



RSL
Cairns Sub Branch

2024 Annual Report

18 May 2025



'Caring For Our Defence Family'.

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www.crslsb.org.au

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115 The Esplanade, Cairns, Nth Qld, 4870



RETURNED & SERVICES LEAGUE OF AUSTRALIA

QUEENSLAND BRANCH

DIRECTOR'S DUTIES

1. Act with reasonable care and diligence

Ask yourself: Would someone who was observing me think that I was being careful and conscientious in my duties as a Director?

2. Act honestly in the best interests of the League and support the RSL Objects

Ask yourself: Is the decision in the best interests of the League and does it further the RSL Objects?

3. Not misuse the position of being a Director

Ask yourself: Am I using my position on the Board for the benefit of the League achieving the RSL Objects and for no other reason?

4. Not to misuse information obtained in performing duties as a Director

Ask yourself: Am I using information I obtained as a Director for the benefit of the League and for no other reason?

5. Disclose any actual or perceived conflict of interest

Ask yourself: Would an independent observer think I was acting in my own interests?

6. Ensure the entity's financial affairs are managed responsibly

Ask yourself: Are there systems and processes in place to ensure monies are being used appropriately and protected from misuse.

7. Not allow the entity to operate while insolvent

Ask yourself: Will the entity be able to pay its debts when they fall due?

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Ode

They shall grow not old as we that are left grow old
 Age shall not weary them, nor the years condemn
 At the going down of the sun and in the morning
 We will remember them
Lest We Forget

Vale

The following Defence Family members of the Sub Branch have passed in 2023.
 We pay our most humble respects to both them and their families,
We will remember them.



Source: RSLQ MMS

Membership ID	First Name	Last Name
1004223	Alan	Taylor
1017625	Henry	Davis
1019659	Grayson	Simpson
1012753	Crayston	Webster-Young
1521037	Dawn	Quaid
1020781	Allen	Dean
1521552	Henry	Hill
1521307	Raymond	McKeown
1538813	Raymond	Arbuckle
1564422	Chester	Tuxford
1033767	Terence	Roberts
2484952	Brian	Martin
1549215	Anthony	Brack
2401758	John	Johnston
1570814	Allan	Sanderson
1019399	Kevin	Rolfe
1002778	John	Henry
1734271	Roy	Hartman
1030389	Anthony	Martin
2433951	Michael	Toal

2024 Board of Directors

As of 31st December 2024

Nathan Shingles – President

Gillian Bryant – Vice President

Neil Turnbull – Board Director

Paul Walker – Treasurer

Graeme Kelly – Board Director

Martin Keating – Board Director (Voted in March 2024)

John McDonough (April 2024 – 12 Month Casual Vacancy)

Rob Lee – Board Director

Lucy Cahil – Secretary

Director Name	Meetings Available	Meetings Attended	Apology/ Absent
Nathan Shingles	10	10	
Gillian Bryant	10	10	
Graeme Kelly	10	8	2
Neil Turnbull	10	8	2
Rob Lee	10	9	1
John McDonough	7	6	1
Paul Walker	10	6	4
Martin Keating	8	4	4

Presidents Report

Nathan Shingles
President

It is with pride that I present the 2024 President's Report for the Cairns RSL Sub Branch. This past year has been one of exceptional activity, progress, resilience, and renewed connection within our veteran community. At every step, we have upheld our guiding purpose: Caring for our Defence Family.

Throughout 2024, we introduced new initiatives, strengthened our cornerstone events, and expanded the range of support we offer. Our Sub Branch focused on strengthening wellbeing services, enhancing community engagement, and honouring our long traditions of commemoration and service. Our services evolved to meet the changing needs of our veteran community, and we expanded our outreach to ensure no veteran or family member feels isolated or forgotten.

Our advocacy and wellbeing teams remained integral to our mission. They provided vital assistance with DVA claims, conducted regular hospital and home visits, and delivered welfare checks and poppy services. These services offered both guidance and comfort at critical times. The warmth and dedication shown by our staff and volunteers cannot be overstated—they have fostered trust, restored hope, and maintained dignity for so many.

We also remained deeply engaged with the broader Cairns community. Our involvement ranged from delivering guest speeches and participating in commemorations to working alongside schools and local organisations. Programs like Postcards of Honour and Draw to Remember exemplified our dedication to passing on the legacy of military service to younger generations.

