated from: universities, individuals, transport societies, colleges, animal societies, music societies, federations, galleries, librarians, family history groups, churches, historical societies, nature groups, Islamic organisations, sporting clubs, architecture firms and aged care homes.

The Library would especially like to acknowledge several donors of large collections: Gregory Eccleston (natural history and explorers), the Estate of Marj Quigley (North-Western Victorian local history), Doug Down (natural history), Boroondara Libraries (general collections).

The most borrowed subjects in 2023 were: general histories, biography, First Nations Australians, Victoria, periodicals, pictorial works, Australia, Railways, Australian fiction and Greater Melbourne.

One big growth area of the collection was our maps. This is due to two extraordinary donations from Gregory Eccleston. He not only donated his extensive map collection, but the cabinets to hold them in. You can see the first part [here](#). Sorting the second part of the donation will be a project for 2024.



Book Seller Labels donated to the Library, August 2023

4. COLLECTION LIBRARIAN'S REPORT CONT.

Clementine the Highland Cow continued to be a popular social media feature highlighting different areas of the collection. Her antics allow a broader reach of the collection. The collection has also been highlighted in a new series of videos on our social media channels, including the talk the collections librarian did for Rare Book Week about the rare materials in the Library's collection.

The Collections Librarian worked with the Victorian Railway History Library to make their collection available as a separate tab on our OPAC.

The Library also began work on our subject thesaurus: adding first nations locations to all our place names and standardising all subjects and authors. This is long term project that is expected to continue in 2024.

In 2023 the Library completed a long term project; working with the Zoroastrian Association of Victoria to produce a history of Zoroastrians in Victoria. The book was printed in August 2023 and is a valuable addition to the collection.

Our new collection policy went live in January 2023. It has seen most of our periodicals become digital only, facilitated by new laptops purchased with grants. This new policy has codified our minority collecting practices, and ensured that the multiplicity of voices that make up Victoria's history will be reflected in our collection for years to come.



Clementine and International Choreographer's Day, January 2023

6. TOP TEN MOST BORROWED

...in the library for 2023.

**Victorian Rail Publishing: Newsrail
2020-**

**Australian Book Review: ABR October
2021-**

**The Journal of William Thomas 1839-67 : assistant
Protector of the Aborigines of Port Phillip and Guardian of
the Aborigines of Victoria 1839-1867 / William Thomas**

**Cinema and Theatre Historical Society
(CATHS): Cinema record 2020-**

**Art Deco and Modernism Society:
Spirit of progress 2020 -**

**Australian Institute of Genealogical
Studies: the Genealogist 2020 -**

**Comeng : a history of Commonwealth
Engineering / John Dunn.**

Traces: Uncovering the past 2017-

**The journals of George Augustus Robinson, chief
protector, Port Phillip Aboriginal Protectorate : editor
Ian D. Clark.**

**A complete history of Creswick Grammar School including J.A.
Graham's 'Creswick Grammar School history' 1940 and 'Creswick
Advertiser' extracts 1869-1966 / compiled by Wendy Ohlsen.**



Essendon Historical Society
PM1 Victorian History Showcase
26 August 2023



At PMI Victorian History Showcase
26 August 2023.

