



Australian and New Zealand  
Society of Indexers Inc.

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Annual Report  
2024–25

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## **PRESIDENT'S REPORT FOR 2024–25**

*Madeleine Davis, President*

### **Introduction**

This report was presented at the 2024–25 ANZSI AGM held by Zoom videoconference on 21 August 2025.

### **Highlights**

#### **ANZSI Conference**

Council agreed to hold a conference in 2026, to mark ANZSI's 50th anniversary. Options for a face-to-face training day at a central location this year, or at the planned conference, will be explored.

#### **Membership**

ANZSI's membership at 1 July 2025 is 72 (5 Life Memberships, 3 Institutional Members and 64 Personal Memberships). At 18 July, there were 30 Available Indexer listings and 19 Accredited Indexers.

#### **ANZSI recommended rate for indexing**

Both recommended rates for Australian (\$70 per hour) and New Zealand indexers (\$55 per hour) remained at the same rate as last year.

#### **Group activity**

On Wednesday 11 September 2024, five ANZSI members from Victoria, including two from Ballarat, met for lunch at Georges Restaurant in the eastern suburb of Camberwell.

On Wednesday 21 May 2025, six ANZSI indexers from Victoria met in Melbourne for lunch. Local members were joined by others coming in from Ballarat, Kyneton and Pakenham.

Eight NSW indexers and one guest enjoyed a lively lunch at the home of the Browne/Jermey's in Blaxland, NSW on Sunday 23 March 2025.

Networking lunches are a valuable way to connect with your fellow indexers. Brainstorming ideas and adding to the communal pile of knowledge in the room almost counts as professional development.

#### **Professional development**

An interesting conversation session between Mary Coe and Alexandra Bell on metadata and Alexandra's role in information management was presented on 1 November 2024 via Zoom.

More of the sessions from the 2024 Indexing Society of Canada / Société canadienne d'indexation (ISC/SCI) Conference were rebroadcast this year. During each event, a recording of the session was played followed up with online discussion.

Thursday 12 December 2024: 'Connecting from Afar: How to Travel Joyfully While Running a Thriving Indexing Business' – presented by Alexandra Peace and JoAnne Burek.

Thursday 27 February 2025: 'Authors Amok! Indexing Multi-Authored Texts' – presented by Enid Zafran.

Thursday 20 March 2025: 'Advocating for Indexing: A Guided Discussion' – presented by Iva Cheung.

## **ANZSI Scholarship**

Earlier in the year, the Scholarship Committee, Sharon Betridge (Chair), Mary Coe, Susan Pierotti, Shelley Campbell and Ted Briggs, had been testing a draft application form and preparing the final version of information and eligibility criteria about the scholarship. Council agreed that more than one scholarship could be offered depending on the quality of applications received. The terms and conditions were approved by Council and the ANZSI scholarship was advertised to ANZSI members and a number of allied professions as well as students undertaking information management courses at CSU with a closing date of 31 May. At the closing date, the Scholarship Committee had received 13 applications.

At its meeting in July, Council confirmed the recommendations of the Scholarship Committee that 6 ANZSI Indexing Scholarships be awarded.

## **Accreditation**

The Chair of the Accreditation Committee, Sherrey Quinn, tabled a paper for discussion, outlining several options for making the Accreditation process more sustainable. This issue will be revisited at a future Council meeting.

## **ANZSI Indexing Awards and John Simkin Medal**

After a delay last year in the judging of the 2024 ANZSI Indexing Awards and John Simkin Medal, a report was presented to Council at its May 2025 meeting. Unfortunately, no Medal or Highly Commended recommendations were made by the Judging Panel. The Medal report was published in the April/June 2025 *ANZSI Newsletter*.

## **ANZSI Wikimedia Project**

The Library and Information Science WikiProject started as a partner project between Wikimedia Australia, ANZSI and the School of Information and Communication Studies at Charles Sturt University (CSU SICS). The project aims to identify and fill gaps in library and information science (LIS)-related content on Wikimedia platforms and also established Mary Coe (ANZSI Vice President) as the first Wikimedian in Residence at ANZSI.

