

Activity Report 2008-09

This Activity Report 2008-09 comprises a detailed record of the activities undertaken by staff and volunteers during the 2008-09 financial year. It is designed to provide more detail on activities mentioned in our Annual Report 2008-09.

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Staff list

Staff providing personnel services to State Records as at 30 June 2009.

Executive Unit

Director — Alan Ventress

Deputy Director — John Burke

Kristine Apps — Executive Assistant

Susan Charlton — Creative Producer, Exhibition & Marketing Projects

Jim Sinclair — Executive Officer

Christine Shergold — Manager, Special Projects

Annette Finch — Coordinator, Volunteer Program

Government Recordkeeping

Manager — Amanda Barber

Kate Cumming — Project Officer

Cassandra Findlay — Senior Project Officer

Kama Gabara — Project Officer

Emma Harris — Project Officer

Grace Hui — Administrative Assistant

Janet Knight — Project Officer

Richard Lehane—Project Officer

Tony Leviston—Senior Project Officer (on secondment to the NSW Department of Commerce)

Angela McGing—Project Officer

Catherine Robinson — Senior Project Officer

Peri Stewart — Acting Senior Project Officer

Katharine Stuart—Project Officer, Digital Strategy

Archives Control and Management

Manager — Richard Gore

Rhonda Campbell — Project Officer, Copying & Digitisation

Andrew Delves — Clerical Officer

Wendy Gallagher — Senior Archivist, Transfer & Custody

Jill Gurney — Conservator

Elizabeth Hadlow — Senior Conservator

Shane Hooper — Archivist (Extended Leave)

Angela Kavuzlu — Archivist

Carol Marsh — Clerical Officer

Dominique Moussou — Conservator

Janette Pelosi — Acting Senior Archivist, Context & Documentation

Megan Roseblade — Archivist

Jennifer Sloggett — Archivist

Fiona Sullivan — Senior Project Officer, Distributed Management

Melissa Tutton — Acting Control Support Officer

Kathleen Verdich — Archivist

Tracey Weir — Clerical Officer

Michael Wood — Clerical Officer

Public Access

Manager — Christine Yeats

Lindsay Allen — Senior Archivist, Archives and Information (SRC)

Kelly Campbell — Clerical Officer

John Cann — Archivist

Gail Davis — Senior Archivist, Research and Publications

Robyn Gurney — Archivist

Emily Hanna — Senior Archivist, Archives and Information (WSRC)

