

# **Archives and Records Association of New Zealand (ARANZ) Annual Report to Members, 2017-2018**

It is my pleasure to present the 42nd annual report of the Archives and Records Association of New Zealand, and my first as President.

This past year has been another busy one for Council as we continued building on the transition we started last term within Council. Last year we said goodbye to Lisa Austin and Louis Changuion. The incoming Council welcomed on-board three new Councillors: Eric Boamah, Jennie Henton and Katrina Tamaira. Some of the key activities and achievements for the year have been:

## **Policy and Procedures Manual**

This was the largest single piece of work Council undertook this year. A Council weekend workshop was held in Wellington during November 2017. This work comprised a complete review and re-write of ARANZ's working manual. New sections were also included to fill gaps in the previous manual. This work in turn encouraged further work like a tidy up of the membership database and a review of our Constitution. This was very detailed and time-consuming work and I would like to thank all the Councillors for their participation, and in particular Elizabeth Charlton for leading this ambitious project.

## **Ballot**

Following on from the procedural work a ballot was sent out to all members trying to initiate some changes in the Constitution to streamline workflows. This included a change to our auditing practices which have got very expensive, and some changes to the Constitutional quorum which was intended to allow more flexible with membership voting. The required number of ballots were not returned to Council so these indicated changes are null in void and the Constitution stays as it currently is.

## **Advocacy**

This year ARANZ again provided a steady stream of feedback reports to Archives NZ on their Intentions to Dispose schedules. The Chief Archivist Richard Foy and the DIA Deputy Chief Executive Peter Murray have attended Council meetings to update ARANZ on the future of Archives NZ and the Chief Archivist. I have also met separately with Richard Foy, Peter Murray, the Archives Council and with the public lawyer Robert Buchanan who has been employed by to undertake an independent assessment to provide advice to the Ministerial Group on the independence and function of the Chief Archivist.

Councillors have attended workshops and provided feedback for the ARANZ submission to the Ministerial Group who initiated a work programme on the National Archival and Library Institutions (NALI) review. This was a very important piece of work which includes the independence of the Chief Archivist and whether they become an Officer of Parliament. The other big consideration is whether Archives is best placed to stay within Archives NZ or should return to a stand-alone organisation.

## **Website**

A review was completed on the current state of the ARANZ website and a decision was made to employ MYTH from Dunedin to redesign our site. Alison Breese led this piece of work and I would like to thank her for the hours she has put in managing the transition of websites and tidying up all the backend and redundant information on the current site. A beta version of the website will be shown at the Conference 2018 Welcome Drinks.

## **Communication**

Our Secretary Gillian Tasker has had another heavy year recording meetings (of which we had five and one workshop) and has handled hundreds of postal items and electronic items of correspondence. Belinda Battley has published an Alert after each Council meeting since last year's AGM, and many special Alerts in-between times. Christine Edney has managed the membership database to enable us to communicate effectively with members and a project was completed to gather correct details of all members, particularly institutional members which can be problematic.

## **Archifacts**

Last year two editions of *Archifacts* were published in the one journal. The next edition of *Archifacts* is currently with the printers. Work is continuing on scoping the options to produce *Archifacts* electronically. This would give the

journal a wider reach online, and hopefully produce quicker delivery times and reduce costs.

## **Professional Alliances**

This year Council has been working particularly closely with the Australian Society of Archivists (ASA). ASA's eLearning module has been made available to ARANZ members at ASA rates. There has been discussions on an Australasian archives directory and both organisations are planning for joint ARANZ/ASA conference in Adelaide in 2019.

## **Conferences**

The ARANZ conference is now held biennial. The next New Zealand based conference will be held in 2020. As yet no location has been decided upon. Next year a joint ARANZ and Australian Society of Archivists (ASA) Conference will be held in Adelaide, Australia in October 2019. This promises to be a very large and exciting conference. I hope as many presenters and delegates will attend this conference as possible to support ARANZ.

## **Awards**

The Michael Standish Prize, for an outstanding essay, is a biennial prize and this year it was won by Belinda Battley

The Ian Wards Prize, which recognises an outstanding piece of publishing writing in 2017 has been selected. This year the award goes

## **The Year Ahead**

The past two years have been years of review for the ARANZ Council as Councillors has endeavoured to place ARANZ on a solid platform for the future. I believe we have achieved our goals both financially and administratively. It has also been a time of staff transition with fourteen members cycling off Council over a three year period. While there is a loss of institutional knowledge here it does present the opportunity for new faces and thinking. I am excited about what the new Council will achieve and wish them all the very best for the future.

## **Acknowledgements**

To finish I would like to congratulate all the members of the outgoing Council for their commitment and energy this year. A lot of business goes on behind the

scenes that the membership doesn't often see. So I'd like to thank our Vice President and Treasurer, Elizabeth Charlton; Secretary, Gillian Tasker; Membership Secretary, Christine Edney; Webmaster, Alison Breese; *Archifacts* Editor, Jessica Moran; *ALERT* Editor, Belinda Battley; and Professor Charlotte Macdonald, Eric Boamah, Jennie Henton and Katrina Tamaira.

This year six members are stepping down from Council. Prof Charlotte Macdonald, Christine Edney, Elizabeth Charlton, Gillian Tasker, Katrina Tamaira and myself. I would like to thank all these Councillors for the wonderful contributions they have made to the ARANZ Council and our Association over the years. Prof Charlotte Macdonald and Christine Edney have both been long-serving Councillors and I would particularly like to thank them for their service. As a token of our appreciation we have a small gift for each of the retiring Councillors.

Sean J.D. McMahon

President, ARANZ, August 2018