

From the President



September is 'reminder' month – the time to alert you to important events coming up in the ANZSI calendar. First and foremost there is a reminder about membership renewal. Our membership year now follows the financial year, so that renewals were due on 1 July 2006. We give you three months' grace to renew, after which you are unfinancial.

Before reading any further, please check your mailing label on the back of this newsletter. Is there a red dot next to your label? If so, we have not yet received your membership renewal. This means that unless you renew your membership before 1 October, you will not be able to participate in your Branch or ANZSI annual general meetings, and this will be the last issue of the *ANZSI Newsletter* you will receive. I hope this will act as a timely reminder to those of you who intend to renew, but haven't gotten around to it yet. Please note that this will be the only such reminder you will receive. If you have no red dot, you are a financial member until 30 June 2007, and we thank you for your continuing support.

The next reminder pertains to Annual General Meetings. In accordance with our Constitution, the Society as a whole, as well as each Branch, must hold an Annual General Meeting before the end of October. Details of the Society's AGM are included in this newsletter. Notices about your Branch's AGM are provided in this newsletter and on the ANZSI website, and many branches also mail notices to their members, so watch for those details.

This year the Society's AGM will be held in conjunction with the ACT Branch AGM and dinner, on 18 October. This will be the first year that ANZSI will use the provisions for proxy voting which we put into place during our revision of the Constitution in 2005, because we have a number of amendments to the Constitution to vote on. Our Secretary Shirley Campbell has given details of these amendments and their background elsewhere in this newsletter, and has also included a proxy form for those who wish to vote on these provisions but cannot make it to the meeting. Please note that proxy forms must reach Shirley a few days before the meeting, so mail them early if you want your vote to count.

Now for the perennial reminder – it's 'recruitment' time! We need members to nominate for Committee positions, at the Branch and particularly at the Federal level. This year marks the end of my term of office, and that of my Executive. By the provisions of our Constitution, office bearers can only hold their offices for five consecutive years, and so we now pass the baton to another group.

In the past, most of the ANZSI Committee was drawn from the same geographic area, but we now have provisions in place to conduct the business of the Society via email, so that restriction has been lifted. Therefore all it takes to nominate for a position is an interest in the Society, and an email address. We have a number of positions vacant for Committee members 'at large', who have no set duties but are willing to provide input, advice and lend a helping hand for special tasks. Please seriously consider putting your name forward for one of these positions. Nominating for a general Committee position is a great way to ease yourself into the workings of the Society without the burden of duties of an office bearer. Nomination forms are provided elsewhere in the Newsletter, and there is no restriction on self-nomination!

Finally, a note about three new positions we have established in the Society: Mentoring Officer, Returning

(continued on page 4)

Why not put your name forward for one of the general Committee positions?

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Deadline for the October 2006 issue: 29 September

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This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is sent free to all members of the Australian and New Zealand Society of Indexers. Opinions expressed in the newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the Society.

It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

29 September for the October 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June).

Student member A\$30.

Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor

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Cost: A\$35 for ANZSI members.

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registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

ACT Region and ANZSI AGMs 2006

The ACT Region Branch and ANZSI Annual General Meetings will be held on Wednesday 18 October 2006 at the Zen Yai private function centre, 30 Northbourne Ave, Canberra, commencing at 7.00 pm. The meetings will be followed by dinner (a Thai banquet @ \$30 per person).

Election of office bearers for the Society for 2006–07 will be held at this meeting. Only financial members of the Society can stand for office, or vote. Nominations are called for the following positions: President, Vice-President, Secretary, Treasurer and up to five other members. A nomination form is included in this newsletter and is published on the website. Nominations must reach the Secretary (Nominations) by Wednesday 4 October 2006. If necessary the Society can provide seconders for any nominations received.

An important item of business at the ANZSI AGM will be voting on four resolutions to amend the Constitution. Included in this newsletter are the four resolutions and the reasons for proposing these resolutions. Members who are unable to attend the AGM are able to register a proxy vote. A proxy voting form is included in this newsletter and will be published on the website. Notice of intention to vote by proxy and the choice of nominated proxy must reach the Secretary (Proxy) not later than Monday 16 October 2006.

