

Oral History Victoria

Annual Report

2017–2018



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Our committee

As at 30 June 2018, the OHV Committee comprised:

Executive

President	Susan Faine
Vice President	Alistair Thomson
Secretary	Ken Berryman
Treasurer	Jodie Boyd

Committee members

Communications	Jessica Ferrari - Website & social media Judy Hughes – Publicity Halina Nowicka - Rewind editor
Events	Program coordinators: Michael Green Rochelle Lade Francesco Ricatti
Membership	Marie Nunan
Regional outreach	Ron Lambert

President's report

By Susan Faine

Stepping down after being on the Oral History Victoria (OHV) committee since early 2012 when I responded to a call to members for a treasurer, I see an organisation that has consolidated, strengthened and reached out. OHV is in a healthy financial position, in part the legacy of its management of the 2011 national conference, and has a strong membership because of a succession of hard-working, forward-thinking committee members focussed on furthering oral history in Victoria.

Some organisational functions are carried out solo, others by teams of two or three. Ultimately though the committee works all together to produce an annual public program—training and workshops, skills exchanges, symposium, public lecture, innovation award—and information exchange through regular issues of the 'Rewind' newsletter and a dynamic social media presence via Facebook and the OHV website. This year, in response to requests from members, OHV agreed to trial acting as an auspice for members applying for grants who may be ineligible otherwise. This important initiative supports both members and oral history.

Organisations depend on getting right the balance of committee continuity and renewal. All committee members should be acknowledged here for their hard work, commitment and collegiality. 'Rewind' editor Halina Nowicka stepped aside earlier in the year, Events team members Rochelle Lade and Michael Green and OHV Secretary for the last two years, Ken Berryman, are stepping aside at the conclusion of this committee term. Jodie Boyd, Jess Ferrari, Judy Hughes, Ron Lambert, Marie Nunan, Francesco Ricatti and Al Thomson will continue with OHV committee for another term.

My heartfelt personal thanks to all committee members I've worked with since 2012 for their contribution to running and developing the organisation and its programs. OHV is all the better for your individual and collective contributions.

The following team reports provide an overview of OHV's activities in 2017-2018.

Team reports

Membership

By Marie Nunan

Thirteen new members joined OHV this year, bringing membership to 103 at the end of June 2018. Most signed up in the 'student/concession' category, an add-on to their workshop registration, and most came, unsurprisingly, through the introductory workshops.

On the other hand, of the 89 renewing members—and one Life Member—more than two-thirds were 'full' members.

Communications

By Jessica Ferrari & Judy Hughes

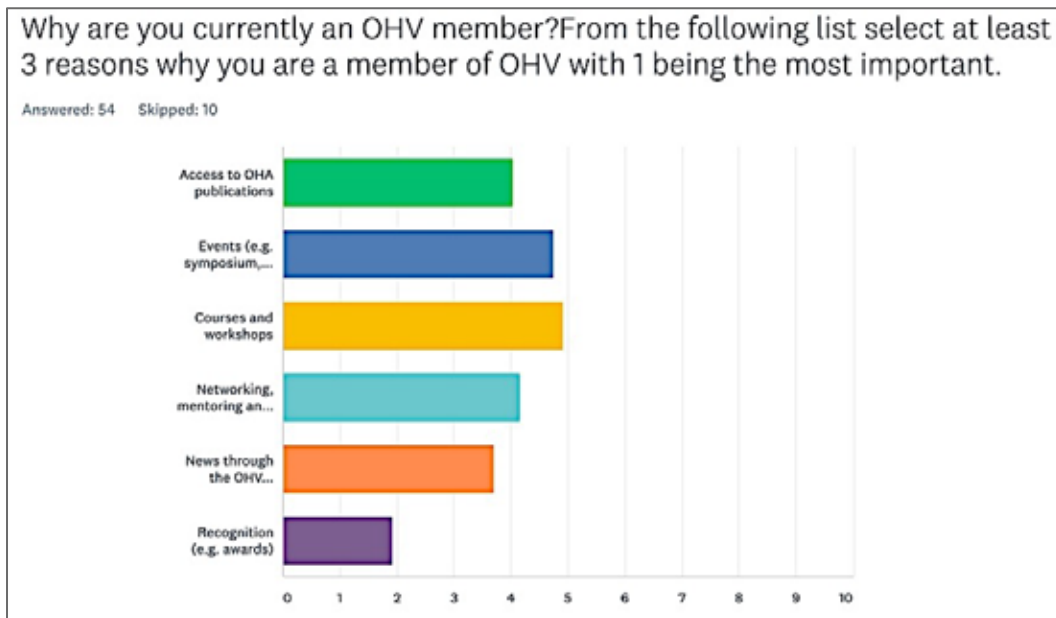
OHV's communications team is responsible for organising and sharing information with members and reaching out to those in the broader community who might be interested in oral history or who are active in oral history and would benefit from joining our organisation. The team aims to ensure OHV communications is strategic and effective, anticipates the needs of members and potential members and furthers our goal of promoting oral history.

