

MADRAS COLLEGE ARCHIVE

Second meeting of task group: Thursday 12th June, '08

1. Present: Matthew Wright (MW); Hamish Kinnear (HK); Lindsay Matheson (LM); invited guest Dr Norman Reid (NR)
2. MW and HK showed LM the work they had done so far: checking the paper catalogue against contents of the various boxes and considering how to make the archive more accessible for future searches.
3. The catalogue has been found generally accurate, with the exception of certain items still to be located and a few others to be added. This work will continue next week, particularly the check of items currently located in the Rector's Office.
4. For future access MW and HK have produced a matrix by period and title to use experimentally this summer. NR explained how such an overlay to the standard listing of contents might be very useful in future searches, and approved the boys' initial thoughts. LM asked the boys to produce a brief report of their findings using this system by the end of the summer. Longer-term such a structure would support the electronic searches likely to be made in the future.
5. In principle NR still saw the take-over of the Madras Archive by the University Archive to be feasible. Ownership of the collection would remain with the school, access to make searches would be straightforward, and some items could be placed on permanent loan or used periodically for exhibitions. NR also thought that some items concerning Madras College (or the Burgh School for the pre-1969 period) might be taken back from the National Archive into the care of the university. There were also some items concerning the early school (deeds and plans, for example) that were currently held in the university archive. Additionally NR felt that in time the full new electronic catalogue of the Madras College archive could be placed on the school website.
6. It was agreed that LM should set up a meeting between Mr Jones and Dr Reid in mid to late August 2008 to decide how to proceed with the plan for transferring the archive.
7. MW and HK are exploring possible sources of further funding for their summer work.
8. LM will meet with MW and HK on Thursday 19th at 10.00 am in the Archive Room
9. LM thanked the boys for their good work to date and Dr Reid for his most welcome input. NR then took the boys to the university archive for an introductory visit.