

ADMIN REPORT

Very little to comment. We average about 20 emails per year mostly pointing out typos in notices; many are due to unclear notices and sometimes errors in the newspaper, but there are always typos on our part. Recently following one such comment where we had EDMA for EDNA we found and corrected 12 similar errors.

There are also a few enquiries where people are unable to find a notice, typically because the day (usually Saturday) has not been filmed and we had indexed from the paper.

BACK INDEXING

Clearly the combination of Covid-19 and newspaper closures has had an effect on the number of notices indexed and because indexers were not able to visit libraries some took on back indexing. We have not previously had a clear picture of the ratio of back to current indexing to determine if 2020 has been materially different to previous years so a small study has been undertaken. The nature of the available data does not permit a ready analysis on a financial year basis so the analysis has been made on a calendar year. As such will need to serve for both the committee meeting and the AGM. The results are tabled below. Year 2020 is based on year to date so the absolute numbers are lower than they will be at year end.

Year	Total Indexed	Back Indexing	Current year indexing	% Back indexing
2020 ytd	346,733	246,126	100,607	71
2019	472,996	330,672	142,324	70
2018	515,050	342,407	172,643	66

As can be seen the ratio of back to current indexing is essentially no different to previous years.

The only worthwhile comment on specific papers is that the 'difficult' period of The Age from 1954 (which is on Trove) to 2006 has now been indexed to the extent that we are able to from existing sources.

Peter Kettle