The Communications team develops and manages the OHV website (pictured right), social media, 'Rewind' newsletter, marketing and promotions tools and publicity for events. In the 2017-2018 financial year the team conducted a broad review of our communications channels and activities with a view to better meeting the needs of our members and prospective members.



Member survey – April 2018

With a 60 per cent response rate, our member survey has given us a better understanding of member and key stakeholder needs. The findings indicate that most of our members are professional or education-focused (academic/student) women, aged 45–64, living in the metropolitan area.



All OHV's activities are appreciated, with workshops and events the most valued. There was a strong appetite for more services – the most popular options centred around increasing skills (exchange activities, both online and with guest speakers) and providing partnership and funding opportunities. Combined with event feedback, the survey results will inform our longer-term planning.

In the short-term, the Committee prioritised supporting oral history in regional Victoria. While we were already planning a regional workshop, in Gippsland in late September, we decided to offer a 'regional members' discount' rate for the OHV annual symposium, in Melbourne in July 2018.

OHV website, our primary communication platform

Following a thorough review of website hosting and service provider options, in September 2017, OHV switched to a more cost-effective and secure service provider. To better understand our users' online experience, we also activated a Google analytics account.

In early 2018, we built a protected area of the website so that advanced workshop participants could share material prior to workshops in a restricted access online environment.

Social media, extending our reach

In the past year we have sought to extend the range of posts on our OHV Facebook page, and now have over 400 page 'likes'. We are also developing a social media policy and looking into further social media opportunities, including Twitter.

Marketing

The team began a review of OHV branding with the aim of developing guidelines and consistency across our communications materials. The first elements of a suite of publicity and marketing collateral include a promotional postcard and a pull-up banner to use at events.

OHV events planning

Consulting closely with the events team, the communications team revised OHV internal processes for event management to ensure greater clarity of roles and more streamlined processes.



'Rewind' newsletter

By Ken Berryman

As part of OHV's suite of communications, its regular newsletter, 'Rewind', provides a snapshot of what's happening across Victoria and Australia in oral history. Current and past newsletters are accessible via the OHV website.

For the past two years, 'Rewind' has been edited by Halina Nowicka. The newsletter will continue with a new editor and a new look. We thank Halina for her valuable contributions in this area over the past two years.

Events

By Rochelle Lade, Michael Green, Francesco Ricatti

Another busy year in the events portfolio saw OHV delivering two sets of introductory and advanced workshops, the annual symposium, the launch of the interactive ebook 'Australian Lives: An Intimate History' by Al Thomson and Anisa Puri, sharing advice with other oral history practitioners at regular Ideas and Skills Exchange sessions and the OHV Innovation Awards.



The informal Ideas and Skills Exchange sessions at The Moat in the Melbourne CBD have proven popular.

Committee members also contributed time and expertise to ensure each event ran smoothly for everyone involved.

Introductory and advanced workshops

In response to feedback from previous workshop participants, the advanced workshops in the first half of 2018 took a more in-depth approach to understanding oral history practice. Participants appreciated the facilitators' depth of experience but commented too on how the contributions of fellow participants enhanced their learning on the day.

Although technically outside the scope of this report, we want to mention OHV's first regional workshop, an introductory workshop focusing on the 'how-to' of oral history. This was to take place in Gippsland in September 2018, a first step towards reaching out to regional members in 2019, to bring them events locally.

2017 Symposium, 'Oral History in the Digital Age'

Generously hosted by Co.As.It at Museo Italiano, attendees learned about the importance of thinking ahead in the digital world to ensure our work—past and future—is not lost to changing technologies. A large event requiring time and effort from all committee members, the symposium has become a feature of the OHV calendar and our thanks to everyone for helping to make it a success.

Oral History Innovation Award

Since the first award in 2015 the range of applications has demonstrated how actively people are creating and using oral history in journalism, theatre, performance, community history research, websites, educational programs and more.

