

BUDERIM HISTORICAL SOCIETY INC.
STRATEGIC PLAN 2018-2013
Progress Report
February 2019 – January 2020



Our **VISION** is to keep Buderim's history alive through conserving, preserving and researching its past.

Our **MAJOR GOALS** are to:

- Conserve, preserve and manage the buildings, Museum, artefacts, pioneer historical collections, gardens and records of the Society.
- Facilitate and promote research of the history of Buderim and adjacent localities.
- Inform the local community and those visiting the area about the history of Buderim.
- Increase community involvement in the Society.
- Broaden access to our collection through digitising significant collection items to supplement and enhance access to the collection and facilitate the development of new content opportunities.

The following pages outline **our STRATEGIC PRIORITIES 1- 8** and report the achievements for each for 2019. Issues that are still requiring action are highlighted in red.

The final pages summarise our visitor statistics for the calendar year 2019.

STRATEGY	ELEMENTS	ACHIEVEMENTS
<p>1. Maintain the efficiency and effectiveness of the BHS administration and management based on the National Standards for Australian Museums and Galleries.</p>	<ul style="list-style-type: none"> • Effectively and efficiently administer the administrative and business affairs of the society • Actively pursue grant funding for operating costs. • Undertake fundraising and seek financial support for the ongoing work of the Society. • Prepare and manage the annual budget and achieve transparent reporting. • Seek Executive Committee Members and volunteers with diverse skills. • Identify and emphasise priority areas of development and activity. • Evaluate and report on progress at monthly meetings, AGM's and newsletters to members and councillors etc. • Progressively review policy and procedure documentation at least 3 yearly. • Undertake succession planning for the organisation's administrative continuity and future. 	<ul style="list-style-type: none"> • The AGM was held in September and Management Committee members elected. New Vice-President Kevin Briggs; new Treasurer Margaret Welshe. Documentation and website updated to reflect these. • Audit report prepared by SGS Accounting for presentation and acceptance at AGM. • Financial accounting system transferred from QuickBooks to Xero. • Monthly BHS Management meetings held with reports from/regarding: President, Treasurer, Work report (maintenance), Fundraising, Garden Convenor, Curator, Membership and Strategic Plan (incl Health & Safety). • SCC Community Partnership Funding program: Acquittal reports provided as requested by SCC. (\$14,000 received Oct) • Annual budget prepared by President and Treasurer. Progress evaluated monthly at BHS Management meeting. • End of project report provided to Buderim Foundation for grant for fire-proof safe. • Acquittal provided for SCC funding for audio-visual equipment (Apr) • SCC Minor Grant funding received for blinds in parlour and bathroom (May) • Social Fundraising Group (SFG) working group meetings held to plan and evaluate fund raising activities. • Fund raising activities included: <ul style="list-style-type: none"> Easter Fair & Raffle Group morning teas School group visits Christmas Fair and Raffle • Major fundraising activity planned Irish/Country Concert cancelled due to low ticket sales. • 5 Year lease signed with BWMCA 3 May 2019. No changes. • President David Wood, BHS representative, attended BWMCA monthly affiliate meetings. • Disaster Preparedness Plan completed (Apr). Information about new/revised policies and procedures provided to volunteers both in written format (May) and at an information session (Aug). • Consultation commenced in Feb between SCC Heritage, BWMCA and Consultants Australian Heritage Specialists to develop a Conservation Management Plan for Pioneer Cottage. The final report was received in Sep and accepted by BWMCA at their Oct meeting. • Bi-monthly newsletter 'The Pioneer' reported BHS activities and achievements to members and the public. Distributed via email to members and available on the BHS website. • 2 new volunteers assisting with eHive maintenance, cleaning of the collection and acting as Visitor Guides. • Annual stats provided to Museums and Galleries Queensland.