Mary Coe gave a presentation about the ANZSI/CSU/Wikimedia Australia Partner Project to the Society of Indexers (SI) Conference in September: 'Wikipedians: improving online information about indexing'.

Although the Partner Project has formally ended, a small group of project participants continues to meet fortnightly via Zoom to continue entering Wikidata records for indexers and librarians.

## **Conferences of indexing societies**

### **China Society of Indexers (CSI) Conference, Beijing, October 2024**

Kerryn Burgess, ANZSI representative at the CSI conference and the ICRIS meeting, reported verbally to Council on the highlights of the conference. Her formal report was later circulated to Council and published in the December 2024 *ANZSI Newsletter*.

### **ISC/SCI Conference Vancouver 30-31 May 2025.**

Max McMaster was the ANZSI representative at the Vancouver Conference and informal ICRIS meeting this year. His report of the conference was published in the April/June 2025 *ANZSI Newsletter*.

## **International Committee of Representatives of Indexing Societies (ICRIS)**

ICRIS held informal meetings on 24 October 2024 at the Beijing Conference and at the ISC/SCI conference in Vancouver on 29 May 2025. An online meeting was held on 9 April 2025.

ICRIS meeting, Beijing, 24 October 2024 There were three Chinese delegates, five international delegates attending in person and six attending via Zoom. There was some discussion of the draft international website, which is also to be discussed by individual societies and any matters for decision will go to the next ICRIS Triennial Meeting in 2025.

### Incorporation of ASAIB into PEG

After 30 years of functioning as the home for indexers and bibliographers in Southern Africa, the Association of Southern African Indexers and Bibliographers (ASAIB) has taken the decision to incorporate its members into the Professional Editors' Guild (PEG). To ensure that the interests of ASAIB members continue to be represented, one member of the ASAIB Executive Committee will join the PEG Executive Committee.

At its 9 April 2025 meeting online, ICRIS members agreed to give PEG temporary membership of ICRIS with a formal decision to be taken at the ICRIS triennial meeting next year.

### International indexing website

Finalisation of the international indexing website (organised and coordinated by ANZSI) is proceeding slowly. At its meeting in April, ICRIS members recommended several amendments to be incorporated into the draft website and established an editorial committee to oversee these changes together with suggestions for beta testing. Hopefully, the new website can be up and running later this year.

## **Podcast interview**

In January 2025, the President was invited by Anna Featherstone to participate in an Alliance of Independent Authors (ALLi) podcast about indexing: 'The Importance of Indexing for Nonfiction Authors' - A Self-Publishing with ALLi Podcast, featuring Anna Featherstone and Madeleine Davis. A report of the podcast was published in the February 2025 *ANZSI Newsletter*.

## **IPEd (Institute of Professional Editors)**

ANZSI provided sponsorship to IPEd for its conference to be held in Adelaide in July 2025. Included in our sponsorship was a specific session – 'Can editors be replaced with generative AI?'

## **Acknowledgements**

I would like to acknowledge with gratitude the work of all the Council members, the Executive, ANZSI Officials and members of our various committees. A special thanks to the newly established Scholarship Committee and all their hard work in establishing the scholarships and the excellent result achieved with its recommendation of six ANZSI Indexing Scholarships this year.

Elisabeth Thomas, as usual, has continued to produce excellent *ANZSI Newsletter* editions. Thank you to Glenda Browne – unsung hero of the ANZSI Facebook Page and thanks also to Jenny Browne our Communications Officer. Thank you to Shirley Campbell as ANZSI Indexing Awards Committee Receiving Officer. Kudos too, to Mary Coe for her roles as Education Officer and Vice President.

A huge debt of gratitude also to Sherrey Quinn as ANZSI Secretary and Karen Gillen as ANZSI Accounts Officer, Membership Secretary and Library Officer. ANZSI would not be able to function as well as it does without them. Their friendship, support and advice has been invaluable.

