
Australian Society of Archivists Inc

Reference, Access and Public Programs

Special Interest Group

Newsletter

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Call for nominations for 2008/09 RAPPSIG Executive

Nominations are called for the following positions on the SIG executive

- Convenor
- Secretary and Newsletter Editor
- Committee members

Nominations close at the SIG AGM on 7 August 2008

Notice of Annual General Meeting of the Reference Access and Public Programs Special Interest Group

7 August 2008 – 1.30pm – Swan Room, Parmelia Hilton Hotel, Mills Street, Perth

Agenda

- Welcome and Apologies
- Confirmation of minutes of the AGM held on 23 August 2007 at Alice Springs Convention Centre (copy included in this newsletter)
- Business arising from the minutes
- Convenor's report
- Election of SIG executive for 2008/09
 - Convenor
 - Secretary and Newsletter Editor
 - Committee members
- The CAARA Standards for Public Access Working Group
- Other business

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Convenor' Report

Annual Report — RAPPSIG 2007/2008

RAPPSIG has been busy throughout the year holding its annual Reference and Access Day in 2007, publishing the papers from the day, planning the 2008 Reference and Access Day and distributing the newsletters to members. Committee members for the year were Denis Connor (Newsletter Editor), Anne McLean (NAA), Paul Dalgleish (NAA), Shauna Hicks (PROV), Niles Elvery (QSA), and Peter Miller (Archives NZ) and myself as Convenor. I wish to record my thanks to everyone on the committee for their support throughout the year, particularly the Newsletter Editor Denis Connor for his tireless efforts over the past year.

I would also like to thank Denis for providing ASA Council with the May update on our activities while I was overseas on leave. In addition to the May update, I provided ASA Council with updates on our activities in October 2007 and February 2008.

The year in review

Another very successful Reference and Access seminar was held on 22 August 2007 at Alice Springs. For the first time, we varied the format by offering a half-day program rather than the usual full day. There were around 70 participants. The papers from the 2007 Reference and Access Day were published in the December 2007 newsletter.

We conducted a survey among the attendees at the 2007 RAPPSIG Day, receiving completed forms from 36 attendees. The comments were very positive with some excellent suggestions for topics and themes for future Reference and Access seminars. An overwhelming majority said 'Yes' to the question 'Would you like to see a RAPPSIG day next year?'. Most of the respondents said that they preferred a half-day and indicated that they were happy with the current format. The Wednesday before the conference was considered to be the best day to hold the RAPPSIG day.

Three newsletters have been produced during the year — December 2007, May 2008 and June 2008. Newsletters are issued via email to RAPPSIG members and are also available in PDF format from the RAPPSIG section of the ASA website. All members are most welcome to submit items for inclusion in the newsletter.

2008 Reference and Access Day and AGM

RAPPSIG will hold a half-day seminar *Looking to the future* on Wednesday 6 August from 9.00am to 1.00pm, preceding the ASA Conference in Perth. Registrations can be made on the conference registration form. The seminar will address the themes of: diversifying our roles as reference archivists, conducting public programs on a shoestring and the 'virtual' archivist'.

The 2008 Annual General Meeting will be held 7 August 2008, starting at 1.30pm in the Swan Room, Parmelia Hilton Hotel, Mills Street, Perth.

Christine Yeats
Convenor
June 2008

RAPPSIG Seminar, 2008

We encourage your attendance at the 2008 RAPPSIG seminar, which will be a half day event on Wednesday 6 August. Please register with your ASA Conference registration form.

Looking to the Future

Wednesday 6 August 2008, Karri Room, Parmelia Hilton Hotel, Mills Street, Perth

Program

8.00am	Registration desk open
9.00am	Introduction and welcome, Christine Yeats, Convenor RAPPSIG
9.15am	<p>Diversifying our roles</p> <p><i>A role for reference archivists in the appraisal process</i> Denis Connor (Project Manager, Access and Information Services, National Archives of Australia)</p> <p><i>Archives ACT: Antevorta, Postverta & St Laurence; 'may the gods and saints preserve us'</i> Elizabeth Estbergs (Reference Archivist, ACT Territory Records)</p> <p>Public programs on a shoestring</p> <p><i>Raising the profile of your institution to improve access</i> Tiena Jordan (Archivist, Scion Research in Rotorua)</p>
10.45am	Morning Tea
11.15am	<p>The 'virtual archivist'</p> <p><i>Queensland State Archives on the Web: A look at the new ArchivesSearch database and more</i> Niles Elvery (Manager, Public Access, Queensland State Archives)</p> <p><i>Web 2.0 revolution in community engagement with archives — University of Newcastle Experience</i> Gionni Di Gravio (University Archivist, University of Newcastle and Chair, Coal River Working Party)</p> <p><i>A networked humanities research community and its digital environment: how do archives and manuscripts fit in?</i> Toby Burrows (Digital Services Director, ARC Network for Early European Research, University of Western Australia)</p>
12.45pm	Conclusion and reminder re RAPPSIG AGM
1.00pm	Lunch