Our 2024 calendar of events reflected both the enthusiasm of our members and the strong support of the wider community. Key events included:

- Anzac Day Dawn Service and March – record attendance and widespread community support
- Vietnam Veterans Day – including two unit reunions and a moving tribute to those who served
- Remembrance Day, Peacekeeper Peacemaker Commemorative Service (marking the 25th anniversary of Australia's involvement in Timor), and the Indigenous Veterans Ceremony in partnership with RSL Queensland
- Thank You for Your Service Gala Dinner – our largest and most successful gala yet, now a cornerstone of the Cairns social calendar
- International Women's Day High Tea
- Christmas in July Trivia Night
- Mental Health Week Breakfast, Veterans Health Week Golf Day, Veterans Health Week Wellness Challenge, Veterans Health Week Breakfast and Herb Workshop
- Youth Engagement Events
- Cairns Veteran Business Networking Quarterly Nights
- Monthly Morning Teas, KickStart Your Day Breakfasts, and the newly launched Mess Lunches, which have fostered connection and camaraderie across generations
- Volunteers Week Lunch and Volunteers Christmas Party
- Christmas Event – HMAS Cairns
- Christmas Comedy Night

A major highlight was the production and premiere of our Vietnam Veterans Documentary. Capturing the lived experiences of 14 veterans and their families, it drew a crowd of over 400 people at CPAC Theatre. Documenting these powerful stories was one of the proudest achievements of the year and leaves a lasting legacy for future generations.

Our new Christmas Hamper initiative brought comfort and connection to veterans across the region. More than 80 hampers were delivered in 2024, and we aim to double that to 160 hampers in 2025. Small gestures like these make a significant difference and reflect the care embedded within our community. It was great to see the board come together to spend two days delivering hampers to our members.

Our flagship events—the International Women’s Day High Tea and the Thank You for Your Service Gala Dinner—have now become staples of the Cairns social calendar. The Gala Dinner in particular has grown into our largest event to date and is a clear testament to the dedication and hard work of our team.

Strong governance remained a cornerstone of our operations. The Board undertook governance training and completed a comprehensive review of all Sub Branch policies to ensure transparency, accountability, and alignment with best practices. I commend our Board for its unity and shared commitment to veterans’ wellbeing. It is a privilege to serve alongside such dedicated individuals.

While challenges arose—including changes in Board composition and the ongoing task of rebuilding trust across the district—our focus remained unwavering: to advocate, to commemorate, and to connect. Media interest during the year reinforced the importance of transparency and strong leadership. We responded with clarity and purpose, always putting veterans first.

Looking ahead to 2025, we plan to expand our community partnerships, increase volunteer engagement, and enhance our youth education efforts through initiatives like Draw to Remember and Postcards of Honour. We will also strengthen our digital presence to make our services more accessible than ever.

In closing, I extend my sincere thanks to our members, staff, volunteers, Board, and the broader community. Your commitment and contribution continue to shape a stronger future for the Cairns RSL Sub Branch. It remains my greatest honour to serve as your President.

President

Motion:

"That the Presidents Report as tabled be adopted."

Moved:

Seconded:

Treasurers Report

Paul Walker
Treasurer

It is my opinion that the Cairns RSL Sub Branch Inc is solvent and have reasonable grounds to believe that the Cairns RSL Sub Branch Inc will be able to pay its debts as and when they become due and payable.

Key Financial Points 2024 P&L

INCOME **No change to income sources*

- **\$720,067**. Gross Profit ↑ 15% / **\$75,065** Net Profit
- **\$438,972** Club Lease ↑ 6.15%
- **\$39,573** Grants (Community and DVA) ↓ 147%
- **\$50,698** Interest Income (Bank & Term Deposits) ↑ 574%
- *Other i.e. Donations – See Audit Report.

EXPENSES **Plus Amortization asset depreciation expense*

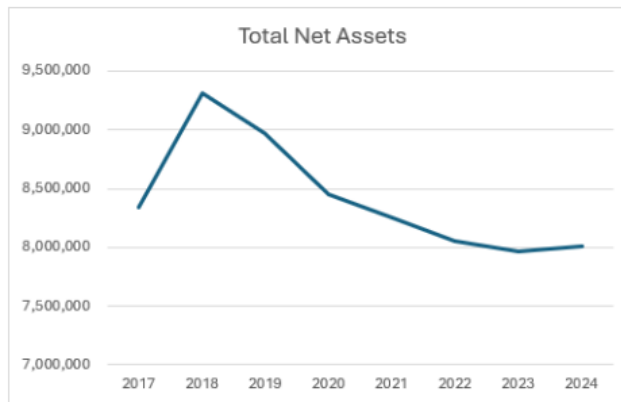
- **\$542,142** Expenditure ↑ 1.83%
- **\$79,982** R&M and Council Rates ↓ 13%
- **\$65,181** Insurance ↑ 9.1%
- **\$146,573** Wage Expenses
- **\$13,792** Advocacy and Wellbeing Services ↓ 54.95%
- **\$1067** Museum ↓ 77%
- *Other i.e. Office / General Administration – See Audit Report.