## SECRETARY'S REPORT

*Sherrey Quinn, Secretary*

### Council membership 2024–25

President	Madeleine Davis
Vice-President	Mary Coe
Secretary	Sherrey Quinn
Treasurer	Karen Gillen
Council members	Sharon Betridge; Shelley Campbell; Shirley Campbell; Susan Pierotti; Elisabeth Thomas

### Officials of the Society

Membership Secretary and Accounts Officer	Karen Gillen
Editor of the <i>ANZSI Newsletter</i>	Elisabeth Thomas
Communications Officer	Jenny Browne
Education Officer	Mary Coe
Accreditation Receiving Officer	Sherrey Quinn.
ANZSI Indexing Awards Receiving Officer	Shirley Campbell
ICRIS (International Committee of Representatives of Indexing Societies) representatives and other international representatives	ANZSI ICRIS representative: President, <i>ex officio</i> (Madeleine Davis) ANZSI ICRIS international liaison: Frances Lennie ANZSI representative at the China Society of Indexers (CSI) Conference in Beijing, October 2024: Kerry Burgess ANZSI representative at the Indexing Society of Canada / Société canadienne d'indexation (ISC/SCI) Conference in Vancouver, May 2025: Max McMaster
Library Officers	Australia: Karen Gillen; New Zealand: Carol Dawber
Institute of Professional Editors (IPEd) liaison	Susan Pierotti

## Committees and special volunteers

Accreditation Committee	Sherrey Quinn (Chair), Madeleine Davis, Karen Gillen, Jean Norman and Shirley Campbell (Receiving Officer). Accreditation scheme in abeyance from August 2024.
ANZSI Indexing Award – John Simkin Medal 2024 Committee	Madeleine Davis, Tracy Harwood; Glenda Browne. Susan Keogh withdrew from the committee
ANZSI Scholarship Committee	Sharon Betridge (Chair), Mary Coe and Ted Briggs
Library Committee (custodians of the distributed collections)	Karen Gillen (Melbourne, Victoria); Carol Dawber (New Zealand); Sherrey Quinn (Canberra, ACT)
Website Review Subcommittee	Madeleine Davis (Chair), Karen Gillen, Sherrey Quinn
Facebook page manager	Glenda Browne

## Roles

Following comments from past Membership Secretaries and the Accounts Officer about the respective roles, the systems that support them and the overlap of processes, Council adopted the suggestion that the roles be combined from 1 July 2024, with Karen Gillen responsible for both roles.

## Council meetings

Four ANZSI Council meetings were held during 2024–25: 11 November 2024, 3 February 2025, 31 March 2025, 26 May 2025. The last meeting of this session of Council was held on 21 July 2025.

Minutes and documents are in the members' Area of the website:

<https://www.anzsi.org/member-area/official-documents/council-minutes-and-reports/>

Reports on each Council meeting were published in the 'Council Update' section of each issue of the newsletter.

The ANZSI AGM for the financial year 2024–25 was held on 21 August 2025 via videoconference.

## Fees

Membership fees are discussed in the Membership Secretary's report below.

The recommended minimum rate for indexing remained at Aus\$70/hour for Australian indexers and NZ\$55 per hour for NZ indexers. The lower NZ rate is at the request of Aotearoa/New Zealand Group. The recommended rate is indicative – not binding – and may be used by members as a guide when calculating fees for indexing work.

The Accreditation application fee remained at \$95 (Aus\$ and NZ\$), covering postage and administrative costs. Applications and assessments were suspended in August 2024 due to lack of resources to assess applications in a timely way.

## TREASURER'S REPORT

### Revenue

Revenue was generated primarily from the Society's regular sources of income (i.e., membership subscriptions, *Indexers Available* fees and investments).

### Expenses

Principal expenses are for payments associated with website management and maintenance fees; ANZSI officers; bank fees, accounting fees and auditing fees; insurance fees; library costs and postage, and special projects.

Council's policy is to spend money for the benefit of members, particularly on website, newsletter and communications, conferences and professional development.

### Assets

At 30 June 2025, the Society held assets of AU\$101,646.90.

