

**ANNUAL
REPORT
2002-2003**

**PROFESSIONAL
HISTORIANS
ASSOCIATION
(NSW) INC**

**ANNUAL REPORT FOR
THE YEAR 1 JULY
2002
TO 30 JUNE 2003**



**INCORPORATED IN NSW (Y0230613)
GPO BOX 2437, SYDNEY NSW 2001**

PHA NSW ANNUAL REPORT 2002-2003

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MANAGEMENT COMMITTEE 2002-2003

Elected on 15 August 2001

Number of meetings attended out of 6
(excluding a meeting to be held in August 2002)
A = number of meetings for which apologies noted.

Nicole Secomb • President (6/6)
Andrea Humphreys • Vice-President (1/6)
Andrea Brew • Secretary (4/6)
Rosemary Broomham • Treasurer (6/6)
Anne-Maree Whittaker • member (3/6)
Michael Tyquin • member (3/6)
Anna Wong • member (6/6)

PRESIDENT'S REPORT

This year has been a challenging one for the PHA NSW management committee. Significant budget cuts have been required as it has become increasingly obvious that the association has been operating beyond its means. In particular this has resulted in curtailing the Executive Officer's role to bare necessities. It is also one of the reasons Phanfare has been moved to an electronic format. This coupled with a decreasing number of volunteers and therefore heavier workload for those remaining, has meant that the committee has spent much of its time simply trying to ensure the organisation's survival. As a result, attempts to organise a PHA conference, professional development seminars and other activities have failed as the currently active committee members are overwhelmed with the increasing responsibilities as old volunteers withdraw due to work, study, travel and personal commitments and new ones fail to step forward. The policy of this committee has been simply to stay afloat while we tried to find ways of making cutbacks AND continue to try and offer the services members expect. Unfortunately the latter has suffered. We have found places to save money in many areas and have some ideas of where to save more when various bills and memberships are presented in the coming year. However, the sad fact is that were it not for the association's savings, PHANSW would have run out of money. The association cannot continue to operate in this manner. Even fundraising attempts have failed, the association not even raising the value of the prizes kindly donated by various businesses for the raffle at the beginning of the year. We can raise fees to continue the executive officers role and to pay the fees required by the ACPHA. In the past PHA NSW has absorbed this fee. Alternatively, members can take it upon themselves to decide whether they wish to the association to continue. We can choose to wind the association up, we can choose to curtail the association's activities to become one primarily concerned with keeping in contact with each other, or we can continue to be something more. This choice is yours and is directly related to the amount of effort you as members wish to put in, not just the committee. You will note that a strategic plan has not been included with this annual report. The committee set out to review this plan early on but in the face of difficulties was forced to put this hold. As the year has continued it has become obvious that the one in existence is no relevant at this point in time. When we answer the questions already mentioned, perhaps we can begin a new strategic plan to help us achieve our goals and provide the membership with those services it requests.

On a more positive note, this year saw the instigation of the PHA reading group by Pauline Curby which has proved very successfully. I would like to thank Pauline for this project as it has proved a great success. A number of members have expressed their regret at not being able to attend. I hope that perhaps some consideration may be given to having groups based in several locations around Sydney (or perhaps further afield?) to allow all members who wish to attend to do so. Pauline is also responsible for organising the first PHA function for history week which I hope you will all attend. A reminder will be in the next issue of Phanfare.

The move to electronic Phanfare has been well received and we have been trying to iron out a few of the bugs associated with the task. This should be complete in the next couple of months.

This year will see a majority of the committee unable to renominate. Should no nominations be received by the AGM we will have little choice but to appoint a voluntary administrator to wind up the association over the next 12 months. Should we receive a few nominations then we can consider providing Phanfare, email network, a few social functions at a dramatically reduced cost for the 2004 -2005 year. This also means withdrawing from ACPHA and reducing our representation on other organisations committees. If the membership wants to

continue at the level we are trying to operate then we need a full committee and more people willing to volunteer their time. None of the tasks individually are onerous. This is your choice, not mine, or the committee's. I for one continue to believe in the importance of the PHA and would be disappointed to see the hard work of the many members who have put in much work in the past, but we need to reassess our direction.