Calling for Volunteers

ANZSI is calling for volunteers to fill non-elected positions appointed by the ANZSI Committee. These positions are:

Returning Officer for the Registration Subcommittee,
Returning Officer for the Awards Subcommittee, and a
Mentoring Coordinator.

Each of these positions is administrative with the appointee acting as liaison between applicants and the relevant subcommittee. Details of the duties will be provided on request by the President or the Secretary. These positions are not onerous and are an excellent way for newer members to become involved in the Society. If you are interested in any of these positions please contact the Secretary at <secretary@aussi.org>.

NSW Branch AGM and dinner

This is ANZSI/AUSSI NSW's 30th year and we want to make the dinner and AGM a special occasion. We are hoping to have some speakers who will take us on a short trip down memory lane. Members who have any memorabilia (photos, programs, etc) are invited to bring them in and pass them round.

The place is the Golden Cinnamon Restaurant, upstairs (above Cafe Kasturi) at 767-769 George Street, Sydney, at 7.00 for 7.30 pm on Wednesday 25 October. We would like to see as many NSW and visiting members as possible.

A nomination form for Committee positions will be included in the next newsletter. RSVP to Lorraine Doyle on <lorraine.doyle@thomson.com>.

Jon Jermey, NSW Branch President

NZ Branch AGM and dinner

The NZ Branch will be meeting for our AGM on 29 September in Wellington. Details are on the events calendar. We will follow this with a dinner at Olive Cafe where we will join Max McMaster and training course participants.

We are currently looking for nominations for our committee. Meetings are run via email and we invite members from any geographical location in New Zealand to get involved. Many hands make light work, so if we all do a little...

We are currently receiving training course registrations and if you are interested in registering, please do so as soon as possible.

Tordis Flath, NZ Branch President.

Victorian Branch AGM and dinner

Wednesday 18 October at the Elsternwick Club, 19 Sandham St, Elsternwick (Melways Ref. 67, F2) commencing at 6.30 pm to enjoy dinner and drinks and the company of your colleagues, interrupted only by a short business meeting. Cost \$35.00 per head all inclusive.

RSVP by 11 October to Jenny Restarick tel/fax +61 3 9528 2539, email <cliffres@connexus.net.au>, cheque or credit card payment options. Special dietary meals can be arranged with prior notice.

Information Architecture Peers (IA-Peers) social meetings

These monthly get-togethers in Sydney and Canberra are open to 'anyone working in, or interested in, information architecture' – and there's always something different to talk about!

To join IA-Peers send an email to:

<IA-Sydney-on@lists.ironclad.net.au>

Helen Skewes

Calendar of forthcoming Branch activities

Date and time	Organiser	Name of activity	Venue	Contact details
29 September	NZ Branch	Training course: Newspaper/Magazine Indexing	In Wellington.	Please contact <jo_bird@paradise.net.nz> for further details and a registration form.
29 September 5.30–6.30 pm	NZ Branch	AGM and dinner	Level 4, 60 Ghuznee St, Wellington.	Dinner following AGM - Olive Cafe, 170 Cuba St, 6.30 pm onwards.. Max McMaster and training course participants will joins us for dinner.
30 September	NZ Branch	Training course: Introduction to Indexing	In Wellington.	Please contact <jo_bird@paradise.net.nz> for further details and a registration form.
1 October	NZ Branch	Training course: Intermediate Indexing	In Wellington.	Please contact <jo_bird@paradise.net.nz> for further details and a registration form.
16–17 October	Vic Branch	Indexing Training (Introductory and Intermediate courses with a historical focus)	Holmesglen TAFE	Max McMaster tel/fax: +61 3 9500 8715 email: <max.mcmaster@masterindexing.com>
18 October 6.30 pm	Vic Branch	AGM and dinner	Elsternwick Club 19 Sandham St Elsternwick VIC	Jenny Restarick tel/fax: +61 3 9528 2539 email: <cliffres@connexus.net.au>
18 October 7.00 pm	ACT Branch	AGM and dinner	Zen Yai private function centre, 30 Northbourne Ave	Edyth Binkowski <geoffb@webone.com.au>
25 October 7.00 for 7.30	NSW Branch	AGM and dinner	Golden Cinnamon, Upstairs, 767-769 George Street, Sydney	Lorraine Doyle <lorraine.doyle@thomson.com>
4 November 9.30–12.30	NSW Branch	Indexing Software training by Garry Cousins - CINDEK	Parramatta Library Computer Training Room	Jon Jermey <jonjermey@optusnet.com.au>
11 November 9.30–12.30	NSW Branch	Indexing Software training by Jon Jermey - SKY Index	Parramatta Library Computer Training Room	Jon Jermey <jonjermey@optusnet.com.au>