Rachel Hollis — Archivist

Warwick Hunter — Policy Officer

Richard Lehane — Indexing Officer to October 2008

Heather Lighezzolo — Reference Support Officer

Fabian Loschiavo — Archivist

Dianne Morgan — Clerical Officer

Sue Newman — Project Officer, Aboriginal Liaison

Norm Ricaud — Reprographics Officer

Malcolm Skewis — Indexing Officer

Kirsten Thorpe — Archivist, Aboriginal Liaison

Suzanne Upton — Archivist

Nicola Young — Research Officer, Aboriginal Liaison

Corporate Resources and Facilities

Suzanne Coleman — OHS Coordinator

Kerriane Dimitrievski — Human Resources Manager

Joy Goodchild — Accounts Payable

Michael Lee — Facilities Manager

Peter Watchirs — Finance Manager

Corporate Information and Communications

Chief Information Officer — Michael Allen

Anthea Brown — Project Officer, Web Development

Elizabeth Hicks — Information Resources Officer

Tuula Lepisto — Clerical Officer

John Neville — Systems Support Officer

Ninh Phan — Senior Technology Officer

Christine Wahren - Records Administrator

Government Records Repository

Manager — Jenni Stapleton

Joanne Albert — Records Assistant

Ben Alexander — Operations Manager

Julie Anderson — Assistant Supervisor, File Retrieval

Kathleen Anset — Customer Service Officer

John Atherton — Courier Driver

David Bethell — Courier Driver

Bryan Bournes — Driver/General Assistant

Dawn Bury — Supervisor, File Retrieval Service

Desmond Bury — Supervisor, Dock & Stack

Mary Cleanthous — Receptionist

Kathryn Davies — Client Liaison Coordinator

Richard Davies — Courier Driver

Peter Dent — Records Assistant

Miles Duggan — Attendant

Christine Dyer — Records Assistant

Michael Fallon — Records Assistant

Kirrie Fitzpatrick—Customer service Officer

Graeme Ford — Courier Driver

Julie Gray — Customer Service Officer

Jennifer Groom — Clerical Officer

Gesuina Haaring — Records Assistant

Gisela Hall — Customer Service Officer

Aine Hamilton—Records Assistant

Craig Hammon — Customer Service Officer

Geoff Hannaford — Courier Driver

David Hawkes— Project Archivist

Michael Holland — Records Assistant

Debra Howard — Assistant Supervisor, File Retrieval

Joanna Humphrey — Customer Service Officer

Donald Ingram — Assistant Supervisor, Transport

Sally Irvine-Smith — Manager, Systems Control

Karen Jackson — Customer Service Officer

Jaime Jimenez — Courier Driver

Nicole Johnson — Acting Customer Service Officer

Staff list

Joseph Jones — Technical Officer, Business Applications

John Kay — Courier Driver

Theo Kleyn — Courier Driver

Zana Krywinski — Courier Driver

James Lecornu — Attendant

Susan Lucey — Records Assistant

Marinella Maric — Customer Service Officer

Jada Martinsen — Assistant Supervisor, File Retrieval

David Morrison — Courier Driver

Bruce Murray — Attendant

Kate Musgrave — Project Archivist

Kenneth Nash — Records Assistant

Allan Nelan — Attendant

Ingrid Norberry — Assistant Supervisor, File Retrieval

David Phipps — Supervisor, Transport

Thomas Pittman — Senior Driver

Patricia Proctor — Manager Customer Service

Robert Reitermeier — Driver/General Assistant

Karen Roche — Assistant Supervisor, File Retrieval

Sandra Savage — Assistant Supervisor, File Retrieval

Ronald Sneddon — Attendant

Dominic Spillane—Courier Driver

Jeremy Swinn—Customer Service Officer

Laurean Taylor — Supervisor, Consultancy Support Services

Marianne Thomas — Records Assistant

Mathew Thompson — Project Officer, Training

Kristy Tiberi — Project Archivist

Robert Trimboli—Assistant Supervisor, Transport

Robert Valajcovski — Attendant

Jack Williamson — Courier Driver

Lisa Willows — Customer Service Officer

Julie Windred — Clients Account Coordinator

Elizabeth Woodham — Records Assistant

Robert Wright — Caretaker

Richard Xuereb — Assistant Supervisor, Dock & Stack

Public programs

Exhibitions and displays

July 2008—June 2009
In Living Memory — Surviving Photographs from the Records of the NSW Aborigines Welfare Board, from 1919 to 1966

On-site presentations and talks

WSRC, 12 July 2008
Central Coast Family History Society — visit

WSRC, 19 July 2008
Wyong Family History Group — visit

WSRC, 24 July 2008
Botany Bay Family History Society — visit

SRC, 25 July 2008
Charlton, S. and Newman, S. *In Living Memory* — Sarah Redfern High School

SRC, 2 August 2008
Engineers podcast workshop — workshop

SRC, 15 August 2008
LoSchiavo, F. Overview of State Records — University of Western Sydney

WSRC, 15 August 2008
Botany Bay Family History Group — visit

SRC, 21 August 2008
Allen, L. Overview of State Records — Charles Sturt University students

WSRC, 21 August 2008
Davis, G. *Probate records* — Kuringai Historical Society

SRC, 26 August 2008
Charlton, S. and Newman, S. *In Living Memory* — Tranby Aboriginal College

WSRC, 29 August 2008
Cann, J. Davis, G. and Pelosi, J. *Introductory talk and tour* — University of Western Sydney Investigative Journalism students

WSRC, 30 August 2008
Gallagher, W. Open Day tours — State Records Volunteers and guests

