

## Publications and Publications Officer Reports

The last Publications meeting was held at 10.00 am on Friday, 21 March 2025 in the NFHS rooms. The next meeting will be held at 10.00 am on Friday 17 October 2025 in the rooms. Any other arrangements will be completed by email and/or face to face discussions with individuals as necessary.

Present: Ros Cheetham, Pam Harrison, Ken Shilling, Mel Woodford, Jeanette Park, Margaret Ashford, Pat Healion (part), Jane Ison (PO and note taker)

Apologies: Rosalie Bunn, John Henderson, Pat Healion (part)

We need a publication every year to help to bolster the Society finances. We envisage at one – perhaps two – Publications during 2025.

### 1 Donation –Dr Pamela Harrison

Dr Pamela Harrison will donate remaining the stock of her publications *Dear Will* (Sale Price \$25 and \$5 was to go to Pam) and *Man the Lifeboat* (Sale Price \$35 and \$10 was to go to Pam) that are still held by her at her residence. She has also donated in excess of 70 copies of her most recent publication *Confined but free! : the female staff of Maitland Gaol in the 19th century* which was for sale at the Maitland Gaol Bookshop which has now closed and is not expected to reopen. Members of the group felt that particularly with Pam's most recent book, we should attempt to maintain the reimbursement that Pam was receiving if at all possible.

Pam is defined as a hobbyist so she pays no GST.

#### Updates:

- Jane has collected 72 books on the female staff at Maitland from Zoe of Maitland Gaol Bookshop.
- Management has agreed with the arrangement to reimburse Pam for these books at the rate discussed in the meeting (ie. \$20 to Pam and on sell for \$40). Pam is to be paid in advance of sales to ensure that we are operating legally. NFHS will (and can afford to) buy 10 books at a time and from then on 10 more once these are sold. Pam will therefore know the progress of any sales of the Publication.
- An advertising sheet for *Confined but Free* will be included in an upcoming Journal advertising. Pam will approve it before it goes out. The advertising sheet will be sent to members and affiliated societies through the Journal postage. Advertising will go onto the NFHS website, Facebook page/s (NFHS; Lost Newcastle; and any other Facebook or Family History locations that are available to us). We will also ask Greg Ray and advertise in Newcastle shops/newsagencies that the books are at the Society.
- Greg Ray does sell one of Pam's books. He is selling *Man the Lifeboat* for \$55. These copies have been signed by Pam. He currently has 2 remaining.
- The other 2 books are donations and Jane will find a date to collect them from Pam. *Man the Lifeboat* still needs the correction label stuck into the front. Pam has sent this correction to the PO who has purchased appropriate adhesive labels. A copy will also be stuck into the Society copy.

### 2 Publication – *The Penalty of Poverty* – Dr Pam Harrison

Pam's unpublished work called *The Penalty of Poverty* was in the hands of Maitland Gaol for editing but due to the closure, Maitland City Council (MCC) was unable to continue. No contract had been signed with Maitland. The former editor Gordon Sorber gave all his word files to MCC and it is unclear where the files are now. The title is Pam's. NFHS has Pam's permission to produce this book which requires a re-edit. Pam is making these adjustments: change the Publication from A5 to A4, add more photos; seek permission to reproduce some images and make additions to Chapter 8 – Gaining Respectability. Pam wanted to leave the supplementary material and the group believed that they would be a good addition. An updated cover with our logo and a new ISBN would be needed. A copy of Pam's files is currently stored on the Printing Computer.

#### Updates:

- Pam has added images of generic prisoners doing tasks. She is to be given the USB of high resolution images that Maitland Gaol had and all the copyright that that might entail.
- Pam has confirmed that NFHS can still use the image on the cover. The cover has to be remade. Anyone who might know about any Copyright issues no longer works at MCC.

### **3 Concluding Publication – *Guide 5: A Guide for Finding and Using NSW Land Records for Family Research* – (John Henderson)**

The Publication is finished and formatted. John is adding appropriate maps and/or other images into any blank spaces.

John and Jane Ison are trialling appropriate composite images and maps to use for the covers.

**Update:** Changes to the Six maps website is requiring a small amount of rewriting.

### **4 Catherine Hill Bay (Revised edition) – (Ros Cheetham)**

Ken Shilling has copied and named all the historic Catherine Hill Bay images photographed by Karilyn Pawley (with her permission) and they are currently on a USB. There is an image for each burial that was photographed but some images have been duplicated as often more than one burial appeared in the image.

Jane will discuss with the Librarian how these images are best kept in the library (on the computers or as a USB) and whether the originals should remain on the shelf or go to stack.

Ros reports that the General Section of the cemetery needs photographing and some rephotographing of graves is also necessary.

Jane to liaise with the IT Officer about where to best put a sharing folder for these images so sharing can be done at the Society. (see point 11 below)

### **5 *People of Newcastle* additional volumes – Ken Shilling**

Ken is willing to assist any interested member of the group of the Society to create additional volumes of this publication using a similar format and presentation.