Alissa Duke

5. COLLECTION DONATIONS

ACU
Adrian Cloonan
Adrian Lane
Amanda Walsh
Amanda Witt
Ambulance Society of Victoria
Ann Donovan Rochford
Anne Rosenfeldt
anon
Aquinan College
Arabian Horse Society of Australia
Australian Brandenburg Orchestra
Australian Galleries
Australian Jazz Museum
Australian Nurses Foundation
Avraham Vosi
Barry Reville
Bayside Gallery
Bayside Library Service
Bendigo Family History Group
Berwick Mechanics' Institute
Bill Garner
Boroondara Libraries
Brenda Smith
Buninyong Joint Library Trust Inc.
Bush Church Aid
Carmel McKenzie
Carolann Thomson
Carolyn Rush
CATHS
Chris Bennett
Chris Carter
Chris Sandow
Christine Leonard
Colin Davis
Colin Harvey
Colin Rimington
Corio Bay Rowing Club
Cornwalls
Council of Ambulance Authorities
Dennis Denman
Denys Correll
Dianne Hughes
Doug Down
Dr Beverley Wood
Dr James Donaldson
Eastern Regional Libraries
Ellen Coates
Family History Connections
Flinders and District Historical Society
Frank Van Straten
Friends of Drouin's Trees
Gary Bester
Gippsland Art Gallery
Glenn Jolly
Gordon and Sue Remedios
Gregory Eccleston
Heather Redmond
Irene Robinson
Isaac Douglas Hermann
Islamic Society of Albury Wodonga
Jacinta Efthim
Jan Liddicut
Jawbone Marine Sanctuary
Jean Hunt
Jennifer and Lindsay Worledge
Jenny Chapman
Jeremy de Korte
Jim White
Joanne Mogan
John Peck
John Tait
Judi Henry
Judith Buckrich
Julian Cole
Julie Wilson
Karen Sydow
Ken James
Kenneth Penaluna
Lance Pritchard
Laurie Dixon
Lesley Gail White
Lydia and Edward Allan
Lyn Firminger
Lyn Skillern and the Leongatha Historical Society
M.J Woodford and Family
Macarthur Historical Society
Malcolm Woolrich
Marie Pernat
Marten A Syme
Maryborough Midlands Historical Society
Mary-Louise Phillips
Michael Greenham
Monbulk Cricket Club
MOPA
Mornington Peninsula Libraires
Murchison Historical Society
NICA
Oakleigh Bowls Club
Pam Vardy
Patrick Morrisey
Paul Chaleyey
Penny Woodward
Penny Woodward and Pam Vardy
Peter Bottemley
Phillip Island and District Historical Society
Polish Museum and Archives
Port Fairy Historical Society
Port Phillip Libraries
RBA

Ringwood and District Historical Society
 Rob Wilson
 Robert and Sandra Crofts
 Robert Wuchatsch
 Robin Kelly
 Rosslyn and Grahame Thom
 Ruth Muriel McLeod
 Shane Stone
 Shannon Azzaro
 Shirley Kleeman
 Simon Yencken
 Siti Suryanata
 St Kilda Uniting Church
 St Nicholas Church Mordialloc
 St Paul's Anglican Church, Ballarat East
 St. Mary's Anglican Church Sunbury
 Steve Stefanopolous
 Steve Stefanopoulos
 Steven Haby
 Sue Mooney
 Sue Summers
 Sunshine Mosque
 Surrey Hills Historical Society
 Susan Cambridge
 Suzanne Jones
 The Torch
 Therapeutic Guidelines
 Tim McKenna
 Tom Lockey

Tony O'Grady
 Tony Tibballs
 Toorloo Arm Primary School
 Torquay Bowls Club
 TPI Victoria
 Trentham and District Historical Society
 U3A Knox medium cycling group
 U3A Nunawading Inc
 Victorian Law Foundation
 Volkhard Wehner
 Waverley Historical Society
 Wendy Francis
 Whitehorse Historical Society
 Williamstown Bowling Club
 Wodonga Council
 Bible Society of Australia
 Country Women's Association of Victoria
 Inc., Bacchus Marsh Branch
 Estate of Anthony David Barker
 Estate of John Payne
 Estate of Marj Quigley
 Kingston Libraries
 Lamm Jewish Library of Australia
 Mount Evelyn Family History Group
 Napier Street Aged Care Services
 Organ Historical Trust of Australia
 Red Tag Fly Fishers' Club
 Williamstown Swimming and Surf Life Saving
 Club
 Wonthaggi and District Historical Society
 Woodend and District Historical Society



Example of the Maps donated by Gregory Eccleston, March 2023

6. LIBRARY MARKETING OFFICER'S REPORT

This year was a year of revived communications with members through various means. The Library also had a full program of daytime and evening events, programs and exhibitions, with attendances pleasingly increasing post COVID restrictions.

Newsletters and Recent Additions

We recognized that a streamlined approach to news and events at the Library was something our members wanted to see. Therefore, our Newsletter and Recent Additions are now part of our monthly e-newsletter. We have received positive feedback on the new format and have seen an increase in the number of people engaging with the content in it.

Out of all the ways the Library communicates with our members, in 2023 we discovered that email marketing reaches the most people. Using this knowledge, the Library plans to create segmented and targeted email campaigns to capture the interest of those who would most likely benefit from various services, programs and events we offer.

Events

In 2023, we truly got back to one of our organisation's original goals of providing lectures and adult education.

The mental and moral improvement and rational recreation of its members, by means of Lectures, Discussions, Library, Reading Rooms, Classes, Museum, Philosophical Apparatus

1858 PMI Victorian History Library Rules

The Library held 45 events in total, which included our regular #PMIBookClub and Family History Social Group. We held 8 Author Talks and 9 events which were themed for the Australian Heritage Festival, Family History Month and History Month.

