

## **RYERSON INDEX INCORPORATED**

Minutes of the Committee Meeting held on 20 June 2011, 11am by SKYPE

### **Present –**

John Graham, President  
Peter Kettle, Vice President  
Pauline Kettle, Secretary  
Therese Delanty, Treasurer  
Bill Shute, Back Indexing Coordinator

### **Apologies –**

Doug Laidlaw  
Maxine Honczar, Training Coordinator

The President opened the meeting at 11am.

The Minutes of the meeting held on 9<sup>th</sup> January 2011 were taken as read. No matters arose from these minutes. Proposed Bill Shute seconded Therese Delanty. Agreed and adopted.

### **President's Report**

- Number of entries per day 2,000.
- Beverley Du Boix has been adding about 500 per day which has increased the daily total.
- Serious inroads are being made indexing 1965-67 Sydney Morning Herald papers.
- Comment was made that some papers are missing from Library films and hard copies held by them. Once the final missing issues have been established a message could be placed on our site to see if those copies of issues can be located.
- Mailing list –Volunteers who are not on the mailing list should be advised to join as it is important that indexers are informed of any updated information or change to the program. There are some indexers who are not using the updated program.

### **Secretary's Report**

- Correspondence Received -

Donations received by Secretary – 9

Requests for correction of errors on our site -15

Emails regarding problems with the site 4

3/6/2011 - Email from CEO of North East Newspapers regarding indexing – forwarded to John Graham.

Email from Liz Pidgeon of Yarra Plenty Library requesting literature for her library and interest groups regarding our site. Also received from her a few copies of old Melbourne newspapers.

- Correspondence Out -  
Acknowledgements for donations  
Replies regarding errors.

Update - Ryerson members now stand at 142

Update - volunteer numbers 183– not all active.

Secretary's report was proposed by Therese Delanty and seconded by Bill Shute.

### **Treasurer's Report**

A full report was made by the Treasurer copies of which had already been circulated to the Committee. A copy is attached to these Minutes.

For the period 1 July 2010 to 19 June 2011

- Donations received - \$1,713.90
- Outgoings - \$99.85
- Total Assets - \$8,255.76

The Treasurer's Report was proposed by Peter Kettle, seconded by Pauline Kettle.

### **Back Indexing Coordinator's Report – Bill Shute**

- Moving well with back indexing.
- SMH now progressing with 1966.
- Melbourne Sun is not popular with indexers due to multiple notices for one person. It has proved a time consuming exercise to read through each notice to make sure that all information has been captured and that there is no conflicting information.
- Queensland regional papers making good progress
- More papers or scanned material required.

Comment was made by John Graham that an appeal for more help to scan back issues from the library to link with the cut-off date of 1954 on TROVE should concentrate on SMH rather than Daily Telegraph. Therese Delanty offered to assist as time permits.

### **Training Coordinator's Report – Maxine Honczar**

This report was received by email dated 19 June 2011.

Update on numbers applying to index and breakdown of results - from January 2011 - 19 June 2011

- 26 enquiries
- 11 passed the training
- 11 declined to attempt training
- 4 made only 1 attempt declining to continue

### **General Business**

#### Arkangles –

Concern was expressed about the time it was taking Arkangles to take action on our requests, particularly as we now have a commercial relationship with Arkangles. There was similar concern about the change of server without reference to us. It was decided that we should talk to Rob McDonnell by Skype to resolve these and associated matters. John Graham to try to arrange the meeting for Monday 27 June.

#### Annual General Meeting –

To comply with the Constitution the AGM has to take place prior to 31 December 2011. A convenient date and venue has to be set for this. The Secretary will make appropriate enquiries.

#### APN -

John Graham informed the meeting that the access to pdf copies of newspapers from APN no longer continues. He made contact with the CEO of Toowoomba Newspapers and explained

why the information was required. The gentleman concerned was not aware of the site, but felt that it may be possible to grant John access to the pdf version. As the decision could not be made at the Toowoomba office application has been made to the Brisbane office of APN. John is now awaiting their decision. It was pointed out to the meeting that having access to the pdf copies would be of great value time-wise as copying from the newspapers on microfilm is very long winded in comparison. The pdf version is also more complete than the equivalent web pages.

#### Tumut & Adelong Times

Many years of this paper have been indexed by a local person but the format is not compatible with our program. The format is being adjusted by the owner of the index for our site.

#### Glen Innes papers

Two years of these papers have been scanned in pdf. John Graham will look at these in due course.

#### North East Newspapers (NEN)

Following an enquiry from the CEO of this group asking why their local papers were not being indexed, John Graham has been in contact them but is still waiting for a response.

#### Representation at Family History Fairs and seminars in 2011

John Graham asked that the committee let him know if any representation is being made so that the Calendar of Events on our site can be updated.

#### **Any other Business**

No further business arose.

The meeting closed at 12.01pm