RYERSON INDEX INC COMMITTEE MEETING

17 May 2017 at 1.30 pm

Skype

The Meeting opened at 1.30 pm

Present :
John Graham, President
Peter Kettle, Vice President
Pauline Kettle, Secretary
Maxine Honczar – Training Coordinator
Bob Atkins – Committee Member

Apologies :
Therese Delanty, Treasurer (breakdown by carrier)
Alan Nancarrow – Back Indexing Coordinator (breakdown by carrier)

Minutes :
Minutes of the Committee Meeting held on 26 November 2016 were taken as read and adopted.

Proposed Peter Kettle, seconded John Graham

Matters Arising :
No matters arising

President's Report :

1. Ryerson Notice Repository (RNR)
Since being set up in January, we now have 127Gb of notices stored in Dropbox. My very rough estimate is 1.5m notices – 25% of our index. I save 93 papers each week (15 dailies, 1 weekly, 1 bi-weekly). Many other indexers send me a batch each month for various papers they index.

2. New Software
Testing continues to go well. I'm looking to implement it in June, after I return from the Bankstown talk. I'm currently documenting the processes (daily, weekly and ad-hoc) so that I can get Paul Kean up to speed as my backup ASAP after implementation.

3. Dropbox
As well as the RNR, it also houses 200Gb of Ryerson daily backups, going back to Aug 2016. I will continue to add to these until I have to cull the earlier ones to free up space on my C-drive. Dropbox Pro has proven to be invaluable for managing the current volume of Ryerson files.

4. Progress
Input has dropped off since we passed 6m, but that's normal for each of the milestone numbers. We're still averaging 1,311 records per day over the past 28 days, which equates to 480,000pa, so still very satisfactory**.**

5. Corporate Sponsors
Westmead Breast Cancer Unit came back after a 3-month “think” and asked for a quote for 12 years of data – I gave them a big discount (about 45%) because of the good cause. It needed approval at their end, and nothing heard back yet. Our other 6 sponsors have been notified of the irregular updating schedule over the next month.

6. Tasmania in November
All of Hobart, Burnie and Launceston societies have confirmed they want a talk. Hobart and Burnie have set a date, Launceston is yet to do so. These three places match the three largest papers in Tas (and all of which we save in the RNR).

Proposed, Bob Atkins, seconded Maxine Honczar

Matters Arising from the President’s Report:
None

Secretary’s Report :

1. David Bales has been publicising our site in Lincolnshire list (UK) which has also spread to Kentucky USA

2. David and Sandra Bales continue to visit the State library in Sydney to fill in the missing dates of the Merimbula and Bega papers 2009-2011.

3. Maitland Mercury is being updated with missing years and dates by Steve Bone in Maitland. Scans of the paper are currently being forwarded to Pauline Kettle.

4. Congress March 2018 in Sydney - John Graham confirmed that we book for 2 delegates and a display table.

5. Liz Pigeon Librarian at Yarra Plenty Library in Victoria has forwarded the films to Alan Nancarrow. She has also posted missing issues of Victorian papers to me which have now been indexed. John Graham agreed that the name of the library should be included on our “Donations” listings being a donation.

Proposed Peter Kettle, seconded John Graham.

Treasurer’s Report – Presented by Peter Kettle

Net Assets as at 31 March 2017 $31,972

Update of finances as at 17 May 2017 (approx.)
ANZ cheque a/c $400; ING $6,400; 2 Term Deposits $10,300 & $15,000

Proposed Peter Kettle, seconded John Graham

There were no matters arising from Treasurer’s Report

Administrator’s Report - Peter Kettle

Since the last meeting-

21 typing errors identified by users - 18 names, 2 locations and 1 age. One of the names was the widow inviting people to the funeral instead of the deceased. Some could be attributed to poor copy, others carelessness.

4 requests on how to use the lookup request page, all resolved when they followed the instructions.

1 request to verify what we had indexed was what was in the notice. All were correctly indexed.

In January a group reviewed the lookup request process which resulted in several more papers coming on to the available lookup list (courtesy of Dawn Montgomery) and a list of papers for which lookups can be requested has been added to the lookup page.