STRATEGY	ELEMENTS	ACHIEVEMENTS
1. (Cont)		<p data-bbox="999 188 1265 220">"To Do" list for this year</p> <ul data-bbox="1041 255 1691 351" style="list-style-type: none"> <li data-bbox="1041 255 1691 287">• Action Plan priorities for Conservation Management Plan <li data-bbox="1041 287 1691 319">• Develop Volunteer Management policy and <li data-bbox="1041 319 1691 351">• Revise Digitisation Policy.
2. Provide and maintain a safe facility for volunteers, visitors and staff who attend Pioneer Cottage and Vise House.	<ul data-bbox="358 414 940 542" style="list-style-type: none"> <li data-bbox="358 414 940 542">• Detail measures in a Health and Safety Plan for Buderim Historical Society to provide for personal, fire and electrical safety as well as hazards/risk identification and management for the premises. 	<ul data-bbox="1019 414 2072 957" style="list-style-type: none"> <li data-bbox="1019 414 2072 446">• Public liability insurance is available for volunteers and visitors. <li data-bbox="1019 446 2072 478">• A Certificate of Currency is provided by organisations hiring BHS facilities. <li data-bbox="1019 478 2072 558">• Fire and Evacuation Plans for Pioneer Cottage and Vise House were revised to reflect training undertaken (Aug) and change of street name. <li data-bbox="1019 558 2072 590">• Fire equipment checked 6 monthly. <li data-bbox="1019 590 2072 670">• New volunteers receive Fire and Emergency Evacuation information on commencement for Pioneer Cottage and Vise House. <li data-bbox="1019 670 2072 702">• Safety audits were conducted 4 monthly. Recommendations addressed. <li data-bbox="1019 702 2072 734">• Volunteers assisting with school groups have Blue Card registration. <li data-bbox="1019 734 2072 766">• Risk Assessment Guide provided for school groups visiting Pioneer Cottage. <li data-bbox="1019 766 2072 798">• Nil preventable incidents reported. <li data-bbox="1019 798 2072 829">• Annual review of Health and Safety Plan and associated documents undertaken (Apr). <li data-bbox="1019 829 2072 957">• Documentation and equipment to assist in response to a disaster stored in Disaster Boxes 1-5 stored in Store Room 1. Checked during Sept Health & Safety audit. <p data-bbox="1041 1037 1299 1069">"To Do"list for this year:</p> <ul data-bbox="1041 1077 1926 1149" style="list-style-type: none"> <li data-bbox="1041 1077 1926 1109">• Arrange annual training for Fire & Emergency Evacuation. <li data-bbox="1041 1109 1926 1149">• Prepare plan for Fire Brigade re priority objects to be removed in case of fire.

STRATEGY	ELEMENTS	ACHIEVEMENTS
<p>3. Initiate and undertake related training activities for members and volunteers and avail ourselves of relevant training provided by other organisations</p>	<ul style="list-style-type: none"> • Review methods of recruitment of members and volunteers. • Increase membership of BHS through targeted activities in the community. • Review ways to develop members and volunteer skills. • Develop in the organisation a sense of comradeship, co-operation, enjoyment, satisfaction and achievement among members. 	<ul style="list-style-type: none"> • Membership static - 126 members. • Volunteer numbers - 25 • Visitor Guide manual revised. • Orientation program provided for new Door Guides and volunteers. • Volunteers assist with conducting Health & Safety audits. • Skills development activities: <ul style="list-style-type: none"> ‘Oral History Workshop’ – Susan Guy (Feb) ‘Public Programming’ by David Hampton - David & Prue (Feb) ‘Environmental conditions workshop’ Josh Tarrant - Susan & Gail (Apr) ‘Paper and photography workshop’ Lydia Egunnike Jeanine (May) Fire & Emergency Evacuation training Simon Waterhouse (Buderim Fire Station - theory and practice evacuation of Pioneer Cottage). Also, an update of new & revised policies and procedures. 14 volunteers attended. (Aug) ‘Digitisation at its best’ Josh Tarrant – Steve & Ruth (Oct) • Opportunities for skills development provided by SCC Heritage are communicated to volunteers via email. • Annual Soiree (Dec) held to celebrate achievements and work of BHS and supporters. • President David Wood nominated for Senior Citizen of the Year in the SCC Australia Day Awards. <p>“To Do” list</p> <ul style="list-style-type: none"> • Undertake Volunteer Satisfaction survey