Caring For Our Defence Family

2018 to 2024 Yearly Comparison

Net Assets influenced by:-

- In the 2024 year the Sub Branch achieved a profit even after adjustments for amortization of the development application and depreciation. Profit in 2024 was **\$74,688**
- There was 21% increase in cash and current assets in the 2024 year.
- There was a .43% increase in Net Assets from 2024:



In 2024, the Sub Branch has fully Amortised the development application as at 13 August 2024. There will be no further costs to the Sub Branch from this matter.

Caring For Our Defence Family

Bank Account Balances EOFY 2024

Key Bank Account Balance Summary:

Accounts Total – Cash at Hand: \$1,212,779 (excl. Credit Card)

- Bendigo Term Deposit 165971912 **\$65,188**
- Bendigo Term Deposit 165973033 **\$325,943**
- NAB Term Deposit 909727826 **\$250,000**
- Westpac Term Deposit **\$250,000**
- Bendigo Working Acc X160175428 V2 **\$5,600**
- Bendigo Holding x160175667 V2 **\$277,952**
- Bendigo Credit Card **\$4,635**
- PAYPAL Clearing Account **\$1,671**
- NAB Account 390769711 **\$36,360**
- Petty Cash/Till Float **\$52**
- **\$700,000.00** remains in settlement at 31/12/2024 *\$100K yearly cash injection amount over the next 8 years.



Caring For Our Defence Family

Key Numbers Summary 2024

Key Numbers in Audit Report

- **\$6,000,000** Land & Building Valuation (2017). New Valuation TBA.
- **\$700,000** Remainder of Financial Settlement with RSL Club at \$100k pa.
- **\$438,972** Lease Income from RSL Club ↑ 6%
- **\$915** Board & Governance ↓ 73%
- **\$13,230** Building R&M ↓ 42%
- **\$65,181** Insurance
- **\$66,751** Rates
- **\$720,067** Gross Income
- **\$75,065** Net Profit



Caring For Our Defence Family



Caring For Our Defence Family

RSL

Cairns Sub Branch

The Subbranch is in a healthy financial position.

We can continue to maintain our core function – Caring For Our Defence Family through our mission and objectives

We can continue to strive to be principal ESO for our Defence Family

Paul Walker
Treasurer

Motion:

“That the Treasurers Report for 2024 as tabled be adopted”

Moved: Paul Walker **Seconded:**

Motion:

“That the Financial Audit for financial period 2024 as presented be adopted”

Moved: Paul Walker **Seconded:**

Motion:

“That the Board of Directors engage Grubers Beckett as auditor for the financial period 2024”

Moved: Paul Walker **Seconded:**

Officer Managers Report

This year has been a year of growth, new initiatives, and significant achievements for the Cairns RSL Sub Branch. As always, everything we do is guided by our three core pillars — Commemoration, Camaraderie, and Care — with the wellbeing of our members at the heart of all our activities.

This year, we have strengthened and expanded our partnerships with stakeholders across the region. Through joint activities and collaborative events, we have been able to engage and support the entire Cairns veteran community more effectively than ever before.

Social connection remains a key focus for us, as we continue to provide activities that help ease isolation among veterans. Alongside our regular events, we have also maintained our readiness to assist members facing urgent situations. Demand for emergency food hampers has remained high, particularly during the recent flood events, and our team has worked hard to ensure no one is left without support when it is needed most.

Fundraising has played a vital role in enabling us to deliver these services and run meaningful events for our members. Thanks to the ongoing support of our community, we have been able to sustain and grow these important initiatives.

The Office team — including the Admin and Volunteer Coordinator and the Office Manager roles, both introduced in 2023 — has now fully settled in, allowing for smooth day-to-day operations over the past 12 months. Welfare support has once again been the most frequent request, underscoring the continuing need for these services.

Our welfare offerings have continued to expand and evolve, ensuring that we can meet the diverse needs of our members. Wellbeing checks, hospital visits, and advocacy support have remained in strong demand. We acknowledge the tireless work of Phil Watson, Mark Richardson and Gerry Tooth, whose expertise in advocacy and DVA claims has been invaluable. Although Gerry has now retired from formal advocacy work, he continues to assist in the office on Tuesdays, finalising claims and supporting wellbeing efforts. We were pleased to welcome Mark Richardson to the Sub Branch this year as a trainee advocate under Phil's guidance — a positive step that ensures our capacity to accept new clients and continue offering advocacy services where they are most needed.