National events

Date and time	Organiser	Name of activity	Venue	Contact details
18 October 7.00 pm	ANZSI Committee	ANZSI AGM and dinner	Zen Yai private function centre, 30 Northbourne Ave	Shirley Campbell <secretary@aussi.org>
16–17 March 2007	Vic Branch	ANZSI Conference	Rydge's Riverwalk, Richmond, Melbourne	Margaret Findlay <conference@aussi.org>

Open Publish

The sixth annual Open Publish conference was held in Sydney on 27 and 28 July to examine developments in electronic publishing on the web, intranets, books, and more. Participants included editors, a librarian and two indexers!

Much of the conference was devoted to structured content, in which information is analysed and divided into discrete sections. This is important for single sourcing and for the reuse of 'chunks' of documents (something that will be of increasing importance to indexers). Two of the talks were on DITA (Darwin Information Typing Architecture, which you can find at <www-128.ibm.com/developerworks/xml/library/x-dita1>), an OASIS standard and an open source product for creating topic-based content for reuse and interchange.

Deborah Pickett described incompatibilities between the indexing tags used in DITA and FrameMaker (basically one groups the heading and subheading in the same tag, while the other separates them). She said that DITA needs better index and TOC support, as their model is rudimentary compared with FrameMaker which has 'more knobs to turn', e.g. in choosing a sort order different to the alphabetical order of the characters. Anyone who has used dedicated indexing software would sigh for someone who sees the functionality of FrameMaker indexing as something to wish for!

Metadata was mentioned a lot. There was a feeling that everyone wants good metadata, but no-one knows how to get it. (At this comment, someone in the audience suggested 'at the source', but others looked dubious). Keynote speaker Brendan Quinn from the BBC suggested that to get users to add metadata you need to show them what they can do with

managed content, although you may have to add a bit of force as well (you need a 'carrot-shaped stick').

Automation of document layout was considered to be an alternative to outsourcing. Apparently there is a skills shortage in Australia in areas such as this. Many companies have been severely affected by outsourcing, and have remained competitive only by moving upmarket, and offering value-added services to retain customers. There is apparently no relief in sight.

Brief reports of the Open Publish conferences held in 2003 and 2004 are available on the Web at <www.openpublish.com.au/past_events.html>.

Glenda Browne

Helen Skewes comments:

In association with the Open Publish conference in July 2006, the Content Management Professionals Australia Community (CMPAC) <<http://www.cmpprofessionals.org/organization/communities/australia/>> held a moderated expert panel session on content management, contribution and workflow.

The five panellists and 20 participants included CM system developers, information architects, content writers, editors and one indexer. The discussion was lively and insightful – and provided a great start to the conference!

The CMPAC meets regularly in Sydney and Melbourne with discussion topics set by the moderator and participants. Interested indexers are welcome to join the mailing list and come to the meetings.

See <www.cmpprofessionals.org/organization/communities/australia/>.

Is there gold in them thar hills?

Public lecture on Data Metallogenica

Tuesday 19 September, at 5.30 for 6.00 pm, at Womens Health Victoria, Level 1, 123 Lonsdale St, Melbourne.