STRATEGY	ELEMENTS	ACHIEVEMENTS								
<p>4. Publicise and promote the work and activities of the Society through a range of media platforms to stimulate public interest, support and appropriate use of the facilities.</p>	<ul style="list-style-type: none"> • Implement methods to publicise the special activities and work of the Society. • Invite appropriate individuals and organisations to assist in work, promotions and marketing, including local government councillors, local state and federal political representatives. • Develop and undertake an annual program of outreach activities and educational programs to create and promote interest in the work of the Society in the community. • Develop and maintain links with educational institutions such as universities, schools and colleges to fit with their curriculums. • Establish links with heritage and other groups to further the activities and work of the Society. • Develop and maintain links on the BHS Website and Facebook. • To increase BWMCA awareness of BHS plans, activities and accomplishments. 	<ul style="list-style-type: none"> • Held fundraising stalls at Buderim Easter Fair (20 Apr) and Buderim Christmas Fair (30 Nov) at the BWMCA Hall. • Opened for SCC Open House (132 attended) and Buderim Garden Festival (657 attended) weekend (19&20 Oct). • Hosted History Talks at Vise House: <ul style="list-style-type: none"> 2 Feb – Ken Simper ‘The Simper Family & their contribution to Buderim’ 6 Apr – Maxina Williams ‘Edna Walling and her Buderim connection’ 8 Jun – Helene Cronin & Noel Williams ‘First Constable stationed at Palmwoods’ 10 Aug – Bill Lavarack ‘Cooktown Orchid’ 12 Oct – Margaret Marshall ‘Foote Family’ • Total visitors to Pioneer Cottage Jan-Dec 2019 were 2,978 (see attached charts). This shows an increase of 647 compared with the 2018 calendar year. • No. of visits: (See attached chart) <table border="0" style="margin-left: 20px;"> <tr> <td>Community groups</td> <td style="text-align: right;">69</td> </tr> <tr> <td>Schools students</td> <td style="text-align: right;">419</td> </tr> <tr> <td>Tertiary/ TAFE students</td> <td style="text-align: right;">13</td> </tr> <tr> <td>Local/Interstate/ International visitors</td> <td style="text-align: right;">2559</td> </tr> </table> <p>Age 0-10 16%, 11-20 3%, 21-40 8%, 41-60 16% and 60+ 57%</p> <p>Gender Female 59%, Male 41%</p> • School visits <ul style="list-style-type: none"> Matthew Flinders School (2 May) Buddina State School (23/24 May) Buderim Mountain State School (24 Jun, 27 Aug) Sunshine Beach School (6/7 Aug) <p>School visit Evaluation Survey - 3 schools evaluated (MFS, Buddina & Sunshine Beach). Very satisfied with experience provided.</p> • Visiting Groups (Feb 19 – Jan 20): <ul style="list-style-type: none"> Garden Club, Probus, U3A Sunshine Coast (Enquiring Minds & Sing, Sing, Sing), USC & TAFE students, Buderim View Club, Bracken Ridge Respite, Touring Americans, Mt Tamborine Garden Club, Open House, Buderim Garden Festival, Nambour Embroidery Group, BHS Soiree. • Visitors are encouraged to provide feedback of their visit in the Visitor’s Book. Very positive comments documented. • David Wood interviewed on local ABC radio breakfast show regarding Pioneer Cottage & the Burnett family. Also, a panel discussion regarding the history of agriculture in Buderim. • Buderim Foundation interviewed David Wood for the Foundation website to promote their grant program. 	Community groups	69	Schools students	419	Tertiary/ TAFE students	13	Local/Interstate/ International visitors	2559
Community groups	69									
Schools students	419									
Tertiary/ TAFE students	13									
Local/Interstate/ International visitors	2559									

