



Australian
Society of
Archivists

SOUTH
AUSTRALIAN
BRANCH

AUSTRALIAN SOCIETY OF ARCHIVISTS

South Australian Branch

Minutes of the ANNUAL GENERAL MEETING held on

Wednesday 27 August 2025, 5:07pm – 5:53pm

**Writing Studio, Level 2, Barr Smith Library
The University of Adelaide, North Terrace, Adelaide**

1. Welcome

Kirsty Buchan opened the meeting.

2. Attendance

Kirsty Buchan, Adam Kauschke, Jane Ratcliff, Elise Sutherland, Naomi Giles, Ian Sutherland, Peter Crush, Lee Amoroso, Tony Leviston

3. Apologies

Mary Ryan, Kate Pulford, Nick Sparks, David Whyatt, Tamara Wenham

4. Minutes of previous Annual General Meeting

Motioned: Kirsty. Seconded: Jane.

5. Convenor's Report

Kirsty presented the convenor's report (see Attachment A).

6. Treasurer's Report

Adam presented the treasurer's report (see Attachment B).

7. Election of Office Bearers and Committee members:

5.1 Office bearers

Ian took up the position of Returning Officer.

Adam nominated Kirsty for Convenor. Kirsty accepted nomination. Kirsty to continue as Convenor.

Kirsty nominated Adam for Secretary. Adam accepted nomination. Adam to continue as Secretary.

Treasurer left vacant.

Naomi to continue as Newsletter Editor.

5.2 Election of other Committee members

The following were elected as Committee members: Lee Amoroso, Elise Sutherland, Jane Ratcliff, Tony Leviston.

8. Representation on History Council of South Australia (HCSA)

Danna and Ian have been representing the Branch at HCSA meetings.

Ian is not continuing in this position after the HCSA AGM.

Action: Adam to check with Danna, then promote vacancy to Branch if needed.

9. Representation on National Archives Consultative Forum

Ian nominated himself to continue as our representative.

10. Representation on State Records Council (SRC)

Jenny Scott to discontinue as our SRC representative in January 2026. Adam has advertised this upcoming vacancy.

11. Any other business

11.1 Draft revised rules for ASA SA Branch

Adam mentioned feedback that he had already provided on the revised Branch rules as proposed by Council. The meeting further discussed these rules.

Comments included the potential of centralisation of functions to benefit branches, whether Branch members can resign, and the need for approval for budgets.

12. Close

Meeting closed at 5:53pm.

Attachment A:

SA Branch
Convenor's Report

Committee 2024-2025, elected at the AGM held on 7 August 2024

Convenor: Kirsty Buchan
Secretary: Adam Kauschke
Treasurer: Adam Kauschke
Branch Archivist: Adam Kauschke
Newsletter Editor: Naomi Giles
Committee Members: Danna Slessor-Cobb, Jane Ratcliff, Elise Sutherland, Jeremy Sibbald, Kate Pulford.
State Records Council rep : Jenny Scott

Report

The SA Branch AGM was held on Wednesday 7 August 2024 with Kirsty Buchan and Adam Kauschke continuing as office bearers. Lee Amoroso stood down as Committee member after several years service including a stint as Convenor. We welcomed new committee member, Elise Sutherland

The evening attracted a small crowd, with attendees enjoying wine and nibbles followed by a presentation from Skye Krichauff from the University of Adelaide speaking about her work on the linkage project *Reconciling with the Frontier*.

Subsequent to the AGM Jeremy Sibbald resigned as a Committee member.

SA Branch members Simon Froude and Diane Velasquez gave presentations as part of the program for the ASA Conference held in Christchurch in October 2024.

The SA Branch Christmas Lunch was held on Sunday 1 December at Fare and Square café in North Adelaide where an al fresco lunch was enjoyed by members both long-standing and brand-new.

Unfortunately, the Branch's annual Dedication Service for archives and archivists, usually held at the start of the year, was not held again in 2025 as we were not able to secure a host.

On Wednesday March 12 a large group of members and colleagues attended a tour of the Royal Agricultural and Horticultural Society of SA Archives and showgrounds, hosted by RA&HS of SA Museum and Archives coordinator Erin Reardon.

In May, many members were involved in planning, hosting, and attending events throughout the South Australia's History Festival month.

In 2024/25 Branch members were also invited to events hosted by the SA Schools SIG. These events included a case study presentation on school archival records migration by Kate Pulford, visits to Westminster School Archives and Pembroke School Archives, and a visit to the SANFL History Centre.

Two issues of the SA Branch newsletter were produced this year - August 2024 and January 2025. Naomi also prepared a digest of History Festival events being held by SA Branch members, which was distributed at the start of the festival on May 1.

The Branch Committee met on Friday 27 September 2024, Friday 29 November 2024, Friday 21 February 2025, Friday 9 May 2025, Friday 4 July 2025.

Thank you to those in the SA Branch for taking on extra roles in 2024/25: Ian Sutherland as ASA representative on the NAA Consultative Forum, Danna Slessor-Cobb and Ian Sutherland as ASA representatives on the History Council of SA. Jenny Scott continued in her three-year term representing professional archivists on the State Records Council.

Thank you to all Committee members and event hosts for giving up their time to keep the Branch active, and to Adam Kauschke for continuing to keep the Committee on track.

Kirsty Buchan
SA Branch
25/08/2025

Attachment B:

Australian Society of Archivists (SA Branch)
Financial report for period 1 July 2024 – 30 June 2025

	30 June 2024	30 June 2025
Petty cash	\$9.70	\$9.70

Notes:

SA Branch petty cash is maintained separate to finances of Australian Society of Archivists Inc. No income was received or expenses incurred during this period.

Prepared by Adam Kauschke, SA Branch Treasurer, on 27 August 2025.