ANZSI News – Incorporation of ANZSI

The topic of incorporation is an important one for all ANZSI members. Council has decided to revisit this issue and strongly push for its acceptance by members at the AGM to be held on 1 September. A paper was presented to Council by Max McMaster in April on the issue of incorporation, and following consultation and discussion was accepted by Council at its June meeting. So that members can fully understand the background and implications of incorporation the following item has been prepared for members. It is based extensively on the original paper.

The issue of incorporation was originally considered by ANZSI Council in late 2008, but was shelved due to Branch concerns. One of the major reasons put forward for incorporation at the time was to protect office holders in case of the Society being sued. With the lack of progress on incorporation the Council considered association risk insurance as a possible alternative option. Investigation revealed the merits of the idea, although the premium was relatively expensive. ANZSI however, as an unincorporated association is deemed not to be a legal entity, and as such cannot enter into contracts nor be liable as an organisation. ANZSI therefore is ineligible to take out risk insurance. Risk insurance can only be taken out by registered legal entities, i.e. incorporated bodies, which ANZSI is not.

One of the major advantages of incorporation is the protection of ALL members and office holders against personal liability for debts and other legal obligations of the organisation. This means we could ALL be held personally liable in case of a claim, and it would be OUR personal assets which would be at risk NOT the assets of ANZSI.

You may think this is unlikely to happen. Australian society is following the USA in becoming far more litigious. To provide a hypothetical example, an indexer who has attained Registration discovers 12 months afterwards that the information about them gaining Registration has not been updated in their *Indexers Available* entry on the ANZSI website due to a clerical oversight. That person would have every right to sue for potential loss of income, and it would be ALL members and not the Society who would have to pay. This serious risk is not something we should expose members to any longer.

By incorporating, ALL members will be covered, so the risk of personal liability is removed. In the case of any claim it will then be ANZSI itself which is sued, not the members.

Public liability insurance protects ANZSI if members or non-members are injured at ANZSI meetings or functions. Although ANZSI currently has public liability insurance, the legal validity of the policy is questionable due to the fact that the policy was signed by the then Treasurer on behalf of ANZSI, which as we have said is not a legal entity. Incorporation will provide absolute certainty that the policy is legal. We don't want to find out after a member makes a claim for say breaking a leg at an ANZSI function that the policy will not be honoured.

The other major benefits of being incorporated are as follows:

- Greater certainty and acceptability to potential contracting parties such as suppliers of goods and services, e.g. conference venues.

WHAT'S INSIDE

Deadline for the August issue: 30 July

Australian and New Zealand Society of Indexers

Annual General Meeting 2010

Preliminary notice is given that the Annual General Meeting of the Australian and New Zealand Society of Indexers will be held on Wednesday 1 September 2010 at 6.30 pm at the Elsternwick Club, 19 Sandham Street, Elsternwick Victoria (Melway 67, F2).

Officer bearers and Council members (other than ex officio members) for 2010–11 will be elected at the meeting. Nominations must be received by the Returning Officer at the Society's postal address (PO Box 5062, Glenferrie South, Vic 3122) no later than Wednesday, 18 August.

At the meeting the following motion will be put on behalf of the Council:

> That the Australian and New Zealand Society of Indexers take the steps necessary to incorporate under the provisions of the Associations Incorporation Act 1981 (Vic).

The meeting will also be asked to approve amendments to the Constitution. The proposed amendments have been circulated to Branch committees for comment and will be considered by Council on 8 July. Following that meeting details will be available on the Society's website at

<www.anzsi.org/site/calendar_details.asp?id=151>.

Any member lacking access to the website may obtain a copy by writing to the Secretary at 104 Lakeview Drive, Lilydale, Vic 3140.

Members wishing to propose any motion at the AGM, including any amendment to the Constitution as proposed to be amended, must give notice to the Secretary at the address in the foregoing paragraph before Friday 30 July, to give all members time to read the motion and for space to be placed on proxy form.

Proxy voting is allowed at the Annual General Meeting and forms may be downloaded from the website or obtained from the Secretary at the address in the above paragraph.

Michael J Ramsden, Secretary

Web Indexing SIG survey

At the Web Indexing SIG meeting at the American Society for Indexing (ASI) national conference last month, it was decided that this special interest group (SIG) needs to refocus its scope.

All members of ANZSI, as an affiliate of ASI, are eligible to join the SIG so may complete the survey, and are encouraged to if involved or interested in online/electronic, nonprint media indexing.

There are just seven questions, all on a single page, (some multiple choice and some open response) at the following link:

<www.surveymonkey.com/s/R27338H>.

If interested, please try to complete the survey by 15 July.

Thank you.

Heather Hedden
Past-president and current treasurer of the Web Indexing SIG
< www.web-indexing.org>

Our very own odd ode

Many of you asked for the words of this poem by Hazel Bell.

