

Agenda for Committee Meeting of the 4th August 2008.

held at the Schwerkolt Cottage and Museum
Complex Mitcham. @2.00pm.

Present;

Apologies;

Minutes of previous Meeting of July 24, 2008

Amendments; Storage----Furniture and equipment----

Business Arising.

1. Library Display Vermont South; 27th August—30th Sept.
2. Pens; Sec.
3. Need to invite Councillors and prospective Councillors, to meet members of the W.H.S.
4. Consultants Report [8] Photo Policy; not as yet covered, but Very Important.
[9] Accreditation, due in 2009, no fixed date.
5. Grants Subcommittee; a council grant needed to relocate or rebuild the Smithy and Barn,
And extension of the Museum, but needs to be submitted in Aug/Sept'
To be put to incoming Council. Should be implemented by Planning
Committee, as suggested by the Acquisition Committee Report.
6. Booklet about Local Residence; Nil, till Pat Richardson has recovered.

Correspondence Out; 1. Furrows; C.E.O. and Councillors.

2. Hooke's Bike.

3. Letter to Peter Simmenauer.

Correspondence In ; Newsletters P.O.D.

Yarra Glen and District Hist. Soc.

Eltham District.

Ringwood District.

Assoc. of Eastern Hist.Soc,

Nameless.

History News

Library News.

New Ed. Of Aust.Family Histories

Invite to Museum Awards 24th July

Proactive

Wilma Farrow

Business News

Whitehorse Heritage Talks Samantha Westbrook

Inherit

ArteFACTS

Lifestyle Support Services
Panasonic
Assoc. of Eastern Historical Soc. Invitation.
Pamphlet Heritage Week

Reports

- 1 Treasurers
2. Grants Subcommittee Should be prepared by Aug/Sept to be ready for Council Meeting in Feb, 2009
Further discussion needed for Museum extension, Smithy, and Barn.
3. Membership.
4. Library Display at Nunawading.
5. Newsletter.
6. Accreditation.
7. Acquisition /Costume restoration
8. Heritage Day 14th September
9. Heritage Week Commencing 14th September
- 10 Housekeeping.
11. Working Bees.
12. Eastern Region Meeting?
- 13 Furrows; Letter to be completed
- 14' Website'
15. Display case'
- 16' Textile boxes'
- 17' Car park.
18. Speakers.

General Business.

1. Information Booklet Suggested that all the items printed by the Whitehorse News on the Suffragettes are put into booklet form.
2. Copyright Of photos.

Meeting Closed at;

Next meeting 1st September 2008 at 2.00pm

Whitehorse Historical Society Inc.

Treasurers report for Committee meeting Mon. 4/8/08

General account balance at 4/8/08 \$8282.09

Accountable grants - balances

Oral history grant 1206.92

Costume grant 2006 156.29

Costume grant 2007 3500.00

Total - 4863.21 \$4863.21

*-\$300 paid to Felicity for repairs to dress.
+\$1000 to come.*

Available general funds - \$3418.88

Other grants -

11/7/07 -Federal operating grant \$1500.00

21/12/07 -C of W/horse oper. grant \$620.00

Income 7/7/08 to 4/8/08

Subs \$192.00

Donations 35.00

Sales 45.50

Total - \$272.50

Expenditure

Admin. \$627.07

Gas 90.40

3 Costume boxes - (grant) 227.15 ✓

Total \$944.62

R. Gardiner
Treasurer

Jones-Evans

From: <chg@nla.gov.au>
To: <jones-evans@xi.com.au>
Sent: Thursday, 31 July 2008 4:04 PM
Subject: Application number for your Community Heritage Grant Application -[ID:3504.2354 RF:1]

Dear Mrs Jones-Evans,

Thank you for your 2008 CHG application on behalf of Whitehorse Historical Society Inc. Your application number is 2008/124. Between July and September applications for the 2008 Community Heritage Grants will be assessed according to the criteria outlined in the Guidelines.

