



**(Draft)MINUTES OF THE ANNUAL GENERAL MEETING OF THE
ARCHIVES & RECORDS ASSOCIATION OF NEW ZEALAND
HELD AT THE ENGINEERING BUILDING,
UNIVERSITY OF AUCKLAND,
ON TUESDAY 7 SEPTEMBER 2015 AT 5.30PM**

Present:

Theresa Graham (Chair), Penny Allen, Lisa Austin, Karin Brennan (ASA observer), Elizabeth Charlton, Mark Crookston, Rachel Esson, Andy Fenton, Eva Garbutt, Shahzad Ghahreman, Sue Hirst, Tiena Jordan, Emma Knowles, Sean McMahon, Peter Miller, Jessica Moran, Richard Overy, Victoria Passau, Darryl Pike, Vivienne Pincott, Susan Skudder, Chris Szekely, Diane Woods and Louis Changuion (Minutes).

Item 1: Apologies

Apologies were received from: Wendy Adlam, Janine Delaney, Christine Edney, Stephanie Kitching, Charlotte Macdonald, Norah Mosen, Kay Sanderson, Ken Scadden, John Timmins.

Moved that the apologies be sustained.

Moved: Theresa Graham

Seconded: Darryl Pike
CARRIED

Item2: Confirmation of Minutes of 2014 AGM

The minutes of the AGM held on 30 September 2014 in Christchurch, having been circulated, were confirmed as a true and correct record.

Moved that the minutes be accepted.

Moved: Theresa Graham

Seconded: Tiena Jordan
CARRIED

Item 3: Matters arising from Minutes of 2014 AGM

No matters arising.

Item 4: Annual Reports

4.1 President's Report

The President presented her report.

Theresa Graham expressed a special word of thanks toward the organising committee of the 2015 Conference and noted how good it was to work with PARBICA.

She also extended Council's heartfelt thanks to Dr Gillian Oliver for her work as editor of Archifacts and to Stuart Strachan for his work as reviews editor.

The current Council was thanked for their work. Theresa pointed out that Susan Skudder and Kay Sanderson have indicated that they wish to step down from Council and would thus not be available for re-election. She expressed a special word of thanks to both Susan and Kay for their work on Council.

Moved that the President's Report be adopted.

Moved: Theresa Graham **Seconded:** Susan Skudder
CARRIED

Attached as *Appendix 1*

Following the tabling of her report, the Chair noted that the annual Ian Wards Award for innovative and exemplary use of primary research materials will this year be awarded to Prof Tom Brooking for his book, *Richard Seddon: King of God's Own* (Penguin Books, 2014)

The biannual Michael Standish Award will be awarded to Ken Scadden for his article, "The Marists and Maori - Records of a 175 year Relationship", that appeared in *Archifacts* of October 2013.

4.2 Treasurer's Report

The Treasurer, Darryl Pike, presented his report.

Darryl noted that in spite of a deficit of \$5490.00, ARANZ is in a good financial position.

Moved that the Financial Statements as presented be accepted as correct, subject to being audited.

Moved: Darryl Pike **Seconded:** Sue Hirst
CARRIED

Attached as *Appendix 2*

Mark Crookston asked what the percentage split was for the ASA's and ARANZ's share of the 2014 Conference profit. The figures were not to hand.

4.3 Auditor's Report

The Auditor's Report is currently being prepared and will be ready for the Charities Services submission which is due in December 2015.

Moved that the Report be accepted, when completed.

Moved: Darryl Pike **Seconded:** Theresa Graham
CARRIED

4.4 Membership Secretary's Report

Susan Skudder read out the Membership Secretary's report.

Moved that the Membership Secretary's report be accepted as correct.

Moved: Susan Skudder **Seconded:** Tiena Jordan
CARRIED

Attached as *Appendix 3*

Mark Crookston pointed out that the InterPARES International Symposium will be held in Wellington during the first week of December 2016. The theme of this Symposium will be around digital archives. There is opportunity for ARANZ to organise its symposium around this InterPARES event.

Karen Brennan noted that the ASA would be keen on having a combined conference again in 2019.

7.3 ARANZ 40th Anniversary, 2016

The meeting discussed ARANZ's 40th anniversary. It was suggested that this could form part of the 2016 symposium. Peter Millar and Stuart Strachan could perhaps present talks at the symposium on ARANZ's history. The President mentioned that Charlotte Macdonald expressed an interest in writing a history of ARANZ for this anniversary.

Any ideas for celebrating ARANZ's 40th are very welcome.

7.4 ARANZ Branches

Lisa Austin, our Branch Liaison Officer, read the annual reports of the Central Districts Branch and the Otago Branch. Sean McMahon presented the annual report of the Wellington Branch.

A general discussion took place as to branch activities and the possibility of reviving some of the lapsed branches.

Sean noted that branches could obtain financial support from Council, should they require it.

Theresa Graham mentioned that it was unlikely that the Auckland Branch will be revived in the foreseeable future.

Mark Crookston thanked Council for its support (financial and otherwise) of the Wellington Branch during the year. The Branch had partnered with the Wellington branch of LIANZA for two very successful events.

7.5 Community Archive

The Chair asked for any ideas and thoughts around the future of the Community Archives.

A discussion ensued during which it was noted that no response was received from Archives New Zealand after the recent thread of discussions on the NZ records listserv about the Report on the Community Archives. The meeting felt that an official statement regarding the report and the future of the Community Archive would be good.

Item 8: Date and place of the next AGM

The next AGM will be held in Wellington. The date will be determined in due course.

Theresa thanked members for their attendance and invited everyone to attend the Powhiri tomorrow morning.

The meeting was declared closed at 6:15pm.