**Australian and New Zealand Society of Indexers Inc.**

PO Box 43 Lawson NSW 2783

Website: <http://www.anzsi.org>

ABN 36 610 719 006

**FINANCIAL REPORT for 1 July 2024 to 30 June 2025**

**CASH INFLOWS**

Jul 2023 - Jun 2024	ITEM	Jul 2024 - Jun 2025
\$95.00	Accreditation Fees	\$95.00
\$979.18	Bank and Investment Interests	\$3,822.78
\$5,645.00	Conferences	\$0.00
\$1,314.05	Indexers Available Fees (Inc NZ)	\$937.63
\$6,445.23	Membership Fees (Inc NZ)	\$5,206.77
\$104.44	Publications / Newsletter	\$96.22
\$0.00	Sundries	\$50.00
\$780.00	Training	\$0.00
<b>\$15,362.90</b>	<b>TOTAL</b>	<b>\$10,208.40</b>
	Transfers from other accounts	

**CASH OUTFLOWS**

Jul 2023 - Jun 2024	ITEM	Jul 2024 - Jun 2025
\$14.50	Accreditation Costs	\$71.79
\$2,735.00	Accounting / Auditor / Consulting / Insurance	\$2,036.45
\$305.50	Advertising / Awards/ Gifts / Promotion / Publicity	\$3,092.72
\$817.05	Bank Fees / Merchant Fees	\$452.82
\$6,679.28	Conference Costs	\$0.00
\$699.23	Email	\$722.12
\$318.19	Library Costs / Printing / Postage and Stationery	\$1,381.95
\$372.46	Professional Development & Networking Costs	\$198.00
\$4,720.91	Special Projects	\$2,006.52
\$2,375.00	Subcontractors ANZSI Officers	\$3,250.00
\$246.89	Teleconferencing	\$246.29
\$633.68	Training Expense	\$0.00
\$2,051.30	Website Costs	\$2,975.80
<b>\$21,968.99</b>	<b>TOTAL</b>	<b>\$16,434.46</b>
	Transfers from other accounts	

**NET CASH FLOW for the period** **(\$6,226.06)**

**ASSETS NZ Currency Conversion** **(\$79.39)**

30-Jun-24	ITEM	30-Jun-25
\$23,464.69	Westpac Cheque Account	\$14,324.18
\$383.04	Westpac Community Solutions Account	\$794.13
\$77,802.86	Term Deposit - ME Bank	\$81,625.64
\$3,283.01	Cash at Bank (New Zealand Account)	\$3,388.27
\$3,018.75	PayPal	\$1,514.68
<b>\$107,952.35</b>	<b>TOTAL</b>	<b>\$101,646.90</b>

# NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENT FOR THE PERIOD ENDED 30 JUNE 2025

## 1. BASIS OF ACCOUNTS PREPARATION

The financial statements of Australian and New Zealand Society of Indexers have been prepared in accordance with applicable Accounting Standards, other mandatory professional reporting requirements and the applicable disclosure requirements of the Association's Incorporation Act. The accounts have also been prepared in the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non current assets. The accounting policies have been consistently applied, unless otherwise stated.

- a) **Plant and Equipment**  
Plant and Equipment is included at historical cost and has been expensed through the income and expenditure statement. Depreciation has not been calculated, as the accounts have been prepared using Cash Basis of Accounting and not the Accrual method of Accounting.
- b) **Balance Date**  
The current accounts for the 12 month period ended 30 June 2025.
- c) **Income Tax**  
The Association is exempt from the tax under the Income Tax Assessment Act. An income tax liability would only be expected to arise in the future if the Association operated outside the guidelines acceptable to the Commissioner of Taxation or where the organization changes it's not for profit status.

# **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN AND NEW ZEALAND SOCIETY OF INDEXERS**

## **Scope**

I certify that I have audited the attached financial statements of Australian and New Zealand Society of Indexers for the period ended 30 June 2025, consisting Statement of Net Cash Flow, statement of financial position and notes to and forming part of the financial accounts.