However, the star event of 2023 was our Victorian History Showcase. We had over 20 different Historical Associations in our Library's Moss Room and we welcomed over



Lauren and Judith our Chief Librarian and Board President talking to Historical Associations at our Showcase, August 2023

6. LIBRARY MARKETING OFFICER'S REPORT CONT.

245 people who got to learn more about what Victoria's Historical Associations can do for them. Not only did everyone have tables of information, there were amazing displays from Scouts Victoria, the Harry Hawker Society's and the Victoria Police Historical Society to name a few.

We also had the fantastic Alissa Duke doing sketches on the day, two examples of what she drew have been included on pages 7 and 8 of this report. It was such a pleasure having Alissa around on the day, we are truly thankful she agreed to come.

Our Friends of the Library and volunteers continue to do amazing work and in 2023 our book sales raised \$6,9971.

Social Media

The Library has a Facebook, Instagram, LinkedIn and YouTube profile. Facebook continues to be where we see the most comments and interactions with those who follow us. We gained 510 followers across our social media profiles in 2023, which is an improvement from 112 followers in 2022. Our most popular post for the year was about one of our library placement students, Marie, and the project they completed while in the library about **two towns**.

Our mascot Clementine also continued to be a favourite on social media, highlighting areas of the collection in different and quirky ways - you can read some of her antics in the **Collections report**.

Throughout 2023, we were determined to make our Author Talks and evening Lectures more accessible by providing access to them online. We have done this by livestreaming them on **YouTube**. We would like to thank our members for their interest in recorded talks and for how many of you have already watched them online.



Victoria Police Historical Society set up the front of the Library for our Showcase, August 2023

6. MARKETING AND PROMOTIONS

...follower count growth for the library in 2023.



Facebook
1872 (+ 297)



YouTube
20 (+ 42)



Instagram
216 (+ 112)



LinkedIn
0 (+ 39)



Email
1302 (+ 325)

7. VOLUNTEER REPORT

2023 was an exciting year for the Library's volunteers. Volunteers range from library students to retirees and the Library's really proud of the community that has grown here. In 2023 there were thirty-one volunteers across all areas of the Library who put in an astonishing 3366 hours work, 1739 of which was the Friends of the PMI. In total this equates to 140.25 days or 20 weeks or 5 months. Thank you to all the volunteers for everything they did in 2023.

2023 saw the introduction of Volunteer Chats. The volunteers were surveyed and they wanted more opportunities for connection with each other, as they usually work on different days and on individual projects. So, one morning a month the Library supplies morning tea and holds a chat and show and tell. In 2023 the chats looked at fashion, chocolate, flowers, art, favourite books and social media. A special thank you to Jenny Chapman for your fascinating talks about fashion and chocolate.

National Volunteer Week High Tea was re-introduced in 2023. This tradition was started in 2019 but stopped due to COVID. Because our volunteers aren't in on the same days we held a high tea everyday for a week. At the high tea all the volunteers received National Volunteer Week badges and the Library presented our long-term volunteer awards.

Keith received his five year award in 2023. Keith began volunteering with us in 2018 and in that time has worked on shelving, book covering, indexing our entire Australian Geographic collection, sourced book prizes, done social media and since 2020 had been in charge of checking every council in Victoria to see if there are new heritage and conservation studies to be added to the collection.

Irene received her fifteen-year award this year, she is officially our longest serving volunteer. Irene started working on newsletter collation in 2008, but for the majority of her time as a volunteer she has been a core member of our book caring team. The Library are one of the few libraries who end process all our books in house. This means that, along with Kevin and Jill, Irene works on covering, stamping, adding a date due slip and tattle taping every single book that comes into the collection. Over the last fifteen years Irene has been involved in end processing 22 377 books.



Our Friends of the Library, December 2023

7. VOLUNTEER REPORT CONT.

The Library said goodbye to two long term volunteers in 2023. Pat started volunteering in 2010 indexing our minute books. Gail started volunteering in 2021 as one of the Friends and was an invaluable member of the group. We wish them both well with all their endeavors. Eight new volunteers started in 2023 so welcome to: Sallie, Sam, Sarah, Sheenez, Glenda, Damian, Julia and Aerial.

Who are the volunteers?

The Friends of the PMI:

Wendy Eldridge, Wendy Goodwin, Raymond, Jenny Chapman, Jenny Campbell, Amanda, Aerial, Sam, Sallie and Gail. The Friends ran two very successful book sales, the Victorian History Showcase, monthly family history workshops, our book club and our online bookshop. They also managed our stacks. The Friends are led by the unparalleled Wendy Eldridge-who is a mainstay of the PMI.