STRATEGY	ELEMENTS	ACHIEVEMENTS
4. (Cont)		<ul style="list-style-type: none"> • Window Display OPO (Apr) by Prue Cawley. • National Volunteers Week celebration (21 May) at the BWMCA Hall was attended by David Wood, Bev Lavarack & Doug Beckendorf. • SCC Heritage DASSI held in Bli Bli. Attended by Prue Cawley & Peta Beattie. Peta gave a presentation about Pioneer Cottage. (22 Jun) • SCC Heritage Plan Revue was attended by David and Prue. (Jul) • Seniors’ Forum (23 Aug) attended by Prue & Bev. • Sunshine Coast Open House launch (9 Sep) attended by Prue. • Noel Williams was interviewed on ABC 90.3 FM about the Edison cylinder phonograph as part of the promotion for the Open House weekend. • Paranormal Investigation Group undertook a study in Pioneer Cottage (30 Oct). • Christmas Tree, designed and made by Ruth Ormerod, was displayed at St Mark’s Anglican Church. (Dec) • Publicity via: Bi-monthly Newsletter” The Pioneer” published and circulated by email and on website. Website: www.buderimhistoricalsociety.com Facebook: facebook.com/Buderim –Historical Society. Invitation extended to ‘friend’ BHS. Local radio, TV (Ch 7 Sunshine Coast), Buderim Chronicle. • Links with other community organisations: BWMCA, Buderim Foundation, Friends of Buderim, Buderim Garden Club, BATS, Genealogy Sunshine Coast, Buderim Men’s Shed, SCC Cultural Heritage, Bendigo Bank, BWMCA Hall, USC and Local, State and Federal MPs. • Community photocopying now done by the office of Brent Mickelberg, State Member for Buderim. • Vise House Meeting room hired by U3A, Probus, Friends of Buderim and the Buderim Garden Club for educational programs and meetings. <p style="color: red;">“To Do” list for this year: Identify and promote marketing and membership opportunities.</p>

STRATEGY	ELEMENTS	ACHIEVEMENTS
<p>5. Undertake and promote research activities of both past and recent historical activity in Buderim and adjacent localities.</p>	<ul style="list-style-type: none"> • Identify research needs. • Foster support and interest in local scholarly research activity. • Seek and acquire grants from government and private organisations to purchase equipment and resources for research. • Train volunteers to become guides and fulfil other roles such as data entry and conservation • Encourage USC students use of the facility for research purposes. • Identify and provide support for a volunteer research assistant interested in our history. 	<ul style="list-style-type: none"> • The eHive data base has been progressively updated as provenance and further information about objects is discovered. • Instruction and supervision are given to research assistants regarding data entry and research requirements. • Volunteer Visitor Guides have undergone an orientation program, have contact details of their allocated 'buddy' and complete an orientation checklist with the volunteer supervisor. • Students undertaking research are given a discounted entry fee. • Students from: <ul style="list-style-type: none"> UQ – Post graduate student from Japan USC – 'Design futures' Architecture students Nambour TAFE – 'Building design' <p style="color: red;">"To Do" list:</p> <ul style="list-style-type: none"> • Research topic - Middleton letters • Investigate availability of Indigenous & SSI local history. Links with The Green House. • Follow up - A new scroll of the Australian branch of the Burnett Family Tree has been produced by Janelle (Millie) Kafcaloudis (Sunshine Coast Genealogy) for use in the Museum Room