In late September successful applicants will be contacted. The list of successful projects will be put on the Community Heritage Grant website <http://www.nla.gov.au/chg/> after the Awards Ceremony on 11 November.

I will be happy to give feedback on unsuccessful applicants in the weeks following the Awards Ceremony which may assist those that wish to reapply for a CHG next year.

Regards

The Coordinator
Community Heritage Grants
National Library of Australia
Canberra ACT 2600
Phone: (02) 6262 1147
Fax: (02) 6273 5483
Email: chg@nla.gov.au
Website: <http://www.nla.gov.au/chg/>

RECOMMENDATIONS TO THE WHITEHORSE HISTORICAL SOCIETY IN COMMITTEE BY THE
ACQUISITION COMMITTEE AS REQUESTED ON THE CONSULTANTS' REPORT

The Acquisition Committee met on the 11 and 18th April 2008 to consider the Consultants' Report on the Schwerkolt Cottage and Museum Complex. The recommendations are as follows:

That the Committee ask the Accreditation Committee to look at the Collection Policy with a view to

1. Tightening the Collection Policy
2. To separate the De-accession policy from the Collection Policy
3. Review the de-accession policy

The Acquisition Committee should aim to De-access for every acquisition

added to Acquisition

(suggestions from Yvonne)
30. 7. 08

Han See

SCHWERLOLT'S MUSEUM SHOP -

The new glass show case would be ideal to display the shop's items, with the cupboard below to keep the stock.

- **Cards** - which we already sell.
 - source
- **Post cards** - e.g. photographs of significant dresses, scenes et al. Made to look old by being printed in sepia. - an off shoot of this could be photographic prints for home framing.
 - source
- **Book marks** - which are in the process of production.
 - source
- **Books** - which we already sell. Broaden the choice by adding already published books on e.g. herbs; pot-pourri; cooking, colonial style; medicinal remedies. see samples.
 - source
- **Gardening books and 'potato bags', plus instructions** - see "African Gardens' pamphlets from UK.
 - source
- Much further down the track - **preserves** from apples and other locally grown produce.
- **Post-it notes** in blocks with printing on edge - see sample.
 - source
- **Pens and pencils** with Schwerkolt printed on sides.
 - source
- **Mouse pads and drinks mats** with photographs. / maps
 - source
- **Fridge magnets** - ditto
 - source

Aust
Colonel Cookery

Kites
a
Magnets.

Lapidary
Bark
Wood turners.

The following could be sourced through Community Houses who have many craft people. To be sold on commission. [The N'wading library has been doing something like this for years.]

- **Lead lighting** - small items with local content.
- **Beads** - of terracotta for necklaces, bracelets and earrings.
- **Tiles** - small ones with scenes of cottage hand painted.
- **Tea towels; aprons, table mats** all with Schwerkolt motifs, either printed, machine embroidered, or patch-worked. **Pot holders**, see sample which resembles a house in the 'stone country' in Italy.
- **Scarves / head bands** - in Australian colours.
- **Handkerchiefs** - lavender motif - see sample from Dubrovnik.
- **Soft toys** - kangas, koalas and dolls dressed in costume. + peg dolls - boomerangs
- **Shopping bags** - hessian / or with name printed on side.
- **Handbags** - see sample which was made by local women in Sicily.
- wooden articles and jewellery
- lapidary ..
- perfumes eg. lavender [slater/historic] in phials

Stack of
paper
with
S. Cottage

Worry
stones.

SOAP
rope bands

SOUND RECORDINGS DIGITISATION

Over the past 15 years, the Society has collected about 100 audio tapes. These comprise:

- recorded talks by guest speakers on local people, places and organisations
- oral histories collected from local residents about their lives and memories of the local area
- oral histories collected from post-war migrants to Australia who settled in the Whitehorse area
- material on other topics, not connected with the Whitehorse area (about 20 tapes)

While most of these tapes have been transcribed for easy reference, the original spoken records have greater significance and should be retained indefinitely.

