



## *Keeping in Touch*

*Newsletter for Branches, Interest Groups, Officers and Contact Persons*

**Issue Number: 66**

**May 2010**

Kia ora and Greetings to you all

### **Facilitated Meeting**

This was held in Glen Innes, Auckland on 13<sup>th</sup> March under the leadership of professional facilitator/mediator, Danny Gelb. Forty-eight members attended. Although no decisions were made it did provide an opportunity for members to discuss issues concerning the Society. Council listened to members' views expressed at the meeting and is planning follow-up action.

### **Special General Meetings**

All three SGMs were held at the Fickling Convention Centre, Three Kings, Auckland on Friday 30<sup>th</sup> April. The proposer and a seconder of each motion were given the opportunity to speak as were any of those present who wished to do so.

Here follow the results of the voting on each motion. The words in (brackets) below are my précis of the motions. For the full wording of the motions see your notice of the SGMs. 222 members attended the meetings. The number of votes recorded for each motion can be accounted for by the large number of proxy votes received.

SGM 1 – **MOTION 1** failed for lack of proposer and seconder

SGM 1 – **MOTION 2** failed for lack of proposer and seconder

SGM 2 – **MOTION 1(i) LOST** (That Peter Nash be re-instated as a member of NZSG)

For	224
Against	995
Abstained	15

**MOTION 1(ii) LOST** (That Note 4 on the nomination form be deleted as policy)

For	222
Against	987
Abstained	25

**MOTION 1(iii) – LOST** (That the result of the election for the 2010-2012 Council be declared null and void)

For	174
Against	1040
Abstained	20

SGM 2 – **MOTION 2 – LOST** (That a new editor be appointed)

For	186
Against	1029
Abstained	15

**MOTION 3 – LOST** (That the meeting express a vote of no confidence in the present Council)

For	146
Against	1075
Abstained	9

**SGM 3 – MOTION 3 – LOST** (That Ian Rawnsley be reinstated as a member of NZSG)

For	163
Against	1020
Abstained	16

The Treasurer reported that the total cost of these SGMs was in excess of \$20,000.00. This sum can be seen to represent over 300 subscription renewals or a considerable quantity of purchases for the FRC library.

**Council 2010-2012. Provisional Election Results**

The returning officers have announced the provisional results of the election. Confirmed results and number of votes cast for each nominee will be announced at the AGM in July.

President	Fiona Brooker
Treasurer	Bob Matthews
Council	Lynne Blake, David Bryant, Elizabeth Chandler, Joseph Gillard, Raewyn Nevin, Roger Washbourn and Barbara Wyley. (Listed in alphabetical order by surname.)

**NZSG Membership**

As at 31 March 2010 total membership of actual and financial members was 8380. However, the office is now in the process of renewing memberships. Once all renewals have been received and processed it is expected that membership numbers will be in excess of this figure.

**NZ's Family History Fair 2010**

16 July 2010	NZSG AGM & official opening of the Fair
17 – 18 July	Family History Fair
Venue:	Kingsgate Hotel, 100 Garnett Ave, Te Rapa, Hamilton

2 months to go and counting down!

Full registrations and the Daily Special both close on 12 June. Some of the more popular seminars are filling fast and will be closed off shortly. If you are thinking about coming to the Fair, then reserve your seminar seat now!

Website:

The Family History Fair website ([www.nzfamilyhistoryfair.org.nz](http://www.nzfamilyhistoryfair.org.nz)) is now running like a dream and is regularly updated with news and events as they come to hand. No more glitches. No more issues with online registrations. No more issues with credit card payments. To see who is exhibiting, or who is presenting, or the latest news, or to register go to [www.nzfamilyhistoryfair.org.nz](http://www.nzfamilyhistoryfair.org.nz)

Accommodation:

There is still some on-site accommodation available but this won't last much longer. **When you phone the hotel it is important you quote the booking reference, otherwise you will be told it is full.** The hotel is "full" only because we have block booked ALL the rooms to reserve them for those attending the Fair. Any rooms not taken up by those attending the Fair will be released back to the hotel after 12 June for their own bookings.

The "key" to reserving a room at the Kingsgate is using the hotel's booking reference number. **Phone 0800 22 39 38 and quote booking code 65870m.**

### Facebook page:

Whether or not you're a fan of Facebook, it is an important social networking tool and we are testing it out as part of a marketing campaign to attract to our website those who wouldn't normally hear about the Fair. You can help us by promoting the Fair to your Facebook friends. We can be found at <http://www.facebook.com/NZFamilyHistoryFair>

### How can you help at the Fair?

The Family History Fair is the "bright shining light" in the NZSG 2010 calendar. An opportunity to show people (and ourselves) just what this organisation is capable of when we all pull together. A chance to ignite the general public's interest in our hobby, perhaps even encourage them to join our local branch. And certainly the Fair is an opportunity to show the general public that genealogy is much, much more than a mere hobby.

This is the first time there has been a Family History Fair held in NZ on this scale. Your assistance as volunteers during the weekend of 17/18 July is fundamental to the Fair's success. If you have a couple of hours to spare, please visit the website, download the volunteer application form and return it to PO Box 295, Te Awamutu or email us on [nzfamilyhistoryfair@gmail.com](mailto:nzfamilyhistoryfair@gmail.com).

