

**TOWN OF BASSENDEAN**  
**NOTICE OF A MEETING OF THE**  
**LOCAL STUDIES COLLECTION MANAGEMENT**  
**COMMITTEE**

Dear Committee Member

A meeting of the Local Studies Collection Management Committee is to be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Thursday, 5 October 2017, commencing at 9.30am.

Mr Bob Jarvis  
**CHIEF EXECUTIVE OFFICER**

27 September 2017

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**A G E N D A**

**1.0                    DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

**Acknowledgement of Traditional Owners**

The Town of Bassendean acknowledges the traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

**2.0                    PUBLIC QUESTION TIME AND ADDRESS BY MEMBERS OF THE PUBLIC**

*Members of the public who wish to do so may ask questions or address the Committee at this point in the agenda.*

**3.0                    ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

#### **4.0 DEPUTATIONS**

#### **5.0 CONFIRMATION OF MINUTES**

##### **5.1 Minutes of the Meeting held on 3 August 2017**

##### **OFFICER RECOMMENDATION – ITEM 5.1**

That the minutes of the meeting held 3 August 2017 be confirmed as a true record.

#### **6.0 DECLARATIONS OF INTEREST**

#### **7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

#### **8.0 REPORTS**

##### **8.1 Local Studies Librarian's Report**

##### **GENERAL**

The Local Studies Librarian updated the Local Studies printed brochure, which provides contact details and information about services and the collection. The Town's Acknowledgement of Country statement has been included in the new version of the brochure.

The Local Studies Librarian has attended a Reconciliation Action Plan meeting with colleagues and consultants to progress the second Reconciliation Action Plan for the Town.

The Local Studies Librarian suggested a project to have the early West Guildford Road Board minutes typeset by members of the Bassendean Historical Society Inc (awaiting response).

##### **TRAINING/PLANNING/PERSONAL DEVELOPMENT**

The Local Studies Librarian attended the following personal development sessions and workshops:

- An armed robbery training on 16 August with colleagues from the Library and customer services.

- The WA Public Libraries conference at UWA on 8 September with keynote speaker Sergio Dogliani from the Ideas Store in East London. The conference was opened by Duncan Ord, Director General at Department of Local Government, Sports and Cultural Industries. Other speakers included Patti Manolis from Geelong, Alison Kemp from the Gold Coast, Clayton Wehner from South Australia and Tracy Engel Lesneski from America. The conference was an invaluable networking opportunity with public library colleagues throughout Western Australia.
- A seminar at the National Archives of Australia in Victoria Park on 14 September about the 1967 referendum. The talk by Dr Kellie Abbott was very interesting as was the tour of archives.

### DISPLAYS

A display promoting Family History Month was provided during August, which highlighted the events at the State Library of Western Australia and at Family History WA (formerly the Western Australian Genealogical Society Inc.) Free genealogical research forms were available for patrons to take and proved very popular. The display also promoted a free access to Ancestry.com via public computer in Local Studies area.

### VISITS/OUTREACH

The Local Studies Librarian attended following events and meetings:

- Local Studies Practitioners Meeting hosted by City of Stirling on 2 August 2017. The Local Studies Librarian invited and organized Maree Whitely, a HASS consultant to speak to the group and she provided excellent information on the WA curriculum. The museum at Flora Terrace will be thirty years old next year. It was beneficial to become familiar with the artefacts and information held on the Hamersley family because of the historical connection with this family and the two local governments. The final meeting of the Local Studies Practitioners group this year will be on 6 December at Joondalup. The Local Studies Librarian is currently organising the program of speakers and hosts for the new year.
- An orientation to approximately 12 TAFE students about the Local Studies Collection on 10 August. The Local Studies Librarian received positive feedback about the orientation from staff and students.

- A guided (driven) tour of Bassendean for a new staff member to the Town and a Local Studies volunteer . The tour focused on registered aboriginal sites, state registered historic sites and the general layout and facilities within the district.

## VOLUNTEERS

The Local Studies Librarian provided the guided walk for September with six participants while the volunteer guide will continue to provide the walk for the other months. Positive responses were received from participants. Results for the year are provided below. The weather is a significant factor which contributes to the number of participants and the enjoyment of the experience.



Three comments from participants in September are below.

“Thankyou Janet. Guided walk was interesting and informative.”

“Janet has lots of local knowledge and was aided by past photos which added to an interesting, informative walk.”.

“This was great but I would have to do it again for all the information to sink in, especially as I am from NZ and don't have the knowledge of locals!”

A new guided walk is being developed for 2018 about the State heritage sites within the Town of Bassendean.

## COLLECTION MANAGEMENT

The Local Studies Librarian updated the 2015 version of the Selected Guide to Indigenous Resources in the Local Studies Collection to include newly obtained documents and oral history interviews. This has now been included on the Library website under Local Studies services.

