

# **ANNUAL ACTIVITY REPORT – 2024**

**DUE DATE Friday 26 July 2024**

Please complete the following Activity Report to be eligible for consideration in the Annual MERIT AWARD which recognises the various activities carried out by our affiliated societies.

The report should be **ONE PAGE** only, providing a summary of your activities and actions that occurred between **01 June 2023** and **30 June 2024** return to [admin@histwest.org.au](mailto:admin@histwest.org.au)

Should you wish to submit separately please ensure your organisation's contact details are clearly shown

1. **Engagement with members** e.g. activities - opportunities for involvement, talks, excursions
  - 1.1 **Weekly Morning Tea with members on Tuesdays. The Museum is closed every Tuesday for cleaning and maintenance of exhibits and buildings by our valuable members.**
  - 1.2 **Bi-monthly Newsletter sent to members and Museum friends.**
  - 1.3 **Annual AGM when members are updated on Society status and vote for elected officers.**
  - 1.4 **Quarterly General Meetings when members are updated on Society status and ongoing or upcoming projects.**
  - 1.5 **Regular functions and sausage sizzle lunches to thank members for their volunteer efforts.**
  - 1.6 **Monthly Precinct Mingles so that BHS members can socialise with other NFP tenants of the Old Butter Factory Precinct (Pottery Group and Woodturners Club).**
  - 1.7 **Ad-hoc member information sessions (ie evacuation training, basic first aid training, Museum Host information sessions).**
  
2. **Engagement with the local and wider community** e.g. involvement in committees outside your association, outreach activities; educate, displays, exhibitions, talks, enactments
  - 2.1 **One of the main funded projects was the installation of additional concrete pathways around the grounds of the Museum to improve access to outbuildings for those with prams and wheelchairs.**
  - 2.2 **Our annual Gala Day was held on 1st October 2023. Unfortunately, bad weather resulted in low attendance however those who braved the conditions enjoyed viewing the original Group House, photographs and other heritage exhibits and demonstrations.**
  - 2.3 **On 8th October 2023 we supported the local Ludlow Tuart Forrest Restoration Group's annual event by creating a display of photos and exhibits and selling books.**
  - 2.4 **Promoted Busselton history to those cruise ship passengers who visited the Museum during the 2023/2024 cruise season.**
  - 2.5 **On 7<sup>th</sup> January 2024 we attended the Acton Park Hall Centenary celebrations and unveiling of the commemorative plaque. We created a display of photos, maps, group settlement information and also sold books. A time capsule was installed, which included a copy of the *Celebrating 100 Years of Group Settlement in the Busselton District 1921-2021* booklet which was produced by BHS in 2021.**
  - 2.6 **BHS members sat on the new war memorial working committee, along with representatives from the City of Busselton, Rotary Club and Busselton RSL, to finalise the details of the Rotary Park of Remembrance which was officially opened in April 2024.**
  - 2.7 **For the third year in a row, the Museum's 2024 ANZAC Day Display included participation from a local primary school who contributed commemorative art and poetry.**
  - 2.8 **In March 2024 we supported a new local event - Busselton & South-West Heritage Festival. The theme was "Timber" and BHS created an information stall at the Old Gaol Precinct and had a special display of timber equipment and a Clare Layman carving.**
  - 2.9 **We hosted several community groups to use our grounds and facilities, including the Busselton Brass Band and Busselton Jetty volunteers, in order to promote our collection.**
  - 2.10 **We educated local school groups on the history of Group Settlement, including tours of our Group House and Group School House and providing butter making demonstrations.**

- 2.11 We recommenced visits to the aged care facilities (an activity which ceased due to COVID) with displays of artefacts and interactive items of interest to encourage their residents to recall earlier times.
  - 2.12 In June 2024 we hosted a secondary student for Student Shadow Day who wished to learn about more about history and how museums work.
3. **Research activities**, enquiries and other research, **Publications**, Leaflets, books, websites etc. **Collection development and management**, **Curation**, **Oral History and other areas**, achievements and training etc.
- 3.1 With the winding-up of the Busselton Oral History Group due to declining membership, the oral history operations returned to the management of BHS in March 2024.
  - 3.2 Commenced self-funded project to scan and digitise our research resources.
  - 3.3 Commenced self-funded project to clean and preserve artefacts in the collection.
  - 3.4 Commenced creating QR codes on display cabinets for easy reference to our Collections WA records.
  - 3.5 Continued to digitise our extensive Photograph collection.
  - 3.6 Continued the extensive job of ensuring that all items are accessioned on Collections WA.
  - 3.7 Continued researching and relabelling all items in the interior and exterior collection.