See you at the Fair...2 months to go. We're on the countdown!

Sandra Metcalf  
FHF Committee Convenor

### **Branch and Interest Group Meeting at the Family History Fair**

This will be held on Sunday 18 July at 8.30 am. Branches, Interest Groups and Local Area Contacts should now organise who will represent them at this meeting. If you have any items for the agenda please send these to the Office Manager by Friday 18 June.

### **Charities Commission**

Most Branches and Interest Groups will have held their AGMs by now. If there has been a change of officer(s) you should inform the Charities Commission and ask new officers to complete the relevant form confirming their eligibility to be an officer of a charitable organisation. This can be downloaded from the Charities Commission website.

### **Branch and Interest Group Insurance Cover**

Terms have now been negotiated. Detailed information will be sent out shortly so that Branches and Interest Groups can decide if they wish to take advantage of the scheme.

### **Branch and Interest Group Bulk Library Loans**

Bulk library loans are excellent for supporting a theme running through two or more meetings. A relevant speaker will add impact to your programme. For bulk library loans contact Christine Hurst, FRC Librarian [library@genealogy.org.nz](mailto:library@genealogy.org.nz)

### **Branch Recruiting**

Apply to the Office Manager for a list of NZSG members in your area. If you contact these people and invite them to your next meeting you may well boost your membership. The lists are supplied by Post Code so you will need to supply these for your area when making a request. <http://www.nzpost.co.nz/Cultures/enNZ/BusinessSolutions/AddressingForBusinesses/AddressingAndEnvelopeStandards/PostcodeMaps/>

### **NZSG Resources Update**

- The new *Victoria Outwards to New Zealand* CD-Rom was released late last year and is selling well.

- Council is buying a high speed scanner for scanning out-of-copyright books. These scanned books will be available for sale on CD. The scanner is special in that it can scan very close to the edge of the page and does not leave a dark shadow in the gutter between adjacent pages.
- Gale Newspapers. Council is negotiating to renew the on-line subscription to this resource. It will then include a further range of data bases.
- Joseph Gillard, Councillor with the FRC portfolio, reported at the May Council meeting that very few purchases had been made for the library within the last 3 months. The majority of accessions were donations from members.

### **Family History Month 2010**

Family History Month will be held in August 2010. Further information will be coming in due course, but it is not too soon for Branches and Interest Groups to start planning for this event.

### **Guidelines For Regional Meetings**

These guidelines have been attached as an appendix at the end of this issue of KIT. Council trusts that these will assist the Regions in running effective meetings that meet the needs of all participants.

### **National Library and Alexander Turnbull Library**

There is limited access to the holdings at these repositories due to the closure of the Molesworth Street building for redevelopment. The Family History Section is now located at 77 Thorndon Quay. Further details can be found at [www.natlib.govt.nz/building](http://www.natlib.govt.nz/building).

### **LDS Films**

These can now be ordered and paid for on-line. The Family Research Centre in Panmure has a wonderful film reader which allows you to use a flash drive to copy film frames so that you can study these at home on your computer.

### **Integration of Dept Internal Affairs, Archives New Zealand and the National Library (including the Alexander Turnbull Library)**

Dianne Macaskill, CEO and Chief Archivist resigned her position in June last year. No permanent replacement has been appointed: Greg Golding is now Acting Chief Archivist and Acting Chief Executive Officer.

There are plans to amalgamate the above three entities by the end of this year. The official three-party information page is at:

[http://www.integration.dia.govt.nz/integration.nsf/wpg\\_URL/Agency-Integration-Index](http://www.integration.dia.govt.nz/integration.nsf/wpg_URL/Agency-Integration-Index)

The most useful pages are probably those from the sidebar on left - *Background*, and *Questions and Answers*. The latter covers the major issues raised by stakeholders, and the official responses to them.

Council is concerned that this amalgamation could impinge on the autonomy of Archives New Zealand and place the preservation of valuable national archives at risk. If, after reading the website information, you too are concerned you are urged to write in protest to your Member of Parliament.

### **Distribution of KIT**

KIT is electronically distributed by the FRC office. If you have any queries about delivery you should contact the Office Manager at [office.manager@genealogy.org.nz](mailto:office.manager@genealogy.org.nz). Current and back issues of KIT can always be accessed through the NZSG website.

### **Contacting Council**

If you have any concerns or issues you want to raise with Council it is essential that you write to or email Council. Letters should be addressed to NZSG Council, PO Box 14036 Panmure,

Auckland 1741 and emails addressed to NZSG Council and sent to [office.manager@genealogy.org.nz](mailto:office.manager@genealogy.org.nz) at the FRC. Your communication will then be discussed at the next Council Meeting and you will receive a reply as soon as practical after that. Council Meetings are held every three months – usually the first weekend of February, May, August and November. You should aim to get your letter or email to Council three weeks before it meets to ensure your correspondence is included on the agenda.