Biographical information has been researched and identified about Fred Jackson's family and the Loveridge family. The Kelly family was contacted to obtain a photograph of Mr Kelly after whom Kelly Park is named.

### **Processing**

Indexed Bassendean Briefings 116

Newspapers- 31

Books - 5

Rates Book Indexing 568 45

### **New items**

- 'Fathering from the fast lane : practical ideas for busy dads' by Bruce Robinson. (Local Author)
- 'Pepsi the problem puppy' by Sandi Parsons (Local Author)
- 'Wanjoo' by Gina Williams (Local Author)
- Town of Bassendean Vietnam Veterans Service 2017
- Town of Bassendean Corporate Plan 2017-2021

### **Oral History**

An interview with Ms Shirley Harris will be undertaken as soon as possible, her health permitting. Ms Stephanie Smith has not yet agreed to an interview.

### **Enquiries**

- The date of opening of the Bassendean Kindergarten;
- Information about the Oak Tree on North Road;
- Aboriginal place names in Belmont;
- Where to find a photograph of a soldier (not relevant to Bassendean);
- A photograph of May Holman was requested;
- Information about the Infant Health Clinic;
- Biographical Information about a former Councillor;
- Information about a former resident (1950's);
- Genealogical information about former residents (1925-1935);
- Query about Thompson Road naming origin;
- Access to council minutes (1997);
- Query about Ashfield map 1950's subdivision;
- Query former employee Town of Bassendean;
- Query for information on Lockridge Hotel;

- Information about the Grassi family, who owned a local vineyard; and
- A photograph of a minister at St Mark's Church.

### WEBSITE AND FACEBOOK

The Local Studies Librarian has created eighty trove lists about people, places and events to facilitate accessing historical information. Lists can be accessed from the National Library of Australia website and in the future, the Bassendean Memorial Library website. Trove lists have been sent to relevant community groups and people such as AshCAN and Earlsferry House with a favourable response.

The Guide to Indigenous Resources in the Local Studies Collection, created in April 2015, has been updated. It is now included in the Local Studies section of the Bassendean Memorial Library website.

### HISTORY BOOK STEERING COMMITTEE

The Local Studies Librarian has attended two meetings with Committee members and the book designer Jill Ruse on 28 August and again on 3 October. In concluding my involvement with the project, I would like to express my sincere appreciation to Jennie Carter for volunteering her valuable time and expertise as a professional historian and to thank all Committee members for their contributions.

### OFFICER RECOMMENDATION – ITEM 8.1

That the Local Studies Librarian's report be received.

## 8.2 Financial Activity Statements

The Financial Activity Statement as at September 2017, is shown below.

Date	Description	Credit
	<b>Income as at 25 July 2017</b>	<b>\$ 5.00</b>
18/08/2017	HISTORY BOOK :	\$ 20.00
	<b>Income Received from 26 July 2017 to 26 Sep 2017</b>	<b>\$ 20.00</b>
	<b>SUMMARY</b>	
	<b>Total Income for 2017/2018 - from 01/07/2017 to 26/09/2017</b>	<b>\$ 25.00</b>
	<b>Budget for 2017/2018</b>	<b>\$ 800.00</b>
	<b>Income required to meet Budget</b>	<b>\$ 775.00</b>

<b>LOCAL HISTORY PROJECT EXPENSES 2017/2018</b>		
Date	Description	Debit
	<b>Expense as at 25 July 2017</b>	<b>\$ 72.73</b>
	<b>Expenditure from 26 July 2017 to 26 Sep 2017</b>	
04/08/2017	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH LIBRARY - LOCAL HISTORY MEETING CONSUMABES	\$ 7.27
11/08/2017	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH LIBRARY - LOCAL STUDIES - SUPPLIES	\$ 6.00
		<b>\$ 86.00</b>
	<b>Outstanding Purchase Orders</b>	
18/07/2017	ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH SHIRLEY HARRIS	\$ 909.09
28/08/2017	ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH MS STEPHANIE (STEVE) SMITH	\$ 1,000.00
		\$ -
	<b>Expenditure (inc O/S PO's) From 26 July 2017 to 26 Sep 2017</b>	<b>\$ 1,995.09</b>
	<b>SUMMARY</b>	
	<b>Total Expenditure 2017/2018 - from 01/07/2017 to 26/09/2017</b>	<b>\$ 1,995.09</b>
	<b>Budget for 2017/2018</b>	<b>\$ 13,000.00</b>
	<b>Balance of Expenditure to Budget</b>	<b>\$ 11,004.91</b>

### OFFICER RECOMMENDATION – ITEM 8.2

That the Financial Activity Statements, be received.

## 9.0 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

**10.0                    ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE  
NEXT MEETING**

**11.0                    CONFIDENTIAL BUSINESS**

**12.0                    CLOSURE**

The next meeting date is to be advised.