Our eulogy services have also continued throughout the year, with Stan, Kel, and John offering their time and care in honouring veterans upon request.

The Cairns Veteran Business Network (CVBN) has continued to flourish, providing valuable networking opportunities and support for veteran-owned businesses and veteran-friendly enterprises. The network has seen steady growth, reflecting the strong sense of community within the region.

Our Youth Development Program also remained active, with school holiday activities held quarterly for teenagers.

Our Christmas hamper initiative was launched this year, distributing 80 hampers to members — an effort we hope to grow even further in the future.

We have also continued to place emphasis on engaging younger veterans, both current and former serving members. Our relationships with HMAS Cairns and the 51st Battalion, Far North Queensland Regiment, have been instrumental in growing this membership and strengthening ties within the broader Defence community.

I would like to extend my sincere appreciation to our Office Administrator, Liz Maguire, and to all of our dedicated volunteers. Your unwavering commitment, time, and care make a significant and lasting contribution to both the Sub Branch and the broader veteran community. I also commend the President and Board members for their strong leadership and effective management of Sub Branch operations and decision-making.

The Cairns RSL Sub Branch continues to stand as a leading Ex-Service Organisation in the Far Northern District. The growth in our events, services, and partnerships over the past year reflects our unwavering dedication to veterans. We look forward to building on this momentum in the year ahead as we continue to serve, support, and connect our community.

Lucy Cahill

Office Manager

Motion:

"That the Office Managers Report as tabled be adopted".

Moved:

Seconded:

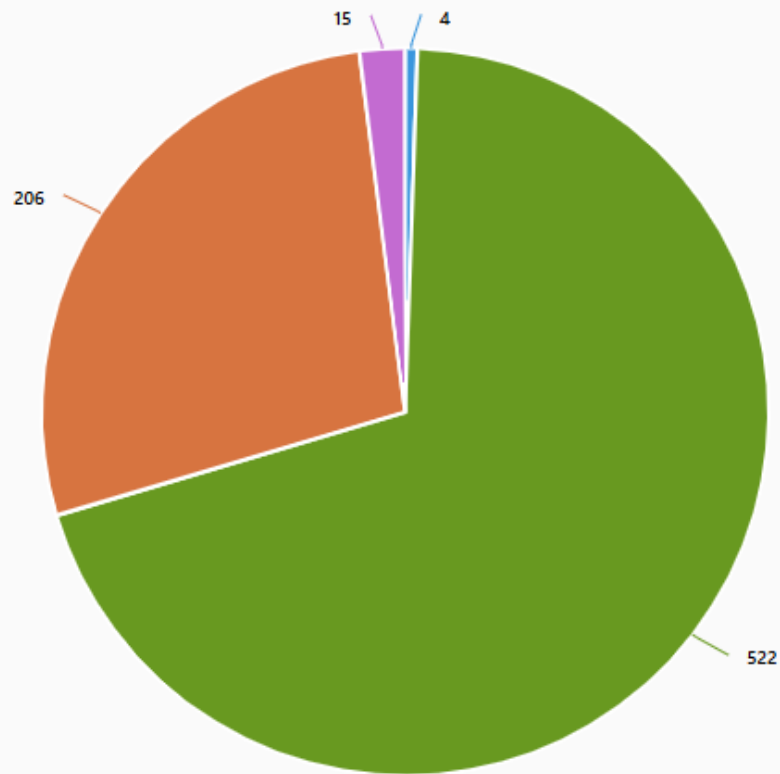
Membership

@ December 2024

Dashboard - Financial Members

Service Members by Category

● Life Member
 ● Life Subscriber
 ● Service Member
 ● Special Status



MEMBER DEMOGRAPHICS

		<26 yrs	26-35 yrs	36-45 yrs	46-55 yrs	56-65 yrs	66-75 yrs	76-85 yrs	86+ yrs	Total	>65 yrs	% >65
Far Northern District		7	32	66	72	103	175	223	69	747	480	64%
	Cairns Sub Branch Inc.	7	32	66	72	103	175	223	69	747	480	64%
Grand Total		7	32	66	72	103	175	223	69	747	480	64%

Wellbeing Report

Wellbeing Clients/Wellbeing Calls
 Hospital Wellbeing Visits
 Public Aged Care Wellbeing Visits
 Private Home Wellbeing Visits
 Food Hampers
 Advocate Appointments