In 2017 four projects were shortlisted, each one highly commended as 'fine examples of projects that are working with memories to make histories with contemporary relevance'. Stephanie Arnold, freelance cellist, working in collaboration with Dr Robert Davidson and interviewees, received the Community Innovation Award for [Across the Water: Way Back When Consulting Historians](#) received the Education Innovation Award for the Morning Peninsula Oral History Intergenerational Project [History Detectives](#).

[The Life and Times of Fitzroy from 1960s](#), produced by Fitzroy History Society, and [Paynesville Memories](#), produced by Martin Richardson, Paynesville Neighbourhood Centre, both received commendations.

National perspective

By Al Thomson, President of Oral History Australia and Victoria's representative on the national committee

Oral History Australia is a national committee comprising a representative from each State and Territory association. Most of the activity of Oral History Australia occurs at the level of the State and Territory associations, each of which has an active committee that runs state-based events and activities.

Over the past year, the main activities at the national level have included reflecting on the 2017 national conference in Sydney and planning the next national conference in Queensland in 2019; producing the annual Australian oral history journal which is now an online journal; improving the national website and coordinating with state and territory association websites to ensure shared resources and avoid too much overlap or repetition; developing a national oral history award and taking responsibility for the Hazel de Berg award, and sharing ideas between the states and territories about new and successful oral history activities. The national committee has also begun to think about how to play a role in a project intended to future-proof Australian oral history collections in a digital age.

Treasurer's Report 2017-2018

Oral History Victoria (Inc)

Prepared by Jodie Boyd, Treasurer

This report is part of the association's annual report for the financial year of 2017-2018.

The statement of income and expenditure for OHV (inc) for the 2017-2018 financial year presents a small profit of +\$386.64 as compared to loss of -\$1514 for 2016-17. As of 30 June 2018, total assets were \$20,480.31, slightly more than the total assets of 2016-17 of \$20,243.

Memberships were the major source of income for the financial year, with events offering only a modest contribution. This is due to the fact that our major event, the 2018 Symposium was held after the end of the 2017-18 financial reporting period with the result that no Symposium income can be recorded for the period. We also had some lower than expected uptake on the introductory oral history workshops.

Given these factors, it is not possible to provide a representative analysis of the ratio of expenditure on events (eg catering) and income generated. It is recommended, however, that this should be included in future financial reports as an aid and guide for future event planning and accountability.

A further recommendation relates to the fulfilment of the Treasurer's obligation to 'arrange for an annual independent financial review of the association's books and accounts'. To ensure that this is accomplished in future, a trigger date will be inserted into the OHV Committee's planning calendar.

It should be noted that capitation fees paid to the OHAA were calculated on a total membership of 100, in contrast to a membership of 125 in 2016-17. It should also be noted that an additional line of expenditure was created by the award of the 2017 Oral History Australia Conference grants.

Thanks are due to the 2017-18 Committee for their constructive and positive suggestions.



Jodie Boyd

Treasurer

23 October 2018

Financial Statement

1 July 2017 – 30 June 2018

Statement of Income and Expenditure

Income

	2017-18	2016-17
Membership 17/18	5399.20	367.14
Workshops / training	1797.30	3332.47
Symposium	0	718.96
Interest income (term dep)	217.19	242.53
Other	0.00	0.00
Total Income	7413.69	6545.75

Less expenditure

Corp expenses	436.46	832.2
Capitation	1500	1875
Insurance	563.48	541.75
Innovation Award	250	250
OHAC17 Grant	1000	0
Professional fees	1512.50	1741.1
Venue hire	250	300
Website	955.70	1026.51
Catering	408.91	1464.08
Other	150	30
Total Expenditure:	7027.05	8060.64
Net profit for the year	+\$386.64	-\$1514.89

Bank Reconciliation

	2017-18	2016-17
<i>Bendigo Bank Statement Account</i>		
Opening balance (1/7/2017)	10,492.72	12290.14
Plus income	7196.50	6545.75
Less expenditure	-7027.05	8060.64
Closing Balance (30/6/2018)	\$10,662.17	\$10775.25

Bendigo Bank Term Deposit Account

Opening balance (1/7/17)	9600.95	9,479.41
Plus income	217.19	231.04
Less expenditure	-	-
Closing balance (30/6/18)	\$9818.14	\$9710.45

Petty Cash

Opening balance (1/7/16)	-	
Plus income	-	
Less expenditure	-	
Closing balance (30/6/17)	\$0.00	0

Statement of assets as at 30 June 2018

Statement account	10,662.17	
Term Deposit account	9,818.14	
Petty cash in hand	0.00	
Total	\$20,480.31	(\$20,243.17)