### **6 Teralba Cemetery – Ros Cheetham and Jeanette Park**

Ros and Jeanette will consider whether there is any prospect of creating future updates to Teralba Cemetery. The Publications Officer is willing and able to correct any basic errors or corrections to the original publication so Jeanette and Ros should send any errors to her. Any changes or additions to content would require a new edition and ISBN. It is up to Rose and Jeanette to consider if this is an appropriate way to progress.

### **7 Minmi Cemetery (Updated edition) – (Pat Healion, Ros Cheetham and Jane Ison)**

Pat reported on the continuing research into the cemetery and the photos of the headstones taken by her and Robyn Jeffriess. Pat did one side and Robyn the other. During COVID Pat and Jane had done exactly the same task. A series of digital images for the LHS (Facing the cemetery) taken by Jane exists and will soon be put into the Society computers. In about 2023 Pat also provided a scan of the sexton's records for the cemetery and some images of early maps of Minmi township. These are also currently on Jane's PC. All these images will be added to the Society's shared Publications folder. (see point 11 below) We have no images of the RHS of the cemetery.

Pat enquired about population statistics for Minmi during the 1860s and whether anyone knew if this information exists – and where it may be. The group could only think that perhaps information may be in the coal reports or there may be some details in the papers of the time.

Colin Delaney may be aware of unmarked burials or burial locations.

Ken Shilling may have some earlier photos of burials.

Ros is still working on the database for Minmi but is now on other tasks. This will also go to the shared file. (See 11 below)

**Update:**

- Pat has emailed an image of a recent burial It will be added to the shared folder.
- Marilyn Maddocks has an old copy of an original list of burials which she will give to the Society that may be useful.

### **8 *Midwives of the Hunter* – Heather Ling**

Former member Heather Ling has been accumulating information for years about the midwives and maternity hospitals in the Hunter. It subject was most important to her but she is unable to get it ready to publish. Sharyn Boyce spoke to Heather and her son, Rodney explaining that we feel that her research needs a home if she hasn't a plan for it. Heather would be the author but someone would need to compile it. Rosalie has offered to put it together.

#### **Updates:**

- Sharyn has made contact with Heather who is pleased that we are prepared to compile this research. Sharyn has collected the research and moved it to the NFHS rooms. There are 26 folders that are on the top shelves in the back room of the Library.
- Sharyn also received Heather's early computer files and the IT Officer has retrieved them from Heather's computer.
- Rosalie and Sharyn are assessing how to best compile and present the information. Rosalie is speaking to NFHS members who may be able to assist.

### **9 Elder Street, Lambton History (for awareness and discussion) – (Margaret Ashford)**

Margaret proposed a topic of potential interest to Publications. She is in communication with two men who are involved in the history of Lambton. Retired architect and NFHS member Bob Donaldson is compiling a history of the Elder Street block between Grainger and Morehead Streets. Some is already in print form and in our library. Richard Ollerton, a Journal guest writer, is working on the history of Elder Street, which includes a website he has already developed (but not published). Margaret has a copy of the website, which is impressive. Both men are preparing valuable, high quality work. They now in touch with each other and are working out how best to cooperate. Margaret was asked whether the NFHS would be interested in involvement/sponsorship/something. There may be an option for a publication. This is still a topic under consideration.

The group felt that this might be more relevant to Robert Watson but we could see the potential for some kind of display. Our rooms would be unsuited to any display but an empty shop in the main street may be a possible venue.

Here is a Margaret's update on our discussion passed on by her to Richard Ollerton and Bob Donaldson. It would seem that unless NFHS takes the initiative, this idea, as worthwhile as it is, cannot go ahead at present.

I said I'd let you know when I heard from Richard Ollerton and Bob Donaldson about the Pub Group's response to their ideas.

Not what I was expecting –

While both think the overall project of recording any extant buildings on Elder Street and forming a permanent record (the one that it was suggested could culminate in an exhibition) is a great idea, neither is prepared to 'take the lead role'; although happy to make suggestions and give feedback on any project undertaken by someone else.

So that's where we're up to with that part.

Bob has confirmed that his paper-based work will continue – collecting and assembling relevant information along with whatever images are still available ... including Snowball images, Google earth, family albums etc, possibly taking his own photos as well, if he can.

Richard hasn't commented further on his digital presentation, but when Pub Group has come up with suggestions about how to present that we can follow up with him.

Moving on ...

Cheers Marg

### **10 *Diary of the Voyage of the Dirigo* (Jane Ison)**

## **Update:**

Ken and Jane are retranscribing the Diary. Ken is doing part 1 (Liverpool to Sydney) and Jane is doing Part 2 (Sydney to Rocky River via Newcastle and the Hunter). For decades NFHS has advertised and sold this Publication as a transcription but when the IT Officer and the PO began to discuss and to prepare what we had as a download, we discovered that it was in fact an abridged version – more correctly a simplified recount – of the diary. It was not possible for Clive and I to put the transcription side by side with the actual image of the page. We will give credit to the person who ‘transcribed’ the original work.

