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LIBRARY ASSOCIATION OF AUSTRALIA  
ARCHIVES SECTION

Minutes of a General Meeting during the General  
Conference at Brisbane, 24th & 25th August, 1955

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1. The Archives Section met at the University of Queensland, St. Lucia, Brisbane at 11.45 a.m. - 12.30 p.m. and 2 p.m. - 4.30 p.m. on 24th August; 11.30 a.m. - 12.30 p.m. and 1.30 p.m. - 3.30 p.m. on 25th August.
2. The following members were present: Miss P. Mander-Jones, Representative Councillor, in the Chair; Mr. I. Maclean, Hon. Secretary; Miss J.F. Arnot; Mr. C.G. Austin, representing the Historical Society of Queensland; Mr. A. Horton; Dr. F.E. Kunz; Mr. D. MacMillan; Mr. A.A. Morrison; Mr. J.L. Pring; Professor F.W. Robinson.
3. Procedure: It was decided to take business in the order in which it appeared on the Agenda.
4. Annual Report: The Annual Report for the year ending December 31st 1954 had been circulated and was adopted.
5. Election of Officers for 1956:  
(a) Officers. Nominations had been received for:  
Mr. I. Maclean, President and Representative Councillor,  
Mr. H.J. Gibbney, Hon. Secretary.  
These officers were declared elected unopposed.  
Mr. K. Penny was proposed and seconded as Hon. Treasurer and was declared elected unopposed.



(b) Committee. Nominations had been received for: Miss M. Lukis; Mr. A. Horton; Miss P. Mander-Jones. Two further nominations were made, Mr. D. MacMillan and Mr. Pring. On a ballot being taken Mr. MacMillan and Mr. Pring received an equal number of votes and the other three persons nominated were elected. On the motion of Mr. Austin, seconded by Professor Robinson and carried by the General Meeting, it was decided that Rule 4 of the Archives Section should be varied and that the Committee should consist of five members. Mr. MacMillan and Mr. Pring were declared elected.

6. General Business:

i. Miss Mander Jones, Representative Councillor, reported that a Conference of Representatives of the Commonwealth National Library and State Library Authorities, held in November 1953 at Canberra, had appointed a Working Party on National Bibliographical Services and tabled a copy of their Recommendations to the Conference of Representatives of the Commonwealth National Library, State Library Authorities and the Library Association of Australia, 21st - 22nd July 1955, at Canberra. That Conference adopted these recommendations. The meeting resolved to defer consideration of any resolution to Council on this matter until the following day when members had had time to consider the recommendations.

ii. Mr. Horton proposed and Mr. Pring seconded a motion that the section appoint a Committee to report back to the Section on Rules for a Guide to Collections of Private Papers in Australia, the Committee to submit progress reports to the Committee of the Archives Section at least every six months. Miss Mourot was elected Convener and the following were elected members of the Committee: Mr. MacMillan, Miss Lukis, Mrs. Fanning. Carried unanimously.

iii. Mr. Maclean moved and Mr. Horton seconded a motion that the Executive Committee of the Section be charged with the publication of a semi-annual bulletin to be distributed free to members of the Section and to a selected list of interested persons and bodies. Carried unanimously.

iv. Mr. Maclean proposed and Mr. Horton seconded a motion that the Section should appoint a Committee with power to co-opt, to report on training of archivists in Australia with special reference to the syllabus of the L.A.A. R9. The following were appointed members of the Committee: Mr. Horton, Mr. Maclean, Mr. MacMillan. Carried unanimously.

v. Mr. Horton proposed and Mr. Pring seconded a motion that the General Meeting direct the incoming Executive Committee to make a drive for membership of the Section. Carried unanimously.

vi. Mr. Maclean moved and Mr. Horton seconded a motion that the incoming Executive Committee consider the possibility of a General Meeting of the Section being held at least once in every



twelve months and that the whole Executive Committee hold a meeting immediately prior and/or after the General Meeting. Carried unanimously.

vii. Miss Mander Jones on behalf of the Section welcomed the Historical Society of Queensland as a corporate member of the Association and the Section and extended a welcome to Mr. Austin as its representative. Carried by acclamation.

viii. Mr. Horton proposed and Miss Arnot seconded a motion that the incoming Executive consider meeting the expenses of the Representative Councillor in attending meetings of Council unless those expenses were met in a substantial measure by some other means, and that in this connection the Executive Committee should consider the practice of Branches and other Sections and should suggest alterations in Rules of the Section if necessary. Carried unanimously.

ix. Mr. Maclean moved and Miss Arnot seconded a motion that a resolution of this General Meeting of the Archives Section be conveyed to the General Meeting of the Library Association of Australia that the General Council should consider the possibility of extending the time of the General Conference to five days including a weekend, which would permit intersection contact and visits to appropriate centres and including three full working days for the work of sections and plenary sessions. Carried unanimously.

x. Miss Arnot moved and Mr. Pring seconded a motion that a resolution of this General Meeting of the Archives Section be conveyed to the General Meeting of the Library Association of Australia, that the General Council of the Association should publish all papers read at this Conference. Carried unanimously.