Mary Russell has provided a little background information. The poem had been published in the Society of Indexers publication *Anthology for the Millennium* in 1999. Hazel's son Aiden Bell put the verses to his own music as *The Indexer's lament* and sings it with Kirk Duncan at the piano. If you want to hear it, it is the background music to Mary's interview on ABC, which is online at <www.abc.net.au/rn/bookshow/stories/2010/2901716.htm>. The photo is from <www.aidanbell.com/hkbell.htm>.

Life: not an index

To bring about order from chaos
　Is what indexers aim to achieve;
Reminiscent of God's first creation,
　Work mighty indeed to conceive.
I spend my days in the endeavour
　To impose whole correctness, no less;
All the text most efficiently signalled –
Yet my desk's in a terrible mess.

Entries placed where each reader may seek them,
　Abstract concepts are all analysed
In elegant style, and with headings
　Precisely, concisely devised.
Cross-references all integrated
　In a model of intricateness;
Alphabeticisation is flawless –
　So how come my house is a mess?

Deft structure of stratified headings
　To a nicety graded and ranked;
Hierarchy of neat indentations
　Wherein layers of meaning are banked.
If you asked, 'Is control here quite perfect?'
　I could answer with confidence, 'Yes';
All is accurate, clear and consistent –
　So why is my life such a mess?

Hazel K. Bell

ANZSI and Branch events

Date and time	Organiser	Name of activity	Venue	Contact details
Tues 20 July 6.00 for 6.45 pm	Qld Branch	AGM – speaker Max McMaster	Carindale Library	Details at <www.anzsi.org/site/calendar_details.asp?id=156>
Tues–Wed 20–21 July 9.00–5.00 pm	Qld Branch	Basic Book Indexing 1 & 2 Max McMaster	5 Celeste Court, Wynnum West, Brisbane	Only if adequate numbers. Details at <www.anzsi.org/site/calendar_details.asp?id=154> <www.anzsi.org/site/calendar_details.asp?id=155>
Thurs 22 July 9.00–5.00 pm	Qld Branch	Glenda Browne	5 Celeste Court, Wynnum West, Brisbane	Only if adequate numbers. Details at<www.anzsi. org/site/calendar_details.asp?id=153>
Sat 24 July	ACT and NSW Branches	Recipes for Success Conference	Craigieburn Resort, Bowral	Contact <sueflaxman@bigpond.com> Program and full details at <www.anzsi.org/site/calendar_details.asp?id=147>
Wed 4 Aug **2.00 pm**	Vic Branch	Visit to Museum of Victoria	Royal Exhibition Bldg, Carlton	Details at <www.anzsi.org/site/calendar_details.asp?id=142>
Wed 1 Sept 6.30 pm	Vic Branch	ANZSI AGM and Vic Branch AGM	Elsternwick Club	Details at <www.anzsi.org/site/calendar_details.asp?id=146>

- The ability to take out insurance, e.g. association risk assurance, if deemed appropriate.
- The ability to accept gifts or bequests which the Society doesn't have at the moment. Gifts and bequests can only be made to an incorporated body.
- Greater eligibility to apply for grants, which could be extremely beneficial.

The cost of incorporation is minimal, currently $116.90 for incorporation within Victoria. After incorporation there will be an annual fee of $40.90 to lodge the Annual Statement.

The disadvantages of incorporation as outlined on the Consumer Affairs Victoria website are:

- The expense of becoming incorporated and meeting ongoing statutory obligations. This is definitely not an issue.
- The necessity to comply with legal formalities and the possibility of penalties for innocent breaches of the law. This is hardly an issue. Many small clubs and associations are incorporated and they don't have an issue, so there is no reason why we should either.
- Restrictions on the ability to carry on business or trade. We don't carry on a business or trade in the commercial sense.
- Less flexibility to cope with changed circumstances. Presumably this means submitting any change of the Constitution to Consumer Affairs Victoria. Not an arduous step and would be sent at the same time as the lodgement of the Annual Statement.

Incorporation procedures (from Consumer Affairs Victoria website)

A group that wants to become an incorporated association must give the members 21 days notice that a meeting of the group will be held and that one of the agenda items will be to apply for incorporation as an association under the *Associations Incorporation Act 1981*.

At the meeting:

- a majority of members (whether in person or by proxy) must vote to pass the motion to incorporate as an association;
- a person, residing in Victoria, is authorised to apply to incorporate the association;
- a proposed Statement of Purposes and the Rules or Model Rules are adopted.

After the meeting the person authorised becomes the first public officer of the association and must complete and lodge the Application for Association Incorporation form, the Statement of Purposes, the Rules and the incorporation fee with Consumer Affairs Victoria.

Branch structure issue

Although ANZSI has a branch structure, based on advice from Consumer Affairs Victoria, this is not a problem as far as incorporation goes. The body to which all members belong is the Australian and New Zealand Society of Indexers (ANZSI) and this (assuming the resolution is passed by members) will be the legal entity to be incorporated. The Branches (including the NZ Branch) are purely an administrative convenience for the running of the Society. Our membership fees are paid to ANZSI, not the Branches, and when we join the organisation it is ANZSI to whom we belong. If a member decides to join a Branch as well, that is purely a logistical convenience for the member to attend meetings, functions, etc.