134
179
54
5
36
310

Volunteers 2024

Registered Active volunteers	60
Advocate	3
Board only	6
Board/events	1
Hospital visits	2
Events only	7
Requiems	3
Events/museum guide	3
Events/stalls	5
Events/Marketing	2
Museum only	7
Office only	1
Museum/weapons	1
Visits and events	1
Pipes and Drums band	19

Marketing Report

Lucy Cahill
Marketing and Events Coordinator

2024 has been a standout period for the Cairns RSL Sub Branch, marked by record-breaking events, strong community engagement, and continued growth across key initiatives. Through a diverse calendar of activities and valued partnerships, the Sub Branch has remained steadfast in its mission of supporting veterans, strengthening community connections, and preserving Australia's military history and heritage.

The year commenced with our Annual International Women's Day High Tea, hosted at the Pullman International. In 2024, attendance surged to a record 320 guests, underscoring this event's popularity and its important role in showcasing women within the Defence Force. CMDR Kylie Turnbull and Eden Santos contributed as Guest Speaker and MC. The positive feedback received highlights the success of the event, with plans to expand it further in 2025.

Anzac Day commemorations witnessed record attendance, particularly in the March, featuring a strong presence of uniformed personnel. The Australian Army led the commemorations in 2024, with the Royal Australian Navy set to lead in 2025.

Throughout the year, the Sub Branch organised a diverse range of commemorative and community events, including the Peacekeeper/Peacemaker service marking 25 years since Australia's involvement in Timor, the 'Thank You for Your Service' Gala Dinner with over 340 attendees, Vietnam Veterans Day, Remembrance Day services, Vietnam Veterans Documentary, Quiz Night, and Veterans Health Week activities. These events attracted significant participation, reflecting the community's continued engagement and support.

A major highlight of 2024 was the production and launch of a *Vietnam Veteran Documentary*, commemorating the experiences and sacrifices of those who served. The documentary premiered at the Cairns Performing Arts Centre (CPAC), attracting a large and appreciative audience. This project has not only captured important historical accounts but also reinforced our commitment to preserving veterans' stories for future generations.

The Cairns Veteran Business Network (CVBN) continued to strengthen, concluding the year with 52 members. Regular networking events facilitated valuable connections with industry experts and fellow veterans, enriching professional opportunities.

Our monthly 'Kick Start Your Day' Breakfasts remained a staple, attracting between 40 to 60 veterans and their families each month. Similarly, our monthly morning teas and Walk and Talk sessions along the Esplanade fostered camaraderie, well-being, and peer support.

Sponsorship Development

Our sponsorship program has seen significant growth, with more businesses and organisations partnering with the Sub Branch to sponsor major events. These sponsorships have been vital in offsetting event costs, allowing us to deliver high-quality activities for the veteran community. The continued support from our sponsors ensures the sustainability and success of flagship events such as the Gala Dinner, International Women's Day High Tea, and commemorative services.

Christmas Hamper Program

In 2024, the Sub Branch expanded its Christmas Hamper Program, delivering much-needed festive hampers to veterans and their families across the Cairns region. Thanks to the generous support of volunteers and community partners, hampers were distributed widely, ensuring that those facing challenges during the holiday season felt valued and supported.

Stakeholder Engagement

The Sub Branch further strengthened relationships with key stakeholders, attending quarterly Defence Members and Family Support (DMFS) stakeholder meetings and partnering with organisations including the Cairns Defence Community Support Group, FNQ Legacy, HMAS Cairns, and 51st Battalion FNQ Regiment. These collaborations supported events such as youth engagement, Christmas parties, and commemorative services.

Digital Growth & Communications

The Sub Branch achieved strong online engagement across multiple platforms, including Facebook, Instagram, our official website, and email communications. Notable metrics include over 38,000 emails distributed via MailChimp, achieving a 42.7% open rate. Social media saw steady increases in both followers and engagement, reflecting our expanding digital presence and improved communication with members.

Brand Awareness

We continued to build brand awareness by distributing fortnightly E-Situation Reports (E-SitReps), posting regular blogs on our website and social media, and actively participating in stakeholder events such as Bunnings Easter, Father's Day and Mother's Day events, Welcome to Cairns Open Days, HMAS Cairns Open Day, and CDCSG activities. These initiatives helped keep our membership informed and connected while extending our reach into the broader Cairns community.