Finally, to wind up a more lengthy report than intended, there are a few thank yous that need to be said - to the PHA members who have assisted the association in both a formal and informal capacity and without whom we could not have survived, to Annette Salt who has acted beyond her duties as Executive Officer even after her position was cut back, to all those members who have assisted me personally during this rather unexpected presidency in the midst of a personally difficult time, to the Royal Australian Historical Society who have generously opened their rooms for our use on more than one occasion and to all of our members who have been patient and encouraging in the face of late Phanfares and sometimes lengthy delays to their questions as the committee has tried to deal with the unexpected challenges presented.

Nicole Secomb

SECRETARY'S REPORT

It is difficult to believe that a full year as Secretary has passed by and yet I feel as though I hardly grasped the job in its entirety. As a recent graduate member, I attended the last AGM out of curiosity and ended up leaving as a new recruit on the executive committee.

It was not an easy role for me to adopt and have felt rather inadequate compared to the efforts and input of other committee members. No sooner had I accepted the role (and wondering what I had got myself into), in September 2002 I was off overseas for six weeks. It seems I had a rocky beginning and a vain attempt to redeem myself for the rest of the year.

I commend Nicole Secomb, President and Annette Salt, Executive Officer for their efforts in ensuring matters were dealt with and maintaining a level of service to members. Nicole has shown courage and leadership in heading the committee this year, despite her initial reluctance taking on the role and a perceived lack of faith among members. I believe she has shown her worth.

The principal tasks of Secretary is to attend monthly meetings and take minutes, respond to email requests and assess membership applications – which together with full time work and other commitments have kept me plenty busy.

I thought my experience taking minutes for the Heritage Council State Heritage Register Committee would be sufficient preparation for the PHA committee. Despite my efforts with a laptop, however, I still felt as though I was struggling to keep up with Nicole as she raced through each meeting's agenda.

The frequency of emails from all over the world is a healthy indication that people are using our website and are seeking our advice on various matters. Unfortunately, among the genuine emails are many that do not warrant a response because the PHANSW email address is seen as a means of selling almost anything. I also soon realised that I needed to be able to read Cantonese and French!

We received a number of membership applications during the year, of which about half were sent by email, and were considered by the committee as a collective. Only a couple, unfortunately, did not meet the criteria.

It is with deep regret that I need to stand down as Secretary as I must embrace an opportunity to study a Masters in History of Art in London commencing in September. My other desire to be a pilgrim and walk the Camino de Santiago in Spain means that I will be leaving Australia at the end of July and therefore, will be unable to attend the August AGM.

I would like to take this opportunity to let members know that being on the executive committee takes great commitment and vigour, and a strong desire to contribute to the history profession. I hope that members remember this and recognise the future work of the committee and the efforts of its individuals who give their own time to ensure that you have a successful professional association.

Andrea Brew July 2003

MANAGEMENT COMMITTEE: SUB-COMMITTEES, DELEGATES AND WORKING PARTIES

The Association's Management Committee sets up standing advisory sub-committees and appoints delegates to assist it in its work. These appointments are on an annual basis. Temporary working parties are also set up from time-to-time to advise the Committee on specific issues. There were no sub-committees or working parties during the year.

DELEGATES OF THE MANAGEMENT COMMITTEE REPRESENTING THE ASSOCIATION ON OUTSIDE BODIES

Australian Council of Professional Historians Associations

PHA Representative: Tony Prescott

Alternate: Nicole Secomb

The year opened with the ACPHA Annual General Meeting in Melbourne in July 2001. This meeting approved further national material such as a Code of Ethics, a Scale of Fees and membership certificates, all of which had been considered by the state associations. The Code and Scale of Fees subsequently came into effect and were placed on the ACPHA Web site along with other material, much of which (such as *History as a Career*) had previously been produced by PHA NSW and modified for national use.

A more detailed report by the ACPHA President is in a supplement to this Annual Report.

During the year it became apparent to PHA NSW Management Committee that there were profound problems with the qualifications standards in the National Accreditation Standard, a problem which seems to have originated in former CAEs, which subsequently became universities, introducing non-traditional history streams and the increasing tendency to accept post-graduate history enrolments without prior history qualifications. This has resulted in a great increase in applications for membership from graduates whom the Committee considered were not adequately trained in history. As a result PHA NSW

made representations to ACPHA to have the National Standard amended. This is to progress in the new financial year, but it has exposed a number of profound difficulties which are outlined in a separate report to members distributed with this Annual Report. The NSW representative to ACPHA was very intensively involved in discussions with ACPHA on this matter during the latter part of the year under review.