The Association's Committee of Management is responsible for the financial statements and have determined that the accounting policies used are appropriate to meet the requirements of the Members. I have conducted an independent audit of these financial statements in order to express an opinion to the members of the centre.

The financial report has been prepared for the distribution to members for the purpose of fulfilling the Committee's financial reporting requirements under its constitution. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than a member, or for any purpose other than that for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material mis-statement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures on the financial statements. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements, are presently fairly in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements, so as to present a view which is consistent with out understanding of the Association's financial position and the results of its operations.

## **Audit Opinion**

The audit opinion expressed has been formed on the above basis.

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN AND NEW ZEALAND SOCIETY OF INDEXERS

In my opinion, the financial statements of Australian and New Zealand Society of Indexers are drawn up:

- a) so as to give a true and fair view of the state of affairs of the Association as at 30 June 2025 and of the results of its operations for the period ended 30 June 2025.
- b) in accordance with applicable Accounting Standards; and
- c) in accordance with the provisions of the Association Incorporation Act.



Signature of Auditor

Date: 30 July 2025

Name of Auditor:	<b>Karla Lee Eldridge</b>
Professional Membership:	<b>B.Bus MIPA 216588</b>
Firm:	<b>KARLA ELDRIDGE AND ASSOCIATES PTY LTD</b>
Address:	<b>4/458 Middleborough Road Blackburn Vic 3130</b>
Phone:	<b>(03) 9898 3800</b>

**STATEMENT BY THE COMMITTEE OF AUSTRALIAN AND  
NEW ZEALAND SOCIETY OF INDEXERS**

In the opinion of the members of the committee:

- a) the accompanying profit and loss statement is drawn up so as to give a true and fair view of the result of the Association for the year ended 30 June 2025;
- b) the accompanying Statement of Assets is drawn up so as to give a true and fair view of the state of affairs of the Association as at 30 June 2025; and
- c) at the date of this statement there are reasonable grounds to believe that the Association will be able to pay its debt as and when they fall due.

The accounts of the Association have been made out in accordance with applicable Accounting Standards.

Signed in accordance with a Resolution of the Committee.

*Signed by Secretary*

\_\_\_\_\_  
Secretary

MELBOURNE

1/8 / 2025

*Signed by President*

\_\_\_\_\_  
President

MELBOURNE

1/8 / 2025

## MEMBERSHIP SECRETARY'S REPORT

Membership Secretary: Karen Gillen

### Membership fees

The Society has a single subscription period covering the financial year (1 July – 30 June), with subscriptions falling due on 1 July of each year and payable in advance. A pro rata fee applies to those joining after July. Existing members are given a one-month period of grace from 1 July within which to renew their subscriptions. In accordance with the Constitution, those who have not renewed by 30 September will be recorded in the Member Register as having resigned.

**Table 1. Subscription fee structure, 1 July 2024 – 30 June 2025**

	Individual membership	Institutional membership
Australian members	AUD90	AUD115
New Zealand members	AUD68.70	AUD115

### Membership statistics

At 30 June 2025, ANZSI had a total of 72 members, of which 19 were Accredited Members. There were 30 members with an *Indexers Available* listing.

**Table 2. Membership figures at 30 June 2025**

Location	Life Memberships	Institutional Memberships	Personal Memberships	TOTAL Membership
Australia	5	3	58	66
New Zealand	0	0	5	5
United States	0	0	1	1
<b>TOTALS</b>	<b>5</b>	<b>3</b>	<b>64</b>	<b>72</b>

**Table 3. Breakdown of Life and Personal membership figures**

Location	No of members	<i>Indexers Available</i> listings	Accredited Indexers
ACT	10	4	4
NSW	19	8	9
NT	1	0	0
QLD	5	2	0
SA	6	1	0
TAS	2	1	1
VIC	18	8	4
WA	2	2	0
New Zealand	5	4	1
United States	1	0	0
<b>TOTALS</b>	<b>69</b>	<b>30</b>	<b>19</b>

## Member Register and Member Directory

ANZSI collects and manages information about its members in accordance with the requirements of the *Associations Incorporation Reform Act 2012* (Vic) (AIR Act).