7. Addresses: [These and reports of discussions on them will be published either by the Library Association of Australia or by the Archives Section of the Association.]

(i) K. Penny: English archives and English democracy. Read by Mr. I. Maclean. Mr. Penny emphasised the value of "the document as a regular instrument of daily administration", the value of records to the historian and the need to study not only central but also local records. After discussion of some Australian problems, especially concerning local records and concerning rules for preservation and destruction of records, a vote of thanks to Mr. Penny for his valuable paper was proposed by Mr. Horton, seconded by Miss Arnot and carried unanimously.

Resolutions: 1. Mr. Maclean moved and Mr. MacMillan seconded a motion that the next General Meeting of the Section be asked to consider the setting up of a Committee on Local Records. Carried unanimously. 2. Miss Arnot moved and Mr. Horton seconded a motion that an interim letter be sent by the Representative Councillor of the Archives Section to the Local Government Associations in each state pointing out the value of local records and the need to consult the State Public Library before destroying



any records and requesting that the letter be published in their journals or bulletins. Carried unanimously.

(ii) A. Horton: Recording of vital statistics and land titles: the Registrar General's Office, New South Wales. Mr. Horton emphasised the importance of continuous official custody in order to preserve the nature of archives.

Resolutions: After discussion, Mr. Horton moved and Mr. Maclean seconded a motion that the General Council bring to the attention of the Governments of the Commonwealth and the States with the exception of those states where Archives Legislation already exists, the need for legislation to ensure adequate preservation of valuable public records and to constitute archival authorities and define their powers, responsibilities and legal status. Carried unanimously. A vote of thanks to Mr. Horton for his valuable paper was carried unanimously.

(iii) J. Gibbney: The Archives of Papua - New Guinea. Read by Mr. I. Maclean. Mr. Gibbney described these archives as falling into three groups: 1. Papua, pre-war. 2. New Guinea. 3. Trust Territory. He examined each group, emphasised the problems of record keeping in the tropics and described proposals for archival development, touching on private records.

Resolution: After discussion, Professor Robinson moved and Miss Arnot seconded a motion that the Section accept an offer from the Mitchell Library to provide, for circulation by the Section, a bibliography on preservation of documents and books. Carried unanimously. A vote of thanks to Mr. Gibbney for his valuable paper was carried unanimously.

#### 8. Further General Discussion:

There was further discussion of the recommendations of the Working Party on Australian Bibliographical Services set up by a Conference of Australian Library Authorities in November 1953 and adopted by that Conference in July 1953.

Resolution: It was moved by Mr. Maclean and seconded by Professor Robinson that the Archives Section resolves that it support the plan for an Australian Advisory Committee on Bibliographical Services and for the establishment of an Australian Bibliographical Centre and would be prepared to submit a list of desirable projects of interest to this Section. Carried unanimously.

9. The Meeting closed at approximately 3.20 p.m. and members attended the final General Session of the Conference.



RESOLUTIONS OF THE GENERAL MEETING OF  
THE ARCHIVES SECTION AS CARRIED BY THE  
EIGHTH CONFERENCE OF THE ASSOCIATION.

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The three resolutions which the Section placed before the Conference were moved by the Section's Representative Councillor 1955, P. Mander-Jones.

Morning Session, 25th August 1955

1. "That subject to the Association's being able, in the opinion of the General Council, to meet satisfactorily the necessary expense, all papers read at the Conference with a summary of discussion be published."

Seconded by Miss Arnot. The mover and seconder accepted the amended motion as above.

2. "That the General Council of the Association should consider the possibility of extending the time of future General Conferences to five days, including a weekend, which would permit inter-Section contact and visits to appropriate centres, and including three full working days for the work of Sections and plenary sessions."

Seconded by Mr. Maclean.

Afternoon Session, 25th August 1955

3. "That the General Council instruct its Honorary General Secretary to bring to the attention of the Governments of the Commonwealth and the several States the need for legislation to ensure adequate preservation of valuable public records and to constitute archival authorities and define their powers, responsibilities and legal status."

Seconded by Mr. Horton.

