
Uniting Church Archives Research Centre

Baptismal Records	Julie Jenkinson
Biographical Index	Nancy Rhodes
Cassette Tape Transfer	Richard McKenna
Collating People & Places Files	Linley Gould
Computer Database Record Entry & Photographs	Brian Jervis
	Reg Pearson
	Jim Miller
	Nancy Rhodes
Library	Joan McKenna
Marriage Register	Betty Pearson
	Julie Jenkinson
Memorabilia Database	Nancy Rhodes
Music Library	Sheena Hesse
Office Administration	Janet Lamb
Parish Records for Battye	Rev John Steed
	Rev Alan Matthews
	Lionel Rose
	Jim Miller
Photograph Accessioning & Storage	Daljeen Jassal
	Brian Jervis
Photographs	Reg Pearson
	Julie Jenkinson
Plans Building	Lionel Rose
Property Files	Betty Pearson
Research	Sheena Hesse
	Linley Gould
Revive	

1. MEMBERSHIP

One 0.2 FTE (full-time equivalent) staff member [honorary] as well as 15 part-time volunteers (an average of 72 voluntary hours per week, 288 per month and 3168 hours per year) working

two days a week. The reduced hours are due this year to the very generous leave taken by the volunteers.

2. CONTRIBUTION TO THE LIFE OF THE UCA

2.1 The Archives exists to preserve the history of the Congregational, Methodist, Presbyterian and Uniting Church in Australia Western Australia.

2.2 These records are made available to the public, both at 91 Edward Street Perth and at the Battye Library, so that the people may understand the importance of the role of the church, in its own right and in the context of Western Australian history.

3. HIGHLIGHTS

2015/2016 has been another important year in the life of the team of dedicated volunteers, we have been continuing to ;

3.1 Record marriages on our database.

3.2 Sorting, collating and filing archival documents from congregations and Presbytery.

3.3 Transfer of completed documents to Battye Library.



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- 3.4 Receiving of Baptismal and Marriage registers for data entry.
- 3.5 Compiling and updating the Ministers Biographical Index [retired & serving].
- 3.6 Since last September, we have completed 37 research enquires. These requests are
- 3.7 Scanning all the photographic collection (ongoing).
- from a variety of people, congregations and agencies and on a variety of subjects. Some taking a few hours to some that require four or five weeks of research.
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4. PROJECTS COMPLETED

This past year we have completed two tasks. All the property files have been sorted, boxed and stored. We have now completed the recording on the database of all Baptismal Registers that have been deposited by congregations.

5. VOLUNTEERS

This year we have maintained our regular volunteer base, although illness and long overseas holidays have prevented some from coming in on a regular basis. There is always a place for volunteers to work on special projects here or in their own home. If you feel you can spare some time for the ongoing Archival work please contact Archives.

The tasks carried out by the volunteers are many and varied and we would welcome anyone who wishes to contribute to this important part of preserving our church records.

6. THIS YEAR IN THE ARCHIVES

During the past year we have continued along the same lines as the last few years, gradually coming to the end of some of our tasks and finding new tasks. We have now completed entering on the database all the Baptismal registers that has been handed in by congregations. We have now started to transfer all our audio tapes to an external hard drive as it is becoming harder to maintain old cassette players.

Moving into the digital age, we are no longer able to accept paper copies of current congregation newsletters. Current copies may be sent in on memory stick or external hard drive.

We urge all congregations to check that they have lodged all the records, registers and rolls when completed.

Once again to all the volunteers my grateful thanks. You make my job so easy and a lot of fun and laughs.

Sheena Hesse
Hon Archivist
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