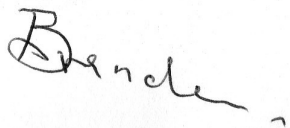
### **Next Council Meeting**

The next meeting will be held over the weekend of 7-8 August 2010.

Council are making time to meet and chat with members informally at the FRC, starting with Friday 6 August from 5pm, before the August council meeting. Contact the Office Manager for more information. This will be the first council meeting for the incoming council, and will be a chance to meet the new councillors.

Finally, please make sure all your Branch and Interest Group members see KIT. It is the most effective way for members to know what is happening. .

Kia kaha and best wishes to you all.

A handwritten signature in black ink that reads "Brenda". The signature is written in a cursive style with a small flourish at the end.

Brenda Joyce

#13868

## Appendix

### GUIDELINES FOR REGIONAL MEETINGS .

#### 1. Regions

For the purpose of Regional Meetings, New Zealand is divided into eight regions, namely: Northland, Auckland, Waikato, Taranaki, Lower North Island, Nelson/Marlborough, Canterbury, and Mainland South.

#### 2. Purpose of Regional Meetings

Regional meetings form part of the Society's liaison with members, specifically its branches, interest groups, area contacts and appointed officers. The purpose is to inform them about what is happening in the Society, gain input from them, and provide an opportunity for them to network and share information.

Regional meetings are informal events; minutes are not taken (see 8. Notes) nor are motions undertaken.

#### 3. Participants

- NZSG Council Representative
- Representatives of branches and interest groups of the Society and informal groups in the region
- Area contacts in the region
- Appointed officers in the region

#### 4. Host Branch

The Society endeavours to hold the meetings around all branches / informal groups/ area contacts within each region, taking into consideration the amount of travel some attendees may have to undertake.

While it is up each region to choose arrangements that best suit its needs, in general the host group shall

- provide a suitable venue for the meeting. Actual and reasonable expenses for venue hire will be met by the Society. (The host group provides a receipt to the NZSG Council representative who will submit an expense claim.)
- send notice\* (see 5. Notice of Meeting)
- provide morning tea / afternoon tea, advise lunch arrangements (as applicable)
- liaise with the NZSG Council representative regarding transportation and accommodation, and provide these if necessary
- chair the meeting
- take notes of the meeting\* and forward written up notes to the NZSG representative for approval and distribution (see 6)

\* Some regions may have a regular co-ordinator / scribe for these duties.

#### 5. Notice of Meeting

The date and venue of the meeting is determined at the previous meeting, if not arranged annually. If there is to be any variation to the agreed date or venue this should be distributed as soon as it is known.

The meeting notice and the agenda should be circulated by the host group (or regional co-ordinator) one month prior to the meeting. Branches are encouraged to advise any additional items for the agenda so that these can be circulated with a reminder notice one week prior to the meeting.

Notices should include an RSVP date to assist with catering & venue arrangements, and should advise if space may be limited. Hosts should ensure the venue is suitable to accommodate those wishing to attend.

Notices could remind all branches / reporting entities (excluding the NZSG Council representative) to email copies of their reports to the host branch/regional co-ordinator prior to the meeting. Reports need to be supplied in electronic format so that retyping is not required.

## **6. Invited persons / contact list**

All participants (see 3. Participants) need to be advised / invited to all meetings. The contact list (using generic email addresses wherever available) should be maintained with the notes.

## **7. Meeting**

Ensure the NZSG Council representative is met and introduced to members of the host branch.

Ensure all those attending have name badges / labels.

At the start of the meeting the host should welcome all comers, and advise the location of facilities and emergency procedures.

It is suggested that the host branch (rather than the NZSG representative) take responsibility for chairing the meeting.

Meetings typically take the form

- Welcome & introductions (circulate a list of attendees to be completed: name, affiliation and email address)

- NZSG Council report & matters arising
- Branch reports & matters arising

*In order to allow for business & interaction at larger meetings, it is suggested that only the highlights of each branch report be discussed, but the report be included in full in the notes where it can be read at leisure.*

- General business
- Date & host for next meeting

As members may have travelled some distance to attend, it is important to ensure that the meeting is useful to all participants. You may wish to consider including other events or activities that can add value to the day.

## **8. Notes**

Informal notes (not minutes) of the meeting are to be taken by a person supplied by the host branch.

Notes must include the words “These notes are not to be published on websites.”

The notes must be forwarded to the NZSG Council representative for approval prior to distribution.

Following approval, the Councillor will circulate the notes to

- NZSG Office Manager, who will forward them to Council
- Branch contact for all regional Branches, Interest Groups and informal groups/Area Contacts (whether in attendance or not)
- Other attendees not associated with a group, e.g. Appointed Officers

### **9. Follow-up action**

Relevant issues raised at the Regional Meetings should be highlighted to Council by the Council representative. Any significant items should be submitted formally to NZSG Council Meetings in writing or by email, addressed to NZSG Council, c/- the Office Manager.

While general matters can be promptly reported back to the region by the Council representative, significant matters will be responded to formally by Council following discussion at the next Council meeting.

Branch representatives should ensure that all relevant information from the meetings is communicated to their membership and any sub-groups.

---