Constitution

To ensure the ANZSI Constitution includes all the criteria required under the Consumer Affairs Victoria, *Model Rules for Incorporated Associations* <www.consumer.vic.gov.au/CA256902000FE154/Lookup/CAV_Publications_Associations/$file/Association_Model_Rules.pdf>. Michael Ramsden has worked tirelessly making a substantial number of proposed changes to the ANZSI Constitution. These changes include items which were previously not covered in the Constitution, for example, sections on 'discipline, suspension and expulsion of members' and on 'disputes and mediation'. Other areas of the Constitution needed rewording to ensure the Model Rules criteria were met.

Members will need to vote on the motion to incorporate, as well as voting on the extensive changes to the Constitution at the AGM. Details about the proposed Constitutional changes are available on the ANZSI website <www.anzsi.org/site/calendar_details.asp?id=151>. A copy of the precise wording on the motion to incorporate will be in the August Newsletter, together with details and links to all the AGM papers and forms.

Although trying to come to grips with all the Rules and Constitutional changes may seem very heavy going, it is in members' interests for ANZSI to proceed down the incorporation path. For less than $120 I strongly recommend ANZSI incorporates. The personal risks of not doing so are far too great.

Mary Russell

Membership renewal reminder

Members are reminded that the ANZSI financial year is July to June, so your membership subscriptions are now due. You will have received an email reminder containing a personalised secure link to the payment facility to enable you to pay via credit card, plus a link to the membership form that can be downloaded if you wish to pay by cheque and post to the Membership Secretary at the address on the form.

Only members without email or those with bounced emails will be posted a renewal form.

If you have any questions about the renewal process please feel free to contact the Membership Secretary, Joanna McLachlan, at <bandoola1@bigpond.com>.

Tips and hints – getting paid

In his report on the American Society for Indexing Conference, Max referred to a session on getting paid. He noted that direct deposit for payment is unusual. This prompted me to realise how getting paid has changed over the last few years.

Electronic invoices

I send all my invoices via email. I choose to send mine via PDF as it saves potential hassles with different versions of software. This means no more printing and posting of invoices and no potential for the invoice to be lost in the company's internal mail, while they find the part-time editor that you were working with.

Electronic payment

If you include your banking details on the invoice you are more likely to be paid directly into your bank account. Companies like this facility as to print and get a cheque signed, and often counter signed, can take time. Some companies may require you to fill in some initial paperwork to enable them to add your payment details into their system. By giving them you banking details you are more likely to be paid quicker and no longer have to join a bank queue with a cheque, or wait for the cheque to be cleared.

Late payment

You need to include a statement of terms and conditions on your invoice. Perhaps something like 'Payment within 30 days of invoice', as this gives you a date after wish you can hassle them for payment. Without this statement they are under no obligation to pay you within 30 days and can take a lot longer if they choose to.

When the 30 days is up I add the following to the invoice (in very large type and in red):

☹ Unpaid 30 June 2010

I then email this updated invoice to the editor. Usually this is enough to prompt apologies and payment. If not, I then contact the company and ask to be put through to the accounts department. While it can sometimes take a while to find the correct person to talk to and explain the situation, it usually produces satisfactory results.

For a particularly difficult and late paying client I had to contact senior management to obtain payment. Needless to say I have been paid extremely promptly in subsequent jobs.

Mary Russell

NSW Branch joins Sydney PEN

The NSW Branch is joining Sydney PEN as a Corporate Member. The annual donation includes listing on the Sydney PEN website.

International PEN <www.internationalpen.org.uk>, a worldwide association of writers, emphasises the role of literature in mutual understanding and world culture; and promotes literature in various ways, including opposing restraints on freedom of expression and working to promote literacy itself. The International PEN Charter is at <pen.org.au/about/international-pen-charter>

Sydney PEN <pen.org.au/>, an affiliate of International PEN, is an association of Australian writers and readers, publishers, journalists, playwrights and human rights activists. Sydney PEN was founded in 1931 by Ethel Turner, Mary Gilmore, and Dorothea Mackellar. Its mission is to be an authoritative source on matters of free expression in Australia and internationally; to campaign on behalf of writers who are silenced by persecution, exile or imprisonment; to promote the written word.

One of Sydney PEN's current campaigns is the The Empty Chair campaign to raise public awareness on behalf of imprisoned writers around the world.

The NSW Branch has taken this step in order to promote recognition of ANZSI in the wider community and to continue to fulfill the aims of ANZSI, one of which is: 'to establish and maintain relationships between the Society and other bodies with related interests' (*see* <www.anzsi.org/site/aimserv.asp>)

Madeleine Davis

Letter to the Editor

Robin is President of NZ Branch, but here he is writing in his personal capacity.

The certification for American indexers reported in 'Indexing degustation' in the June newsletter is a controversial issue in the United States.

It is not sanctioned by the American Society for Indexing (ASI) and has been strongly criticised by indexers on the index-l forum. Comments were overwhelmingly in opposition and dominated the forum for a couple of weeks.

Certification – equivalent to what we call registration – has apparently been debated and rejected several times by the ASI.

