

MADRAS COLLEGE ARCHIVE SUPPORT GROUP

Second meeting, Thursday 3rd December, 2008, at 3.45-5.00 pm in K1

1. Apologies: Norman Reid, Olav Darge, Liz Higgins, Adam Smallwood, Paul Dagless, Ellis Orr, Elliot Parry, David Galloway, Emma Payne
2. In attendance: Mrs S Thomson (ST), Jamie Murphy (JM), Daniel Charlton (DC), Michael Greig (MG), Annie Parker (AnnieP), Holly Barbour (HB), Alice Minnick (AM), Ellen Bowman (EB), Mrs E Methven (EM), Mr Arlen Pardoe (AP), Miss Frances Humphries (FH), Mrs A Morris (AM), Mrs P Esler (PE), Prof. E Robertson (ER), Mr L Matheson (LM).
3. Welcomes. LM welcomed new member Professor Edmund Robertson and invited him to say a few words about his interest in the group. He gave a short personal curriculum vitae and noted his special feeling today when climbing the stairs to K(indergarten) 1, his former primary classroom in the early post-war years! One of his retirement ploys is to establish a website archive of the history of Mathematics, so he would like to assist with the school archive's own website. LM also noted that Mr David Galloway, rector from 1985 to 1997, had offered his involvement with the group, in particular with the cataloguing task.
4. Minute of meeting of 25th September, 2008. This was approved, with the correction of the spelling of Mr Dagless's name, and the date of issue of the note. Amended version attached
5. Contacts. The sheet was updated in one or two respects. Copy attached.
6. Visits to the current archive. LM invited anyone who had not yet looked at the archive room to have a short tour after the meeting. The arrangement for personal visits at one's own leisure is to collect the key from Mrs Noble, administrative coordinator, in the South Street office. "Visitors" should sign in at the same time, for security purposes.
7. Funding. LM reported that the current state of the fund was not known precisely. This will be communicated in due course.
8. Website group. AP reported that the framework for the website was now in place and that it will shortly be needing funds for full activation. He noted the current overlap between the work of the website and catalogue groups. This will be ended shortly with their hand-over of the electronic version to the catalogue group.
9. Exhibitions. No report was submitted but there was useful discussion about how to get started. The group approved AnnieP's proposal for the exhibition and communication groups to merge. AnnieP and HB further suggested that a sample of the archive's contents could be set up in the Town Hall at various Saturday morning functions to publicise our work. LM will discuss this with Mr Darge.
10. Communication. LM reported on a recent snippet placed in the School Diary section in "The Citizen". He also considered the merger of the exhibition and communication groups to be entirely logical.
11. Cataloguing. In the absence of Mrs Higgins EB gave a report of the considerable work undertaken, and on the further work still needed such as on the electronic catalogue. A photographic catalogue is also a priority. Membership of the sub-group: EH, EB, EM, FH, DG, ST and JM.
12. Responses. No report, although LM noted that the responding issue will remain problematic until much of the archive becomes accessible electronically, and until the university support is in place.
13. AOB. AP proposed that we should start an archive of oral history as soon as possible. He also wanted future consideration of an index of names to assist archive searches.
14. Next meeting. LM suggested Thursday 5th March at 3.45pm. PE checked with her school diary and thought the date would be suitable. LM will double-check with Mr Jones and inform members only if there is any change. An agenda will be issued at the end of February. Items to LM by 26th Feb. Group reports will be a standing item. Oral history and index of names will be included on the agenda, along with fund-raising.

LM, on behalf of the group
5th December, '08