Fundraising

Annual fundraising initiatives remained strong, including our online merchandise store, book sales, submarine kits donated to the museum, and merchandise stalls at commemorative events. We also conducted raffles and 100 Clubs to raise funds that directly supported the delivery of our programs and events.

In summary, 2024 has been a year of significant achievement and momentum for the Cairns RSL Sub Branch. Through successful events, innovative programs, strengthened partnerships, and increased engagement, we have furthered our mission of serving veterans and their families. As we look to the future, our focus remains on growing membership, expanding our reach, and continuing to deliver meaningful initiatives for the Cairns veteran community.

The Cairns RSL Sub Branch stands well-positioned for another year of growth, impact, and service in 2025.

Lucy Cahill
Events and Marketing Coordinator

Motion:

“That the Marketing Report as tabled be adopted.”

Moved:

Seconded:

Administration and Volunteer Coordinator Report

Elizabeth Maguire
Administration Officer
Volunteer Coordinator

As I reflect on the past two years in my role, it has been a rewarding experience getting to know the members of our Sub Branch and the dedicated volunteers who generously contribute their time and effort to support our veteran community.

Our team of advocates has remained active and committed, assisting veterans with DVA claims. We were also pleased to welcome a Trainee Advocate to the team, who has been a valuable addition. Our Wellbeing Support Officers continue to visit veterans in hospitals and nursing homes and conduct wellbeing checks when needed. I would also like to acknowledge the volunteers who attend funeral services to perform the Poppy Service—an important and respectful tribute to our veteran, honouring their service on behalf of the Cairns RSL Sub Branch.

The Museum Volunteers have been consistently engaged, dedicating their Thursday mornings to maintaining and enhancing our museum displays. They have also coordinated visits for Scout and Cub groups, as well as local primary schools, offering educational talks at the cenotaph and in the museum. Feedback from these engagements has been overwhelmingly positive. In addition, the museum has opened for special events throughout the year. Our volunteers also presented a museum display at the HMAS Cairns Open Day and Welcome to Cairns, which attracted strong interest from both children and adults, significantly raising awareness of our museum among the wider public.

Throughout the year, our volunteers have also contributed to the success of our merchandise stalls, particularly during Anzac Day and Remembrance Day. These efforts have been crucial in supporting our fundraising activities and public outreach. Volunteers have represented the Sub Branch at various community events such as Cairns Community Day and the HMAS Cairns Open Day, helping to raise awareness about the services we provide and strengthening our presence in the community. The feedback received from these interactions has been very positive, with many members of the public expressing appreciation for the work we do.

Our volunteers also play a vital role in the organisation and delivery of commemorative events and functions. Despite sometimes unfavourable weather conditions, their dedication and reliability remain unwavering.

A special mention goes to Christopher and Kim Adams, who were awarded as the 2024 Volunteers of the Year. Their dedication to the Cairns RSL Sub Branch Pipes and Drums is remarkable. Through weekly rehearsals, performances along the Esplanade, and participation in commemorative services, they have demonstrated outstanding commitment. Their leadership and support of fellow band members is greatly appreciated, and we are sincerely thankful for all they do.

To all our volunteers: your time, energy, and dedication are the backbone of our Sub Branch. Thank you for everything you do to support our veterans and community.

Elizabeth Maguire
Admin and Volunteer Coordinator

Motion:

“That the Administration and Volunteer Coordinator Report as tabled be adopted.”

Moved: **Seconded:**

Volunteer Register

Below is a list of our 60 very valuable active Volunteers that have assisted the Sub Branch in 2024 in our aim of ***‘Caring For Our Defence Family’***

Volunteers of the 2024 Year Christopher & Kim Adams

Surname	First Name		Surname	First Name
Adams	Christopher		Maconachie	William
Adams	Kim		McDonough	Irena
Armstrong-Waters	Lancelot		McDonough	John
Bristow-Smith	Naim		McLennan	Jason
Bryant	Gillian		Neil	Michael (Wombat)
Bradley	Hayden		Paterson	John
			Paterson-Broadbent	
Callerame	David			Darrylene
Carswell	Stanley		Prescott	Erin
Carlin	Kieran (Spike)		Redgen	Matthew
Cheneval	Deborah (Deb)		Richards	Ian
Cooke	Leesa		Richardson	Mark
Crossley	William		Ross	Findlay
Cutler	Jill		Royle	Christopher
Derrington	Scott		Royle	Caitlin
Diprose	Ronald		Schoosleitner	Dietmar
Dunstan	Melanie		Shingles	Nathan
Forster	Nathan		Shliahov	David
Fuller	Paul		Simmonds	Mark
Greenwood	Lee-Ann		Smith	Erica
Hayward	Jason		Spurrier	Jennifer
Hartman	Roy		Stapleton	Joseph (Stubby)
Howard	Neil		Tooth	Gerald
Johns	Darryl		Tully	Brendan
Keating	Martin		Turnbull	Neil
Kelly	Graeme		Walker	Paul
Kelly	Sarah		Watson	Phillip
Lee	Rob		Webb	Carolyn
Lenaghan	Declan		Webb	Gerard
McClennan	Craig		Wilson	Jacqueline
Mackenzie	Nathan		Wilson	Kevin