The four people who set up the so-called Institute of Certified Indexers are still current ASI office-holders, and no one questions their ability as indexers. However, they have done this as a private venture. Critics did question their right to be arbiters and described their new operation as 'commercial' (the fees are quite high).

The matter may not affect us directly, but it is useful to learn or be reminded that not all major national indexing bodies have certification programmes. Perhaps someone who knows more about the American situation than I do could write something about it. Did the ASI in the past decide certification was dangerous ground, or just too big to administer with consistency in the US? An interesting issue when we are reassessing our own registration programme.

Robin Briggs

Indexing Indaba

By the very nature of their work, indexers are naturally conscious of their potential or indeed their actual role as 'memory keepers'. Recently, public interest in memory keeping has been well reflected in the media, with articles that display the value attached to the myriad of small human stories that add up to form the collective human memory. One only has to look at the number of times in history that libraries have been destroyed as acts of warfare to appreciate how important collective human memory is. It is well recognised that being able to look back into the past provides us with a greater understanding of ourselves, and so too does there seem to be an awareness of how essential it is that we preserve a record of our current times, using the tools of digital technology.

The Argus indexing project

The Argus (published in Melbourne from 1846 to 1957) has been included as part of a project of the National Library of Australia to digitise more than 100 Australian newspaper titles by the end of next year.

Another vital project that perfectly complements this digitisation undertaking is *The Argus* index, which has been underway for a number of years at La Trobe University. Some parts of the index are already online, but this ongoing project will take many years to complete. In *The Age* recently, Dr John Hirst, the editor of the index said that on most days you can expect to find a couple of volunteers in The State Library of Victoria, going through yellowing old newspapers and looking for key names and subjects. As I write this, the Victorian Indexing Club (The VIC) is looking forward to having Judy Thomas, one of these volunteers, as a guest at the July meeting.

Dr Hirst said that one of the challenges in indexing *The Argus* has been the changing nature of language, for example, 'drains' used to be referred to as 'cesspits'. He also gave an example of how historical reporting could have value in our lives today, saying that climate change researchers would be able to locate old weather reports.

<www.theage.com.au/victoria/bodies-babies-and-barneys-available-as-argus-goes-online-20100508-ul2v. html> and *<blogs.abc.net.au/victoria/2010/05/the-argus-makes-a-return-online.html?site=melbourne&program=melbourne_breakfast>*.

Revisiting the old Melbourne Hospital

Sixteen years ago, Gabriele Haveaux, an archivist at Royal Melbourne Hospital made a remarkable discovery of 2000 leather-bound ward books at a warehouse in North Melbourne. Each ward book is embossed with the name and the ward of the doctor that used it to record notes when visiting the hospital, then known as Melbourne Hospital. They detail information about patients such as their age, date of admission, place of birth, ships travelled on to Australia, marital status, occupation and religion. They also offer considerable insight into early Melbourne life, including numerous scaldings of children by water boiling on woodfires and injuries sustained through domestic violence.

For the past eight years a joint venture between the Royal Melbourne Hospital, the Public Record Office of Victoria and the Genealogical Society of Victoria, has seen a group of 20 volunteers spending every Wednesday transposing doctors' notes for 50,000 patients of the former Melbourne Hospital into an index. The result is *Patients in Melbourne Hospital 1856-1905,* a CD available through the Genealogical Society of Victoria. Fortunately, volunteer Shirley Hutchinson, with 30 years of nursing experience is well versed in reading doctors' handwriting. And like *The Argus* index, some medical terms have also required translation, for example, malaria used to be known as 'ague' and tuberculosis went by the name of 'phthisis'.

Patients in Melbourne Hospital 1856-1905 covers just 451 ward books of the 2000 found, so this remains an ongoing indexing project.

<www.theage.com.au/victoria/hospital-records-paint-bleak-picture-of-1800s-melbourne-20100606-xna1.html>.

All aflutter over Twitter

Twitter's recent announcement that it is to donate its entire archive (from 2006) to the Library of Congress has had a reaction on a number of fronts. Firstly, there's the sheer size of the thing. Twitter currently processes more than 50 million tweets a day, much of them difficult to understand due to their brevity (140 characters is the maximum allowed per tweet). Amusingly, Penguin have recently published *Twitterature*, giving new meaning to the much maligned Reader's Digest condensed book, as it includes the world's greatest novels in just one volume.

The prospect of meaningfully indexing such an archive is mind boggling. Quite a few posts on the LOC website reflect some dismay at what the library has taken on, feeling that it is a waste of valuable resources. For example, Michaee Critz wrote, "It's critical the future generations know what flavor burrito I had for lunch."

People like Margot Gerritsen, are a lot more excited. A professor with Stanford University's Department of Energy Resources Engineering and head of the Center of Excellence for Computational Approaches to Digital Stewardship, she believes that Twitter "will be one of the most informative resources available on modern day culture, including economic, social and political trends, as well as consumer behavior and social trends."

Twitter as born-digital material represents a new era of collective human memory. The internet that has enabled us all to become publishers, and Twitter has seen a massive development in citizen journalism, with history being recorded through tweets by eyewitnesses as events occur. The 'Green Revolution' in Iran is a perfect example of this.