WSRC, 4 September 2008
Cann, J. and Hollis, R. *Tour of Western Sydney*

WSRC, 4 September 2008
Holroyd Family History Group — visit

WSRC, 5 September 2008
Hawkesbury University of the 3rd Age Genealogy Group — visit

SRC, 6 September 2008
LoSchiavo, F. *What's held at State Records* — The Rocks Open Day for History Week 2008

SRC, 10 September 2008
Charlton, S. and Newman, S. *In Living Memory* — Red Cross

WSRC, 10 September 2008
Central Coast Family History Society — visit

SRC, 15 September 2008
Charlton, S., Newman, S. and LoSchiavo, F. *Indigenous records and In Living Memory* — University of Technology of Sydney students

WSRC, 18 September 2008
Cann, J. *Introductory talk and tour*

SRC, 23 September 2008
Charlton, S. and Newman, S. *In Living Memory* — Minton Primary School

WSRC, 7 October 2008
Davis, G. *Introductory talk and tour* — Charles Sturt University Library students

WSRC, 14 October 2008
Cann, J. *Introductory talk and tour* — St Phillips Anglican Church Seniors With a Goal

SRC, 15 October 2008
LoSchiavo, F. *Introductory talk and tour* — Macquarie University

WSRC, 30 October 2008
Liverpool Genealogy Society — visit

Public programs

SRC, 3 November 2008
Charlton, S. and Newman, S. *In Living Memory*

WSRC, 6 November 2008
Davis, G. *Shipping beyond the basics (additional sources)*, tour and visit to the reading room—
Kuringai Historical Society

WSRC, 10 November 2008
Cann, J. *Introductory talk and tour* — Blaxland/
Glenbrook Probus Club

WSRC, 11 November 2008
Liverpool Family History Group — visit

SRC, 15 November 2008
Pelosi, J. *Introductory talk and tour* — TAFE
Library Technician students

WSRC, 17 November 2008
Davis, G. *Introductory talk and tour* —Mt Druitt
TAFE students

SRC, 20 November 2008
Yeats, C. *Introducing Archives Investigator*

WSRC, 21 November 2008
Allen, L. *Morbid, Mysterious and Macabre* —
State Records Volunteers

SRC, 27 November 2008
LoSchiavo, F. *Introducing State Records* —
Warners Bay Men's Probus Club

SRC, 5 December 2008
Allen, L. *Photographs of leisure and pleasure*

SRC, 10 December 2008
LoSchiavo, F. *Messina Earthquake 1908* —
COASIT

WSRC, 15 January 2009
Bowral Family History Group — visit

SRC, 27 January 2009
Yeats, C. *Book launch 'Robert Forrester, First
Fleeter'*

WSRC, 7 February 2009
Wyong Family History Group — visit

SRC, 22 February 2009
Yeats, C. filming *Who do you think you are?*
(*Sigrid Thornton episode*)

WSRC, 25 February 2009
Cann, J. *Introductory talk and tour* —
Springwood Probus Club

SRC, 28 February 2009
Allen, L. and de Waal, P. *Crimes from Supreme
Court* — Mardi Gras Festival

WSRC, 24 March 2009
Cann, J., *Introductory talk and tour*—Penrith
Seniors Group

SRC, 26 March 2009
Charlton, S., Newman, S and Thorpe, K. *In
Living Memory* —AIATSIS

WSRC, 30 March 2009
Kingswood Public School Year 6 students — visit

WSRC, 31 March 2009
Kingswood Public School Year 6 students — visit

WSRC, 7 April 2009
Davis, G. *Introductory talk and tour* — Mt Druitt
TAFE students

WSRC, 15 April 2009
Davis, G. *Tips and tactics for local historians* —
State Records Volunteers

SRC, 22 April 2009
Yeats, C. *Archives Investigator workshop*

SRC, 29 April 2009
Newman, S. and Thorpe, K. *In Living Memory*
and visit — Mudgin-Gal Aboriginal Women
Centre

SRC, 1 May 2009
Newman, S. *In Living Memory* — Department of
Community Services

WSRC, 4-6 May 2009
Davis, G. Kingswood Public School — research
visits

WSRC, 7 May 2009
Davis, G. and Hollis, R. *Introductory talk and
tour* and visit to the reading room — Kuringai
Family History Society

