

**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, 4 May 2017, commencing at 9.30am.

Mr Bob Jarvis  
**CHIEF EXECUTIVE OFFICER**

28 April 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 2 March 2017**

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

That the minutes of the meeting held 2 March 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**

Approximately 20 TAFE students visited the Bassendean Memorial Library and were given a tour of the Local Studies to gain an overview of the collection and its use.

Mr Bevan Carter is a speaker at this year's Annual Library History Lecture. The title of the lecture is 'Special place: Aboriginal history in Bassendean' and takes place on 14 June at 7pm in the Library's meeting room. The event is being promoted in the Bassendean Briefings volume 114, on the Library website, the Library Facebook page and via local fliers and direct emails to interested parties.

The Local Studies Librarian has provided detailed feedback on the Draft Municipal Inventory entries.

Landgate has been contacted about correcting the misspelling of Iveson Place, Bassendean. The Local Studies Librarian is expecting information about the process to correct this clerical error, which occurred in 1991, so the correct naming of the street can reference the early residents, the Iverson family.

The Local Studies Librarian requested a progress report on the assessment of Padbury's Building for state heritage registration, prior to its centenary next year. To date no information has been received.

The Local Studies Librarian was advised that the Office of Heritage's database 'Inherit' error regarding the incorrect information by the Department for Fire and Emergency Services (DFES) about the site of the former West Guildford Fire Station (before the station was built in Parker Street) will be corrected when DFES updates its Municipal Inventory. To date this has not yet occurred. The error has existed since September 2015.

### Volunteers

The second Guided Walk was held on Wednesday 1<sup>st</sup> March. Seven people attended and positive feedback was posted on Library's Facebook. The third Guided Walk on Wednesday 5<sup>th</sup> April attracted twenty people who also provided positive feedback. Sincere thanks is given to the volunteer guide.

### Website and Facebook

The Local Studies Librarian has photographed all street signs within the Town of Bassendean for postings on street naming origins for the Bassendean Memorial Library and Town of Bassendean Facebook.

Information about donations and further reading (bibliography) has been added to the Local Studies webpage.

### Training/Planning/Personal Development

The Local Studies Librarian is planning to attend following training and professional development events:

'Dealing with Difficult People' workshop on Wednesday 3 May and WA State Heritage and History Conference on 11-12 May at the Perth Concert Hall.

### Visits/Outreach

The Local Studies Librarian attended following events and meetings:

Gosnells Local Studies Collection in April with colleagues from the Local Studies Practitioners' Group.

Closing the Gap lunch in March to communicate with members of the indigenous community.

The State Records Office for a researcher's ticket to easily access Town of Bassendean information and early minutes which are held in the collection.

### Displays

Information on local Anzacs was displayed within the Bassendean Memorial Library. Displays were provided for Easter and Bike Week.

### Collection Management

#### **Processing**

Indexed Bassendean Briefings - 114

Newspapers - 45

Books - 2

Rates Book Indexing - 56 440

#### **New items**

The Local Studies Librarian has begun to obtain names of former employees of the municipality to fill a significant gap in the Local Studies Collection. While elected representatives have been researched for their biographical details, now former staff biographies can be undertaken.

Photographs about floods in Bassendean 2017

2017 State Election - Electoral ephemera (donations).

Western Australian Electoral Rolls Collection 1934-1949.

Biographical information about Mr. James Dyer, Senator Ruth Coleman and Mr. Robert Lyons.

Information about the State Emergency Service in Bassendean.

#### **Oral History**

An interview with Ms Joanne Parfitt is planned along with interviews with either/or Ms Vivienne Weir and Ms Lyn Cox subject to their consent.

*The Committee is requested to suggest people to be interviewed for the next financial year.*

#### **Enquiries**

Information requested on Kathleen Street and the Cultural Heritage Pathway Bicentennial Project.

Information and images for Library mural (interior) for artist.

Information on publishing and WritingWA.

Town crest information (Broun crest).

Access to the Bassendean Croquet Club archives and images.

Information about Pyrton.

Information about Robert Lyons.  
 Access to local maps.

**Surrey Street Steering Committee**

The Surrey Street Steering Committee has not met since the last Local Studies Collection Management Committee meeting.

**History Review Steering Committee**

The Committee met in March to progress the manuscript and to identify images and clarify copyright permissions for use. The ISBN and CIP information will be requested closer to the publication date.

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 26 April 2017, is shown below.

<b>LOCAL HISTORY EXPENDITURE 2016/2017</b>		
<b>Date</b>	<b>Description</b>	<b>Credit</b>
	<b>Income as at 22 February</b>	<b>\$ 24.00</b>
	<b>Income Received from 23 February 2017 to 26 April 2017</b>	<b>\$ 24.00</b>
	<b>SUMMARY</b>	
	<b>Total Income for 2016/2017 - from 01/07/2016 to 26/04/2017</b>	<b>\$ 24.00</b>
	<b>Budget for 2016/2017</b>	<b>\$ 7,000.00</b>
	<b>Income required to meet Budget</b>	<b>\$ 6,976.00</b>
<b>LOCAL HISTORY PROJECT EXPENSES 2016/2017</b>		
<b>Date</b>	<b>Description</b>	<b>Debit</b>
	<b>Expenditure as at 22 February 2017</b>	<b>\$ 5,984.27</b>
	<b>Expenditure from 23 February 2017 to 26 April 2017</b>	
10/03/2017	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH LIBRARY - LOCAL STUDIES MEETING CONSUMABLES	\$ 7.27
13/03/2017	WEST-NET IMAGING PTY LTD EASTER RERORTER AND ECHO NEWSPAPER MICROFILMING	\$ 1,834.55
13/03/2017	HEATHER CAMPBELL ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH ASSOC PROFESSOR TED WILKES	\$ 1,000.00
		<b>\$ 8,826.09</b>
	<b>Outstanding Purchase Orders</b>	
06/12/2016	ORAL HISTORY INTERVIEW WITH VIV WEIR AND LYN COX	\$ 1,000.00
26/07/2016	ANNUAL INSTITUTIONAL MEMBERSHIP	\$ 65.00
	<b>Expenditure (inc O/S PO's) From 23 February 2017 to 26 April 2017</b>	<b>\$ 9,891.09</b>
	<b>SUMMARY</b>	
	<b>Total Expenditure 2016/2017 - from 01/07/2016 to 26/04/2017</b>	<b>\$ 9,891.09</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 held on Thursday 3 August 2017 at 9.30am.