We were asked if we could provide a 'data feed' of notices in a specified paper. Although we said 'No' we have agreed to make 'Newspaper' a primary search field for regional papers (not dailies because of size). We are waiting for Rob to implement it.

2 changes of email addresses were received.

Proposed John Graham, seconded Maxine Honczar

Back Indexing Coordinator's Report – read on his behalf

THE AGE Melbourne continues to be focus of attention for indexing.

A new indexer just starting has been added to the group back-indexing *The Age* and allocated the year 1963. Only about 8 years left before indexing can begin on the pre-1955 Trove copies. They are a least more complete than Google Archives. It still leaves all those gaps to be filled post-1955 to be worked on.

Last March/April we were generously offered 2 years of *The Age* on microfilm which we gratefully accepted. The films cover 1991 and 1992. I thought I had the solution to digitize *the pages we need from these films but my scanner will handle 35mm film but just not microfilm*.

It is possible that we may have an opportunity to obtain a microfiche reader from a Gold Coast family history society but that is very much up in the air for the time being. Whether or not it is a viable solution remains to be investigated when the time comes. If I am to do this project, the solution has to allow for me to work from home.
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Proposed Peter Kettle, seconded Pauline Kettle

Training Coordinator's Report - Maxine Honczar

Received -
9 applications to index
6 did not attempt
1 submitted only 1 attempt
2 completed the training

Proposed Peter Kettle, seconded John Graham

Bob Atkins Committee Member - Report

1. Special Assignment

Due to unfortunate family health problems this assignment has been delayed. However it is hoped that it will revisited soon.

Proposed Pauline Kettle, seconded Peter Kettle.

GENERAL BUSINESS

John Graham's report on Fairs for 2017– Projected expenses

1. Qld State Conference (May 19-21) $360

2. Bankstown Talk (June 6) $135

3. Brisbane (Unlock the Past Aug 8-9) $195

4. NSW State Conference Orange (Sep 22-24) $1,015

5. Colac Family History Fair (Oct 21) – Ryerson Rep Debbie Hajduk $50

6. Tasmania (Nov 2017) (Hobart-Burnie-Launceston) $520

2017 Total (approximate) $2,275

2018 Presentations to be costed near to the event

1. Congress (March 9-12) at Darling Harbour, Sydney, reps Peter & Pauline Kettle

2. Glen Innes (Mar17-18) reps John Graham and Jo Marsh

3. Kiama (April?) rep John Graham.

Ryerson Article for The Society of Australian Genealogists

Pauline Kettle has submitted an article regarding the changes/additions to the Ryerson Search Page for inclusion on their journal *Descent* June 2017

Peter Kettle – Indexing funerals

To get the best uses of our resources funerals in the SMH between 1946 and 2006 were not indexed. It was agreed that funerals for these years be added to the back indexing program

Report on Visit to Botany Bay Family Heritage Fair 13 May 2017.

Venue – Tradies Club, Gymea. 10 am – 4 pm

1. The index was well received by all who visited the table and we were kept very busy.

2. Demonstrations were given on various aspects of the site and the link to the Australian Cemeteries Index.

3. Many specific enquiries were dealt with. Enquiries were made regarding indexing for Ryerson and this was also demonstrated.

4. An approach was made by 2 members of the Shoalhaven Family History Society for me to speak at their Seminar Day in February 2018 in Nowra. Details will be sent nearer the time.

5. Comment was made of the usefulness regarding Ryerson's Facebook

6. Enquiries were made regarding photographs of headstones taken at small cemeteries collected by a researcher as to where to send them. It was suggested that the enquirer forward details to Bob Atkins.

7. The president of the BBFHS Noel Watkins and editor of the group's ENews Letter confirmed that she will include an article and request for indexers in that newsletter and will follow up with those interested.

8. Noel Watkins also invited Ryerson back again in 2018.

Thanks were extended by the Committee to Bob and Margaret for their attendance at the event.

The Meeting closed at 2.37 pm.