Museum Report

A significant amount has been quietly achieved in the Kokoda Hall Museum since the last Annual General Meeting. The following key activities and outcomes are noted for the reporting period:

- The Sub Branch relinquished the rented storeroom. While initially a disconcerting step, this has proven a wise long-term decision. The screening and sorting of memorabilia formerly in storage is well underway, uncovering many items that otherwise would have remained unseen.
- A substantial number of surplus items — such as glass panels, building materials, and memorabilia deemed irrelevant to our collection — have been passed on to appropriate recipients, including the 51st Battalion Museum, Royal Australian Navy Heritage Collection, and others. Most items have found suitable new homes, with only irreparably damaged items disposed of.
- Museum volunteers have conducted numerous guided tours throughout the year for a variety of groups, including cruise ship visitors (predominantly from the United States), local schools, cadet units, scout groups, and individuals. Their continued efforts in this area are greatly appreciated.
- Volunteers were actively involved in building and setting up the Sub Branch's presentation for the premiere of the Vietnam Veterans' documentary at the Cairns Performing Arts Centre (CPAC) in August.
- Regular volunteer working groups meet at the museum each Thursday morning to plan activities, conduct housekeeping, and complete minor tasks. Much of the "make and mend" work continues to be carried out externally by volunteers such as Stubby and others in their private workshops.
- Development work is ongoing for new and enhanced displays, including exhibitions dedicated to 31st/51st Battalion, Women in Service, the Royal Australian Navy Fleet Air Arm, and Australian Army Aviation.
- Efforts continue to sort, curate, and display the museum's growing collection of memorabilia. Items received from deceased estates of local RSL members and their families are carefully vetted due to space constraints. Accepted items continue to enrich the collection.
- The museum has secured the enthusiastic support of the local Scale Modellers Group, whose talented members are voluntarily building select model kits to enhance exhibits. Their contributions have been invaluable, and a small gesture such as meal vouchers would be a fitting token of appreciation.
- The museum's historical contributions to the Sub Branch *E-SitRep* newsletter continue regularly.
- Due diligence regarding the Sub Branch Weapons Collectors Licence has been maintained by our licence holder, Gerry, in conjunction with the Queensland Police Service.

- The Rosemary Garden remains in good condition, despite the challenges of heavy rainfall and high humidity. Considerable care and maintenance continue to ensure its upkeep through the Wet Season.
- A significant roof leak — previously responsible for water ingress on the southern wall — has been rectified. Damaged items have largely been restored. The blockage was caused by a deceased curlew found in the box gutter.
- A secondary minor roof leak has since emerged near the kitchen door. It only appears during extremely heavy rainfall and is currently managed with a drip bucket. A permanent solution will be required before the onset of the next Wet Season.
- Gerry and Hayden successfully hosted a tour group of 40 American visitors, including several veterans.
- Museum volunteers continue to assist by clearing expired wreaths from the Cenotaph following each memorial service.
- Sincere thanks are extended to Sub Branch staff, Lucy and Liz, for their ongoing support, assistance, and encouragement, and to Phil from Advocacy for his constructive feedback when required.
- It is regrettable that the planned redevelopment of the Catalina Room has not progressed to date. A substantial selection of subject artwork for the walls was provided to the Club Manager some time ago. Completion of this project would represent a valuable enhancement to the Kokoda Hall Museum.

Lest We Forget

Bill Maconachie
Museum Curator

Motion:

"That the Museum Report as tabled be adopted".