In an interview with Andrew Stephens in *The Age* ('You must remember this', 15 May 2010), Paul Koerbin who administers the National Library of Australia's web archiving program, Pandora (which is registered on UNESCO's Memory of the World Register), said that at its inception in 1996, the internet was thought of as another form of publication.

'But once it started moving into being as much a communication medium as a publishing one, the line between private and public is not so clear. In the early days, people may have had a sense they were publishing. Now people just contribute or get on to a social networking service – they are not thinking they are publishing. A lot of people would have the sense they intend what they put up online to be private or ephemeral. They are naïve in thinking that.'

Koerbin's words couldn't be truer with respect to Twitter as those with accounts wonder about the prospect of having their words retained for future generations.

So along with LOC's challenge on what and how to preserve billions of tweets, an unedited post by Lu on LOC's website is typical of the sort of questions raised in a new era of memory keeping:

'My tweets are private, only people i allow to see them can read them, it is unnerving that your above FAQ amounts to saying that after 6 months anyone can view my tweets'.

<www.loc.gov/today/pr/2010/10-081.html> and *<blogs.loc.gov/loc/2010/04/the-library-and-twitter-an-faq/>*.

Nikki Davies

Queensland Branch news

Colin Sheehan – a short history of indexing

Colin Sheehan, a well known local researcher, spoke to Queensland Branch members and guests last month about the origins of indexing. His present position is Historical Coordinator for the Department of Environment and Resource Management, providing historical background for the native title claims in Queensland. Colin has written many booklets on Queensland history and has done his share of indexing and editing. He has been a librarian at the National Library of Australia as a reader of Sanskrit manuscripts, Chief Librarian of John Oxley Library in Brisbane, and a significant researcher for the successful Mabo and Wik native title cases in Queensland.

Colin described for us ancient methods of classification and indexing from Mesopotamia, Egypt, Turkey and western Europe and their impact on modern indexing. The need to locate information was as important back then as it is now.

Mesopotamian classification and indexing were recorded on clay tablets – Assyria's first library contained over 30,000 clay tablets, each inventoried to a fixed location. In Egypt, writing was considered important and the development of papyrus created significant changes in storage and retrieval. At the library of Alexandria, Callimachus the Greek poet, developed a set of indexes called the Pinakes. The library collection consisted of over 120,000 items grouped together by subject area and housed in bins. Each bin detailed titles, authors, biographical information and so on, and carried a label with painted tablets hung above them. The tablets are known as the Pinakes and had significant influence on library management up until the introduction of the Dewey Decimal system.

Other significant libraries that adopted this method were the first public library in Rome 39 BC, the northern African library in Timba (Algeria), the library of Celsus in Ephesus (Turkey) and the great library in Constantinople. It was the library in Constantinople, after it had been rebuilt, that started using book form instead of papyrus.

In Western Europe, after the fall of the Roman Empire, only monasteries were able to maintain libraries, housing the books in cupboards. The library of the Abbey of Cluny, France, which held approximately 5,000 books, developed concordances or indexes to assist with retrieval. This further developed the construction of the citation which was included in the description of the item.

Printing has affected the way books are organised – books had consistent page numbering, so enabling indexes, and the greater number of books has needed better retrieval methods. Significant indexes have been created in Australia, such as the Queensland Mineral Index of 1913 containing 18,000 entries and remaining a major reference source even today. Colin also showed the meeting some examples of his own indexing.

It was truly an enjoyable evening, and we eagerly networked with our guest over supper.

Rachael Harrison,
Committee member, Queensland Branch

Report on ASI Conference, Minneapolis, 13–15 May

The conference was held at the Marriott City Centre Hotel in Minneapolis, Minnesota. Minneapolis has a population of around 450,000 and its sister city St. Paul, on the other side of the Mississippi River has around 250,000. St Paul is the much nicer city.

There were about 130 delegates at the conference. All were from the US except for four Canadians and one each from Britain and Australia.

The conference commenced with a welcome reception on the first evening. The three international representatives Ruth Pincoe (ISC/SCi), Maureen MacGlashen (SI) and I were introduced by Frances Lennie (conference chair, and President-elect, ASI).

There had been a number of half-day workshops earlier on in the day, which I didn't attend. Ruth and Maureen both went to different workshops and found them lacking in depth.

Next day (Friday) breakfast commenced nice and early at 7.00 am. The keynote speaker, a Canadian by the name of Katherine Barber, spoke on the history of the English language, and why there are so many synonyms in English. She works for the Canadian Oxford Dictionary. She was absolutely brilliant. Very witty and very entertaining. In fact, probably the highlight presentation of the whole conference.

After Katherine's presentation the conference started in earnest. There were four parallel sessions running at any given time. The difficulty was that two sessions were on the main conference floor (level 4) and the other two sessions were on level 8. You had to take a lift between the levels to get to the various presentations. There were other rooms on the 4th floor but a very large US Army contingent (250 or more) were using all the other available rooms for strategic training planning. This was an issue outside of ASI's control. It was simply poor management on the hotel's part and certainly didn't win them any accolades.