- **Cost:** \$65 for ASA, ALIA and ACA members; \$65 for ICHORA4 attendees; \$117 for RMAA members and \$130 for non-Members. Morning tea and lunch will be provided.
- **Registration:** To register for this Workshop, please indicate your attendance on the ASA Conference Registration Form.
- **Enquiries about Workshop content** (not for registration): Christine Yeats, Convenor of RAPPSIG (email: accman@records.nsw.gov.au)

**Australian Society of Archivists
Reference, Access and Public Programs Special Interest Group**

Minutes of Annual General Meeting

**Alice Springs Convention Centre
Thursday 23 August 2007**

Meeting Commenced at 1.00pm

1. Welcome and apologies

Present: Fiona Burn, Jane Ratcliff, Rob Thornton, Christine Yeats, Shauna Hicks, Louise Curtis, Andrea Green, Fiona Kilby, Robyn Eastley, Denis Connor, Paul Dalglish, Peter Miller, Tiena Jordon, Elizabeth Estbergs, Ann McLean, Kathy Gargett, Niles Elvery (minutes)

Apologies: Ester Carey, Tracy Bradford, Marian Hoy, Lee Davy, Jill Caldwell, Enid Woodley, Janette Pelosi

Shauna Hicks (Chair) opened the meeting with a welcome and thanks to all for attending, with a special welcome to a number of observers present.

2. Confirmation of minutes of 2006 AGM (18 October 2006, Port Macquarie Library)

Moved that the minutes be accepted: Christine Yeats; seconded: Denis Connor. Carried.

3. Business arising from previous minutes

1) Papers from the ASA 30th Anniversary Access Seminar. Shauna advised that all members of the ASA have received a copy of the publication: *Made Kept and Used* resulting from the ASA 30th Anniversary Access Seminar. All members received this publication although it was intended only to be distributed to the attendees.

2) Reference Involvement in Appraisal. Denis Connor reported that this is a work in progress. He suggested that the outcome of this take the form of a statement containing 3 points:

- The purpose of appraisal – ensuring the right records are kept – is a good thing
- The views of reference archivists ought to be represented in the appraisal process (and reference archivists are the only ones who can represent this view)
- Input from reference archivists reflects the known – and expected – use requirements for particular records from our researcher communities

ACTION: Denis Connor and Paul Dalglish will progress the statement and prepare a presentation for the RAPPSIG Day in 2008

3) New format of RAPPSIG. The 2007 program was planned as a full day and negotiated to a ½ day to suit the conference program, resulting in the speakers presenting of ½ hour each. Evaluations received indicated 80 – 85% in favour of the ½ day format. Shauna Hicks commented that she felt it was the best RAPPSIG day ever as all the papers were short and pithy. Full papers will be published. The ½ day RAPPSIG day was followed by the Digital Issued Briefing. If the Briefing is to be an ongoing segment of the conference then today's format of the ½ day RAPPSIG day followed by the Briefing will be ongoing and if not RAPPSIG may return to the full day. Some discussion of this point was held with Christine Yeats and Shauna Hicks agreeing that having the RAPPSIG day prior to the main conference worked well. Benefits of this format were that like minded people get together to discuss common issues and identified others for further discussions during the conference. Christine Yeats noted that over 60 of the 150 registrants to the 2007 conference attended the RAPPSIG day indicating

continued interest in having a separate day. Discussion ensued about the flow on of ideas from RAPPSIG into The Briefing in regard to providing access to digital records

ACTION: New committee to investigate

4. Convenor's report

Convenors report was circulated prior to the AGM. The full report appears in the AGM papers of the ASA for 2007.