WSRC, 9 May 2009
Tomaree Family History Group — visit

WSRC, 11 May 2009

Davis, G. *Introductory talk and tour* and visit to the reading room — Cowra Family History Society

SRC, 13 May 2009

Allen, L. *Introducing State Records* — Charles Sturt University students

WSRC Conservation Laboratory, 13 May 2009
University of Western Sydney History Students, visit to observe techniques used to preserve archives

WSRC, 14 May 2009

Blue Mountains Family History Group — visit

SRC, 18 May 2009

Allen, L. *Introducing State Records and Convicts* — University of Virginia Study Tour

SRC, 20 May 2009

Newman, S. *In Living Memory and access to records* — Tranby College

SRC, 27 May 2009

Yeats, C. *Web 2.0 and you: collaborating with your users in the digital age* — Australian Society of Archivists NSW Branch Information Awareness Month event

WSRC, 27 May 2009

Cann, J. *Introductory talk and tour* — Upper Blue Mountains Probus Club

WSRC, 28 May 2009

Davis, G. *Introductory talk and tour* — Prospect Probus Club

WSRC Conservation Laboratory, 1 June 2009
Nepean TAFE Library and Information Students, visit to observe techniques used to preserve archives

WSRC, 1 June 2009

Davis, G. and Hadlow, E. *Introductory talk and tour* — Mt Druitt TAFE students Diploma of Library and Information Management students

WSRC, 2 June 2009

Davis, G. *Introductory talk and tour* — Mt Druitt TAFE students Diploma of Library and Information Management students

SRC, 3 June 2009

Yeats, C. *Preparing for your visit to Kingswood*

WSRC, 5 June 2009

Hollis, R. *Introductory talk and tour* — University of the 3rd Age Hawkesbury
WSRC, 15 June 2009

Kurrajong Family History Society — visit

WSRC, 17 June 2009

Society of Australian Genealogists — visit

WSRC, 24 June 2009

Davis, G. and Cann, J. *Introductory talk and tour* — Nepean Riverlands Probus Club

WSRC, 25 June 2009

Hollis, R. and Reilly, B. *Introductory talk and tour* — Upper Blue Mountains Ladies Probus

Off-site presentations and talks

Bondi Junction, 14 July 2008

Yeats, C. *Crimes and misdemeanours* — Waverley Historical Society

Liverpool, 26 July 2008

Davis, G. *19th century welfare records* — Liverpool Genealogical Society

Moree, 10 July 2008

Newman, S. and Thorpe, K. *Aborigines Welfare Board records and In Living Memory exhibition* — Moree Library Dhiiyaan Indigenous Centre — NAIDOC Week

Tuggerah, 6 August 2008

Davis, G. *Introducing State Records* — Wyong Library

Gordon, 8 August 2008

Allen, L. *Preparing for a visit to Kingswood* — Kuringai Family History Society

Springwood, 8 August 2008

Hollis, R. *Work and Role of Women 19 Century and beyond* — Blue Mountains Historical Society

East Gosford, 9 August 2008

Pelosi, J. *Online Indexes* — Central Coast Family History Society — National Family History Week

Sydney, 15 August 2008

Allen, L. *Research using State records* — University of Sydney History Student Society

Merrylands, 18 August 2008

Cann, J. *What's new at State Records* — Holroyd

Public programs

Brewarrina, 4 September 2008

Charlton, S. and Newman, S. *In Living Memory*— Aboriginal Cultural Museum

Port Stephens, 6 September 2008

Davis, G. *Tips and tactics for local history using the State archives* — Tomaree Library
Salamander for Tomaree Family History Group

Sydney, 6 September 2008

Yeats, C. *Celebrating the 100th anniversary of the Great White Fleet in Sydney through the NSW State archives* — The Waters Edge at Customs House — The Rocks Open Day for History Week 2008