History Council of NSW

The PHA is not currently represented on the History Council as PHA's representative was not elected to the Council. The History Council requested PHA send an observer to participate in meetings. However, a willing volunteer has not been found.

History Advisory Panel (NSW Heritage Council)

PHA Representative: Sue Rosen

Alternate: Nicole Secomb

PHA continues to be represented on the History panel, providing input and advice into discussions on state themes and the NSW heritage Assessment criteria. The PHA members of the History Advisory Panel have made a substantial contribution to the meetings of the Panel.

State Records Community Advisory Committee

PHA Representative: Baiba Berzins

Since the last PHA Annual Report there have been four meetings of the Committee: in September and December 2002 and in March and June 2003. I attended all the meetings and reports about them were forwarded to the President and for publication in *Phanfare*.

The State Records Act is now in the process of being reviewed. A draft Issues Paper has been prepared and, once this is approved, it will be available for public comment. The deadline for submissions will be 29 August 2003 but there will also be public meetings in Sydney and selected regional centres and discussions with key stakeholder groups. The Issues Paper raises several matters, especially those relating to access, about which the PHA might wish to make a submission or to otherwise make its views known.

Major initiatives and activities undertaken by State Records during the year included:

- . commencement of work on Volume I of the Administrative History of NSW (to cover the period 1788-1900) by Dr Hilary Golder
- . continuation of work on the revised *Convict Guide*

- . commencement of a 10 year project to audit, re-sort and re-catalogue (where necessary) and better preserve the Colonial Secretary's records
- . the on-going digitisation of photographic images held by State Records
- . as an act of reconciliation, a smoking ceremony was held on 15 November 2002 to cleanse the Aboriginal Welfare Board records
- . other initiatives, including indexing, publication and microfilming projects, were reported on in my meeting reports. Details of these projects and other State Records activities can be found on the State Records website, www.records.nsw.gov.au.

National Archives Of Australia – Sydney Office Consultative Forum

PHA Representative: Nicole Secomb

The representative has attended one out of two meetings. The Forum is newly created and provides an opportunity for interested bodies to provide information and advice about the needs of users to assist the National Archives to provide the the best possible service to the readers.

PHA SERVICES

The Association's organisation consists of three divisions: Administration Services, Professional Services and Information Services. Within each division are a number of business units responsible for the Association's services.

ADMINISTRATION SERVICES

Secretariat

Executive Officer: Annette Salt

Administrative Matters

- The process of moving our archives to the State Library is now complete. Should you require access to the archives you will need to contact the Management Committee.
- PHA records which were moved from the Australian Professional Centre to Sue Rosen's at Crown St Epping are now lodged with Annette Salt at Carcoola Cres Normanhurst. They are still looking for a 'home'.

AHA Membership

We have joined the AHA as an 'Affiliated Organisation' and have been able to provide members with access to the resources and information which AHA provides.

Monographs

We have offered our monograph 'Historians and Native Title' at a reduced price to members during the last three months of this financial year. Copies are still available but at the full price of \$22.

ACPHA certificates

All new members should have received their Certificate of Membership from ACPHA. These will be re-issued in July and January every year for new members and upgraded members.

Public Profile of PHA

I receive many enquiries from people who are aware of the organisation. These enquiries vary from people seeking an historian to undertake commissioned work

to school children following up career investigation!

Membership

We presently have 95 members [30 associate, 8 grads, 57 full]. During this financial year, three people have applied for membership. Anne Smith's and Noelene Kyle's applications were successful. Kylie Hilton's application is presently under consideration.

Insurance

PHA [NSW] Inc has decided not to maintain its Public Liability Insurance as the cost of such insurance has risen greatly. This is in line with the practice of other Australian PHAs.

Role of the Executive Officer

This has proven too costly to maintain unless we double the membership subscription. As this is not intended, it is important that members volunteer for some of the work which the Executive Officer has been doing. The work level is beyond that which can be expected of the Management Committee members all of whom have personal and professional lives to maintain.