Many of the sessions used a panel format. This worked fairly well, as long as the moderator of the panel didn't monopolise the group.

One of the best panel presentations I went to was the session on 'Revitalising Chapter Meetings' – how to improve attendance at meetings, as well as providing for the needs of regional members. Seth Maislin, Diana Witt and a couple of others explained the use of their Go to Webinar 4 software for conducting virtual meetings. Essentially the presenters (and a small audience) can be in one location, and the other 'attendees' can dial in using either their phone or Skype. ASI has purchased a licence for the Webinar software and the Chapters are welcome to use it. I presume it is free to the Chapters. The licence allows for up to 100 people to be on the system at any time, either via audio, video, or combined audio/video links. Basically you need a control person to set up and run the system and to moderate the links – if someone is having problems logging in, they can sort out the problems leaving the presenters to do the talking. It is best to set the camera to focus on the computer screen, on the Powerpoint slides rather than on the person talking. The Webinar works well for visual presentations. It is a waste of technology for purely a talkfest, such as Board meetings, or for just discussing some Powerpoint slides. You are better off sending the slides to everyone first and then they can discuss them at their leisure. Virtual audience members have a facility to raise their hand, applaud, ask a question, and so on.

Broadband internet is absolutely essential for the Webinar to work.

The Webinar will not provide the same value as face-to-face meetings, but it is a good substitute, particularly when regional (or even interstate) delegates are involved.

The Pacific Northwest Chapter of ASI ran a small trial of the Webinar and it worked well. There were some teething problems for the speakers with people dialling in, and there was an issue of background noise (dogs barking, mobile phones ringing, and the like). This latter issue was overcome by the speakers using headsets.

The second part of the 'Revitalising Chapter Meetings' presentation talked about the types of sessions they have. The various Chapters have only 2–3 meetings per year, with around 25 attendees, and each meeting runs for around 4–5 hours including lunch. What was obvious was that they tend to have a speaker circuit where ASI luminaries travel around the Chapters giving talks on different aspects of book indexing. These presentations were designed for members at basic, intermediate and advanced levels. It was disappointing to hear that no other types of indexing-related activity were even mentioned or considered.

The session on 'Getting Paid' was interesting. This was run as a panel session moderated by Enid Zafran. What I found surprising was that everyone is still paid by cheque. Direct deposit, which we would class as the norm, is very rare. Ruth Pincoe confirmed this is the same situation in Canada. Apparently direct deposit is only for employees. The other thing I found interesting was how they chase up late payments. Their approach is to contact the editor who commissioned them for the work. I asked why not ring the accounts payable section directly, and I was promptly asked how would I find out who to ring? I replied ringing the switchboard of the appropriate firm or university department and ask for accounts payable. This approach was seen as a novelty.

I attended Richard Shrout's interesting session on 'Indexing Working Styles'. He mentioned he followed the same format as for the Sydney conference in 2009. After we broke into 3 groups (markers, non-markers and half-and-half markers/non-markers) he basically left us to our own devices. Some leadership as to what he expected us to do would have helped. We managed to work it out but initial guidance would have been beneficial. Interestingly enough the largest group was the non-markers, which was the opposite result to Sydney. However, during our discussions it was obvious that most people provided some marking, even if it was just putting a symbol, squiggle or some other mark on the page proofs that they could recognise when they keyed the entries in. There were only two of us (of probably around 15 in the non-marker group) who didn't place any mark on a page.

The session on 'Streamlining Our Work Processes' was run by a panel consisting of Connie Binder, Bonnie Hanks and Becky Hornyak. It was very pedestrian. Basically they said to use a spreadsheet to keep track of clients, billing and scheduling. They suggested backing-up your indexes both off-site in case of power outages, or disasters like fires or tornadoes, as well as on a flash drive. Archived indexes should similarly be kept off-site.

The other session I attended on 'How to Start Your Freelance Indexing Business' run by Sandi Frank would, at least according to the handout, have had useful content for a new indexer. Unfortunately the presentation was handled poorly so a lot of the value was lost.

There was another reception and poster presentation early on Friday evening. Unfortunately there were only two posters, which was a bit limiting. People seemed to let their hair down and were much more friendly, chatty and keen to mix.

The final morning (Saturday) everyone seemed a bit jaded. Breakfast started at 7.00 am again. At 7.45 am ASI held their AGM. During questions the topic of ICI (Institute of Certified Indexers) certification arose. Frances Lennie (the incoming ASI President) was very diplomatic and just said the issue of certification was for the four people concerned (Enid Zafran, who acted as ICI organiser, Fred Leise, Kate Mertes and Pilar Wyman), and not ASI. I disagree with Frances Lennie's assessment and I think the issue of ICI-certification is a major one for ASI. As all four members are either still on the ASI Board or have been recently on the Board there is definitely a conflict of interest. From what I could understand from Fred Leise the reason why they went ahead with the certification idea was that ASI had prevaricated over the issue for more than ten years and the group felt that something needed to be done.*

The general feeling I gained from talking to a number of attendees was the whole project would probably quietly fade away as it just doesn't make sense. The indexers who could potentially have benefited from this scheme would have been relatively new indexers who wanted their indexing skills assessed. However, according to the information from ICI it is designed for indexers with 10 or more years experience. There are also costs involved. A non-refundable application fee of US$60, and a non-refundable grading fee for the qualifying examination of US$500. Recertification, which is required every three years, costs US$150 per recertification period.