Sydney, 6-7 September 2008

Society of Australian Genealogists Book Fair stall — Richmond Villa, Sydney

Parramatta, 11 September 2008

Davis, G. *Life in the Female Factories* — Parramatta Heritage Centre

Maroubra, 13 September 2008

Allen, L. *Murder, mysteries and intriguing people in the State's archives* — Randwick Historical Society

Dubbo, 13 September 2008

Yeats, C. *What's new at State Records (2008)* — NSW & ACT Association of Family History Societies Annual Conference

Broken Hill, 17 September 2008

Yeats, C. *Making the most of the Archives Resources Kit* — Charles Rasp Library, Broken Hill

Kelso (Bathurst), 20 September 2008

Yeats, C. *Immigration from Western Europe* — Bathurst Family History Group

Hughes (Canberra), 7 October 2008

Yeats, C. *Getting to know the NSW State archives tips and tactics for family historians* — Heraldry and Genealogy Society of Canberra

Quirindi, 14 October 2008

Charlton, S. and Newman, S. *In Living Memory* — Social and Emotional Wellbeing Centre

Forbes, 18 October 2008

Yeats, C. *Commissioners of Crown Lands Itineraries and related records* — Royal Australian Historical Society Annual Conference

Sydney, 8 November 2008

Yeats, C. *Women's work: sources in State Records* — Society of Australian Genealogists
Lost in a Woman's World, State Library of NSW

Wyong, 8 November 2008

Davis, G. and LoSchiavo, F. *Sources in State Records* — Wyong Family History Group

Sydney, 8 November 2008

Pelosi, J. *Gazetted women: researching women in the NSW Police Gazette and Government Gazette* — Society of Australian Genealogists
Lost in a Woman's World, State Library of NSW

Hurstville, 12 November 2008

LoSchiavo, F. *The Convict Guide* — Hurstville City Library

Camden, 15 November 2008

Allen, L. *Working life in Camden: teachers and railways workers* — Camden and Area History Group

Penrith, 18 November 2008

Yeats, C. *Getting to know the State archives* — National Seniors

Armidale, 22 November 2008

Newman, S. and Thorpe, K. *Aboriginal Welfare Board Images* — Armidale Aboriginal Cultural Centre and Keeping Place

Wollongong, 28 November 2008

Yeats, C. *Archives Investigator and State Records online resources* — Wollongong Library staff

Wollongong, 28 November 2008

Yeats, C. *Archives Resources Kit* — Illawarra Family History Society

Ballina, 4 and 5 February 2009

Newman, S. and Thorpe, K. *In Living Memory and access to Indigenous records* — Northern Rivers Community Gallery

Campbelltown, 7 February 2009

Davis, G. *Convict Records* — Campbelltown Library

Tuggerah, 18 February 2009

Davis, G. *Archives Resources Kit* —Wyong/
Tuggerah Library

Chester Hill, 25 February 2009

Allen, L. National Archives of Australia Open
Day stall

Sydney, 10 March 2009

Yeats, C. *Introducing the Australian Women's
Archives Project* — Women's History Month
Seminar at Customs House, Sydney

Goulburn, 12 March 2009

Davis, G. *Mindful of the past: recording the
history of NSW psychiatric hospitals* —
Heritage and Roses Festival, Goulburn Library

Kempsey, 12 March 2009

Newman, S. *In Living Memory* — launch of
exhibition, Kempsey Shire Library

Penrith, 14 March 2009

Allen, L. *Theatres and Public Halls of Penrith* —
Penrith History Seminar

Penrith, 15 March 2009

Yeats, C. *Convicts; Shipping records and
Deceased estate and probate records* —
Nepean Family History Society Family History
Fair

Gosford, 17 March 2009

Yeats, C. *Introducing the 'Old Register' One to
Nine* — Seniors Week Seminar, Central Coast
Family History Society

Maroubra, 20 March 2009

Yeats, C. *Launch of the publication 'Maroubra
and District Memories'* — Cape Banks Family
History Society

Cowra, 29 March 2009

Allen, L. *Divorce and A mysterious miscellany*
— Cowra Family History Conference

Camden, 7 April 2009

Gallagher, W. *Family History Online* — a
workshop by State Records on researching
your family history online — Camden Library

