

MADRAS COLLEGE ARCHIVE SUPPORT GROUP

Meeting note of 5th October, 2017 in South Street, Rm M1 at 3.45 pm

1. **Present:** Ann Bridges (chair), Ted Brocklebank, Liz Higgins, Frances Humphries, Lindsay Matheson, Dorothy Orem, Arlen Pardoe, Maia Sheridan, David Watkinson. **Apologies:** Jim Bennet, Elaine Methven, Anne Morris.
2. Ann welcomed a new member, Dorothy Orem (Modern Languages), to the meeting, noting that she had already contributed much to the archive through provision of material relating to the school's historic Kiel Exchange.
3. The note of the meeting of 15th June, 2017, was accepted as accurate. The one matter arising was a general interest in tabulating the various memorial trees and benches that might become features in the replacement Madras College. Lindsay to discuss this with the rector.
4. Ann reported the Newport Historical Society plans to start its own archive and that she is prepared to be a link with them.
5. Ted reported some progress in the Oral Archive - four completed interviews and transcripts and others proposed. Veronica Whyman had been a particular resource to the process through her excellent transcriptions.
6. Frances reported the continued work on the Scrapbooks. Dorothy was told where these could be viewed in school.
7. Maia has come up with two student volunteers (Antonia and Faith) to assist with cataloguing, enabling Liz to plan work on the backlog. Ann also volunteered to assist once she has been given training in the systems being used. Tuesday afternoons are scheduled for the students.
8. Arlen has logged in the completed interviews on the website and also made available our committee minutes since the group's inception in 2008.
9. Lindsay has drawn a blank thus far about the location of the new display boards for the record of governance and the summary history of the school.
10. Discussion took place on furniture for the display of archive material. Maia will provide details of sources for cabinets from MUSA. Ted will raise this matter at a future meeting of the Kinburn Trust, which may be able to assist.
11. The idea of curricular involvement of pupils with archive matters is worth pursuing for the future. Olav Darge (depute rector) and Emma Payne (PT English) may come forward with ideas.
12. A former pupil contacted the school recently to express his gratitude that the programmes of drama productions from Ann's "Quad Theatre" were now available on the website.
13. Lindsay reported that we were awaiting clarification from the school about the means by which the residue of the "Quad Fund" might be accessed for future use.
14. Ann closed the meeting at 4.45 pm, thanking members for their input and provisionally calling the next meeting of the group for 23rd November at 3.45 pm.

LM 30th Oct, 2017