After morning tea I gave my paper on 'Indexing of Illustrative Materials'. There were about 30 people in attendance, and a lively discussion ensued. Both Maureen and Ruth attended the paper. Maureen immediately asked to include the paper in *The Indexer*.

During lunch Kate Mertes (outgoing ASI President) introduced the three of us, and we all gave a five-minute presentation about what our respective societies were doing. I mentioned the dates, place and theme of the ANZSI conference next year and received a lot of interest in people attending. Whether it translates into actual bodies I don't know, but I think getting some preliminary publicity out there will be a good thing. I think including some photographs of the location, the beach and the bathing boxes will be a significant drawcard. I mentioned our Publicity and Promotion activities including the bookmarks, banner and our 'Year of Indexing Annual Reports' There was a lot of interest in the indexing of annual reports. It was something that hadn't even been thought of. I also mentioned Database Indexing Registration.

All three internationals were listened to attentively. We all pushed indexing of other topics outside of traditional book indexing, and I felt with the three of us taking this line it acted as a wake-up call to the attendees. It will be interesting to see if this translates into any changes for their next ASI conference in Providence, Rhode Island, 28-30 April, 2011.

We were all presented with ASI Kohlrabi award badges.

On the final afternoon ASI had organised a four hour guided bus tour around Minneapolis and St Paul. It was very, very enjoyable. The highlights were a trip to the Minneapolis Sculpture Garden, a visit to the Minnesota State Capitol (parliament), a magnificent white marble and granite building built around 1905, the Mississippi River, and some delightful sculptures of Charles M. Schulz's famous *Peanuts* cartoon characters in a park in St. Paul.

Max McMaster

[* Robin Briggs's 'Letter to the Editor' on page 5 is relevant here. Ed.]

Nuggets from Ballarat

The Vic Branch of ANZSI recently held a two-day forum, *Nuggets of Indexing*, at Sovereign Hill, the historical gold mining heart of Ballarat. The forum was primarily planned as an opportunity for professional indexers to gather to share indexing experiences with colleagues. A most pleasing and sensible program interspersed solid indexing experiences with opportunities to explore the Sovereign Hill settlement.

The selection of a venue within the Sovereign Hill settlement encouraged participants to immerse themselves in the historical experience, commune with locals plying their wares as in 1860's and accompany tourists enjoying the thrill of a recreation of the Eureka uprising in the 'Blood on the Southern Cross' sound and light show, now branded as *Murder, Betrayal and Rebellion*.

Indexing being, by its nature, a mostly solitary working environment, members of this profession strive to be proactive about gathering for discussion and sharing the art and craft of indexing. The presentations and discussion generated within many sessions lead inexorably to the reiteration that the *Art of Indexing* is alive and in constant practice even if the compilation of the alphabetical lists and layout is extensively aided via computer software.

Building on the theme presented by the location, the forum was a well planned and managed event with an even balance of thought provoking sessions on aspects of indexing emphasizing delivering access to the historical information and reflection on changes in the tools used by indexers in the last 30 years.

Some of the Nuggets

The Ballaarat Mechanics Institute (BMI)
Clive Brooks spoke about this historic institution, thriving in a shrinking Mechanics Institute community. Still using the original spelling for its home city, the BMI hosts a busy lending library in the central business district in addition to a substantial collection of minerals attesting to the importance of mining in this district.

An online database provides a valuable resource for researching the local history and related mining sources.

Jane Purton gave an overview of **Indexing of Local History Newsletters** in regional Victoria. The regional focus of many local history groups is discouraging a more comprehensive approach to providing reference points into the wealth of detail within these locally produced and potentially ephemeral publications. This regional focus has lead to a variety of different thesauri, software and database systems being used and missed opportunities to benefit from the encouragement of Royal Historical Society of Victoria (RHSV) which subsidises access to

DB Textworks and promotes use of the *Victorian Local History Thesaurus*.

The **Gold Nugget Replicas** in the Museum of Victoria were described in fascinating detail by Dermot Henry. Truly weighty statistics of the number, size and quality of nuggets found at seemingly improbably depths from 'on the surface' to cited depths of less than 12 inches (*this was the 19th century*) were testament to the wealth generated in Victoria from gold in that era.

On a more traditional note, Mary Russell presented a compelling case for **Indexing Annual Reports**. Annual reports are a body of publications not often indexed and yet multiple substantial drivers exist to encourage creation of indexes for them. As greater numbers of people become shareholders and superannuation funds delve deeper into investment in stock and securities this underlines the ongoing importance and benefits of structured access to the information held in the reports from both industry and government. An opportunity for ANZSI members.