General Volunteers:

Sarah: shelving, book displays and our electronic folder move. Liam: shelving and call number replacement. Mya: sorting the PMI's archives. Sonya: indexing the ephemera collection. Lyn: book indexing. Pat: minute book indexing. Pamela: shelving, weeding and indexing the Wildlife Magazine. Jill: book care. Glenda: Social media content creation. Jake: periodical audit, periodical box clearing and adding subjects to our poetry collection. Keith: heritage studies. Tim: indexing books. Sheenez: shelving, indexing theatre programs, working on our first nations thesaurus. Kevin: book care. Damian: shelf reading, book care, periodical binding, working with the Friends. Irene: book care. Helen: fiction subjects. Elena: National Library recent additions, donation sorting and periodical indexing. Siti: book repair, periodical binding and call numbering. Julia: shelving and electronic folder move.

They've all done an amazing job in 2023 and the Library looks forward to an exciting 2024.



Friend of the Library Raymond demonstrating his skills as a Barista, May 2023

8. REPORTS FROM ASSOCIATED GROUPS

Victorian Railway History Library

Now in its third year of existence the immediate tasks of the library have been achieved. As a result of surplus book sales the library has a reasonable financial footing, although as these sales continue, one that cannot be guaranteed into the future.

The library is attended by volunteers on Wednesday mornings and a steady stream of users of the collection and of borrowers is noted. The resources of the library are used by researchers and railfans and currently the VRHL is co-operating with the Albert Park Historical Society on the transport chapter of their forthcoming history of Albert Park, due to be published in the near future.

The library holds a sales stall at the various model railway exhibitions - held at Sandown, Diamond Valley and Waverley.

A welcome initiative this year has been the integration of the Victorian Railway History Library with the PMI Victorian History Library catalogue. Users accessing the catalogue have the ability to select either library for their research.

Current work includes the compilation of a complete listing of all surplus books and journals and continuing data entry and cataloguing. In an effort to better advertise the existence of the library a decision was made to list the library collection on the Victorian Collections platform. This task has been made easier by the addition of another volunteer to our team who has had experience in cataloguing work.

The book binding programme led by John Anderson, and ably assisted by the other members of the library team, has been a particular success. Following on from the 80 volumes of journals bound in 2020, another 80 were completed in 2021 and 72 in 2022. Further volumes were bound in 2023 and the programme continues as required into 2024.

I would like to thank the library team, John Anderson, Milton Biddle, Peter Bronstring, Chris Carter, Peter Cherny, Ian Deans and Jonathon Scutt for their contribution and dedication over the past year. Finally, the appreciation of the VRHL must go to the staff of the Prahran Mechanics Institute for their support and friendship over the past year.



Dr Donald Barker
President, Victorian Railway History Library

9. REPORTS FROM ASSOCIATED GROUPS



Cinema and Theatre Historical Society of Australia

I am pleased to be able to report that the CATHS Archive here at the PMI, continues to function strongly. Our Archive Team is generally in attendance on Wednesdays and Thursdays, from around 8.00AM to 3.00PM. Unfortunately, we have lost one of our regular team in Tony Tibballs, who has moved to Queensland to live. We are pleased that he will continue his membership and will still be a contributor to our Society.

As previously reported, our application for a grant from the PROV last year was successful and the purchase and installation of a new computer and high speed scanner was finalized midyear. Since then, all Victorian cinemas and theatre images and documents have been scanned and are now held as both paper and digital files. The project has now been signed off with the PROV as completed. Of course the equipment is still in use; our current project is to digitize all of the NSW material.

Our membership numbers have remained fairly stable over the past three years, despite the interruptions caused by Covid. We have gained some new members, which has partially off-set the loss of members mainly due to ill health and death. Our membership currently stands at 270.

The past year has seen a steady increase in attendances at our bi-monthly meetings at the Sun Theatre in Yarraville. We are privileged to have Michael Smith, the owner of the Sun as a major supporter. His support in giving us the use of one of his theatres for our meetings is invaluable.

Our 40 page quarterly magazine, CinemaRecord celebrated 30 years of continuous publication with the completion of issue number 120 in December. We are fortunate in having a number of researchers and contributors who provide the majority of the articles we publish. We have made issues 1 to 100 available to the public on our website.

We have also established a parallel project which is to compile a database of people who worked in the cinema industry as exhibitors, managers, projectionists, etc. This has proved invaluable for people seeking information on family members with an industry background.

Our internet site is continually being updated with additional pages and material being added. Our searchable venues database is very popular with those seeking information on cinema and theatres past and present. Our venues database is also available to PMI visitors on the "public access" computers in the main library.