ANZSI Vic Branch has organised this public lecture on Data Metallogenica, the world's largest mineral deposit database, a unique system made possible through outstanding support by over 100 sponsors. It is owned and operated by AMIRA International on behalf of the global minerals industry and associated institutions.

DM is available at <www.datametallogenica.com>, a continuously expanding searchable database for global mineral deposits with over 40,000 image and text files.

We will also hear from Jane Purton on the state of our profession in other countries. Jane has recently returned from attending international conferences on indexing.

Note: Entry doors will be locked at 6.00 pm – emergency contact is by mobile on 0438 276 714.

As usual we will invite our speakers, hosts and all attendees to dine at a nearby restaurant after the meeting.

RSVP by Tuesday, 12 September, to Jenny Restarick on phone/fax +61 3 9528 2539 or by email to <cliffres@connexus.net.au>

(From the President, continued from page 1)

Officer for the Registration Committee and Returning Officer for the Medal Award Committee. These positions are annual appointments made by the ANZSI Committee (not elected positions) and each deals with the administrative side of receiving and forwarding applications for the respective committees, acting as liaison between the committees and the applicants and dealing with the non-indexing aspects of the committees' work. These positions do not require indexing expertise and are a good way for newcomers to involve themselves in the activities of the Society. If you think you might like to volunteer for one of these positions please contact me <president@aussi.org> or our Secretary Shirley Campbell <secretary@aussi.org> and we will provide fuller details of the duties involved.

Did someone out there remember my last month's promise to write about my attendance at the British and North American conferences? I haven't forgotten – I'm still waiting for my parcel of material to arrive in the post (although hope is fading fast). So I've postponed again, but I'll put a reminder in my diary for next time. Until then, happy indexing!

Lynn Farkas, ANZSI President

PROPOSED CONSTITUTIONAL AMENDMENTS

RESOLUTION 1

Proposed by the ANZSI Committee

Reason: To remove ambiguity

To amend Clause 6 of the Constitution, introductory paragraph:

from

The affairs of the Society will be managed by a Committee which will consist of the Executive, up to five other members and ex-officio: the Presidents of Branches and other members, which the Committee may coopt.

to

The affairs of the Society will be managed by a Committee which will consist of the Executive, up to five elected members, ex-officio the presidents of Branches, and other members whom the Committee may coopt.

RESOLUTION 2

Proposed by the ACT Region Branch

Reason: To allow proxy voting for election of office bearers

To amend Clause 10d of the Constitution:

from

Proxy voting at either Annual General Meetings or Special Meetings will be permitted for voting on any issue other than the election of office bearers.

to

Proxy voting at either Annual General Meetings or Special Meetings will be permitted for voting on any issue.

and make associated changes by:

1. adding subclause (v) to Clause 10

In the case of election of office bearers, proxy voting can only be used where no nominations have been received and the Returning Officer calls for nominations without notice at the Annual General Meeting. In all other cases, absentee ballots will be used for election of office bearers.

2. changing Clause 7h

from

In the event of no nominations being submitted, the Returning Officer may call for nominations without notice at the Annual General Meeting.

to

In the event of no nominations being submitted, the Returning Officer may call for nominations without notice at the Annual General Meeting and proxy votes will be accepted.

RESOLUTION 3

Proposed by the ANZSI Committee

Reason: To allow sufficient time for the Returning Officer to carry out his/her duties

To amend Clause 7g of the Constitution:

from

A Returning Officer will be appointed by the Committee at least seven days prior to the Annual General Meeting.

to

A Returning Officer will be appointed by the Committee at least two months prior to the Annual General Meeting.

RESOLUTION 4

Proposed by the ANZSI Committee

Reason: To remove problems of nomenclature when referring to the main body responsible for the affairs of the Society

To amend Clause 6 of the Constitution, introductory paragraph:

from

The affairs of the Society will be managed by a Committee ...

to

The affairs of the Society will be managed by a Council ...

and make associated changes by:

1. changing all other references to 'Committee' in Clauses 3, 5, 6, 7, 9, 10, 11, 12, Definitions and Appendixes to 'Council'
2. changing 'Subcommittee' to 'Committee' in Section 9.