Moved:

Seconded:

Building Report

Lucy Cahill
Office Manager

The Board of the Cairns RSL Sub Branch has continued to maintain, repair, and upgrade various parts of the Sub Branch building and its surrounds over the past 12 months. The items of maintenance carried out include, but are not limited to, the following:

1. The roof has been thoroughly cleaned to remove accumulated bird droppings and debris. Additional bird spikes were installed to deter pigeons and other birds from roosting and fouling the area.
2. Copper piping throughout the building required repairs due to age-related wear and deterioration. Necessary replacements and repairs were carried out to ensure continued serviceability.
3. Patch resurfacing of the carpark was undertaken to address areas of wear and improve overall surface condition.
4. A major leak in the gaming lounge was identified and repaired, preventing further water ingress and damage.
5. A significant leak in the Kokoda Hall Museum — caused by torrential rain and blocked box gutters — was identified and rectified. Damaged items within the museum have been restored where possible.
6. Lighting repairs and replacements were carried out in both the office area and museum area to ensure appropriate visibility and safety.
7. Repairs to the air-conditioning systems in both the main office and the museum were required and successfully completed to ensure ongoing comfort and functionality.
8. Routine scheduled maintenance (bio-monthly) is conducted on all air-conditioning units by J&R Refrigeration. A report is provided following each service, detailing the condition of the systems and identifying any potential maintenance requirements. This regular maintenance schedule is a proactive measure that allows the Sub Branch to remain on top of necessary repairs and address emerging issues promptly.
9. A grant application was submitted during the reporting period to support the removal of asbestos identified in the roof area of the Catalina Room. If successful, this project will improve safety and allow future development in that part of the building.

The Board remains committed to proactively maintaining the Sub Branch facility and ensuring it remains safe, presentable, and functional for all members, visitors, and the broader veteran community.

Motion:

"That the Building Report as tabled be adopted."

Moved: **Seconded**

Activities 2024

Remembrance Day - Host and Chair Planning Meeting
Vietnam Veterans Day - Host and Planning Meeting
ANZAC Day Dawn Service and March - Host and Chair ANZAC Day Planning Meetings
Private and Public Hospital/Nursing Home Visits
Requiems
International Women's Day High Tea
Market Stalls
Kokoda Hall Museum Displays
Schools/Scouts/Cubs Museum Tours
Swinton Learning Program Scholarship
PeaceKeepers / Peacemakers Event
Fortnightly E-SIT REP
Daily Facebook and Instagram
Regular SMS Notifications
Maintenance of Web Site and Members Portal
Tobruk Memorial Pool Poppy Installation
Tingira Association Birthday
Veterans' Health Week - Golf Day - Breakfast - Wellness Challenge
Mental Health Week – Herb workshop
Volunteer Christmas Party
Thank You For Your Service Gala Dinner
Kickstart Monthly Breakfasts
Members Christmas Comedy Night
Monthly morning tea
Monthly Mess Lunches
Partnered with the Cairns Defence Community Support Group – Youth Event
Defence Members and Family Support, HMAS Cairns, Legacy & CDCSG joint End of Year Party
Cairns Veterans Business Network Events
Well-Being Calls
Cairns RSL Sub Branch Pipes and Drums
Stakeholder Meetings held quarterly by DMAFS
Monthly Walk and Talk Group
Bunnings Easter Hope Event
Bunning Mother's Day Event
Welcome to Cairns - DMAFS Event information stall.
Youth Development Program.
Peacekeeper/Peacemaker Timor Lunch
Anzac Day Golf tournament
Legacy Golf Day Hole Sponsor
Christmas In July Trivia Night
Christmas Hamper Distribution
Museum Tours – Schools, Scouts, and Tour Groups
Assisted with Dine with a Digger
Morning Melody - Subsidised 3 x shows for members
Anzac Speewah Dinner (assisted with Fundraising)



RETURNED & SERVICES LEAGUE OF AUSTRALIA

QUEENSLAND BRANCH

OBJECTS

1. Provide for the sick, helpless, wounded, aged, vulnerable, destitute and needy among those who are serving or who have served in the Australian Defence Forces and their dependants;
2. Perpetuate the close and kindly ties of friendship created by a mutual service in the Australian Defence Force or in the forces of nations traditionally allied with Australia and the recollections associated with that experience;
3. Maintain a proper standard of dignity and honour among all past and present members of the Defence Forces of the nation and to set an example of public spirit and noble hearted endeavour;
4. Preserve the memory and the records of those who suffered and died for Australia, erect monuments to their valour, provide them with suitable burial places, and establish and preserve, in their honour, the annual commemoration days known as ANZAC Day, Remembrance Day and other commemorative days;
5. Encourage loyalty to Australia and secure patriotic service in the interests of Australia;
6. Protect the good name and preserve the interests and standing of members of the Australian Defence Force;
7. Encourage Members, as citizens, to serve Australia with that spirit of self-sacrifice and loyalty with which they served as members of the Australian Defence Forces; and
8. Provide welfare to the sick, helpless, wounded, vulnerable, aged, destitute and needy.