Our archive team has a good rapport with the PMI staff, whose assistance, advice and cooperation is highly appreciated.

Mike Trickett
Secretary, Cinema and Theatre Historical Society

10. REPORTS FROM ASSOCIATED GROUPS



Mechanics' Institutes of Victoria Inc.

Welcome to another year of Mechanics activity in 2023. This year has been our first year of "freedom" since Covid 19. MIV's Committee conducted all its meetings in person this year and in the future we now have the option of a mixture of "Zoom" with some face to face.

During the year we continued to consolidate and update our operations with the assistance of the Government funding we received as part of the Library Grants, which we finally completed in April 2023. We are appreciative of the support that the Victorian Government has given to Mechanics Institutes. In 2024 we are working on arranging a meeting with Government representatives to pursue discussions on the possibility of another round of grants.

Digitisation of Institutes records have recommenced, having been difficult during the previous year. We have now secured the services of Wendy Eldridge (who will be known to many regulars that attend Prahran). When we have records to scan and funds to facilitate this, Wendy will be the person doing them for MIV and the respective Institute.

Useful Knowledge has continued and we are pleased that our Editor, namely Heather Arnold, is now producing four issues, instead of the three that we had previously been producing. Our uptake of sending UK electronically where possible is on the increase and this will assist to reduce MIV's production & mailing costs and assist with maintaining four issues per year.

At our AGM was in November, 2023, the only change to the Committee was the appointment of Heather Arnold as Secretary following my stepping down from this role, but I am continuing in the role of Treasurer. Our President David Berry who has connections with Ballarat MI, was re-elected. All persons were re-elected to their respective positions.

Once again we are most grateful to the PMI Victorian History Library Inc. Committee (Board) and staff for hosting ongoing MIV activities, our meetings and our collection of digital and monographs records dealing with the history and management of Mechanics' Institutes.

A handwritten signature in black ink, appearing to read 'Gary S Bester'.

Gary S Bester
Secretary and Treasurer, Mechanics Institute Associations

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

FINANCIAL REPORT
FOR THE YEAR ENDED
31 DECEMBER 2023

Liability limited by a scheme approved under
Professional Standards Legislation

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

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PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

BOARD'S REPORT

Your Board members submit the financial report of the PMI Victorian History Library Inc for the financial year ended 31 December 2023.

Board Members

The names of board members and meetings attended throughout the year and at the date of this report are:

Board Member	Attended	Eligible to attend
Michelle Negus Cleary	3	7
Denys Correll	7	7
Judith Ellis	7	7
Carmel O'Keeffe	5	5
Michael Tonta	6	7
Isabella Webster	3	7
Paul Collier	0	0
Ben Quin	7	7

Carmel O' Keeffe joined the Board in May 2023

Paul Collier joined the board December 2023

Principal Activities

The principal activities of the association during the financial year were:

Operation of a Lending Library

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The loss after providing for income tax amounted to \$(116,264.39).

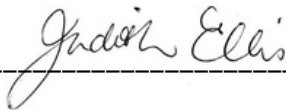
Signed in accordance with a resolution of the Members of the Board.

Board Member:



Ben Quin

Board Member:



Judith Ellis

Dated this day of

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

INCOME STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	2023 \$	2022 \$
INCOME			
Subscriptions		10,232.09	7,411.28
Donations		12,412.18	5,537.66
Library Sales		6,385.93	3,824.61
Book Sales		7,015.39	8,097.87
Grants		<u>2,309.11</u>	<u>7,982.59</u>
		<u>38,354.70</u>	<u>32,854.01</u>
OTHER INCOME			
Interest Received		15.02	1.91
Perpetual Investment Return		25,307.40	57,739.34
Movement in Net Market Values		55,003.18	(137,453.38)
Franking Credits		10,476.00	24,058.00
Gross profit from rental operations		<u>114,736.14</u>	<u>89,366.57</u>
		<u>205,537.74</u>	<u>33,712.44</u>
		<u>243,892.44</u>	<u>66,566.45</u>

The accompanying notes form part of these financial statements.
These statements should be read in conjunction with the attached compilation
report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