Explanation

The ANZSI Constitution makes provision for a 'Committee' to manage the affairs of the Society. The Committee is given no other name, nor is any other committee specified in the Constitution. In the past it was referred to as the 'National Committee' to distinguish it from the managing bodies of the Society's Branches, which had also adopted the use of the term 'Committee'.

With the formation of a New Zealand Branch and the change of name to 'Australian and New Zealand Society of Indexers' the term 'national' was considered to be too restrictive as it implied a single nation rather than a society that encompassed two nations. This question was discussed at length at a meeting of the Committee in Melbourne in March 2005 when a number of alternatives were discussed, but none seemed satisfactory. As a compromise solution, it was agreed to simply refer to the Committee as the 'ANZSI Committee' and to Branch managing bodies as '<name> Branch Committee'. This nomenclature has now been in force for over a year.

However there are problems with this nomenclature. The term 'ANZSI Committee' does not clearly convey the function of the Committee as the main body responsible for the affairs of the Society. It also does not allow ordinary members of the Society and the public to appreciate the distinction between the ANZSI Committee, Branch Committees and subcommittees of the Society. Even among those who have worked within the Society's committee system there is difficulty in explaining the difference between the ANZSI Committee and other committees of the Society. As the Society has introduced a range of subcommittees, there is further confusion in the 'committee' nomenclature, for example the Education Committee when it is really a subcommittee of the ANZSI Committee. Members of subcommittees are normally appointed from within the main committee of which the subcommittee is a part. This does not happen with subcommittees of ANZSI – subcommittee members are often drawn from outside the ANZSI Committee.

The change to 'Council' will correct the current ambiguities and help to clarify the structure of ANZSI.



Australian and New Zealand Society of Indexers

GPO Box 2069, Canberra ACT 2601

email: <aussi@aussi.org>

website: http://www.aussi.org

ABN 38 610 719 006

APPOINTMENT OF A PROXY

The Secretary (Proxy)
Australian and New Zealand Society of Indexers
GPO Box 2069
CANBERRA A.C.T. 2601

I < name >

of < address >

am a member of ANZSI and wish to make the following arrangements for voting at the Annual General Meeting on 18 October 2006.

PLEASE CHOOSE ONE OPTION

I appoint <name > to act as my proxy and to vote as they see fit

OR

I appoint the Chairman of the Meeting as my proxy to vote as they see fit

OR

I instruct the Chairman of the Meeting as my proxy to vote in the manner directed below

	For	Against	Abstain
Resolution 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

.....
Signature

.....
Date



Australian and New Zealand Society of Indexers

GPO Box 2069, Canberra ACT 2601

email: <aussi@aussi.org>

website: <http://www.aussi.org>

ABN 38 610 719 006

ELECTIONS 2006 NOMINATION FORM

We, the undersigned members of the Australian and New Zealand Society of Indexers, nominate the person below for the position indicated.

Name of person nominated

Position (please tick)

President

Vice-President

Secretary

Treasurer

Committee member

Name of nominator

Signature of nominator

Name of seconder

Signature of seconder

Signature of nominee

Nominations must reach the following address by Wednesday 4 October 2006.

The Secretary (Nominations)
Australian and New Zealand Society of Indexers
GPO Box 2069
CANBERRA ACT 2601

Please submit one form per nomination.

ANZSI and Branch Committee contacts

ANZSI Committee

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Tordis Flath

ANZSI officials

Chairman of the Registration Subcommittee:

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Webmaster: Jon Jermey

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Newsletter Editor: Peter Judge

<newsletter@aussi.org>

Membership Secretary: Joanna McLachlan

<memsec@aussi.org>

Chairman of the Awards Subcommittee:

John Simkin, <awards@aussi.org>

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H Skewes

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Committee members: S Brookes, J Lawrence

Postage
paid

Have you got a horrid RED DOT?
If you have, you should read the
President's message on page 1 ...

Australian and New Zealand
Society of Indexers
PO Box 2069, Canberra ACT 2601