The information contained in the Member Register and online Member Directory may only be used if it is directly related to the management, activities or purposes of the Society.

During the 2024–2025 financial year there were no formal requests for access to the Member Register.

## Indexers Available

Members were charged an annual fee for a listing in *Indexers Available*, due 1 July. A one-month period of grace applies, after which entries for members who have not paid are deleted from the directory on the ANZSI Website.

**Table 5. *Indexers Available* annual advertising fees, 1 July 2024 — 30 June 2025**

Country of residence	Fee
Australian members	AUD35
New Zealand members	NZD33.80

At 30 June 2025 there were 30 members with an *Indexers Available* listing (see Table 3 above for a breakdown by location).

## NEWSLETTER EDITOR'S REPORT

*Elisabeth Thomas, Newsletter Editor*

Issues of the ANZSI Newsletter were published in August, October and December 2024 and February, April/June 2024. Copy for the newsletter is always sought and thanks are due to ANZSI members who do contribute.

## COMMUNICATIONS OFFICER'S REPORT

*Jenny Browne, Communications Officer*

The Communications Officer manages communications with ANZSI members (mass mailings via Mailchimp), and contributes to social media posts and preparation of the newsletter.

Over the last year on Mailchimp, emails with the highest open rate related to membership renewal, indexing job opportunities and the *ANZSI Newsletter*.

## ANZSI LIBRARY OFFICERS' REPORT

*ANZSI Library Committee: Karen Gillen, Library Officer (Australia); Carol Dawber, Library Officer (New Zealand); Sherrey Quinn (custodian of collection held in Canberra)*

## Collections

The library comprises two collections: the Australian collection; and the New Zealand collection. The catalogues for both collections are located on the ANZSI Library webpage in the member's area of the ANZSI website.

## Operation and management

The operation of the library is guided by the ANZSI Library policy, and is managed by the Library Committee. Each of the collections is managed separately by a Library Officer. Items forming the Australian collection are currently held in Melbourne and Canberra. ANZSI members may borrow from the collection held in their country of residence. The library operated continuously throughout the reporting period, despite rolling lockdowns in various Australian states.

## Loans

Members of the Society continued to take advantage of the resources provided by the library.

In addition, a copy of *Quiet Achievers in Indexing* (McMaster, ed. & comp.) was lent to non-ANZSI member Shraavan Palakodety. He is a member of the LIS/ANZSI WikiProject group, and it was his intention to add Wikidata items for the indexers (all current or former ANZSI members) included in this publication.

## Acquisitions

### Purchases

The collection was enhanced with the purchase of eight books whose indexes were awarded the ANZSI John Simpkin Medal (previously ANZSI Medal/AusSI Medal), or were highly commended:

*Frank Lowy: Pushing The Limits*, by Jill Margo

*The Henty Journals: A Record of Farming, Whaling and Shipping in Portland Bay, 1834-1839*, by Lynnette Peel

*Lazarus Rising*, by John Howard

*Murujuga: Rock Art, Heritage, and Landscape Iconoclasm*, by José Antonio González Zarandona

*Music at German Courts, 1715–1760: Changing Artistic Priorities*, by Samantha Owens

*Portrait of the Family within the Total Economy: A Study in Longrun Dynamics, Australia 1788–1990*, by GD Snooks

*Toss Woollaston: A Life in Letters*, ed. by Jill Trevelyan

*Voices of Islam in Southeast Asia: A Contemporary Sourcebook*, by Greg Fealy and Virginia Hooker.

These volumes are an excellent resource for all members, and it is intended that they be displayed at any future conferences held by the Society.

In addition, the books were provided as examples for the judges of the 2024 ANZSI Indexing Awards, giving them clear benchmarks and to assist in consistent standards being applied across medal rounds.

## Donations

ANZSI member Margaret McDonnell kindly donated \$50 to the Library.

**End of ANZSI Annual Report for 2024–25**