Camden, 7 April 2009

Gallagher, W. *Searching land records*

Penrith, 11 April 2009

Charlton, S. and Newman, S. *In Living
Memory* exhibition opening — Penrith Regional
Gallery

Ulladulla, 12 April 2009

Yeats, C. *Shipwrecks on the South Coast* —
Ulladulla History Expo, Civic Centre Ulladulla

Botany, 16 April 2009

Yeats, C. *Introducing State Records'
photographic collection* — Botany Historical
Trust photographic exhibition opening

Gordon, 2 May 2009

Davis, G. *Preparing for your visit to Kingswood*
— Kuringai Historical Society, Gordon

Port Macquarie, 16 May 2009

Davis, G. *Immigration and other topics* and
stall — Port Macquarie Family History Expo,
Panthers Port Macquarie

Penrith, 17 May 2009

Charlton, S. and Newman, S. *In Living
Memory and access to the records* — Penrith
Regional Gallery

Sydney, 27 May 2009

LoSchiavo, F. *Maltese Immigration to NSW* —
Accessing the records: Maltese migration and
settlement in NSW, Information Awareness
Month

La Perouse, 27 May 2009

Newman, S. *In Living Memory* —
Reconciliation Week event, Randwick City
Council

Sydney, 30 May 2009

Yeats, C. *Insights into colonial times* — Society
of Australian Genealogists

Sydney, 6 June 2009

Yeats, C. *Records relating to Irish convicts* —
Irish Immigration Day, Hyde Park Barracks

Newcastle, 11 June 2009

Pelosi, J. *Submitted for the approval of the
Colonial Secretary: popular entertainment in
the State archives, 1828-56* — A World of
Popular Entertainments International
Conference, University of Newcastle School of

Nowra, 20 June 2009

Yeats, C. *Sources for local history research in the NSW State archives* — Shoalhaven Family Local and Cultural History Fair, School of Arts Hall Nowra

Parkes, 23 June 2009

Yeats, C. *Using the Archives Resources Kit* — Country Public Libraries Symposium, pre-Symposium Seminar, Parkes Library

Hurstville, 30 June 2009

Charlton, S., Newman, S. and Thorpe, K. *In Living Memory* — St George Regional Gallery, Hurstville

Student Practicum Placements

WSRC Conservation Laboratory, 14 July 2008

Crann, J. Intern from Art Gallery of NSW undertaking short placement with State Records to see how archive conservation differs from gallery conservation treatments

WSRC Conservation Laboratory, 15 July 2008

Elliot, P. Edith Cowan University Student Short Preservation Project

WSRC Conservation Laboratory, November 2008

Otis, R. Edith Cowan University Student Placement

WSRC, April 2009

Senior, A. Edith Cowan University Student Placement

NSW Public sector programs

Off-site presentations

Sydney, 23 July 2008

Robinson, C. *'Disaster planning and Management'*

RMAA Local Government Chapter seminar

Sydney, 21 August 2008

Cumming, K. *'Web standards'*

Local Government Web Network, Annual Conference

Tamworth, 16 October 2009

Lehane, R. *'Recordkeeping, disposal, and transfer of records as State archives'*

Rural Lands Protection Board Conference

Maitland, 20 November 2009

Stuart, K. *'Future Proof strategy'*

RMAA Local Government Chapter seminar

Sydney, 3 March 2009

Findlay, C. *'Future Proof Strategy'*

Delta Electricity

Sydney, 25 March 2009

Lehane, R. *'Better Recordkeeping'*

Sydney Conference of State Emergency BM/BSO Staff

Sydney, April 2009

Findlay, C. *'Digital preservation'*

ARK Conference 'Adopting robust strategies for digital preservation'

Parramatta, April 2009

Findlay, C. *'Digital Preservation'*

Parramatta Heritage Centre 'History of computing' seminar

Sydney, 15 June 2009

Cumming, K. *'Dealing effectively with unstructured data and new digital formats'*
ARK E-discovery Conference

Records managers forums

Sydney, 2 July 2008

Crown Solicitor's Office archiving and disposal case study, findings of the 2008 records storage survey and new GSAS IAMS contract

Sydney, 13 November 2008

Changing attitudes and working together: Managing information in the digital age (Joint

Orange, 15 December 2008

Standard on Digital Recordkeeping and Department of Primary Industries case study

Sydney, 30 March 2009

Digital recordkeeping: guidelines, EDRMS and change management

Sydney, 6 July 2009

Records management and web 2.0, information management collaboration, State Records' monitoring framework, and Premier's Memorandum on digital recordkeeping.