## **11 File Sharing**

To ensure that everything is able to be accessed by members of the Publication Group, a special folder has been set up by the IT Officer on the desktop of EACH computer in the Blue Room. This folder will enable any member of the group to come to the Society and download to or upload from a USB any information that they are working on for any publication. When the computers are closed down, they will be backed up and a copy will go to the Management computer.

(Note that Clive and I discussed creating a folder on the Gdrive that would be accessible from anywhere that would do the same job. We decided against such a move as I was well aware of the many difficulties people had working and accessing such a folder after being responsible for managing and inviting people to both the Management and the Journal Gdrives. That added responsibility I cannot take on at present but if this society shared folder doesn’t work and someone else can take on the overseer job then we can reconsider it.)

The Publication Folder will contain a specific folder for each Publication being worked on (so initially Minmi; Catherine Hill Bay and Midwives of the Hunter Valley). I will write a set of directions but the basic instruction will be for EACH member to create their own personal file within the specific folder that they are working on and keep a copy of their work there. I foresee that we will need:

- someone who can transcribe any Minmi notes made by Pat and Robyn as I have been told that there is nothing digital.
- A copy of all the Minmi databases – letter by letter – that Ros and I have worked on
- A copy of all the Minmi images and information that we have including the original PDF file saved as a word file (which is a terrible mess)
- Someone to label any digital photos in any folder.
- A collection of photos from Catherine Hill Bay
- Files and databases for the Midwives publication

## **12 They Sent Me North – Revised Edition**

### **Update:**

- Two requests have come in for sales of this publication as a hardcopy. This was not unexpected. Jane and Mel believe that the best outcome will be to prepare the publication as two Volumes – the database and the biographies – to be sold together or separately. Clive will need to be involved to check that the database can be printed as is but the biographies will require little intervention. A costing will be done to enable these sales to be fulfilled. Two new ISBNs will be required – one for each volume.

## **13 Ongoing Publications updated since October 2024:**

- a. The *Tillicherry* – (Mel Woodford) – ongoing but mostly on hold
- b. Lost Industrial School Records (title still elusive) – (Jane Ison) – ongoing but mostly on hold

Jane Ison (Publications Officer and Note Taker for the group)

1. We do not need to adjust our prices for Publications to cover the GST paid on sales. While we pay the GST on each sale, we only pay it on the profit we make as we get GST back for the paper, card, spines and printing that we use to produce the publication. None of our books cost more than \$50 and all cost more than \$15 to make. GST has been included on the costings spreadsheet for future use. NFHS will not pay much more than \$3 GST on any publication. We will therefore make a little less profit.
2. A manual for the new binding machine was downloaded and a hard copy made. It is stored underneath the binder should anyone need it. The machine works in exactly the same way as the old one with melting done on the two sides furthest from the filing cabinet; cooling in the two sides closest to the filing cabinet and crimping in the middle. (Most of our spines are unsuitable to crimp so leave that one for me.) The old binder is yet to be disposed of but is written off.
3. The Roles and Responsibilities for the Publications Officer and for the Publications Group have been updated and sent to Management for approval.
4. A replacement printing computer has been purchased by Management and all relevant files transferred from the old computer. This transfer includes all back copies of the Journal, all updated Publications and the Brochure and Catalogue.
5. The IT Officer has placed a copy of Acrobat Pro on the new printing computer should any coordinator need to use it.
6. The Publications catalogue has been reformatted but is still to be reprinted in hard copy.
7. An updated 2025 pricelist and a postage list are now available on the website.
8. Information sheets and publication formats (where necessary) continue to be updated. This process is ongoing as the status of each publication changes.
9. If more NFHS brochures are needed, the file must be revised before printing. The most recent copy is on the desktop of the Printing computer.
10. Thanks go to the IT officer and the Webmaster for their ongoing support.

Jane Ison (PO) – June 2025

## **FOR YOUR INFORMATION:**

### **Publications and Publications Officer (PO) Reports sent to Management for the June meeting**

#### **Publications**

1. All NFHS Publications are available and advertised on the website with sample pages and summary sheets available to view.
2. Hard copies of our Publications are always available for purchase at the Society or by post and can be ordered and paid for through the website.
3. Purchase of downloadable publications have outnumbered those of hard copies during the holiday period. Downloadable Publications attract NO Members' Discount.
4. There have been no requests made to make any publication a priority for download.
5. Publications now available as downloads from the website are:
  - Behind the Sandstone
  - Early Newcastle
  - Geographic Encyclopedia
  - 19th Century Coal Mining Related Deaths, Hunter Valley, NSW
  - North Waratah Cemetery
  - Old Wallsend
  - People of Newcastle Volumes 1, 2 and 3 – as one download (coming)

- St Andrews, Waratah
- St Lukes Wallsend
- They Sent Me North – Revised edition
- They Served Their Country – one download containing the two volumes

6. The following publications are currently being prepared for download from the NFHS Shop:

- Remembrance
- Diary of a Voyage on the ‘Dirigo’ – Liverpool, UK to Rocky Creek, NSW
- Copeland
- Newcastle West Burial Grounds

Jane Ison (For the Publications Group)