Public Relations

Public Relations Officer (Acting):

Tony Prescott

Media contact: the President

Public relations activity during the year continued to focus on use of the Web site and regular updating of directory entries. This position is currently vacant.

PHA Internal Network

Co-ordinator: Nicole Secomb

The Association runs an email contact network with the majority of members with email addresses. The primary purpose of the network is to internally disseminate employment opportunities which come to the attention of the Association. The network has continued its useful function during the year.

PHA Collection - Mitchell Library

Co-ordinator: Sue Rosen

The Association's collection of members' unpublished work in the State Library of NSW was maintained.

PROFESSIONAL SERVICES

Professional Advisory Service

Professional Adviser: Sue Rosen

This service was not used during the year

Library

Librarian: Terri McCormack

Alternate: Eve Stenning

Much of the material which comes into the PHA Library consists of reciprocal publications from other PHAs and related historical organisations with occasional donations from individuals or other bodies. Although it could function as a reference or lending library, this has not been the case to date although a few queries are occasionally received for copies of incoming material. A regular Library Report continues to be provided in *Phanfare*. This also contains brief reviews of or references to recent publications as well as summaries of interstate professional and social activities, enabling NSW historians to have a national overview of history happenings - and even plan their research trips to coincide with some of these events.

Professional Development

PHA Reading Group: Pauline Curby

This group was established because it was felt that professional historians who have no connection with universities had little opportunity to remain in contact with current ideas concerning the theory and practice of history.

Every six weeks the group meets at History House in Macquarie Street, courtesy of the Royal Australian Historical Society. Numbers attending vary from five to nine, and there are usually a few apologies. There seem to be about 12 to 15 PHA members who are interested in this group. Members take turns in choosing readings and leading the discussion. A short report outlining the main issues discussed is submitted to *Phanfare* following each meeting.

In future it is hoped that we will occasionally have a guest speaker to lead the discussion. A number of PHA members who hold academic positions are interested in doing this.

Pauline Curby

INFORMATION SERVICES

PHA Publications

Co-ordinator: Tony Prescott

Alternate: Paul Ashton

Web site Manager: Christine de Matos

Project Manager, Heritage Register:

Joan Kent

Usage of the Association's Web site, (www.phansw.org.au) has continued. The *Register of Consulting Historians* pages continue to be heavily used.

As part of its participation in the national process led by ACPHA, PHA NSW continued to contribute to managing the ACPHA Web site (www.historians.org.au) and other state association pages. The

benefit of all this work continues to show in the national site, the use of which now averages over 35,000 visits a year to all of its pages. The greatest input to this statistic continues to be the NSW-originated *What's On in History* (Christine de Matos and Cathy Dunn) and *Internet History Links*, both of which attract large audiences.

The position of Publications co-ordinator is currently vacant. The committee voted not to refill this position. Individuals responsible for particular publications will continue to manage those.

Phanfare

Co-ordinator: Megan Martin, Nicole

Secomb, Annette Salt

Editorial Collectives: Rosemary

Broomham, Rosemary Kerr, Christa

Ludlow, Terri McCormack; Bruce

Baskerville, Alison Comrie, Nicole

Secomb, Anna Wong; Grace Karskens,

Christine Cheater, Tony Prescott; Terry

Kass, Beverley Johnson, Carol Liston

Feature writers: Christine de Matos and

Cathy Dunn (What's On); Terri

McCormack (Library Report)

Another year has passed during which *Phanfare* has again been put together with regularity, skill and wit. This year our central coast collective folded. We thank Grace, Tony and Christine for their efforts. We hope that other members will step

forward to form a new collective. The magazine is the one thing that links our members and it continues to be the public face of the PHA, revealing the issues that concern us, the way we function and the things that make us laugh. The regularity and standard of its publication is an indication of the intellect, reliability and layout skills of the members of the various Collectives and, consequently, promotes these as an aspect of our professional abilities.

A great deal of effort is made by those who put the pages together, coordinate with the printer, fill the envelopes then somehow find time to get to a post office is. This year has seen new challenges as we moved into an electronic format from May. Collectives have had to fine tune or learn new skills. As usual this has been done with much commitment and success and has brought much praise from the membership at large. *Phanfare* does take a little work, but it is worthwhile and it is in the very best of hands.