Briefings

25 November; 26 November 2008, Sydney
Findlay, C. Implementing the Standard on digital recordkeeping

4 December 2008, Western Sydney

Findlay, C. Implementing the Standard on digital recordkeeping

Training courses

28 July 2008, Port Macquarie; 5 August 2008, Cooma; 21 October 2008, Sydney;
Implementing General Disposal Authority 10 — Local Government Records

29-30 July 2008, Port Macquarie; 6-7 August 2008, Cooma; 18 - 19 August 2008, Sydney; 22-23 October 2008, Sydney; 27-28 November 2008, Sydney; 1-2 December 2008, Sydney; 10-11 March 2009, Sydney; 6-7 April
Implementing a Retention and Disposal Authority

11 August 2008, Dubbo; 17 February 2009, Sydney; 28 April 2009, Sydney; 7-8 May 2009, Coffs Harbour; 12 May 2009, Albury;
Using a Keyword Thesaurus

9 September 2008, Western Sydney;
Transferring State Records

18-19 September 2008, Sydney; 30 April - 1 May 2009, Sydney;
De-Dramatising Disasters

Participation in records, archives and information management community

25 September 2008, Sydney;
Retention and Disposal of Public Health Sector Records

24 October 2008, Sydney; 3 December 2008, Sydney; 12 March 2009, Sydney; 20 May 2009, Sydney;
Implementing a Retention and Disposal Authority

5-6 November 2008, Sydney
Compiling and Implementing a Keyword Thesaurus

19 November 2008, Sydney; 5 May 2009, Sydney;
Managing a Records Management Program

22 May 2009, Sydney; 22 and 28 May 2009, Sydney;
Records Management Fundamentals

Published guidance

General Retention and Disposal Authority –
Administrative Records (GA 28) [revised]

General Retention and Disposal Authority –
Records relating to the management of sporting and recreational venues and facilities (GA 32)

General Retention and Disposal Authority
Source records that have been migrated (GA 33)

Guideline 12 - *Implementing a retention and disposal authority [revised]*

Guideline 21 - *Planning a sentencing project*

Guideline 22 - *Managing digital records*

Guideline 23 - *Short guide to implementing the Standard on digital recordkeeping*

Guideline 24- *Records management and web 2.0*

Recordkeeping in Brief 52 - *Considering digital recordkeeping as part of systems development or procurement*

Recordkeeping in brief 53 - *Introducing the revised General retention and disposal authority: administrative records*

Staff presentations

Perth, 6 August 2008
Yeats, C. *Annual Access Day* — ASA RAPPISIG Day
Australian Society of Archivists —
Pre-Conference event

Perth, 9 August 2008
Yeats, C. *Aboriginal Trust Fund Repayment Scheme — Claimant responses to the records*
Australian Society of Archivists Reference
Annual Conference

Perth, 9 August 2008
Yeats, C. *The impact of 'Who do you think you are?' on archives services in Australia*
Australian Society of Archivists Reference
Annual Conference

Dunedin, New Zealand, 29 August 2009
Yeats, C. *Accessible and visible: State Records NSW*
Archives & Records Association of New Zealand (ARANZ) Annual Conference

Perth, 9 September 2008
Lehane, R. 'User generated content and online catalogues'

Canberra, 9-14 November 2008
Findlay, C 'OAIS Case study' and 'State Records' digital archives business case', CAARA Data Stewardship Residential School

Sydney, 27 May 2009
Lehane, R and Stuart K. 'Recordkeeping and Web 2.0', Australia Society of Archivists seminar on Web 2.0 technologies

