

# TOWN OF BASSENDEAN

## MINUTES

BASSENDEAN LOCAL STUDIES COLLECTION MANAGEMENT COMMITTEE

HELD IN THE COMMITTEE ROOM, 48 OLD PERTH ROAD, BASSENDEAN

ON THURSDAY 16 APRIL 2015 AT 9.40AM

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### 1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

#### Acknowledgement of Country

The Deputy Presiding Member opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

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

Nil

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

#### Present

Cr Anne Brinkworth  
Mr Michael Grogan

#### Staff

Allan Caddy, Manager Library & Information Services  
Amy Holmes, Minute Secretary

#### Apologies

Cr Paul Bridges  
Janet Megarrity, Local Studies Librarian

### 4.0 DEPUTATIONS

Nil

## **5.0 CONFIRMATION OF MINUTES**

### **5.1 Minutes of the Meeting held on 5 February 2015**

#### **COMMITTEE RECOMMENDATION – ITEM 5.1**

MOVED Cr Anne Brinkworth, Seconded Michael Grogan, that the minutes of the meeting held on 5 February 2015 be confirmed as a true record.

**CARRIED UNANIMOUSLY 2/0**

## **6.0 DECLARATIONS OF INTEREST**

Nil

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

Nil

## **8.0 REPORTS**

### **8.1 2015/16 Budget Adjustment**

The Reconciliation Action Plan implementation implications bring about the need to re-evaluate the proposed activities of the Local Studies Collection and the operating budget.

It was suggested that the Committee examine the merit of implementing a parallel sequence of oral interviews with local or significant Indigenous community members commencing later in 2015.

A budget adjustment of \$5,000 will need to be made which would mean that the recommendation to Council for the Local Studies Collection would be \$12,200 rather than the \$7,200 originally proposed.

#### **COMMITTEE RECOMMENDATION - ITEM 8.1**

**LSCMC – 1/04/15** MOVED Michael Grogan, Seconded Cr Anne Brinkworth, that a parallel sequence, of up to three oral interviews, of local or significant indigenous community members be undertaken and that the budget be adjusted, with an additional 5,000 to be included in the recommendation for the Local Studies Collection Operational Budget 2015/2016.

**CARRIED UNANIMOUSLY 2/0**

## **8.2 Reconciliation Action Plan - Implications for the Management Committee**

### **BACKGROUND**

The Town adopted a Reconciliation Action Plan in April last year. The RAP was developed to ensure the aspirations and needs of Aboriginal community members were accurately represented in the community's vision of the Town in the future.

One of the recommendations of the RAP review conducted in October 2014 relates directly to Local Studies. That recommendation is as follows:

*“Consider seeking grant funding and working cooperatively with ATSI groups (such as South West Aboriginal Land and Sea Council (SWALSC) and others for the following:*

- 1. To record oral histories and develop written histories of the region, including its more recent history from a range of perspectives (ie last 50 years);*
- 2. To develop specific heritage information available to Town staff and the community, including a display or exhibition as appropriate on the areas of cultural significance in the Town;*
- 3. To develop Bassendean specific information and stories for school children in the area (possibly in co-operation with the Education Department); and*
- 4. Consider appointing an ATSI representative to the Local Studies Collection Management Committee or ensure that an ATSI representative is invited to meetings when matters impacting the ATSI community are being discussed.”*

Points 1, 2 & 3 are brought to the Committee's attention and will be included as part of the future Collection Policy development and Local Studies Collection activity.

Point 4 impacts directly on the Instrument of Appointment and Delegation and relates to the consideration of either appointing an ATSI representative to the Management Committee or calling an ATSI representative as needed to assist the Committee.

The Committee was asked to discuss its preferred operational model and make a recommendation to Council.

### **COMMITTEE RECOMMENDATION – ITEM 8.2**

**LSCMC – 2/04/15** MOVED Cr Anne Brinkworth, Seconded Michael Grogan, that this item be deferred to the next meeting to allow for input from all Committee members.

CARRIED UNANIMOUSLY 2/0

### **8.3 Photographic Capture of the Town**

A second copy of the photographic data has been obtained from ARRB and will be publicly accessible from a PC within the main Library.

Some additional minor software installation remains to be undertaken by the Town's IT people before this data will be easily available.

This project is now complete.

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

The Local Studies Librarian attended the Public Libraries WA Conference 2015 at the University of Western Australia. A fantastic range of speakers provided information on the International Library Federation Association (IFLA) Trend report including three international librarians.

The Local Studies Librarian provides weekly Tuesday Treasures on the Library's Facebook page. This information has been accessible for nearly one year and a monthly post entitled "*On This Day*" means that five posts of local historical content is provided each month to the community.

The Local Studies Librarian attended a Closing the Gap lunch at the Town of Bassendean on 19 March and met with local Aboriginal elders. A guide to Indigenous information within the Local Studies Collection has been created.

#### Collection Management

An oral history interview was completed in March with Mrs Carlle Bentley relating to the Bassendean Preservation Group. The final interview for the financial year will be conducted with Mr Albert Corunna.

#### New items

A photographic collection from Steve Perkins, covering the redevelopment of the Bassendean Village Shopping Centre, was purchased.

Images of the Riverside Vineyard owned by the Nicoletto family were also purchased from Steve Perkins. These were photographed with permission from the family.

Mr Grogan donated information from the Australian Bicentennial Project (1988) "Remembering Them", including nomination forms for certificates which relate to photographs which already exist in the Local Studies Collection.

Four leases were received for Bassendean Town Hall to be used as a cinema in 1944 and the 1950's. Information on Bassendean Bowling Club's history and contemporary results were obtained from the Club's website.