STRATEGY	ELEMENTS	ACHIEVEMENTS
<p>6. Conserve, preserve and develop the buildings, museum, artefacts, pioneer historical collections, gardens and records of the Society as an ongoing process, especially interpretive commentary of significant items and stories.</p>	<ul style="list-style-type: none"> • Develop plans for maintenance, repairs, renovations and improvement of the facilities in conjunction with the BWMCA Asset Management Plan. • Review the Museum’s collections, contents and displays. • Enhance the development of a professional data base of documents, graphics, artefacts and the collection. • Increase and ensure security of both our volunteers and the collection • Review compliance with the National Standards for Australian Museums and Galleries. • Maintain links with the Burnett and Vise families. 	<p><u>Building Conservation</u></p> <ul style="list-style-type: none"> • Consultation commenced in February between SCC Heritage, BWMCA and Consultants Australian Heritage Specialists to develop a Conservation Management Plan (CMP) for Pioneer Cottage utilising SCC Heritage funds. Finalised in October. <p><u>Maintenance</u> has mostly been undertaken by volunteers.</p> <ul style="list-style-type: none"> • Garden shed erected on a concrete slab beside the Outside toilet. • Water pump replaced. • Annual pest control inspection (termite & pest control) done. (27 May) • Windows cleaned Pioneer Cottage and Vise House 6 monthly. • CCTV operational weekly check undertaken. • Roof leaks Pioneer Cottage continue. Included in CMP follow-up. • Electrician replaced power point on back veranda. Safety switches on both buildings checked. • Cricket bat cabinet mounting reinforced. • Poles on eastern walls reinstalled to hang posters and displays. • Front & French doors cleaned and re-oiled. • New net curtains made for parlour and back bedroom French doors. • Roller blinds installed on French doors in the parlour and window in the bathroom to limit light exposure, following recommendation from Preservation Needs Assessment. Funded by SCC Heritage grant. <p><u>Garden maintenance</u></p> <ul style="list-style-type: none"> • Pavers placed under orchid pots. • Mary River gravel replaced daisy plants along western side of Pioneer Cottage. • Gardens top dressed with mulch. • 2 compost bins purchased. • Monthly watering schedule compiled for Visitor Guides to assist Garden Convenor especially in dry weather. • Soaker hoses installed in hibiscus and front gardens. • Timers purchased for garden hoses. • Lattice trellis erected on side of toilet block to hide storage box and hose reels. • Volunteers (weekly) and Garden Club members (monthly) weeding, trimming & replanting. • Garden Club donated sugar cane bales and potted plants prior to Garden Festival.

