

# ARANZ Wellington Committee Meeting

3/09/2019

Present: Mike, Tom, Lillie, Audrey, Hannah

Apologies: Mark, Jess, Katrina.

My Career in Archives Events:

Tom – organising the next My Career in Archives event with the VUW and GLAMR Meet Up.

- Potential speakers from: NTSV, Te Papa, and Reid from Upper Hutt libraries. I can contact Hannah and Reid if we decide to do that.
- Set a date
- Panel discussion - prepared questions
- 10 minutes - an overview of your career.
- Potentially Leslie NTSV - Tom to ask Leslie. Mid-career. 20 minutes.
- Jess - Have you contacted Hannah/Reid?
  - End of year talk - in conversation with H/R. 10th 16th 17th October.
  - 5:45 for a 6pm start.
- GLAMR
  - Halve the catering - nibbles.
  - Catering through VicBooks / VUW provider - Lillie to ask Anne. And splitting costs.
  - GLAMR streaming
  - Promotion
- Library and records list-serv

Facebook and Twitter -ARANZ

- Third event
  - More focus across GLAMR not just AR
  - Panel at the end of the year
  - Late November (part of the Xmas party)
- Splitting catering costs
- Yes to splitting costs
  - Limiting to one drink each

Lillie - Treasurer's information:

- Audit from National Council
- All minutes need to be signed by anyone from Committee- accepted, with a date of meeting.
- Google drive to save documents/minutes

- Audrey to follow up with a google drive.

Christmas Party:

- Partnering with other associations
- RIMPA / NZCC
- Catering options
  - Let us know in advance
- Eventbrite - for money up front
  - Lillie could set this up again.
- Locations
  - Dragonfly - cash bar and catering.
  - Bowls club
  - Zoo = Audrey contacted 12/09/2019
  - Tree house in the Bot Gardens (historical talk with the Curator) lawn games, etc. Would need a weather day.
  - VUW? Tie in to the GLAMR event
- Budget
  - Quotes for location - Audrey
  - \$20 per person through Eventbrite
  - Promotion
  - How many members? (Lillie to find numbers)
  - Handing out Archifacts at the party (to minimise cost of postage). Give people the option to collect.
- MEETING ADJOURNED.

24/04/2020:

Matters arising: Approving financial reports

The payments to be approved are:

	wellington branch ARANZ		
6-Dec-19	Vic Books	Meat Platter & Bar Tab	\$325
14-Jan-20	Whistling Sisters	Tour and food platter	\$810.0 0

17/02/2020	Dusted & Delicious	Catering Lunch	\$2,845. 22
17-Feb-20	Dusted & Delicious	Catering am/pm teas	\$511.7 6

GLAMR Meet Up - My life in archives. Leslie Nash. \$325

Chair approves all financial transactions this is supported by treasurer and secretary.

Current balance \$3924.14

We would like to continue with GLAMR meet ups if VIC MIS is still keen in having us as partners.

AOB:

Kat/Jo - to come to meetings.

Eric- wants Tom to attend council meetings.

Tom to investigate more outreach for branches.

Organise a proper full committee meeting.

Another committee meeting in the next month.

**7/07/2020: Tom, Audrey, Lillie, Mike Jess.**

**Apologies: Mark**

**AGM -**

August, need a venue, speaker, date.

- Possible speakers:
  - Jenny Hinton - consulting archivist, sustainability.
  - Pacific Virtual Museum: Tim?

- ACTION: Jess to contact Tim.
  - ACTION Audrey to get Programme room at NLNZ. 13 or 20th August
  - ACTION Tom to look for a film to show.
  - ACTION Audrey and Tom to get invites sent out
  - Minutes approved from the last AGM.
  - ACTION Tom and Lillie: Chair and treasurer report to be ready for the AGM.

### **Further events:**

My life in archives - check in with VUW MIS -

- ACTION: Lillie to discuss with Jennifer
- Reid? September

### **Christmas party ideas:**

Tours of repositories

Sue Hurst - beaglehole room tour

Whittakers?

Wellington Chocolate Factory?

Gouldings.

Walking tours of Wellington - Jessie Bray Sharpin: [jessiebraysharpin@gmail.com](mailto:jessiebraysharpin@gmail.com)

### **Wellington Branch:**

- Regular meetings, diarised.
- Every 2 months or every 6 weeks?
- Refreshing committee: how many people do we need (6).
- Recruitment - asking Kat. NTSV recruitment? Charlotte Thompson-Darling?
- ACTION: Audrey and Tom to meet with interested recruits.
- LIANZA to partner for events.
- A student member?
  - ACTION Lillie to ask Jennifer.

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Retiring member

- Get a card.
- Jess to talk to Sean about retiring/career/involvement.
- Offer to say something at the AGM? Reflection on career.

AOB:

ARANZ Google account for saving docs.