INCOME STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	2023 \$	2022 \$
EXPENDITURE			
Accountancy Fees		-	275.00
Auditor's Fee		-	2,900.00
Bank Charges		468.02	246.28
Books		17,548.43	19,815.06
Computer Expenses		18,967.90	24,187.14
Cleaning		8,477.00	9,810.50
Depreciation - Buildings		21,317.30	21,317.30
Depreciation - Office Furniture & Equipment		-	4,181.82
Donations		23.42	-
Filing Fees		413.40	992.00
Holiday Pay		(590.04)	(414.88)
Insurance		15,895.13	20,269.86
Interest Paid		1,846.67	2.77
Legal Costs		183.60	8,467.09
Light & Power		2,575.75	-
Long Service Leave		7,378.13	-
Postage, Printing & Stationery		8,670.99	9,668.34
Promotions		4,081.49	2,344.49
Rates & Taxes		2,634.50	6,955.55
Repairs & Maintenance		7,717.63	36,690.16
Salaries & Wages		198,766.41	181,001.06
Security Costs		1,993.40	1,993.21
Staff Amenities		5,304.60	1,373.03
St Edmonds Road Expenses		-	6,782.52
Subscriptions		11,622.93	20,985.23
Sundry Expenses		2,156.04	215.28
Superannuation Contributions		21,306.77	18,312.14
Telephone		191.83	38.18
Travelling Expenses		104.55	-
Worksafe		1,100.98	744.76
		360,156.83	399,153.89
Loss before income tax		(116,264.39)	(332,587.44)

The accompanying notes form part of these financial statements.
These statements should be read in conjunction with the attached compilation
report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

INCOME STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	2023 \$	2022 \$
Loss for the year		(116,264.39)	(332,587.44)
Retained earnings at the beginning of the financial year		11,074,409.44	11,406,996.88
Retained earnings at the end of the financial year		10,958,145.05	11,074,409.44

The accompanying notes form part of these financial statements.
These statements should be read in conjunction with the attached compilation report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

BALANCE SHEET
AS AT 31 DECEMBER 2023

	Note	2023 \$	2022 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	3	41,268.07	12,140.72
Trade and other receivables	4	-	68.40
Financial assets	5	786,217.95	880,907.37
TOTAL CURRENT ASSETS		<u>827,486.02</u>	<u>893,116.49</u>
NON-CURRENT ASSETS			
Property, plant and equipment	6	13,110,020.51	13,142,844.64
TOTAL NON-CURRENT ASSETS		<u>13,110,020.51</u>	<u>13,142,844.64</u>
TOTAL ASSETS		<u>13,937,506.53</u>	<u>14,035,961.13</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	7	18,410.60	23,266.69
Borrowings	8	15,287.75	-
Employee benefits	9	7,378.13	-
TOTAL CURRENT LIABILITIES		<u>41,076.48</u>	<u>23,266.69</u>
TOTAL LIABILITIES		<u>41,076.48</u>	<u>23,266.69</u>
NET ASSETS		<u>13,896,430.05</u>	<u>14,012,694.44</u>
MEMBERS' FUNDS			
Reserves	10	2,938,285.00	2,938,285.00
Retained earnings	11	10,958,145.05	11,074,409.44
TOTAL MEMBERS' FUNDS		<u>13,896,430.05</u>	<u>14,012,694.44</u>

The accompanying notes form part of these financial statements.
These statements should be read in conjunction with the attached compilation
report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

The financial statements cover PMI Victorian History Library Inc as an individual entity. PMI Victorian History Library Inc is a not for profit incorporated body in Victoria under the Associations Incorporation Reform Act 2012.

The principal activities of the Association for the year ended 31 December 2023 were Historical Lending Library.

Comparatives are consistent with prior years, unless otherwise stated.

1 **Basis of Preparation**

In the opinion of the Board, the Association is not a reporting entity since there are unlikely to exist users of the financial report who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the Act.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 Presentation of Financial Statements, AASB 107 Statement of Cash Flows, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors and AASB 1054 Australian Additional Disclosures.

The financial statements have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non current assets, financial assets and financial liabilities.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of this financial report.

2 **Summary of Significant Accounting**

Policies Plant and Equipment

Plant and equipment is carried at estimated cost less, where applicable, any accumulated depreciation.

The depreciable amount of all plant and equipment is depreciated over the useful lives of the assets to the Association commencing from the time the asset is held ready for use.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

Impairment of Non-Financial Assets

At the end of each reporting period the association determines whether there is evidence of an impairment indicator for non-financial assets.

Where this indicator exists and regardless for goodwill, indefinite life intangible assets and intangible assets not yet available for use, the recoverable amount of the asset is estimated.

Where assets do not operate independently of other assets, the recoverable amount of the relevant cash-generating unit (CGU) is estimated.

The recoverable amount of an asset or CGU is the higher of the fair value less costs of disposal and the value in use. Value in use is the present value of the future cash flows expected to be derived from an asset or cash-generating unit.

