

**RYERSON INDEX INCORPORATED  
Inc 9890325**

**Agenda for the 15<sup>th</sup> Annual General Meeting  
to be held on 28 November 2023 at 8.15pm - Zoom**

Open Meeting:

The Meeting opened at 8.20pm

**Members Present:**

John Graham – President  
Robert Atkins – Vice President & Special Assignments  
Pauline Kettle – Secretary  
Kathy Conroy – Treasurer  
Peter Kettle – Committee Member  
Paul Kean – Committee Member  
Therese Delanty – Committee Member  
Shari-Lea McLean – Social Media sub-Committee

13 Ryerson Index Members attended.

**Apologies received:**

12 apologies received.

**Adoption of the Minutes of the AGM held 3 December 2022**

The Minutes of AGM held 3 December 2022 were taken as read and adopted.

Proposed – Robert Atkins  
Seconded – John Graham

Matters Arising from the Minutes –

Progress of the scanning of newspapers collected from Rex Toomey. John Graham made comment that the large bundle of newspapers is being culled and will eventually be scanned.

**President's Report for 2022/2023** (John Graham)

The report was tabled on the Ryerson Site under 'Resources for Indexers' and was taken as read.

Proposed – Peter Kettle  
Seconded – Pauline Kettle

Matters Arising from the Report - Life Membership (established 2022).

John Graham moved that the Ryerson Life Membership for 2023 status be granted to Julie Ashford and John Nance. This had been discussed and unanimously passed at the Committee Meeting on 28 November 2023 for presentation at the 2023 AGM.

John congratulated and thanked both Julie Ashford and John Nance for their invaluable support.

The Citations read as follows –

### **Julie Ashford**

*Julie started indexing the St George Leader at the beginning of 2005 and retired at the end of August 2022. That's 17½ years on the one paper. For most of that time (until 2016) it was a 2-day-per-week paper, reducing to a weekly in 2016. Julie was one of our most reliable indexers – she kept delivering, regular as clockwork, and almost always mistake-free.*

### **John Nance**

*John started indexing in mid-2005, when he answered my appeal for an indexer to cover the Manning River Times. He has been involved with numerous papers over the years, lately having taken on the Daily Telegraph (every day) when Sybil Jones retired, as well as his local Fairfield and Liverpool papers, The Age (2 days per week) and his local Funeral director. Add in some back-indexing, and John regularly produced between 30,000 and 50,000 entries each year. He has been a major contributor to the success of Ryerson.*

### **Treasurers Report for the Financial Year 2022/2023 (Kathy Conroy)**

The Treasurer's Report was tabled on the Ryerson under 'Resources for Indexers' and was taken as read.

Proposed – Shari-Lea McLean

Seconded – Pauline Kettle

Matters Arising –

After discussion by the Meeting, it was agreed that a further Business Term Deposit be opened for \$20,000 taking advantage of the higher interest rates and the funds transferred from the Current Account.

Before the present Committee stood down, John Graham wished to thank all members of the Committee and Ryerson volunteers for their support during the year.

**All members of the Committee stood down and Robert Atkins in his capacity as Vice President presided over the election of a new Committee in accordance with the guidelines set out by the Constitution.**

### **Nominations Received for the Committee for 2023/2024 -**

John Graham – President

Robert Atkins – Vice President

Kathy Conroy - Treasurer

Pauline Kettle - Secretary

Paul Kean – Committee Member

Peter Kettle – Committee Member

Therese Delanty – Committee Member

### **The Election of Committee Members –**

Robert Atkins reported that as no further nominations had been received, declared the Nominees for the 2023/24 Committee be elected as set out above.

## **Any Other Business**

### Social Media Sub-Committee -

John Graham informed the meeting that a Social Media Sub-committee has been formed and Shari-Lea McClean has been appointed as the administrator. Shari has extensive contacts with Facebook members and knowledge of using various social media outlets Facebook to best advantage.

The formation of this sub-committee will be an important aid to assist Ryerson to engage more indexers that are required to build up the decreasing numbers. It has been agreed that Ryerson reinstate Facebook after an absence of a few years.

### Correspondence received for AGM -

An email was received from Judith Hanson dated 10 November 2023 addressed to The Secretary for consideration at the AGM enquiring if plans to keep the site operating are in place should an emergency occur to crucial operational personnel.

John Graham confirmed that Paul Kean (RI Committee member) has been working for some time with him regarding IT matters. Paul Kean is John's 'understudy' and has full access to the database and can perform updates. John agreed that more operational documentation is required and will be addressed.

### Ryerson Notice Repository (RNR)

Robert Atkins, in his capacity as RNR Administrator, requested some assistance with the RNR collection. This important collection of scanned death notices, which has been gathered by volunteers over the years, has now reached the stage where additional background assistance is required.

Robin and Judith Hill, who were present at the AGM, volunteered to assist with this task. Robert Atkins and John Graham will acquaint Robin and Judith with the assistance required.

Documentation of the instructions regarding the operation of the RNR were originally compiled by John Graham. These will be updated.

### Unindexed papers on RNR.

Shari McLean enquired if a list of unindexed papers on RNR could be made available. John Graham agreed to forward the list of papers to Shari.

There being no further matters for discussion, the Ryerson members were thanked for their support and attendance.

The AGM closed at 8.55pm.