Calgary, Canada, 16 May 2009
Yeats, C. *Tracking the evidence of past government action: the operation of the Aboriginal Trust Fund Repayment Scheme*
Association of Canadian Archivists Annual Conference

Publications

Corporate publications

For the Record

Issues 69 (July 2008), 70 (September 2008), 71 (November 2008), 72 (December 2008), 73 (February 2009), 74 (April 2009), 75 (June 2009)

Future Proof Newsletter

Issue 1, November 2008

Now & Then

Issues 33 (August 2008), 34 (October 2008), 35 (December 2008), 36 (February 2009), 37 (April 2009), 38 (June 2009)

Staff publications

Shergold, C 'Note on the Destruction of New South Wales Convict Records', *Journal of Australian Colonial History* Volume 11 2009.

Yeats, C 'Tracking the evidence of past Government action: The operation of the ATFRS' *2009 conference proceedings of the Association of Canadian Archivists*.

Staff professional activities

Staff professional commitments

Barber, Amanda

Standards Australia IT21 Records Management Committee—Member

Cumming, Kate

Standards Australia IT21/07 sub-committee on Recordkeeping Metadata - Member

Findlay, Cassandra

Australian Society of Archivists Electronic Records Special Interest Group—Convenor

Australian Society of Archivists Mander Jones Awards Committee—Secretary

Standards Australia IT21/11 sub-committee on Digitisation - Member

LoSchiavo, Fabian

Executive member, CoAsIt Italian Family History Group

McGing, Angela

Australian Society of Archivists Accreditation sub-committee - Member

Robinson, Catherine

National Film and Sound Archive - Board Member

Standards Australia IT21/05 sub-committee on Compliance-Member

Standards Australia IT21/09 sub-committee on Records Classification—Member

Standards Australia IT21/10 sub-committee on Records Storage—Member

Thorpe, Kirsten

Australian Society of Archivists Indigenous Issues Special Interest Group (IISIG)—Convenor

Ventress, Alan

Australian Dictionary of Biography—NSW Working Party Member

Australian History Scholarships Judging Panel—Member

Dictionary of Sydney, Board Member

Geographical Names Board of NSW—Board Member

Henry Parkes Foundation—Chairperson

Royal Australian Historical Society—Vice President

Macquarie 2010 Committee—Committee Member

University of Western Sydney Arts External Advisory Committee—Committee Member

Wright, Anne

Australian Society of Archivists Reference, Indigenous Issues Special Interest Groups (IISIG) —secretary

Yeats, Christine

Australian Society of Archivists Reference, Access and Public Programs Special Interest Group (RAPPSIG)—Convenor

Australian Women's Archives Project—Sydney Joint Committee Member

History Council of NSW—Treasurer

Volunteer list

Volunteers during the year.

Lynnette Hitchell

Vicki Wilson

Ailsa Mulry

Sandra Snow

Jan Dowd

Arthur Mason

Vicki Aarons

Ian Middleton

Lois Sabine

Laurene Freeland

Frederick Morrison

Wendy Quickenden

Denis Barrett

John Cusack

Patricia Moon

Jeanette French

Chesne Jones

John Jones

Suzanne Newbury

Yvonne Jones

Betty Fieldus

Lynne Selden

Robyn Davies

Hazel Labka

Faye Young

Jean Clarke

Lyn Fuller

Ann Knowles

Susan Deane

Beverley Malone

Wendy Kelly

George Casilieris

Laurel Titman

Pamela Crosbie

Ronald Richmond

Lynette Allen

Iris Plaine-Lepine

Bronwyn Ryan

Heather Arnold

Valerie Straker

Lynette McLennan

Raphael Sinicola

Debbie Attwood

Yvonne Wright

Beverley Cobban

Judith Porter

Meghan Dobbins-Jones

Gail Chapo

Elizabeth Von Brandis-Martini

Maxine Mullock

Megan Bent

Anne Clark

Clara Cesarone

Linda Molan

Jessica Gallagher

Julie Schippers

Judy Grace

Jeffrey Dyball

David Jones

Jan Thomas

Cheryl Ianson

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