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REPORT ON THE MEETING OF GENERAL COUNCIL, AUGUST 1955 BY  
THE SECTION'S REPRESENTATIVE COUNCILLOR, P. MANDER-JONES

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The following report touches only on matters of particular interest to the Archives Section.

9/55 Subscriptions:

"...(b) That By-Law 3.7 be submitted for amendment to read as



"follows:- 'Subscription fees due for each year of membership or not less than six months' part thereof shall be £1 except that subscription fees for the following classes of member shall be -

(a) For Professional Members, and for other Members who are engaged in librarianship and are of five or more year's membership, except Corresponding Members, who have received in salary in the preceding year

- (i) £1,500 and over.....£5
- (ii) from £1,200 to £1,499...£4
- (iii) from £900 to £1,199.....£3
- (iv) from £600 to £899.....£2
- (v) under £600.....£1

(b) (as at present)

(c) For Members over 65 years of age other than Corporate Members and in other cases upon resolution of the Council 10/-

(d) For Honorary Members - Nothing.

(the remainder of the By-Law to remain as at present)'

...(d) (i) That an account be opened with the Commonwealth Savings Bank, Sydney, in the name of the 'Library Association of Australia, Life Membership account';

(ii) That an amount equal to the total receipts from life membership subscriptions at the date of opening the account be paid into it and that thereafter all life membership subscriptions received be paid into it;

(iii) That the account be operated upon by the same signatories as the general bank account."

[Life Membership fee is £45.]

#### 12/55 Future Meetings

"(a) The next meeting of Council shall be held in Sydney on Thursday and Friday, 21st and 22nd June 1956."

#### 15/55 Finance of Branches and Sections

"(a) That an immediate grant of £25 be made to each Section.

...(c) That from 1st January 1956, each Section be granted £50, with a further £5 for each of its Divisions, as soon as practicable after the beginning of each year, and in each year for every hundred financial members or part thereof in excess of one hundred members of the Section a further £10.

...(e) That from and after 1st January 1956, upon application being made by a Branch or Section for special purposes, the Executive be empowered to make a grant of up to £100 for any particular project."



ROLL OF MEMBERS  
THE ARCHIVES SECTION, 1955

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Please advise the Hon. Secretary for 1956, Mr. H.J. Gibbney, Archives Division, Commonwealth National Library, Canberra, A.C.T., of corrections and additions to the Roll. For example, all degrees and honours of members are not given and your officers would be glad if members would notify them.

The Roll is arranged by area. Names marked with an asterisk are names of members who wish to attend meetings and receive news. Names without asterisks are the names of members, who have signified that they wish their subscriptions to be used for the Archives Section as far as possible.

AUSTRALIAN CAPITAL TERRITORY

- BERNIE, Mr. K., B.A., Commonwealth National Library, Canberra.  
BURMESTER, Mr. C.A., B.A., Commonwealth National Library, Canberra.  
FANNING, Mrs. P., B.A., Commonwealth National Library, Canberra.  
FIELD, Mr. H.R., Commonwealth Archives, Commonwealth National Library, Canberra.  
FITZHARDINGE, Mr. L.F., M.A., B.Litt., Australian National University, Canberra.  
GIBBNEY, Mr. H.J., B.A., Commonwealth Archives, Commonwealth National Library, Canberra.  
GOLLAN, Dr. R., Australian National University, Canberra.  
GOLLAN, Mrs. R., B.A., Australian National University, Canberra.  
KEY, Mr. L.C., B.A., Commonwealth National Library, Canberra.  
LYNRAVN, Mr. N., B.A., Commonwealth National Library Liaison Officer, Australia House, The Strand, London, England.  
MACLEAN, Mr. I., B.A., Archivist, Commonwealth National Library, Canberra.  
PENNY, Mr. K., B.A., Commonwealth Archives, Commonwealth National Library, Canberra.  
\* WHITE, Mr. H.L., M.A., Librarian, Commonwealth National Library, Canberra.

NEW SOUTH WALES

- ALCORN, Mr. S.A., Public Library of N.S.W., Sydney.  
ALLEN, Mrs. M.C., B.A., The Mitchell Library, Sydney.  
ARMSTRONG, Miss N., B.A., 15 Wunda Road, Mosman.  
\* ARNOT, Miss J., Public Library of N.S.W., Sydney.  
\* ATKINSON, Mr. J., Librarian, Kuring-gai Municipal Library, Gordon.  
BARNARD, Miss M.F., B.A., 2 Stuart Street, Longueville.  
BARRINGTON, Miss M., M.A., 6 Rickard Avenue, Mosman.  
BEDDIE, Miss P., The Mitchell Library, Sydney.  
\* BELL, Mr. F.L.S., M.A., Librarian, City of Sydney Public Library, Market Street, Sydney.