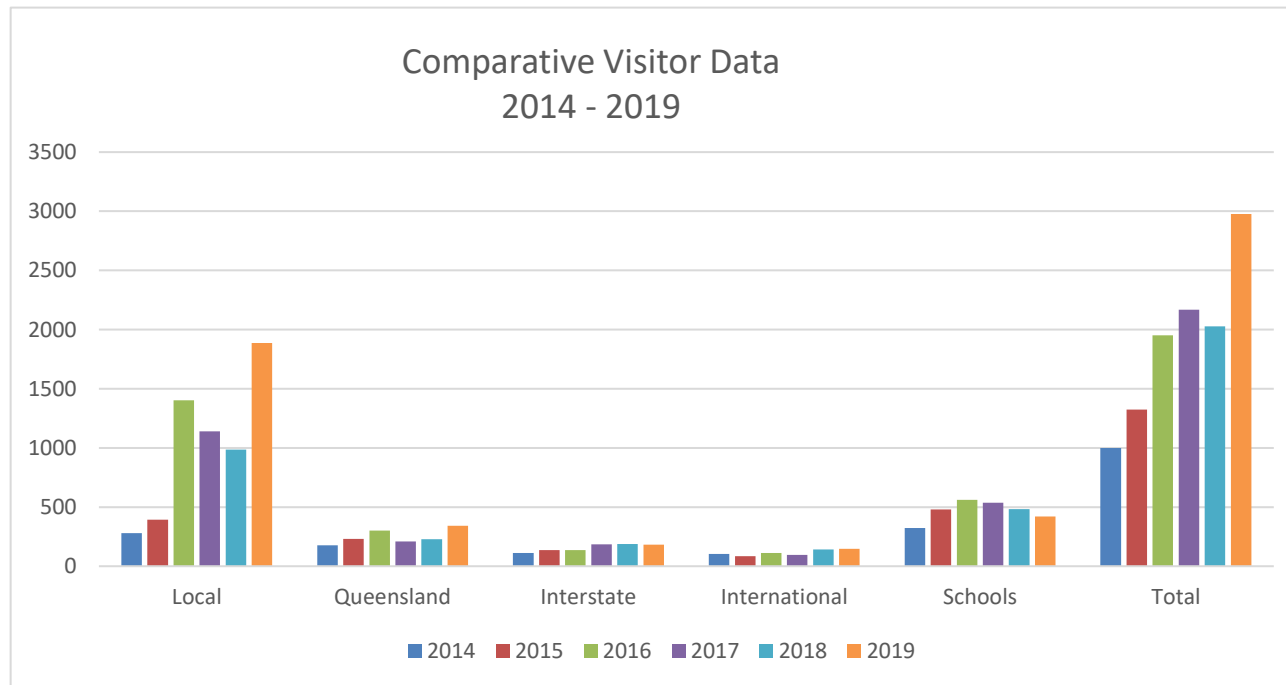
<p>6. (Cont)</p>		<p><u>Conservation of Collection</u></p> <ul style="list-style-type: none"> • Gladioli painting on Glass -Ellen Burnett restored. Funded by Loloma Weir bequest. • Edwardian doll conserved by Doll & Teddy Hospital, Brisbane. • Mirror with leather frame (Lionel Burnett) conserved. • Dorothea Burnett's photos scanned. • Anne's Memories album digitised. • Ernest Middleton's letters typed. • Museum Room cataloguing complete and entered into eHive. • Len Sorenson's cricket bat donated to the collection by the Buderim Cricket Club. • Sketch Plan of the 2nd Buderim golf course donated by the Neuendorf family has been digitised and framed. • Volunteers assist with on-going cleaning of the collection. Working bee to clean displays held (Oct). • Accessioning and deaccessioning of donated objects continues. Final decision rests with Management Committee on advice from the Curator. • Store Room 2 is now used exclusively for collection objects and documents. Trolley contains significant documents for easy removal in case of impending disaster. • Disaster boxes (5) were transferred to Store Room 1 for ease of access. • DVD recordings made of History talks, then stored in fire-proof filing cabinet. <p><u>"To Do" list:</u></p> <ul style="list-style-type: none"> • Work plan for building maintenance in compliance with Conservation Management Plan for Pioneer Cottage. Prioritise maintenance. • Review progress with Interpretive Plan and Preservation Needs Assessment.
------------------	--	---

STRATEGY	ELEMENTS	ACHIEVEMENTS
<p>7. Continue the digitisation process, as resources permit, to enable clients, regardless of location, to access and use a range of Buderim history content.</p>	<ul style="list-style-type: none"> • Enhance access Buderim’s cultural heritage by increasing the scale of our digitisation activities. • Commit to both the protection of creator’s rights and to providing the greatest possible access to our collections, working within the framework of the Copyright Act 1968 (Cth) and the use of Creative Commons licences for the content we create. • Adhere to protocols for Aboriginal and Torres Strait Islanders Collections. • Focus on our unique material thus providing a critical mass of digital information, enhancing our community’s knowledge. • Commit to the preservation and care of original items we digitalise. The production of digital surrogates will reduce the need for future handling of these items. • Digital versions of materials will represent originals as closely as possible. • Continue to seek opportunities to collaborate with other institutions. • Ensure long term access to legacy formats no longer accessible e.g. audio cassettes. • Capture progress of the Buderim community via oral, written, audio-visual stories of indigenous and significant early settlers, as well as community progress through the 1950’s – 70’s. 	<ul style="list-style-type: none"> • eHive accession register content being updated as more information regarding the provenance of the collection becomes known. • Anne Burnett’s Memories album digitised. • Ernest Middleton letters typed. • Buderim’s 2nd Golf Course sketch plan digitised. • Website domain now managed by KMO. • New Screen, projector and audio system purchased and installed. • 5 History talks recorded and stored on DVD. • All digitised recordings stored in fire-proof safe. • Bi-monthly newsletter available for public viewing on the website. • Website content updated as changes occur eg Management Committee, updated policies, street name change, etc. <p>“To Do” list:</p> <ul style="list-style-type: none"> • Revise Digitisation policy and procedures.