Business information on local award winning business Technology Assisting Disabled in Western Australia (TADWA) in the media was collected.

Biographical information about the Townsend family and Fred Mead was identified.

Can You Tell What It Is Yet? My Autobiography by Rolf Harris 2001. (donation)

### Processing

The Bassendean Briefings February - March No. 101 has been indexed into the Library Catalogue.

Newspapers - 72

Books - 6

Rates Book Indexing – 50,902

### Enquiries

A member of the public enquired about descendants of Anzac soldiers within the Town of Bassendean. Information on accessing service records and how to research family history, was provided and the patron was referred to the RSL.

Access to historical photographs from Bassendean was requested and instructions on using the Library catalogue provided.

A member of the public wanted information about the history of Bassendean. Local history books and resources were supplied.

A member of the public wanted his grandfather's WWI service record which was provided through the National Archives of Australia (on-line) and information from AIF website. Information was provided about accessing WWII service records from the National Archives of Australia.

A member of the public examined information held in the Local Studies Collection on the Bassendean Volunteer Fire Brigade.

A newspaper reporter wanted information on local history relating to World War I. Information on soldiers listed on the Bassendean War Memorial was provided.

A member of the public wanted a copy of a photograph located in the Local Studies Collection and this was provided electronically.

Information on Street Tree Register was requested and the heritage status of the Morten Bay Fig Tree. Information was provided about nominating sites for the State Heritage Register.

#### Surrey Street Steering Committee

The Committee will meet soon with a date to be advised.

#### History Review Steering Committee

Committee members met on 9 February and 23 March 2015 to discuss the publishing process with a decision to call for expressions of interest. The Local Studies Librarian has been making progress with images which continue to be identified and sourced for the proposed publication.

#### COMMITTEE RECOMMENDATION – ITEM 8.4

**LSCMC – 3/04/15** MOVED Michael Grogan, Seconded Cr Anne Brinkworth, that the Local Studies Librarian's report be received.  
CARRIED UNANIMOUSLY 2/0

### **8.5 Management Committee Meeting Dates to December 2015**

#### BACKGROUND

The Town Council regularly reviews the dates for its committees to ensure that frequency and timings don't clash.

The Council will receive a report in April that recommends that the Local Studies Collection Management Committee meetings are held on 6 August and 5 November in 2015.

Committee members were asked to make a diary note.

For information and noting.

## 8.6 Financial Activity Statement

The Financial Activity Statement up until 31 March 2015 was presented by the Manager Library and Information Services.

### LOCAL HISTORY EXPENDITURE 2014/2015

Date	Description	Credit
	<b>Income as at 31 March 2015</b>	<b>\$ 80.00</b>
5/02/2015	History Book	\$ 20.00
	<b>Income Received from 1 July 2014 to 31 March 2015</b>	<b>\$ 100.00</b>
	<b>SUMMARY</b>	
	<b>Total Income for 2014/2015 - from 01/07/2014 to 31/03/2015</b>	<b>\$ 100.00</b>
	<b>Budget for 2014/2015</b>	<b>\$ 150.00</b>
	<b>Income required to meet Budget</b>	<b>\$ 50.00</b>

### LOCAL HISTORY PROJECT EXPENSES 2014/2015

Date	Description	Debit
	<b>Expenditure as at 31 January 2015</b>	<b>\$ 1,555.77</b>
05/12/2014	COMMONWEALTH CREDIT CARDS LIBRARY - WAGS ANNUAL MEMBERSHIP CREDIT CARD - DEC 2014	\$ 90.91
09/02/2015	TOWN OF BASSENDEAN-PETTY CASH LIBRARY - LOCAL STUDIES - MEETING CONSUMABLES & 1 STORAGE CABINET	\$ 284.00
18/02/2015	FLAIR PHOTOGRAPHY TO PHOTOGRAPHIC CAPTURE OF BASSENDEAN VILLAGE UPGRADE	\$ 1,363.64
27/02/2015	FLAIR PHOTOGRAPHY TO PHOTOGRAPH NICOLETTO PROPERTY ON WEST ROAD	\$ 300.00
26/02/2015	WEST-NET IMAGING PTY LTD TO MICROFILM ESR & ECHO NEWSPAPERS AS SUPPLIED	\$ 1,430.59
06/03/2015	WEST-NET IMAGING PTY LTD TO MICROFILM ESR & ECHO NEWSPAPERS AS SUPPLIED	\$ 1,810.02
	<b>Expenditure From 1 July 2014 to 31 March 2015</b>	<b>\$ 6,834.93</b>
16/02/2015	<b>Outstanding Purchase Order</b> Interview's & Transcripts with various individuals	\$ 1,909.00
		<b>\$ 1,909.00</b>
	<b>SUMMARY</b>	
	<b>Total Expenditure 2014/2015 - from 01/7/2014 to 31/03/2015</b>	<b>\$ 8,743.93</b>
	<b>Budget for 2014/2015</b>	<b>\$ 11,000.00</b>
	<b>Balance of Expenditure to Budget</b>	<b>\$ 2,256.07</b>

### COMMITTEE RECOMMENDATION – ITEM 8.6

**LSCMC – 4/04/15** MOVED Michael Grogan, Seconded Cr Anne Brinkworth, that the Financial Activity Statement up until 31 March 2015, be received.

CARRIED UNANIMOUSLY 2/0

**9.0**                    **MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

Nil

**11.0**                   **CONFIDENTIAL BUSINESS**

Nil

**12.0**                   **CLOSURE**

The next meeting will be held on Thursday 6 August 2015, commencing at 9.30am.

There being no further business the Deputy Presiding Member declared the meeting closed, the time being 10.15am.