Where the recoverable amount is less than the carrying amount, an impairment loss is recognised in profit or loss.

Reversal indicators are considered in subsequent periods for all assets which have suffered an impairment loss , except for goodwill.

Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs.

Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Cash and Cash Equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

Revenue and Other Income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the association and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

Rental income

Investment property revenue is recognised on a straight-line basis over the period of the lease term so as to reflect a constant periodic rate of return on the net investment.

Interest revenue

Interest revenue is recognised using the effective interest rate method.

Rendering of services

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period. If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

Revenue from training services is generally recognised once the training has been delivered.

Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	\$	\$
3		
Cash and Cash Equivalents		
CBA 3830 Online Saver	-	34.34
Petty Cash	441.64	(371.12)
PMI	39,804.03	9,367.71
PMI Press	-	2,987.79
PMI Card	3.20	11.89
Paypal	593.18	110.11
Bendigo Bank	426.02	-
	41,268.07	12,140.72
4		
Trade and Other Receivables		
Current		
Sundry Debtors	-	68.40
5		
Other Financial Assets		
Current		
Perpetual Trustees at Market Value	786,217.95	880,907.37

These notes should be read in conjunction with the attached compilation
report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	\$	\$
<hr/>		
6 Property, Plant and Equipment		
Land and Buildings		
259-261 Chapel Street	4,700,000.00	4,700,000.00
259-261 Chapel St Revaluations	(606,116.00)	(606,116.00)
39 St Edmonds Road	4,234,090.91	4,234,090.91
39 St Edmonds Rdt Revaluations	3,544,401.00	3,544,401.00
	<u>7,778,491.91</u>	<u>7,778,491.91</u>
	<u>11,872,375.91</u>	<u>11,872,375.91</u>
Property Improvements - St Edmonds Road	874,556.00	874,556.00
Less: Accumulated Depreciation	(195,681.90)	(174,364.60)
Property Improvements - Chapel Street	460,277.33	460,277.33
Less: Accumulated Depreciation	(11,506.83)	-
	<u>1,127,644.60</u>	<u>1,160,468.73</u>
Total Land and Buildings	<u>13,000,020.51</u>	<u>13,032,844.64</u>
Furniture & Fittings at board valuation	20,000.00	20,000.00
Furniture & Fittings at cost	44,521.19	44,521.19
Less: Accumulated Depreciation	(44,521.19)	(44,521.19)
	<u>-</u>	<u>-</u>
Book Collection at board valuation	90,000.00	90,000.00
Total Plant and Equipment	<u>110,000.00</u>	<u>110,000.00</u>
Total Property, Plant and Equipment	<u><u>13,110,020.51</u></u>	<u><u>13,142,844.64</u></u>

These notes should be read in conjunction with the attached compilation
report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

		2023	2022
		\$	\$
7	Accounts Payable and Other Payables		
	Current		
	Superannuation Payable	1,921.14	4,959.76
	Trade Creditors	4,338.64	6,615.69
	ITA	2.77	2.77
	GST Control	613.97	728.36
	ICA	1,331.01	-
	Amounts Withheld	2,772.33	2,939.33
	Provision for Holiday Pay	7,430.74	8,020.78
		<u>18,410.60</u>	<u>23,266.69</u>
8	Borrowings		
	Current		
	Insurance funding Loan	<u>15,287.75</u>	<u>-</u>
	Total borrowings	<u>15,287.75</u>	<u>-</u>
9	Employee Benefits		
	Current		
	Provision for Long Service Leave	<u>7,378.13</u>	<u>-</u>
10	Reserves		
	Asset Revaluation Reserve		
	Opening Balance for the year	<u>2,938,285.00</u>	<u>2,938,285.00</u>

These notes should be read in conjunction with the attached compilation
report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	\$	\$
11 Retained Earnings		
Retained earnings at the beginning of the financial year	11,074,409.44	11,406,996.88
Net loss attributable to the association	<u>(116,264.39)</u>	<u>(332,587.44)</u>
Retained earnings at the end of the financial year	<u>10,958,145.05</u>	<u>11,074,409.44</u>

12 Statutory Information

The registered office of the association is:

39 St Edmonds Road Prahran VIC 3181

The principal place of business is:

39 St Edmonds Road Prahran VIC 3181

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

STATEMENT BY MEMBERS OF THE BOARD

The board has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 2 to the financial statements.

In the opinion of the board the financial report as set out on pages 1 to 12:


1.Presents a true and fair view of the financial position of PMI Victorian History Library Inc as at 31 December 2023 and its performance for the year ended on that date.