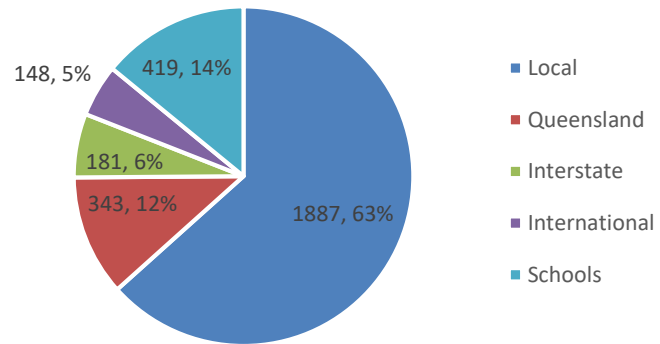
STRATEGY	ELEMENTS	ACHIEVEMENTS
<p>8. To develop a long-term (10 – 15 year) plan for on-going development and responsibility for Pioneer Cottage and Vise House, contents and archival information.</p>	<ul style="list-style-type: none"> • Develop plans in partnership with the BWMCA for the continuation of the present operation of the Pioneer Cottage and Vise House. • Aid both the BWMCA and the Sunshine Coast Council in the development of an Archival Interpretative building. • Research ways of ensuring adequate parking and storage for the future. 	<ul style="list-style-type: none"> • New 5 yr lease agreement signed with BWMCA 30 May 2019. No changes to the agreement. • Meetings with SCC representatives have been held as needed. • Conservation Management Plan for PC developed in consultation with BWMCA and the Department of Environment and Science. • SCC Heritage consulted (Jun) re development of strategies for the new SCC Heritage Plan. • Provided information about Pioneer Cottage for the new SCC Heritage Discovery Guide. • Parking issues have been discussed with SCC. Plan developed is for changed parking arrangements in Pioneer (formerly Ballinger Crescent). Await outcome. <p>“To Do”</p> <ul style="list-style-type: none"> • Develop and undertake work plan arising from Conservation Management Plan

Comparative Visitor Data for Pioneer Cottage, Buderim 2014 -2019

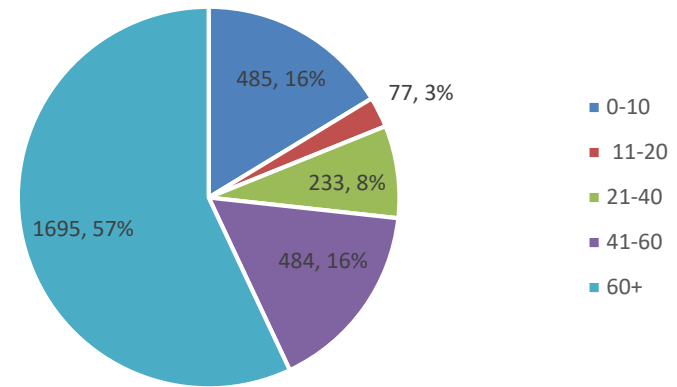
	Local	Queensland	Interstate	International	Schools	Total
2014	281	177	113	103	324	998
2015	393	230	137	84	481	1325
2016	1402	302	137	111	560	1952
2017	1139	209	186	97	537	2168
2018	985	228	189	142	482	2026
2019	1887	343	181	148	419	2978



**Buderim Historical Society
Visitor Data
2019
Total 2978**



**Buderim Historical Society
Visitor data 2019
Age**



Compiled by Ruth Ormerod,
February 2020.