Public History Review

PHA Editor: Paul Ashton

Volume 10 of *Public History Review* was produced this year. Its publication is assisted by a grant from the NSW Minsitry for the Arts. Halstead Press continues to publish the journal.

FINANCIAL STATEMENTS

NOTES ON THE ACCOUNTS

The PHA NSW accounts comprise: the main working account for the administration of the Association, No. 1 Account; the *Public History Review* account, No. 2 Account; and a Term Deposit being a reserve set aside from the No. 1 Account, No. 3 Account. The Auditor's report is included.

SANDRA D. GROLLMUS

*Registered Company Auditor
Registered Tax Agent*

7 BURRANEER CLOSE
HURSTVILLE 2220
TELEPHONE 9548 7366
FAX 9548 2267

AUDITOR'S REPORT TO THE MEMBERS OF THE
PROFESSIONAL HISTORIANS ASSOCIATION NSW INC.

I have audited the Accounts in accordance with Australian Auditing Standards.

In my opinion, the Financial Statements of the PROFESSIONAL HISTORIANS ASSOCIATION NSW INC. are properly drawn up so as to give a true and fair view of the state of affairs of the Association at 30 June, 2003 and of its results for the year then ended and are in accordance with Statements of Accounting Concepts and Australian Accounting Standards.



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SANDRA GROLLMUS

Registered Company Auditor

Registered Number 1254

Dated 5/8/03

PHA ANNUAL REPORT 2002-2003

PROFESSIONAL HISTORIANS ASSOCIATION NSW INC.

	\$	\$
<u>FUNDS AT 1 JULY, 2002</u>		592.44
Funds transferred from Term Deposit		6,504.17
		<u>7,096.61</u>
 <u>INCOME</u>		
Membership Fees	9,002.00	
Phanfare Subscriptions	385.00	
AGM Dinner	554.08	
Interest Received	295.91	
Miscellaneous	63.50	
Publication Sales	92.00	
Seminar Income	570.00	
		<u>10,962.49</u>
 <u>EXPENDITURE</u>		
ACPHA - Levy	1,350.00	
Activities		
Christmas Party	329.38	
Advertising	365.00	
Audit & Accountancy Fees	295.00	
Bank Fees	161.00	
Call Redirection Fees	150.00	
Catering	17.00	
Executive Officer Expenses	1,568.57	
Executive Officer Fees	2,722.50	
Filing Fees	56.00	
Membership Fees	60.00	
Miscellaneous	33.91	
Office Supplies	189.55	
Phanfare (Printing/Reproduction)	1,880.87	
Postage (incl. PO Box Rental)	1,245.72	
Telephone	781.99	
Training	550.00	
Website	490.00	
		<u>12,246.49</u>
EXCESS OF EXPENDITURE OVER INCOME		<u>(1,284.00)</u>
 ACTUAL FUNDS 30 JUNE, 2003		5,812.61
Add Unpresented Cheque 404120		129.90
Balance per Bank Statement		<u>\$5,942.51</u>

PROFESSIONAL HISTORIANS ASSOCIATION NSW INC.

NO. 2 ACCOUNT

PUBLIC HISTORY REVIEW
ACCOUNTS 2002-2003

	\$	\$
CASH BALANCE AT 1 JULY, 2002		<u>9,460.34</u>
 <u>RECEIPTS</u>		
Subscriptions	1,003.16	
NSW Ministry for the Arts Grant	6,050.00	
Interest	<u>7.31</u>	7,060.47
 <u>EXPENDITURE</u>		
Bank Fees	120.00	
Post Box	133.00	
Publishing Costs - History Review	<u>8,000.00</u>	<u>8,253.00</u>
EXCESS OF EXPENDITURE OVER INCOME		<u>(1,192.53)</u>
 CASH BALANCE AT 30 JUNE, 2003		
St. George Freedom Account PHA No. 2		<u>\$8,267.81</u>

The Professional Historians Association (NSW) Inc (PHA NSW) is the organisation representing qualified historians who are professionally employed or commissioned to undertake historical work

Extracts from this Annual Report are on the Association's Web site at:
www.phansw.org.au

**Produced in 2003 by Nicole Secomb for
Professional Historians Association (NSW) Inc
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