Audio tapes deteriorate through mechanical damage and electronic overprinting over time. A digital format would ensure their preservation, and also readily enable their transmission, copying or editing as required. CD-ROM is currently the cheapest and most accessible medium, which is also capable of further migration to different formats if required in the future.

A modest funding application from the Victorian Heritage Grants was recently considered. However, the application requirements were disproportionately rigorous, and the idea was abandoned.

It is therefore proposed that we fund the conversion from our own funds. There is about \$1200 unspent from the Oral History - Migration Project funding which could be put towards it.

A quote has been obtained of \$16.50 per tape for a quantity of 80+ tapes, a total of \$1320.00. If we did want to convert the 20 tapes of marginal interest, the total would be about \$1650.00.

If WHS Committee does not support this proposal, we could submit an application to the Council for a Community Grant in 2009. However, historically, our applications have seldom been funded beyond 50% of the amount applied for.

It is requested that Committee consider this proposal.

Peter Simmenauer
30 July 2008

INFORMATION FOR THE WHS COMMITTEE, MEETING 4 AUGUST 2008, RE ROBIN DA COSTA'S REQUEST

In July 2007, Neil Montagnana of Bounce Books, requested access to photographs of the Whitehorse area in our collection in order to illustrate a book commissioned by Fletchers Real Estate Agents. This was a celebratory book intended for free distribution to selected clients. We understand that 10,000 copies were printed.

I advised him where material might be found on his initial visit. Over several visits, photographs were selected and photographed by Neil, and a complimentary copy of the published book was donated to the Society by Fletchers in June 2008.

It was indicated to Neil at the time that it was the publisher's responsibility to ensure that appropriate copyright arrangements were made for the use of any of the photographs. In most cases, we had no records of the photographs' creators, donors or copyright holders. Most of the photographs appeared to be 70 years old or more, and many had been donated anonymously some 30-40 years ago. No photographs have had any conditions for or restrictions on access placed on them by the donors.

There is some degree of duplication in the collection. In particular, a collection housed in two folders of material collected by Robin da Costa for her book *Blackburn: a picturesque history* and donated to the Society by her in 1979 has been kept together regardless of duplication of a number of items in other parts of the collection. Like other material, there is no indication in these folders of who created the photos or who would hold the copyright to them.

Of the 51 photographs in the "Blackburn" section of the Fletchers publication, 11 have been identified as having been sourced from the da Costa folders. The remainder were sourced from other folders in the collection. No photographs appear to have been copied from the published book.

Ms da Costa made a request on 16 July to speak to a meeting of the Committee about this usage. It is not clear what the purpose of her request is. She visited the Local History Room on 23 July, speaking to Valda Arrowsmith and myself, and is compiling a list of the photographs in Folders 13 and 14 which she claims were taken by herself or her husband, and is intending to give us a copy. She said that she was meeting Neil Montagnana on 24 July.

As the Society, in the absence of any stated restrictions on access to the photographs, has simply allowed Mr Montagnana to view and copy some of them himself, there can be no complaint against the Society. Responsibility for meeting copyright obligations rests with the publisher, Fletchers.

