

Note of Madras College Archive Support Group
Meeting of 4th March, 2010, 3.45 - 5.00 pm in K1

1. Apologies were received from Patricia Esler and Edmund Robertson. Present: Sandra Thomson, Liz Higgins, Elaine Methven, David Galloway, Terry Trewartha, Arlen Pardoe, Michael Greig, Jamie Murphy, Elizabeth Thompson, Maia Sheridan, Frances Humphries, Irene Bennett, Lindsay Hodge, Anne Morris, Christine Noble, Ian Gilroy, Lindsay Matheson
2. The five new members were welcomed; Miss Irene Bennett, FP and former HT of Tayport Primary School; Dr Ian Gilroy, former rector of Madras; Mr Lindsay Hodge, former Depute Rector of Madras; Mrs Christine Noble, former Admin Coordinator of Madras; Miss Elizabeth Thompson, FP and current student with interest in archive work.
3. The note of the meeting of 3rd December was approved with one correction. DG raised the matter of photographs of the Kilrymont Hall panels, suggesting that copies of the photographs being made could be sent to those who had assisted him in his research. LM will ask Mr Jones to arrange this.
4. L Higgins reported that the transfer of paper materials from the large boxes to the new ones had been completed particularly thanks to the efforts of MG. Work has begun on the photographs, some of which will be removed from their frames prior to storage.
5. AP reported that scanning was proceeding steadily although this was a very large task. The A3 scanner ordered has not yet arrived. LM will follow this up with Mr Jones. Naming of several photographs was still to be done. AM suggested that the format used by Pat Harvie of the Preservation Society (open meetings at which locals could come to assist) might be tried. AP also noted that he was making decisions as the work progressed of what to scan and what to leave until a later date.
6. LM reported on two inputs made regarding the archive, one to the Preservation Trust volunteers and one as an introduction to a Bell Lecture in Dundee University.
7. Discussion followed on the issues of our aims, the scope of our work and the groupings we think will be required for effective working. The following points were agreed:
 - i. Our aim is to illustrate, preserve and make accessible the life of the school as reflected by the sources we possess (L Hodge)
 - ii. Achievements of the school, and of individuals in their schooldays and afterwards should be emphasised (AM)
 - iii. The confusion in the public mind about the true status of the school as the successor to both Madras College and the Burgh School should be addressed (IG/DG)
 - iv. All within the community should feel welcome within the Madras FP organisations (FH)
 - v. It will be important for public relations in the community to clarify this issue (IB, AP, L Hodge, LM)
 - vi. It is normal practice for a "successor body" to have stewardship of the archives of all of its antecedents (MS)
 - vii. We need not go into great detail on the above issue, just collect whatever we have on the Burgh School as a separate item (DG, TT)
8. The following will be our sub-divisions for the next phase of development and members are invited to respond by email or telephone to LM with their first and second choices of group. He will then issue a suggested division of labour:
 - i. Catalogue
 - ii. Website
 - iii. Responding to Requests
 - iv. The Burgh Collection
 - v. Departmental Collections
 - vi. Oral History
 - vii. Publicity
 - viii. Trophies
9. An updated contact sheet for all members is attached.
10. DG enquired about the Wartime Recipe Book. L Higgins reported that it has still to be catalogued.
11. The next meeting (to be confirmed) is scheduled for Thursday 3rd June at 3.45pm in K1.

LM for the group
4th March, 2010