Moved that the report be accepted: Shauna Hicks; seconded: Denis Connor. Carried

5. Nomination and Election of committee Positions

The call for Committee positions was sent out in the newsletter. 2 nominations were received. The current committee stood down and Fiona Burn called for nominations for positions.

- 1) Convenor: Christine Yeats (nominated by Shauna Hicks, seconded by Anne McLean)
- 2) Newsletter Editor: Denis Connor (nominated by Christine Yeats, seconded by Paul Dalgleish)
- 3) Committee Members:
 - a. Niles Elvery: (nominated by Shauna Hicks, seconded by Christine Yeats)
 - b. Shauna Hicks: (nominated by Christine Yeats, seconded by Niles Elvery)
 - c. Anne McLean: (nominated by Denis Connor, seconded by Paul Dalgleish)
 - d. Paul Dalgleish: (nominated by Anne McLean, seconded by Christine Yeats)
 - e. Peter Miller: (nominated by Christine Yeats, seconded by Robyn Eastley)

Shauna Hicks thanked Fiona Burn for acting as returning officer, thanked all those who nominated for positions and handed over to Christine Yeats as the incoming convenor.

6. Other Business

Item 6.1 ICHORA Conference in Perth. Christine Yeats noted that the ICHORA Conference will be held in Perth in 2008 preceding the ASA Conference. The suggestion was made that there maybe the possibility of sharing speakers. Shauna Hicks asked if there was an indication of the program or speakers for this conference. Christine Yeats responded that no information was available yet.

Item 6.2 2008 RAPPSIG. Shauna Hicks noted that the evaluation suggested some topics for 2008. eg on-line searching, indigenous, Church and small archives and providing access in small archives.

ACTION: Ask a person representing small archives to present at RAPPSIG 2008

Shauna Hicks will prepare an analysis of the evaluations and include it in the newsletter Peter Miller suggested that an open session be included in 2008 where participants were invited to bring up issues in the forum. Some discussion followed including the suggestion that RAPPSIG set up a blog on the ASA site to encourage discussions.

ACTION: Christine Yeats to investigate

Item 6.3 Thanks.

- Peter Miller thanked the organisers of the RAPPSIG Day.
- Christine Yeats thanked Janette Pelosi for taking notes last year for the local speakers which enabled Christine Yeats to write up their presentations for the newsletter.

Item 6.4 ICA Kuala Lumpur.

Shauna Hicks asked if anyone present would be attending this conference. No person at the meeting indicated that this was their intention. Anne McLean said she understood the NAA had offered papers and someone from NAA would probably attend. Shauna Hicks indicated that she might attend and said that it would be useful for someone to report back on the conference.

ACTION: Christine Yeats to notify the membership of this conference.

Item 6.5 ASA conference 2008 in Perth. The theme for this conference is *Discovery and Exploration* which provides plenty of scope for reference and access issues. It would be good to see reference and access issues included in the main body of the conference. The date of the conference is 7–9 August with RAPPSIG possibly on Wed 6.

7. Next meeting and close

The next meeting will be held at the ASA conference in Perth on a date and venue to be advised.

Christine Yeats thanked all for attending the meeting

The meeting closed at 1.55 pm.

Dates for your diary – 2008

21–27 July 2008 – 16th ICA Congress, *Archives, Governance and Development: Mapping Future Society*, Kuala Lumpur, Malaysia. Hosted by National Archives of Malaysia.

See Congress website at: www.kualalumpur2008.ica.org/en/news

3–5 August 2008 – 4th International Conference on the History of Records and Archives (ICHORA4), Perth WA.

See conference website at: www.archivists.org.au/ichora/ICHORA4/index.html

6 August 2008 (Wednesday) – RAPPSIG half day workshop, *Looking to the future*, Karri Room, Parmelia Hilton Hotel, Perth WA.

7 August 2008 – RAPPSIG Annual General Meeting, Swan Room, Parmelia Hilton Hotel, Perth WA.

7–10 August 2008 – ASA Annual Conference, *Archives: Discovery and exploration*, Perth WA.

See conference website at: www.archivists.org.au/2008-conference-perth

27–29 August 2008 – ARANZ Annual Conference *Archives – Collaborating towards a networked future*, University of Otago, Dunedin New Zealand.

See conference website at: www.aranz.org.nz/Site/events/Conferences/conferences.aspx

Reference Access and Public Programs Special Interest Group

Committee 2007/08

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