2.At the date of this statement, there are reasonable grounds to believe that PMI Victorian History Library Inc will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the board and is signed for and on behalf of the board by:

President: 

Judith Ellis

Treasurer: 

Ben Quin

Dated this day of Wednesday, 24th of April 2024

COMPILATION REPORT
TO PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

We have compiled the accompanying special purpose financial statements of PMI Victorian History Library Inc which comprise the balance sheet as at 31 December 2023, profit and loss statement for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in the notes to the accounts.

The responsibility of the board of management

The Board of Management of PMI Victorian History Library Inc is solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

Our responsibility

On the basis of the information provided by the board of management we have compiled the accompanying special purpose financial statements in accordance with the basis of accounting as described in the notes to the financial statements and APES 315: Compilation of Financial Information.

We have applied professional expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in the notes to the financial statements. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants.

Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the board of management who are responsible for the reliability, accuracy and completeness of the information used to compile them. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

Ben Quin is a partner at Quin & Bourke and Treasurer of the PMI

Name of Firm: Quin & Bourke

Certified Practising Accountants

Address: 5/606 St Kilda Road Melbourne VIC 3004

Dated this day of Wednesday, 24th of April 2024

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

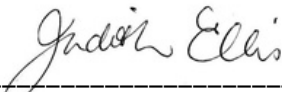
CERTIFICATE BY MEMBERS OF THE BOARD

Annual Statements Give True and Fair View of Financial Position of Incorporated Association

I, Judith Ellis being a member of the Board of PMI Victorian History Library Inc certify that:

The statements attached to this certificate give a true and fair view of the financial position of the PMI Victorian History Library Inc during and at the end of the financial year of the association ending on 31 December 2023.

Dated this day of Wednesday, 24th of April 2024

Board Member: 

Judith Ellis

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	\$	\$
<hr/>		
INCOME		
Rent Received	<u>178,562.91</u>	<u>134,241.22</u>
LESS: RENTAL EXPENSES		
Agent's Fees	9,000.00	5,750.00
Depreciation	11,506.83	-
Land Tax	22,550.00	21,452.94
Insurance	3,718.41	5,045.84
Rates	11,809.35	11,968.71
Repairs & Maintenance	5,242.18	(81.98)
Sundry Expenses	-	739.14
	<u>63,826.77</u>	<u>44,874.65</u>
GROSS PROFIT FROM RENTAL	<u>114,736.14</u>	<u>89,366.57</u>
OPERATIONS OTHER INCOME		
Subscriptions	10,232.09	7,411.28
Donations	12,412.18	5,537.66
Library Sales	6,385.93	3,824.61
Book Sales	7,015.39	8,097.87
Grants	2,309.11	7,982.59
Interest Received	15.02	1.91
Perpetual Investment Return	25,307.40	57,739.34
Movement in Net Market Values	55,003.18	(137,453.38)
Franking Credits	10,476.00	24,058.00
	<u>129,156.30</u>	<u>(22,800.12)</u>
	<u>243,892.44</u>	<u>66,566.45</u>

The accompanying notes form part of these financial statements.
These statements should be read in conjunction with the attached compilation
report of Quin & Bourke.

PMI VICTORIAN HISTORY LIBRARY INC
ABN 39 630 371 948

PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	\$	\$
EXPENSES		
Accountancy Fees	-	275.00
Auditor's Fee	-	2,900.00
Bank Charges	468.02	246.28
Books	17,548.43	19,815.06
Computer Expenses	18,967.90	24,187.14
Cleaning	8,477.00	9,810.50
Depreciation - Buildings	21,317.30	21,317.30
Depreciation - Office Furniture & Equipment	-	4,181.82
Donations	23.42	-
Filing Fees	413.40	992.00
Holiday Pay	(590.04)	(414.88)
Insurance	15,895.13	20,269.86
Interest Paid	1,846.67	2.77
Legal Costs	183.60	8,467.09
Light & Power	2,575.75	-
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Promotions	4,081.49	2,344.49
Rates & Taxes	2,634.50	6,955.55
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Subscriptions	11,622.93	20,985.23
Sundry Expenses	2,156.04	215.28
Superannuation Contributions	21,306.77	18,312.14
Telephone	191.83	38.18
Travelling Expenses	104.55	-
Worksafe	<u>1,100.98</u>	<u>744.76</u>
	<u>360,156.83</u>	<u>399,153.89</u>
Loss before income tax	<u>(116,264.39)</u>	<u>(332,587.44)</u>

The accompanying notes form part of these financial statements.
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report of Quin & Bourke.