The story of the **Creation of the Sovereign Hill settlement** was told by Alan Eddy. The fascinating early days of the settlement were filled with APEX club members scrounging for original buildings, fixtures and fittings to create a realistic environment, a dedicated commitment to historical accuracy which was informed by tales from old miners providing an oral history. All this was converted into a working community providing an understanding of life in mid 19th century 'boom' town and of the highs and lows of prospecting for gold to generations to come . When the indexers ventured out of the meeting rooms, the earnestness of this dedication to recreation was delightfully matched by vingettes of daily life re-enacted in streets to the amusement and education of the 21st century passers-by.

Overall a totally enjoyable and professionally rewarding time for those attending this ANZSI Vic event.

Susan Liepa, sometime indexer, librarian and IT devotee.

Setting out on the mine tour at Sovereign Hill, with Max McMaster, Nikki Davies and Jenny Restarick. Photo by Jane Purton.

Indexing Nuggets from A to Z

We make no apologies for including TWO accounts by ANZSI members of their experiences at the seminar. They are completely different in their emphasis and presentation, and both demonstrate quite brilliantly the enthusiasm and positive outcomes to which the occasion gave rise.

I am a new member of ANZSI and at *The Nuggets of Indexing* seminar I was asked to give some feed-back. Others will write about the event and, as I understand it, the papers will be published, too. So, below are just a few highlights of the event to avoid repetition. After three days of indexing discussions I cannot help but compile my highlights in alphabetical order.
Note: *Italics* do not necessarily designate a title.

Acknowledgements

The Nuggets of Indexing was excellent and well organised. Topics were varied and relevant and the speakers were very knowledgeable and entertaining. It was a very good mix of 'strictly indexing' presentations, talks that touched on history, geology and social life, a visit to the local *Gold Museum*, and 'educational entertainment': a tour down a mine and a spectacular show about the *Eureka Stockade* uprising. Breaking up the presentation of the papers with some fun made the event less tiring and very enjoyable. The program for partners was a very welcome idea. The location of the seminar itself, Sovereign Hill, is an absolute gem.
See also **Thank you**.

Bush Poetry

I was at a bush poetry reading once but it was just that: a reading. Nothing had prepared me for the fun of *Noel Bull's* performance. Noel wove the poetry with accounts of real life experiences, thus setting the poems in a background that allowed us to enjoy them fully. And what a selection: from the biggest river cod ever fished in Australia, to the despair brought by a draught, to the boardrooms of corporate power and a novel strategy for a successful publicity campaign.

Dinners

Very welcome at the end of quite a full day, and another opportunity to talk to other delegates in a relaxed atmosphere. Food plentiful and delicious, accompanied by excellent wine. Very good service, too. All framed by the 19th century setting of the *United States Hotel* luscious dining room. Five stars.

Flames, Smoke and Gun Shots

see **Murder, Betrayal And Rebellion**

Hazel Bell

I know many will cringe at seeing a personal name entered in this fashion, but I cannot bring myself to list her as 'Bell, Hazel'. It is always difficult to single out a 'best speaker' among so many good ones, but for me the honour goes to her. After listening to her speech I know why she is considered a mentor. She retraced the path of indexing from the 1960s to this day in a fascinating journey dotted with anecdotes and deep reflections.
See also **Speakers**.

Lunch

Lunch served at New York Bakery was the first item on the program on Day 1. It convinced me a hearty lunch is the best way to begin a seminar or a conference. It restores you after travelling to the venue, it gives you nourishment for the task ahead and it helps breaking the ice among delegates who might not have ever met before. It should be mandatory.

Murder, Betrayal and Rebellion

This is how the banner announces the 'sound-and-light' spectacular show *Blood on the Southern Cross*. 'Spectacular' is the operative word. It consists of a combination of the history of the Eureka Stockade uprising (or 'riots', depending which side of the political fence you sit on, as Nikki Davis pointed out in her talk) told by actors, a re-creation of the grounds and the movements of the protagonists of the event, and a lot of amazing pyrotechnics on a very large scale. Highly recommended.

Speakers

All very good, not a dull moment! They opened my eyes to the vast amount of information in need of indexing out there in museums, libraries, archives, and other repositories. They also made me reflect on the enormity and complexity of the task. As a very green member of this Society I wonder if I am truly up to it.
See also **Hazell Bell**.

Spider (big)

The *Gold Mine tour* is an opportunity to walk underground along the quite spacious, but low ceiling, dim tunnels of a replica 18th century gold mine. You stop at designated points and listen to the informative and entertaining commentary delivered with humour and flair by a guide. At one of these stations one of us asked if she was standing in the right spot. *'By all means, madam,'* was the reply. *'You stand there, right under the big spider.'*

Thank you

Many thanks to the Organising Committee (in alphabetical order): Jane Purton, Mary Russell, Max McMaster and Nikki Davis for putting together such a good program and for the format they chose.

I would like to thank also my husband Robert who drove a 14 hours return journey so that I could attend this seminar. (He enjoyed himself, too.)

Silvia Muscardin

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