Peter Simmenauer
24 July 2008

WHITEHORSE HISTORICAL SOCIETY INC

MINUTES OF COMMITTEE MEETING 2 PM, 4 AUGUST 2008 LOCAL HISTORY ROOM, SCHWERKOLT COTTAGE & MUSEUM COMPLEX

1. **Present:** V Arrowsmith, J Fry (President), B Gardiner, R Gardiner (Treasurer), V Jones-Evans, V Marshall (Secretary), I Nethercote, J Plehn, W Standfield, J Ventouras, K Way
2. **Apologies:** Nil
3. **Minutes of previous meeting:** accepted (Nethercote/Standfield)
4. **Business arising:**
 1. Library display at Vermont South 27 Aug-30 Sep.
 2. Camera purchase (VJE)
 3. Invitation to Councillors to meet WHS - leave to incoming Committee.
 4. Acquisitions Sub-committee - Consultant's Report : (8) Photo policy not as yet covered (9) Accreditation due 2009, no date fixed
Planning Committee (to be formed) to take up ideas from Acquisitions Committee
 6. Three places at ArtiFACTS accepted (Wendy, Janeice, Vicki). Photo Workshop (Ted)
Attendance approved (Arrowsmith/Gardiner)
5. **Correspondence**
 1. Cof W Mayor - Community Grant: \$1000 awarded for Heritage Day
 2. R da Costa – request to attend Committee meeting
6. **Reports**
 1. Treasurer. Accepted (Gardiner/Standfield) Annual financial report ready for AGM 14 August, will speak to it.
 2. Membership. Subscriptions coming in, with a donation of \$50 from M Witherspoon .(BG)
 3. Grants sub-committee - next meeting 7 August (RG)
 4. Library display at Nunawading going well despite disruptions.(JF)
 5. Newsletter has been distributed - thanks to Kaele for filling in for Jay. (JF)
 6. Accreditation & Review s/c - Nil (VA)
 7. Acquisition/ Costume restoration: Felicity Morton has completed the gown. Report to follow (VJE)
 8. Heritage Day 14 September. Approval of J Ventouras purchase of a bubble machine (approx \$40), and a Balloonologist will be invited to attend (\$350) (Way/Jones-Evans)
B Gardiner will appeal for helpers
Button Club will check out the LHR for suitability on Tuesday 5 August
Raffle- I Nethercote will donate 3 bottles of wine, and we need donated items to fill three baskets . K Way will organise raffle books etc.
 9. Heritage Week 14 September (JF)
 - 10 Housekeeping - OK (WS)
 11. Working Bee 6 September 9.30 am. Ian will appeal for help at AGM. (IN)
 12. Assoc. of Eastern Region Hist Socs. Meeting 26 July, Ringwood. Notes tabled and filed. (JV)

Next meeting: Box Hill Town Hall 2 September 1.30pm

 - 13 Furrows - letter to Noelene Duff
 14. Society Website. Current Newsletter included. May need up grade with photos etc.
Perhaps information about Committee members. Develop new ideas for 2009 (KW)

15. Display case. Nothing further. Barbara will contact Julie Jones after Heritage Week
16. Textile boxes - have arrived and have been reorganised. (VJE)
17. Car park - No developments as yet
18. Speakers: 13 Dec H Walker on Walker Family, 11 Oct Linda Collier on Collier Family (JP)
19. President spoke about the idea of "Friends of the Museum"

Reports received (Nethercote/Gardiner)

7. General business

1. Information booklet. Proposed that info. prepared for Whitehorse News on Centenary of Womens Suffrage be published for sale and reference. Moved that preliminary discussions be held with Box Hill HS regarding its compilation (Arrowsmith/Way)
2. Submission on Sound recording Digitisation Project from P Simmenauer, using unused part of Oral History Grant. Approved (B Gardiner/Nethercote)
3. Purchase of replacement camera by T. Arrowsmith. Approved (Way/Standfield)
3. President discussed the purchase of a laptop and digital projector for future lecture/presentation occasions.
4. Robin da Costa . Agreed to write to invite Ms da Costa to Committee Meeting 1 September at 2pm to explain her reasons for her letter to Committee for 10-15 minutes. Questions may be asked of her, but discussion would be inappropriate. (Way/Gardiner)
5. Presentation of cards to Speaker on 4 August - B Gardiner
6. Submission on "Schwerkolt Museum Shop" by Yvonne Fitzmaurice - to be discussed by incoming Committee. Acknowledge submission and let her know what is happening.

Meeting closed 4.10 pm

Next meeting: Monday 1 September 2.00pm

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